


**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	IDIQ CONTRACTS FOR ELECTRICAL SERVICES STATEWIDE
2. Contract Number(s) as shown in the advertisement	4400026073 and 4400026074
3. State Project Number(s), if shown in the advertisement	
4. Prime consultant name (name must match as registered with the Louisiana Secretary of State where such registration is required by law)	 Wi-Skies, LLC
5. Prime consultant license number (as registered with the Louisiana Professional Engineering and Land Surveying Board (LAPELS) if registration is required under Louisiana law)	EF6873
6. Prime consultant mailing address	8 Cora Slocomb Drive, Spanish Fort, AL 36527
7. Prime consultant physical address (existing or to be established, if location is used as an evaluation criteria)	8 Cora Slocomb Drive, Spanish Fort, AL 36527
8. Name, title, phone number, and email address of prime consultant's contract point of contact	Joseph D. Marsh, PE, President, (219) 588-6962 joe@wi-skies.com
9. Name, title, phone number, and email address of the official with signing authority for this proposal	Joseph D. Marsh, PE, President, (219) 588-6962 joe@wi-skies.com

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

<p><b>10.</b> 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.</p>	<div style="text-align: center;">  </div> <hr/> <p>Signature above shall be the same person listed in Section 9:</p> <hr/> <p>Date: May 25, 2023</p>				
<p><b>11.</b> 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.</p>	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;"><u>Firm(s):</u></td> <td style="width: 50%; border: none;"><u>Firm(s)' %:</u></td> </tr> <tr> <td style="border: none;">Civil Design &amp; Construction, Inc.</td> <td style="border: none;">7%</td> </tr> </table>	<u>Firm(s):</u>	<u>Firm(s)' %:</u>	Civil Design & Construction, Inc.	7%
<u>Firm(s):</u>	<u>Firm(s)' %:</u>				
Civil Design & Construction, Inc.	7%				

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

As indicated in the advertisement, insert the completed table here. The percentages for the prime and sub-consultants must total 100% for each past performance evaluation discipline, as well as the overall total percent of the contract.

The **only** past performance evaluation disciplines to be used are: Road, Bridge, Traffic, CE&I/OV, Geotech, Survey, Environmental, Data Collection, Planning, Right-of-Way, CPM, ITS, Appraiser and Other (please specify).

Past Performance Evaluation Discipline(s)	% of Overall Contract	Wi-Skies, LLC	Atlas Technical Consultants	Civil Design & Construction, Inc.	Each Discipline must total to 100%
Other (Lighting)	70	100			100%
Geotech	10		100		100%
Road	5		100		100%
Survey	5			100	100%
CE&I/OV	10	50	50		100%
Percent of Contract	100%	75	18	7	



**13. Firm Size:**

For all firms that are part of this team, indicate the approximate number of personnel to be committed to this contract, by DOTD Job Classification and the total number of personnel within the firm that could provide support, if needed. If a specialized job classification is required and not included on the DOTD job classification list, specify “Other (please specify)” and include the classification title inside the parentheses.

The DOTD Job Classification(s) to be used can be found at the following link:

[http://www.sp.dotd.la.gov/Inside\\_LaDOTD/Divisions/Engineering/CCS/Job\\_Qualification/Job%20Classifications%20with%20Descriptions.pdf](http://www.sp.dotd.la.gov/Inside_LaDOTD/Divisions/Engineering/CCS/Job_Qualification/Job%20Classifications%20with%20Descriptions.pdf)

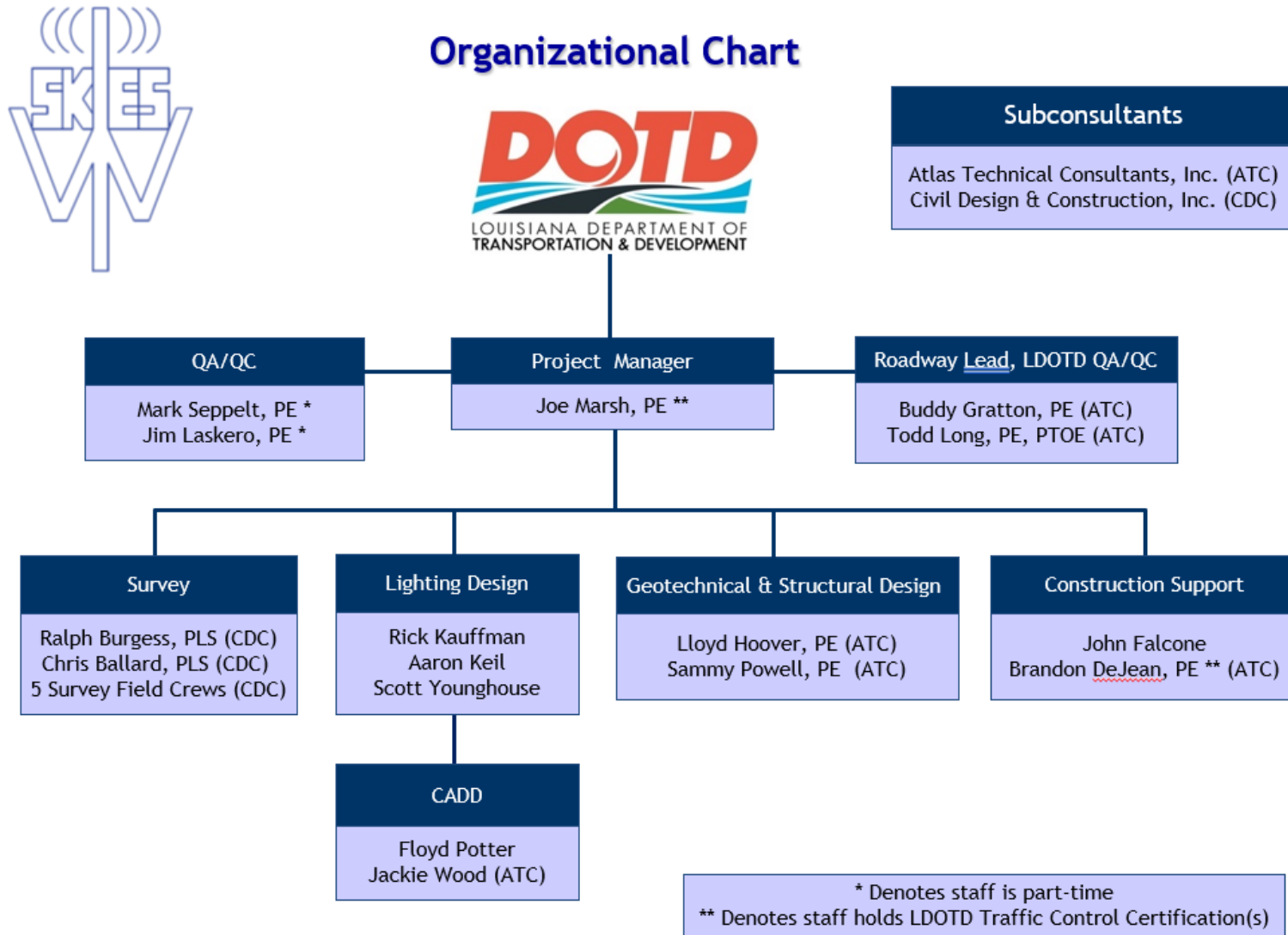
Firm name	DOTD Job Classification	Number of personnel committed to this contract	Total number of personnel available in this DOTD Job Classification (if needed)
Wi-Skies, LLC	Principal	1	1
Wi-Skies, LLC	Supervisor – Eng	1	2
Wi-Skies, LLC	Senior Technician	1	2
Wi-Skies, LLC	Engineer	1	2
Wi-Skies, LLC	CAD-Operator	1	2
Wi-Skies, LLC	ITS Technician	1	1
Atlas Technical Consultants	Principal	1	3
Atlas Technical Consultants	Supervisor - Eng	1	7
Atlas Technical Consultants	Engineer	4	9
Atlas Technical Consultants	Designer	1	27
Civil Design & Construction, Inc	Surveyor	2	3

(Add rows as needed)



**14. Organizational Chart:**

Provide an organizational chart showing ALL relevant prime consultant and sub-consultant (if applicable) personnel assigned to the contract, area of project responsibility for each, and reporting lines for the purposes of this contract. An individual’s role does not necessarily have to match their DOTD job classification identified in Section 13. **If applicable, identify all personnel performing traffic engineering analysis and/or QC of traffic engineering analysis by placing an asterisk next to their name. Include the certificates required by the Traffic Engineering Process and Report Training Requirements article of the Advertisement in Section 20.** It is acceptable to use an 11x17 format for Section 14.



**15. Minimum Personnel Requirements:**

Use the table below to identify both prime consultant and sub-consultant staff designated to work on this contract meeting the Minimum Personnel Requirements (MPRs) specified in the advertisement. Ensure the résumé reflects the required experience stated in the MPR.

MPR No.	Personnel being used to meet the MPR	Firm employed by	Type of license and discipline meeting MPR/ certification & number	State of license	License / certification expiration date
1. At least one (1) principal of the prime consultant shall be a registered professional engineer in the state of Louisiana.	Joe Marsh, PE	Wi-Skies, LLC	Electrical Engineer, PE# 36940	LA	9/30/2024
2. At least one (1) principal or other responsible member of the prime consultant shall be currently registered in Louisiana as a professional engineer in electrical engineering.	Joe Marsh, PE	Wi-Skies, LLC	Electrical Engineer, PE# 36940	LA	9/30/2024
3. At least one (1) principal or responsible member of the prime consultant shall have a minimum of five (5) years of experience in responsible charge of electrical engineering.	Joe Marsh, PE	Wi-Skies, LLC	Electrical Engineer, PE# 36940	LA	9/30/2024
4. At least two (2) individuals, one of which, must be a professional electrical engineer, registered in the state of Louisiana:  a. One (1) professional electrical engineer or engineer intern, registered in the state of Louisiana, shall have a minimum of eight (8) years of experience designing interstate lighting. A minimum of three (3) years of interstate lighting experience  must be within the last five (5) years. These three (3) years are not required to be contiguous; and	Joe Marsh, PE	Wi-Skies, LLC	Electrical Engineer, PE# 36940	LA	9/30/2024



<p>b. One (1) professional electrical engineer or engineer intern, registered in the state of Louisiana, shall have a minimum of five (5) years of experience in designing interstate lighting. The last five (5) years must contain a minimum of three (3) years of design of interstate lighting projects. These three (3) years are not required to be contiguous.</p>	<p>Jim Laskero, PE</p>	<p>Wi-Skies, LLC</p>	<p>Electrical Engineer, PE# 45637</p>	<p>LA</p>	<p>9/30/2023</p>
<p>5. At least one (1) professional engineer, registered in the state of Louisiana, shall have a demonstrated experience in quality assurance for all engineering disciplines represented in the plans.</p>	<p>Buddy Gratton, PE  Todd Long, PE</p>	<p>Atlas Technical Consultants  Atlas Technical Consultants</p>	<p>Civil Engineer, PE# 43534  Civil Engineer, PE# 43910 PTOE# 1030</p>	<p>LA  LA</p>	<p>9/30/2023  3/31/2024</p>
<p>6. At least two (2) structural or civil professional engineers or engineer interns, registered in the state of Louisiana, each shall have a minimum of five (5) years of experience in the design of structural components of light poles (steel and aluminum), and light pole foundations including anchor bolts, base plate, concrete components, and drilled shafts, as well as structure mounted light pole attachments including barrier mounted structural components, such as concrete blisters, steel brackets, and concrete anchors in accordance with AASHTO Standard Specifications for Structural Supports for Highway Signs, Luminaires, and Traffic Signals. At least one (1) of the personnel must be licensed in the state of Louisiana as a professional engineer.</p>	<p>Lloyd Hoover, PE  Sammy Powell, PE</p>	<p>Atlas Technical Consultants  Atlas Technical Consultants</p>	<p>Civil Engineer, PE# 11968  Civil Engineer, PE# 33770</p>	<p>LA  LA</p>	<p>9/30/2023  9/30/2024</p>




7. At least one (1) field inspector with up-to-date NEC and NFPA 70E courses and shall have a minimum of five (5) years of experience in electrical inspection and reporting.	John Falcone	Wi-Skies, LLC			
8. At least one (1) professional land surveyor, registered in the state of Louisiana, shall have at least five (5) years of experience in conducting topographic surveys.	Ralph Burgess, PLS	Civil Design & Construction, Inc	Professional Land Surveyor, PLS# 5040	LA	9/30/2024

(Add rows as needed)



**16. Staff Experience:**

Résumés shall be provided for all prime and sub-consultant personnel listed in Sections 14 and/or 15 of the proposal. Résumés of personnel not identified in Section 14 or Section 15 of the proposal should not be included and will not be evaluated. Résumés should be **limited to 2 pages per person**. Any certificates required by the advertisement are to be placed in Section 20.


Firm employed by		<b>WI-SKIES, LLC</b>		
Name	Joseph Marsh, P.E.	Years of relevant experience with this employer	8	
Title	President	Years of relevant experience with other employer(s)	11	
Degree(s) / Years / Specialization	Bachelor of Science / 2001 / Electrical & Computer Engineering			
Active registration number / state / expiration date	36940 / Louisiana / 9/30/2024, 32331-E / Alabama / 12/31/23, 62614 / Arizona / 9/30/25, 55752 / Colorado / 10/31/23, 907313 / DC / 8/31/24, 73630 / Florida / 2/28/25, 036491 / Georgia / 12/31/23, 062-061654 / Illinois / 11/30/23, 10810174 / Indiana / 7/31/24, 22626 / Iowa / 12/31/24, 34872 / Kentucky / 6/30/24, 42563 / Maryland / 7/15/24, 6201312127 / Michigan / 2/3/25, 59750 / Minnesota / 6/30/24, PE20726 / Mississippi / 12/31/23, Missouri / 2012026655 / 12/31/23, 040673 / North Carolina / 12/1/23, 849320 / Ohio / 12/31/23, 90197 / Pennsylvania / 9/30/23, 29699 / South Carolina / 6/30/24, 115448 / Tennessee / 4/30/24, 110975 / Texas / 3/31/24, 43238 / Wisconsin / 7/31/24, 402049887 / Virginia / 4/30/24			
Year registered	2012	Discipline	Electrical and Computer Engineer	
Contract role(s) / brief description of responsibilities	Joe Marsh will serve as the Principal-in Charge for this project. Joe has 19 years of roadway lighting experience and has held on-call lighting contracts with four DOT's and multiple other agencies, serving as a roadway lighting subject matter expert. He has been instrumental in the growth and development of these state's lighting design programs, taking the lead on several high-level topics, including developing standard drawings, revising standard specifications, and developing policies. He is very involved with national research projects and is the current Chair of the IES Roadway Lighting Committee.			
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 time specified in the applicable MPR(s).			
(07/14 – Present)	<b>Georgia DOT Lighting Design-on-Request Services.</b> Joe operates as an extension of GDOT staff as an in-house consultant to the GDOT Lighting Group for the past nine years. He assists the Lighting Group with many of GDOT's initiatives as GDOT's lighting expert. He frequently makes decisions regarding Roadway Lighting policy on their behalf. He is often at the GDOT headquarters providing lighting engineering review and comments on other company's projects in Roadway Lighting and			

	<p>develops construction and engineering estimates for projects to be programmed, often provided directly to the Chief Engineer. He is responsible for the maintenance of the GDOT lighting and electrical specification and pay item revisions and developed the original LED specification currently used by the State. Joe is also responsible for the development and maintenance of their roadway lighting standard drawings, including those for a dozen MASH compliant wall light pole foundations, among others. As part of this contract, Joe routinely oversees all elements of construction on stand-alone lighting projects.</p>
(01/17 – Present)	<p><b>Iowa DOT Non-Design-on-Request Services.</b> Operating as the state’s roadway lighting subject matter expert, Joe’s responsibility is to update the Department’s lighting policy, standards, specifications and pay items to continually keep the Department up to date as the industry evolves. He routinely peer reviews other firm’s lighting designs and provides comments for them to address before approval. He is responsible for developing lighting master plans and overseeing lighting retrofit projects, as well as myriad of other high-level responsibilities.</p>
(11/15 – 05/23)	<p><b>Illinois DOT On-Call Roadway Lighting Design Services.</b> Joe provided high level lighting design and policy deployment strategies for the Illinois DOT. He provided input on significant decisions made by the Department regarding lighting policy, including proper technology deployment strategies, revisions to Chapter 56 of their Bureau of Design and Environment Manual, revising the LED specifications, reviewing designs, and identifying and developing design standards to be modified by IDOT. Joe led an effort in Illinois to properly deploy, install and maintain LED technology in several retrofit projects. He researched several high-level topics, such as revising policy to allow over 5% voltage drop for LED technologies and daytime tunnel lighting research within the state. He also developed the DOT’s Intersection Design Guide, which provides the most practical approach to many of the recommendations found in IES’ RP-8 as well as the AASHTO Roadway Lighting Design Guide.</p>
(03/20 – 12/21)	<p><b>Tennessee DOT Roadway Lighting Design Services.</b> Joe held a key role with Tennessee DOT, where he led the effort to overhaul the Department’s lighting policy manual, specifications, and standard drawings. Joe’s experience on both sides of the table provided invaluable insight to improved policy and specification language which is both clearer and would be difficult to debate in the future. This work also included adding several standard drawings to streamline the design and construction efforts throughout the state.</p>
(12/21 – Present)	<p><b>I-35 NEX Central Design-Build Lighting Quality Control.</b> The Texas Department of Transportation (TxDOT) is expanding approximately 19.5 miles of interstate highway I-35 in Bexar, Comal, and Guadalupe Counties, Texas. The I-35 design-build project involves the construction of two 15-mile-long elevated bridges between the I-35 mainlines and frontage roads. The elevated lanes will provide one high occupancy vehicle lane and two general-purpose lanes in each direction. Joe has the distinct opportunity to provide quality control and design oversight for lighting of the entire project, which encompasses the entire 19.5 miles of interstate. His role includes the review and approval of the design being done by three design firms and the overall lighting PM to make sure uniform lighting is provided throughout the project. Multiple drawing packages need to be reviewed and TXDOT specific lighting requirements must be adhered to. The complexity of layout for this highway makes it imperative the lighting is designed correctly and the lighting on the pavement is uniform so that motorists navigating this stretch of extremely busy highway can do so safely and effectively.</p>




Firm employed by		<b>WI-SKIES, LLC</b>			
Mark Seppelt, P.E.		Years of relevant experience with this employer		3	
Lead Lighting Engineer		Years of relevant experience with other employer(s)		26	
Degree(s) / Years / Specialization		Bachelor of Science / 1978 / Civil Engineering			
Active registration number / state / expiration date		45203 / Louisiana / 9/30/23, 062-041504 / Illinois / 11/30/23, 25872 / Missouri / 12/31/23, 90620 / Florida / 2/28/25, 59258 / Minnesota / 6/30/24			
Year registered	2021	Discipline	Civil Engineer		
Contract role(s) / brief description of responsibilities		Mark Seppelt will serve as Lead Lighting QC/QA for this project. Prior to joining Wi-Skies, Mark served as the Electrical & Mechanical Unit Chief in the Bureau of Design & Environment at Illinois Department of Transportation (IDOT) for 21 years. Mark oversaw the design of hundreds of lighting projects on state, federal, and local highway systems. His daily responsibilities included all aspects of the Department's policy on roadway lighting; the design and review of all roadway lighting projects in Illinois with exception of Chicago. He also addressed all RFI's, approve all shop drawings, responded to questions during construction and inspected all roadway lighting projects during final acceptance. Mark currently serves as the IES Roadway Lighting Committee Vice Chair			
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 time specified in the applicable MPR(s).				
(05/20 – 05/23)	<b>Illinois DOT On-Call Roadway Lighting Design Services.</b> As the Unit Chief at IDOT, Mark oversaw projects for IDOT until his retirement then worked on the other side of the table providing high level lighting design and policy deployment strategies for IDOT as a consultant. His expertise helped provide the best solutions for the Department on several key ongoing issues, including a dozen research projects.				
(05/20 – 03/23)	<b>Langford Parkway (SR 166) Lighting Replacement.</b> Langford Parkway is a major thoroughfare which connects I-285 to I-85 north of the Atlanta airport in the southwest side of the city. The corridor was originally built as an urban collector, but over time has become an access control freeway with entrance and exit ramps. However, urban curb still exists in portions of the roadway and the lighting was installed based on the original urban collector setting and subsequent setbacks. Because of this, most of the lighting installed on the outside of the roadway is within the clear zone and subject to frequent knock-downs. Since the entire 6.5 mile corridor is continuously lit, this results in significant maintenance. To properly address this situation, coupled with inadequate lighting, the recommendation was made to provide a new lighting system through the corridor which will increase pole setbacks coupled with barrier protection as warranted. This new lighting system will also replace and upgrade the existing lighting along the median wall, where applicable. Mark is also responsible for the QCQA for the entire stand-alone lighting plan set.				


(04/19 – 09/19)	<b>I-74 Bridge Deck Replacement Lighting over Market St and Illinois Central RR and Oak St, Contract 70C64.</b> This project is located on a congested section of I-74 through Champaign with continuous lighting and consists of the replacement of an interstate bridge over the ICRR. The lighting design started near the busy interchange at Neil Street and extended approximately a mile to the east along I-74 with a bridge replacement which spans Market St, multiple railroad tracks, and urban roadways below. The lighting design not only included lighting photometrics, voltage drop calculations, cost estimate, plans and specifications for both bridge and underpass lighting but also required careful analysis for the preparation of temporary lighting for the maintenance of traffic (MOT) plans
(01/19 – 08/19)	<b>I-74 Murray Baker Bridge lighting over the Illinois River, Contract 68C89.</b> The project included concrete deck removal and replacement, structural steel repairs, painting, roadway lighting, river navigation lighting, and decorative lighting. This project is located in Peoria on Interstate 74/IL Route 29 over the Illinois River in Peoria and Tazewell Counties. Mark was responsible for the design of all electrical and lighting systems for continuous interstate lighting across the bridge and river navigation warning lighting. The Department originally was not involved in the decorative lighting on the bridge and had assigned that aspect of the project to the City. Several features of this project became design challenges as the work progressed. One was the electric service for the bridge which was previously located in a flood prone area. Another was the coordination of the abundance of circuits on the bridge and routing of the various conduit systems. Yet another was designing the roadway lighting on this truss style bridge so that the horizontal members of the bridge truss did not impact the light distribution on the pavement from the luminaires which had to be mounted on the vertical truss members.
(10/19 – 03/21)	<b>I-57 at I-74 Interchange Lighting in Champaign, IL, Contract 70B99.</b> This project consisted of completely rebuilding this major urban interchange complete with all new bridges, overpasses, and fly-over ramps. The lighting design was overseen by Mark and involves continuous freeway lighting, complete interchange lighting, and underpass lighting on both interstates and all connecting roads. He oversaw all aspects of the design up to the time of his retirement including preparation of lighting plans, photometric calculations, cost estimate and specifications.
(06/14 – 06/18)	<b>Illinois River Bridge on IL 104 at Meredosia from 385th Ave to US 67, Contract 72B58.</b> Mark was responsible electrical & lighting design for the IL104 corridor, which spanned the new river bridge and continued along IL104 through Meredosia & consisted of decorative street lighting for a portion of the downtown area. Along with roadway lighting for the bridge, lighting design for the project also included the following structures: IL104 over McGee Creek Drainage Ditch, IL104 over Washington Street, and retaining walls in Meredosia. Mark also reviewed the design for the new pump station and electrical system, which was built for the village.

Firm employed by	 <b>WI-SKIES, LLC</b>	
Jim Laskero, P.E.	Years of relevant experience with this employer	8


Senior Lighting Engineer		Years of relevant experience with other employer(s)	29
Degree(s) / Years / Specialization		Bachelor of Science / 1984 / Electrical Engineering	
Active registration number / state / expiration date		45637 / Louisiana / 9/30/23, 57590 / Colorado / 10/31/23, 91276/ Florida / 2/28/25, 50332 / Georgia / 12/31/23, 062-058746 / Illinois / 11/23, PE12200433/ Indiana / 7/31/24, 138536 / Texas / 6/30/23,	
Year registered	2021	Discipline	Electrical Engineer
Contract role(s) / brief description of responsibilities		Jim Laskero will serve as QC/QA for both design and Electrical Field Inspector for this project. He has more than 35 years of experience in telecommunication related projects, including ITS and electronic tolling projects. Jim is experienced as a design engineer, field construction manager, electrical inspector, sub-consultant management, field testing, equipment installation coordination, generation of test plans, expedite equipment configurations, assist in equipment bring-up and debug, generation of guide drawings and special provisions, review of equipment submittals, review of contract plans and special provisions.	
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 time specified in the applicable MPR(s).		
(03/04 – 06/14)	<b>General Engineering Consultant (GEC) for the Illinois Tollway 2004-2014.</b> As an embedded employee, Jim oversaw the design, installation and inspection and approval of hundreds of lighting, ITS, tolling and other electrical projects on behalf of the Illinois Tollway for over ten years. He was responsible for overseeing all electrical aspects of all systemwide contracts under construction. These responsibilities included attending construction project meetings, providing input on RFI’s, resolving disputes between plans, specifications and field conditions and completed equipment submittal reviews. He also wrote test plans and engaged contractor on commissioning and reviewed/reported test results. Jim would complete interim and final walk throughs along with creating and verifying both punch list reports as well as performing other auditory random equipment inspections.		

Firm employed by		<b>WI-SKIES, LLC</b>		
Rick Kauffman	Years of relevant experience with this employer	6		
Senior Lighting Designer	Years of relevant experience with other employer(s)	30		
Degree(s) / Years / Specialization		Bachelor of Science /1978/ Mechanical Engineering Master of Science/1984/Mechanical Engineering		
Active registration number / state / expiration date				


Year registered		Discipline	
Contract role(s) / brief description of responsibilities		Rick brings over thirty years of high-level experience in the lighting industry, where he began his career developing roadway luminaires. He has served for decades on several of the most critical organizations in the lighting industry, including ANSI, IES, NEMA and USDOE, to name a few. He served as the IES' Roadway Lighting Committee Chairman of Standard Practice and led the effort in the development of RP-8, as well as several revisions, which is the document which is the authority on how roadway lighting calculations are performed and measured.	
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 time specified in the applicable MPR(s).		
(07/14 - Present)	<b>GDOT Lighting Design on Request Services Statewide.</b> Rick reviewed and updated several DOT roadway lighting specifications, including Section 680, 681, 682, 683, 921, 923, 924 and 927. He also reviews vendor luminaire equipment submittals for compliance to GDOT specifications and helps resolve certification and testing issues regarding LED luminaires. Rick has performed the Quality Assurance/Quality Control (QA/QC) review for several major GDOT projects.		
(11/15 – 05/23)	<b>Illinois DOT On-Call Roadway Lighting Design Services.</b> Rick assisted in writing the LED luminaire specification and updated Chapter 56 Highway Lighting of the Bureau of Design & Environments Manual. He also updated District 1 Lighting Design Guide and served as the point person for Roadway Lighting controls between the Department and national agencies, such as ANSI and IES. Rick is currently investigating remotely powered high mast tower systems among other various high-level tasks.		

Firm employed by <b>WI-SKIES, LLC</b> 			
Name	Scott Younghouse	Years of relevant experience with this employer	8
Title	Lighting Engineer	Years of relevant experience with other employer(s)	11
Degree(s) / Years / Specialization		Bachelor of Science / 2001 / Electrical Engineering	
Active registration number / state / expiration date			
Year registered		Discipline	
Contract role(s) / brief description of responsibilities		Scott brings many years of diverse industry experience, where he started by developing cable management products for Panduit. He was responsible for project management within their cable accessories and identification product lines, along with supporting product life cycle management. This included overseeing these products from inception, producing cost reduction analysis for these new products versus current products, work with product specifications and product testing. He transitioned into the roadway lighting	

	industry and was immediately thrust into a role where he reviews roadway lighting designs and permits for Georgia DOT on a daily basis. Scott has taken to all aspects within the lighting industry quickly due to his keen attention to detail.
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 time specified in the applicable MPR(s).
(11/17 - Present)	<b>In-House Lighting Design and Oversight (GDOT)</b> – Scott currently works out of GDOT Headquarters as a consultant within the Office of Design Policy and Support in the Lighting Group. His responsibilities include reviewing photometric submittals, lighting plans, design layouts and permit applications. Along with design support, he helps maintain GDOT lighting specifications and Chapter 14 of the Design Policy Manual and any of the lighting specifications related to electrical and lighting. His roadway lighting skills include using MicroStation and AGi32 to develop photometric submittals, lighting plans and details, developing and checking voltage drop and quantity calculations, and putting together pole and photometric data tables. He has also performed several site visits to identify potential light pole conflicts and coordinate service point connection locations.


Firm employed by <b>WI-SKIES, LLC</b> 		
Aaron Keil	Years of relevant experience with this employer	1
Lighting Engineer	Years of relevant experience with other employer(s)	10
Degree(s) / Years / Specialization		Bachelor of Science / 2012 / Architectural Engineering – Electrical Systems Specialty
Active registration number / state / expiration date		
Year Registered	Discipline	
Contract role(s) / brief description of responsibilities		Aaron has a robust and diverse background in lighting design, ranging from architectural lighting features to roadway lighting design, where he is an active trainer for AGI 32’s Roadway Lighting Design course. His prowess for the software is unmatched in the industry, which leads to his ability to identify issues within designs and how to remedy them. Aaron is an excellent lighting designer that understands how to deliver in a timely and efficient manner.
Experience and qualifications relevant to the proposed contract; <i>i.e.</i> , “designed drainage”, “designed girders”, “designed intersection”, etc. Experience dates should cover the time specified in the applicable MPR(s).		
(12/21 – Present)	<b>I-35 NEX Central Design-Build Lighting Quality Control.</b> The Texas Department of Transportation (TxDOT) is expanding approximately 19.5 miles of interstate highway I-35 in Bexar, Comal, and Guadalupe Counties, Texas. The I-35 design-build project involves the construction of two non-toll 15-mile-long elevated bridges between the I-35 mainline and frontage roads. The elevated lanes will provide one high occupancy vehicle lane and two general-purpose lanes in each	

direction. In addition to the elevated lanes on either side of I-35, the mainline lanes of I-35 will be widened for the addition of two general-purpose lanes. The project also includes revisions to ramps and frontage roads to transition the elevated lanes and connectors with the existing highways. Aaron’s role is to provide a deep dive into the AGI32 calculations and verify they have been done correctly and match the photometric calculation submittal package. The complexity of this layout of highway makes it imperative the lighting is designed correctly and the lighting on the pavement is uniform so that motorists navigating this stretch of extremely busy highway can do so safely and effectively.

Firm employed by		<b>WI-SKIES, LLC</b>	
John Falcone		Years of relevant experience with this employer	1
Lead Field Engineer		Years of relevant experience with other employer(s)	17
Degree(s) / Years / Specialization		Bachelor of Science / 2004 / Technical Management	
Active registration number / state / expiration date			
Year Registered		Discipline	
Contract role(s) / brief description of responsibilities		John will be the Lead Field Engineer for this project, where he will take an active role on the physical inspection and verification of electrical installations as needed during this project. Prior to joining Wi-Skies, John spent more than 17 years as the project manager of a major electrical contractor, overseeing dozens of ITS and Tolling projects throughout the Chicagoland area. During his time at Wi-Skies, he has become increasingly familiar with the design, construction and maintenance of roadway lighting	
Experience and qualifications relevant to the proposed contract; <i>i.e.</i> , “designed drainage”, “designed girders”, “designed intersection”, etc. Experience dates should cover the time specified in the applicable MPR(s).			
(07/22 – 10/22)	<b>Light Pole Inspection and Electrical Deficiencies for City of Sunny Isles Beach, FL.</b> Wi-Skies was brought in to inspect approximately 130 decorative teardrop light poles installed along Collins Ave (A1A), which were recently installed as part of an FDOT project. Unfortunately, much of the electrical work done by the contractor was not installed per FDOT specifications or the plans, and the Construction Engineering Inspection (CEI) group did not catch the mistakes. This oversight resulted in the failure of all the lights within months of being turned over to the City. Most of these issues were related to the fact that the contractor did not use outdoor-rated cabling throughout the project and, instead, utilized indoor-rated transformers to power festoon outlets near the top of the pole. Our primary responsibility was to inspect the lighting system and identify the critical issues for a different contractor to provide an expedited repair. Providing documentation for potential litigation is one of our secondary functions on this project. The contractor also drilled holes in the light poles for externally mounted transformers near the pole base, which put the structural integrity of the poles at risk, especially given the 150 MPH wind zone requirement of the poles in the area. After working with the pole manufacturer, however, it was determined that the holes did not impact		




	the structural integrity, and the warranty was still valid. John was a crucial member of the inspection team, including the physical inspection of many of the light poles and adjoining handholes. He was also an essential contributor to the report for the City.
(06/22 – 07/22)	<b>IADOT Experimental Field Measurements.</b> As part of ongoing high-level research work with Iowa DOT, Wi-Skies is leading the effort to overhaul the international standard for daytime lighting within short tunnels, which are considered to be under 400'. Measuring of over a dozen tunnels has led to the belief that the amount of daytime lighting recommended by IES RP-8 is excessive and Wi-Skies is leading the charge to provide only lighting which would be minimally necessary to ensure good visibility throughout the tunnel and nothing more. John was a part of the field measurement team, taking measurements to provide analysis for optimal lighting performance and driver safety.

Firm employed by		<b>WI-SKIES, LLC</b>			
Name	Floyd Potter	Years of relevant experience with this employer	7		
Title	Lead CAD Technician	Years of relevant experience with other employer(s)	27		
Degree(s) / Years / Specialization		Associate of Applied Science / 1989 / Civil Engineering			
Active registration number / state / expiration date					
Year registered		Discipline			
Contract role(s) / brief description of responsibilities		Floyd brings over thirty years of diverse engineering experience, with a focus on Georgia DOT roadway design and engineering. His strengths are hydrology and storm water engineering, horizontal and vertical profile design, erosion and sedimentation, signage and striping, utility plan and coordination, cost estimating and bid document preparation. Mr. Potter is extremely proficient with Microstation V8i and other various design software and has worked directly with Georgia DOT and Local Governments in designing streetscape projects consisting of sidewalk design, decorative pavers/crosswalks, drainage design, curb & gutter design, landscaping, irrigation, decorative street lighting, and utility design. Floyd is very familiar with all aspects of Georgia and other DOT specifications and standards as well as AASHTO's Green Book (Policy on Geometric Design of Highways and Streets) for design and construction.			
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 time specified in the applicable MPR(s).				




(07/21 – Present)	<p><b>Carolina Crossroads Phases 1 and 2.</b> SCDOT is designing improvements along the interstate corridor of I-20/26/126 which includes system interchanges at I-20/I-26 and I-26-I/126 in Lexington and Richland Counties in five phases. These improvements are proposed to increase mobility and enhance traffic operations by reducing existing traffic congestion within the I-20/26/126 corridor, while accommodating future traffic needs. The corridor's approximately 14 miles of mainline interstate include I-26 from Exit 101 - Broad River Road (US 176) to east of the Saluda River, I-20 from the west of the Saluda River to west of the Broad River, and I-126 from I-26 to east of the interchange with Colonial Life Blvd. Joe is overseeing the full continuous lighting design along the interstates, the interchanges and includes lighting for Colonial Life Blvd and Greystone Blvd. both north and south of the interchanges. Phase 2 of the design includes the design of I-20 as well as a new Diverging Diamond Interchange at Broad River Road (US 176). The lighting design includes both high mast towers along the interstate and interchange as well as conventional roadway lighting along the side streets, with an effort to minimize spill lighting to the residential areas on the side streets. As this project is a design-build, our effort continues beyond design and includes construction support, RFIs and plan modifications throughout the construction process. Floyd is responsible for the production of all drawings and details.</p>
(09/22 – Present)	<p><b>I-285 at I-20 East Interchange.</b> Wi-Skies is designing the lighting at the I-285 interchange with I-20 on the east side of the loop as part of GDOT's Major Mobility Investment Program (MMIP). As part of a massive design-build effort, the interchange is being reconstructed to improve traffic flow throughout the interchange as well as adjacent interchanges. These improvements include increased entrance and exit ramps for all interchanges as well as the main interchange itself, which includes the addition of several flyover ramps as well as increased roadway width. Most of the interchange area will be lit using high mast towers, however, because of the elevation differences between the mainline and some of the flyover ramps, supplemental conventional lighting is necessary on the taller flyover ramps. Full photometric analysis including all roadway elevations along with the tower heights based on actual proposed cross-section elevations were done throughout the project to verify lighting criteria was met. The cross-sections were also analyzed to determine where any existing towers may be re-used based on the local grade. Due to the increased roadway widths and ROW constraints coupled with both structural and noise wall obstructions, placement of high mast towers was difficult or impossible to place, leading to extensive coordination with the roadway and bridge designers to accommodate. Spill lighting analysis was done at the ROW in certain quadrants where residential properties were prevalent. These residential properties in some quadrants, along with dense forestation in other quadrants, also limited the service point locations to power the very large electrical load, which resulted in extensive coordination with the local power company. Floyd is responsible for developing all plan sheets and details for the entire 2.8 miles of interchange lighting.</p>


Firm employed by 			
Name	Edwin "Buddy" Gratton, PE	Years of relevant experience with this employer	13
Title	Principal Engineer	Years of relevant experience with other employer(s)	27

Degree(s) / Years / Specialization		Master of Science / 1986 / Civil Engineering Bachelor of Science / 1982 / Civil Engineering
Active registration number / state / expiration date		43534 / Louisiana / 9/30/2023 and seven other states.
Year registered	2019	Discipline Civil Engineer
Contract role(s) / brief description of responsibilities		Mr. Gratton will serve as the sub-contractor principal engineer and QAQC. Mr. Gratton spent more than 27 years at the Georgia Department of Transportation (GDOT) and joined Atlas following his retirement. He has spent more than 13 years at Atlas, providing executive-level management of operations, coordination, and facilitation of the company's office and field functions. Mr. Gratton spent a large part of his career at GDOT Operations, including District Engineer in the Atlanta Metro area, where he oversaw traffic operations, maintenance, design, permitting, and other functions in this role. This time in operations gives him a strong understanding of traffic engineering and operations.
Experience dates (mm/yy–mm/yy)	Experience and qualifications relevant to the proposed contract; i.e., “designed drainage”, “designed girders”, “designed intersection”, etc. Experience dates should cover the time specified in the applicable MPR(s).	
(07/20 – Present)	<b>S.P. H.013284: LADOTD Mississippi River Bridge South GBR: LA 1 to LA 30 Connector, Baton Rouge, LA</b> – Mr. Gratton is serving as Principal-in-Charge for the new crossing of the Mississippi River to alleviate traffic congestion in the Capital Region. The five-parish Baton Rouge Metropolitan Area includes Ascension, East Baton Rouge, Iberville, Livingston, and West Baton Rouge Parishes. The new “south” Mississippi River Bridge and approaches will be a conventional highway/expressway facility connecting to LA 1 with a connection to Interstate 10 on the west side of the Mississippi River and to LA 30 (and widening of, LA 30) on the east side of the Mississippi River. The new crossing will be funded in part through the collection of tolls. After a handful of alternatives are identified after the Enhanced Planning Study, Phase 2 of the project will consist of preparing the NEPA document to identify a preferred alternative. Three alternatives have been identified from the Enhanced Planning Study and will be analyzed further in Part 2 of the project, which consists of preparing the NEPA document to identify a preferred alternative.	
(11/21 – Present)	<b>GDOT Engineering Design Review Services, Statewide, GA</b> – Mr. Gratton is Principal-in-Charge and serves on plan reviews and higher-level initiatives on behalf of GDOT and reviews contracts. The Atlas team has performed over 400 project reviews worth more than \$4.5 billion in construction. Reviews ensure conformance to AASHTO, GDOT Design Policy Manual, GDOT standards, details, specifications and special provisions, Plan Development Process (PDP), and Plan Presentation Guide (PPG). Plan conformance to concept report, value engineering implementation and green sheet is also reviewed. Project types include traffic signal upgrades, widenings, interchanges, bridge replacements, and multi-purpose trails. Mr. Gratton performed plan reviews for signing and marking, traffic signals, and ITS plans.	

(02/09-Present)	<b>I-16/I-75 Interchange, Bibb County, GA</b> – Mr. Gratton is the Principal Engineer for the I-16/I-75 improvement project, which includes widening and reconstruction of I-75 from Hardeman Avenue to Pierce Avenue and I-16 from I-75 to Walnut Creek for a total of six miles of interstate reconstruction within the heavily congested city of Macon, GA. Within this corridor are three interstate/arterial route interchanges (I- 16 at Spring Street, Second Street, and Coliseum Drive) and a system-level interchange between I-16 and I-75. Collector-distributor roads were utilized to eliminate dangerous weaving movements on the interstate mainline. Project coordination included nine railroad overpasses, a railroad tunnel, the Ocmulgee National Monument, Gateway Park, the Ocmulgee Heritage Trail, two historic cemeteries, five historic districts, and a \$10M mitigation plan for a landmark minority neighborhood (Pleasant Hill) that I-75 bisected in the 1960s.
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Firm employed by 				
Name	Todd Long, PE, PTOE		Years of relevant experience with this employer	5
Title	Senior Engineer		Years of relevant experience with other employer(s)	8
Degree(s) / Years / Specialization		Master of Science / 1989 / Civil Engineering Bachelor of Science / 1990 / Civil Engineering		
Active registration number / state / expiration date		43910 / Louisiana / 3/31/2024, 21052 / Georgia / 12/31/23, PTOE 1030		
Year registered	1993	Discipline	Civil Engineer	
Contract role(s) / brief description of responsibilities		Mr. Long has 32 years of experience in government services with focused experience in planning, engineering, operations and administration for large governmental organizations and has served in leadership roles for most of his career. Todd currently manages road design, structure design, traffic and transportation engineering, survey, civil/site design and business development within Atlas. Mr. Long has served in many positions in his career that are traffic engineering related. He served as District Traffic Engineer and District Engineer. Mr. Long also served as District Preconstruction Engineer and later as the overall Director of Preconstruction. As Deputy Commissioner, he oversaw all of the District operations. Todd will oversee all roadway design activities as needed.		
Experience dates (mm/yy–mm/yy)	Experience and qualifications relevant to the proposed contract; i.e., “designed drainage”, “designed girders”, “designed intersection”, etc. Experience dates should cover the time specified in the applicable MPR(s).			
(07/20 – Present)	<b>Mississippi River Bridge South GBR: LA1 TO LA30 Connector, Baton Rouge, LA</b> – Mr. Long serves as Traffic QA/QC Engineer for a proposed new crossing of the Mississippi River for the purpose of alleviating traffic congestion in the Capital Region. The five-parish Baton Rouge Metropolitan Area includes Ascension, East Baton Rouge, Iberville, Livingston, and West Baton Rouge Parishes. The new “south” Mississippi River Bridge and approaches will be a conventional highway/expressway facility connecting to LA 1 on the west side of the Mississippi River and to LA 30 (and widening of LA			


	30) on the east side of the Mississippi River. It is planned that the new crossing will be funded in part through the collection of tolls. After a handful of alternatives are identified after the Enhanced Planning Study, Phase 2 of the project will consist of preparing the NEPA document to identify a preferred alternative. Three alternatives have been identified from the Enhanced Planning Study and will be analyzed further in Part 2 of the project, which consists of preparing the NEPA document to identify a preferred alternative.
(07/22 – Present)	<b>Clayton Interchange Feasibility Study: Conley I-285, Clayton County, GA</b> – Mr. Long is serving as Principal-in-Charge for this traffic study to determine the feasibility of the new Conley Rd interchange at I-285. New Conley Rd interstate access would provide a direct connection from I-285 to Hartsfield-Jackson Atlanta Airport’s International Terminal. The study area includes approximately 3.5 miles of I-285, the I-285 interchanges with South Loop Road, I-75, US 41, SR 54, and the associated arterial corridors with signalized intersections.
(07/18-Present)	<b>Various Traffic Projects Statewide, GA</b> - Mr. Long oversees all traffic engineering activities in the Georgia office. He leads and oversees traffic studies, signal warrant analysis, signal timing and design, traffic simulation modeling, and planning studies. Clients include the Cities of South Fulton and Fairburn and Counties of Forsyth, Rockdale, Newton, Liberty, and Bryan.

Firm employed by 				
Name	Brandon DeJean, PE, PTOE		Years of relevant experience with this employer	1
Title	Senior Transportation Engineer		Years of relevant experience with other employer(s)	14
Degree(s) / Years / Specialization		Bachelor of Science / 2007 / Civil Engineering		
Active registration number / state / expiration date		37234 / Louisiana / 9/30/2024, PTOE 4721		
Year registered	2012	Discipline	Civil Engineer	
Contract role(s) / brief description of responsibilities		Mr. DeJean is a traffic engineer with nearly 15 years of experience working for consultants and state government. This includes over ten years of progressive experience with the Louisiana Department of Transportation (LADOTD) and Development’s Traffic Engineering Division, where he provided traffic engineering direction and support through the planning, study, modeling, design, and review of geometric features, traffic control (signs, traffic signals, and pavement markings), and changes in access components of individual projects. During his time at LADOTD, Mr. DeJean was instrumental in the development and implementation of policy and procedures for the preparation of Traffic Engineering Reports and Interstate Access Justification Reports (IAJR). He provided expert assistance to LADOTD staff and consultants with scoping, performing, and reviewing		




	<p>traffic engineering reports and IAJs. He has a comprehensive knowledge of the Highway Capacity Manual, Manual on Uniform Traffic Control Devices, LADOTD engineering directives, standard plans and specifications, and traffic engineering policy. Mr. DeJean's experience includes intersection/corridor/network studies and interstate access justification requests with tasks that include data collection, safety analysis, and operational analysis utilizing HCS, Synchro, SIDRA Intersection and VISSIM, evaluating alternatives, and preparing final reports.</p>
<p>Experience dates (mm/yy–mm/yy)</p>	<p>Experience and qualifications relevant to the proposed contract; i.e., “designed drainage”, “designed girders”, “designed intersection”, etc. Experience dates should cover the time specified in the applicable MPR(s).</p>
<p>(07/22 – Present)</p>	<p><b>Clayton Interchange Feasibility Study: Conley I-285, Clayton County, GA</b> – Study to determine the feasibility of the new Conley Rd interchange at I-285. New Conley Rd interstate access would provide a direct connection from I-285 to Hartsfield-Jackson Atlanta Airport's International Terminal. The study area includes approximately 3.5 miles of I-285, the I-285 interchanges with South Loop Road, I-75, US 41, SR 54, and the associated arterial corridors with signalized intersections. Mr. DeJean performed HCS freeway segment analysis and Synchro signalized intersection analysis, prepared a feasibility study to describe operational analysis methodology, existing and no-build conditions with MOE results, proposed alternative descriptions, and comparison of alternatives' MOEs to the no-build condition.</p>
<p>(06/13 – 07/22)</p>	<p><b>S.P. H.003931 I-10 Calcasieu River Bridge, Calcasieu Parish, LA</b> – LADOTD Task Lead for traffic engineering study prepared for IAJR and in support of an Environmental Impact Statement. The IAJR was prepared in conjunction with the NEPA process and to satisfy FHWA policy requirements for interstate access change requests and LADOTD EDSMs and guidelines. The project includes replacing the I-10 Calcasieu River Bridge, widening I-10 from I-210 to I-210, and modification of interchanges throughout the corridor. Study area and analysis includes approximately nine miles of the I-10 corridor from PPG Drive to US 171 as well as corridors and interchanges of PPG Drive, Sampson St, Ryan St, and Enterprise Blvd. Tasks included data collection, operational analysis of freeway facilities and arterials using highway capacity software, and preparation of a final report to discuss findings and recommendations.</p>
<p>(05/15 – 07/21)</p>	<p><b>S.P. H.003915 I-49 Inner City Connector, Caddo Parish, LA</b> – LADOTD Task Lead for traffic engineering study prepared for IAJR and in support of an Environmental Impact Statement. The IAJR was prepared in conjunction with the NEPA process and to satisfy FHWA policy requirements for interstate access change requests and LADOTD EDSMs and guidelines. The project includes the proposed connection of I-49 through Shreveport from I-220 to I-20, the modification of the two major freeway-to-freeway interchanges, and the addition of service interchanges at Hearne Ave and Ford St in Caddo Parish, LA. The combined study area and analysis include approximately 7.5 miles of the I-49 corridor from LA 3194 to Hollywood Ave, 3.5 miles of the I-20 corridor from US 79 to Diamond Jacks Blvd, three miles of the I-220 corridor from LA 173 to US 171 and a total of 14 interchanges. Tasks included data collection, operational analysis of freeway facilities and arterials using Highway capacity software, and preparation of a final report to discuss findings and recommendations.</p>




Firm employed by 				
Name	Lloyd Hoover, PE PG, PLS		Years of relevant experience with this employer	6
Title	Geotechnical Engineer		Years of relevant experience with other employer(s)	48
Degree(s) / Years / Specialization		Bachelor of Science / 1965 / Civil Engineering Geotechnical		
Active registration number / state / expiration date		11968 / Louisiana / 9/30/2023		
Year registered	1969	Discipline	Civil Engineer	
Contract role(s) / brief description of responsibilities		Mr. Hoover will serve as the foundation engineer and has over 50 years of experience in geotechnical engineering, construction materials engineering and environmental engineering. He has supervised, reviewed or performed work on over 5,000 geotechnical and environmental projects and over 4,000 construction materials projects since 1971. He is a registered professional civil and environmental engineer, professional geoscientist, and professional land surveyor. He has also supervised quality control (QC) for many large construction materials engineering projects.		
Experience dates (mm/yy–mm/yy)	Experience and qualifications relevant to the proposed contract; i.e., “designed drainage”, “designed girders”, “designed intersection”, etc. Experience dates should cover the time specified in the applicable MPR(s).			
(06/04 – 03/17)	<p>Lloyd has overseen a multitude of design projects in Louisiana over the past several years, which will undoubtedly prove invaluable during this contract. He has designed countless high mast tower and standard light pole foundations for LDOTD over his career. He was the Field Engineer for the I-10 Sorrento to LaPlace, which was awarded Top in Last 100 Years for Highway Projects. Lloyd led the design on US-90 (I-49 South), Albertsons Parkway to Ambassador Caffery Parkway I-10 Atchafalaya Crossing, Clyde Fant Parkway, I-20 Exchange and Overpass in Ruston, LA, and construction engineering QC services across several states.</p> <ul style="list-style-type: none"> <li>- US-90 (I-49 SOUTH), Albertsons Parkway to Ambassador Caffery Parkway</li> <li>- Richard Street Drainage</li> <li>- I-10 Sorrento to LaPlace. Field Engineer for drilling in McLeRoy Swamps. Set profiles for excavation</li> <li>- I-10 Atchafalaya Crossing. Field Engineer-In-Charge of advanced test pile program.</li> <li>- I-49 Subsurface. Geotechnical Engineer on various projects for I-49.</li> <li>- Clyde Fant Parkway. Geotechnical engineering and construction materials engineering.</li> <li>- I-20 Exchange and Overpass in Ruston, LA. Geotechnical engineering.</li> <li>- Air Cargo Facility. Project Engineer perform geotechnical engineer for the design of airport pavement. Project Manager for field testing and construction materials engineer. Project completed in 2008.</li> <li>- West Partial Parallel Taxiway Project. Project Engineer performed geotechnical engineering services for airport paving. Project completed in 2007. Shreveport Airport Authority was the client.</li> </ul>			

	Construction Engineering QC Services / Louisiana, Arkansas, Oklahoma, and Texas. Supervising Engineer/Project Manager responsible for construction engineering QC services at interstate highways, paper mills, landfills, dams, commercial buildings and plants, and military facilities.
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Firm employed by 			
Name	Sammy Powell, PE	Years of relevant experience with this employer	8
Title	Senior Engineer	Years of relevant experience with other employer(s)	36
Degree(s) / Years / Specialization		Bachelor of Science / 1982 / Civil Engineering Masters / 1988 / Business Administration	
Active registration number / state / expiration date		33770 / Louisiana / 9/31/2024	
Year registered	2008	Discipline	Civil Engineer
Contract role(s) / brief description of responsibilities		Mr. Powell will serve as the structural design lead for this project. He has spent much of his 37-year career working primarily on GDOT and local government bridge related projects. He is experienced with on-call contracts, including multiple with Wi-Skies staff and has extensive GDOT bridge rehabilitation experience including work on trusses and lift, bascule, and swing spans.	
Experience dates (mm/yy–mm/yy)	Experience and qualifications relevant to the proposed contract; i.e., “designed drainage”, “designed girders”, “designed intersection”, etc. Experience dates should cover the time specified in the applicable MPR(s).		
(07/14 - Present)	<b>GDOT Lighting Design on Request Services Statewide.</b> Atlas is a sub-consultant to Wi-Skies on their on-call roadway lighting design contract, where they operate as their roadway lighting subject matter experts. As part of this contract, they are responsible for the development and maintenance of their roadway lighting standard drawings, including those for a dozen MASH compliant wall light pole foundations, for which Atlas is assisting in the development of the structural design.		
(03/14 – 12/15)	<b>Stout Parkway over Gothard’s Creek, Cobb DOT, Marietta, Georgia</b> - Project Manager and Engineer-of-Record for the replacement of a substandard bridge on Old Stilesboro Road over Little Allatoona Creek. Project is for turn-key services including survey, concept, utilities, roadway, environmental, right-of-way plans, FEMA compliant hydraulic study, and the bridge design. The project is in a FEMA flood zone A and in the backwater of Sweetwater Creek.		
(09/97 – 07/09)	<b>Lower Roswell Road Widening, Cobb County DOT, Marietta, GA</b> - Project consisted of a 2 mile widening of a 2 lane major rural section to a 3 lane urban section. The grade at the bridge over Sope Creek was raised, and the bridge was stage constructed under traffic. Mr. Powell was responsible for training two bridge inspectors in all aspects of bridge inspection including foundations, structural concrete work, deck pours and screed work, beam grade markups, field-run concrete tests, and quantity calculations.		



(01/13 – 02/14)	<b>Old Stilesboro Road Bridge Replacement, Cobb DOT, Marietta, Georgia - Project Manager and Engineer-of-Record</b> for the replacement of a substandard bridge on Old Stilesboro Road over Little Allatoona Creek. Project is for turn-key services including survey, concept, utilities, roadway, environmental, right-of-way plans, FEMA compliant hydraulic study, and the bridge design. The project cross USACE property and is in the backwater of Lake Allatoona.
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Firm employed by 				
Name	Jackie Wood		Years of relevant experience with this employer	1
Title	Designer		Years of relevant experience with other employer(s)	36
Degree(s) / Years / Specialization		Bachelor of Science / 1980/ Home Economics		
Active registration number / state / expiration date				
Year registered		Discipline		
Contract role(s) / brief description of responsibilities		Ms. Wood’s experience includes creating roadway plans (design and drafting). She assists contractors and engineers with coordinating field changes and creating work drawings and change orders. She has been responsible for feasibility studies and the training of engineer interns and CAD technicians. She is versed in working with LADOTD graphics to add symbology parameters for the Road Design Standards for CADconform. Her skills include proficiency in MicroStation Inroads, OpenRoads 2021, Autoturn 11, LADOTD CADconform, and AutoCAD Civil 3D 2018.		
Experience dates (mm/yy–mm/yy)	Experience and qualifications relevant to the proposed contract; i.e., “designed drainage”, “designed girders”, “designed intersection”, etc. Experience dates should cover the time specified in the applicable MPR(s).			
(07/17 – 12/20)	<b>S.P. No. H.010960 – Traffic Engineering Management Roadway Projects- LA 30 Roundabouts at Tanger and I-10 / LADOTD / Ascension Parish, LA</b> – Ms. Wood served as Lead Designer, responsible for the design of intersection and corridor improvements along LA 30. The design included three roundabouts, J-turn, and turn lanes.			
(03/14 – 06/17)	<b>S.P. No. H.010572.1: Stage 0 Feasibility Study and Environmental Inventory for LA 30 (Ashland Rd. to LA 44) / LADOTD / Ascension Parish, LA</b> – As lead designer, Ms. Wood assisted in completing the existing plan sheets. She assisted in creating plan views for approximately 20 interchanges considered in the Tier 1 interchange analysis. Interchange layouts included DDI, Roundabouts, partial and full cloverleafs, SPUI, directional interchanges, and diamond interchanges. Once the final three interchanges were selected for continuance to Tier 2, she assisted with the plan and profile sheets for each proposed alternative.			

(04/15 – 07/16)	<b>S.P. No. H.005734: Stage 1 Environmental Assessment for LA 447 Corridor Study – Ms. Wood served as the Lead Designer for this project, created proposed typical sections, and assisted with the determination of the existing roadway classification. She assisted with the plan preparation for the corridor improvements and the proposed partial cloverleaf interchange with double roundabouts.</b>
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Firm employed by <b>Civil Design &amp; Construction, Inc</b>			
Name	<b>Ralph Burgess, PLS</b>		Years of relevant experience with this employer <b>12</b>
Title	<b>Principal Land Surveyor</b>		Years of relevant experience with other employer(s) <b>12</b>
Degree(s) / Years / Specialization		<b>BS Industrial Design &amp; Supervision 2004 / Southeastern LA University</b>	
Active registration number / state / expiration date		<b>5040 / Louisiana / 9/30/2024</b>	
Year registered	<b>2010</b>	Discipline	<b>Land Surveyor</b>
Contract role(s) / brief description of responsibilities		<b>Mr. Burgess will be the Survey Manager and will work to oversee the project progress stays on schedule, aide in both crew coordination and office production, and provide final QC on the firms' deliverable to the Prime Consultant. Mr. Burgess also has extensive background in providing topographic surveys for LADOTD including the use of 3D Terrestrial Scanning.</b>	
Experience dates (mm/yy–mm/yy)	Experience and qualifications relevant to the proposed contract; i.e., “designed drainage”, “designed girders”, “designed intersection”, etc. Experience dates should cover the time specified in the applicable MPR(s).		
<b>(08/21 – Present)</b>	<b>H.011833.5 St. Mary Street Sidewalks; Scott, LA:</b> Mr. Burgess was the Survey Manager for this project. CD&C completed a topographic along this route. The survey utilized 3D Terrestrial Scanning of all hard surfaces and traditional methods for all other features. CD&C SUE personnel worked to coordinate the collection for all the utility information and location such that survey crews could collect data and incorporate for the submittal up to QLD Level B however an official SUE submittal was not required of this project. Final submittal will be in accordance with latest LADOTD Location and Survey standards.		
<b>(10/20 – 01/21)</b>	<b>H014302 US 165 Lighting, Monroe, LA:</b> Mr. Burgess served as the Survey Manager on this project. CD&C was a sub-consultant on this project and was responsible for topographic surveying of US 165 south of Monroe for a highway lighting improvement. The topographic data for this project was collected both traditionally and with the use of 3D Terrestrial Scanning.		



(09/21 – 03/22)	<b>H.014747 Southern University Ravine Protection, East Baton Rouge Parish:</b> Mr. Burgess was the Survey Manager for this project. CD&C as a sub-consultant on this project was responsible for topographic survey of the sites at Southern University. The topographic data for this project was collected both traditionally and utilizing 3D Scanning. Mr. Burgess worked with SUE sub-consultant, TBS, as well as CD&C crews to obtain and incorporate all utility data as well.
(01/18 – 01/20)	<b>H.004100 I-10: LA 415 to Essen Lane on I-10 and I-12, West and East Baton Rouge, LA:</b> Mr. Burgess is the surveying Manager for this project. CD&C as a sub-consultant on this project is responsible for topographic surveying the portion of I-10 in West Baton Rouge Parish beginning at the start of the project limits to a point just before the approach of the I-10 Bridge and the limits of the project along LA 415 including work on Tributaries of the Intercoastal Canal. This work included using 3D Scanning for the bridge at I-10 bridge @ LA 415 as well as scanning every 500' for control verification and incorporation of the Mobile Lidar for the I-10 pavement.
(07/17 – 12/18)	<b>H.010960.5-2, LA 30 Roundabout at Tanger I-10, Ascension Parish, LA:</b> Mr. Burgess served as Survey Manager for the project. Duties included meeting with LADOTD & Cardno, Inc for utility locations, coordination of crews and 3D terrestrial scanning crew along with office personnel, coordination. Special duties were merging of two state projects with project survey for final submittal to combine all projects together.

Firm employed by <b>Civil Design &amp; Construction, Inc</b>				
Name	<b>Chris Ballard, PLS</b>		Years of relevant experience with this employer	<b>8</b>
Title	<b>Survey Project Manager</b>		Years of relevant experience with other employer(s)	<b>19</b>
Degree(s) / Years / Specialization			<b>Bachelor of Science – Southeastern University / 2004 / Biological Science</b>	
Active registration number / state / expiration date			<b>5033 / Louisiana / 9/30/2024</b>	
Year registered	<b>2010 (Louisiana)</b>	Discipline	<b>Professional Surveyor</b>	
Contract role(s) / brief description of responsibilities			<b>Mr. Ballard will be the Survey Project Manager and will work to direct crews, oversee processing of field data, and aide with coordination with other team members to ensure that the project is completed in accordance with project schedule background in providing topographic and ROW for LADOTD. He has overseen projects utilizing traditional means and methods of collecting data as well as those that include the use of 3D Terrestrial Scanning.</b>	
Experience dates (mm/yy–mm/yy)	<b>Experience and qualifications relevant to the proposed contract; i.e., “designed drainage”, “designed girders”, “designed intersection”, etc. Experience dates should cover the time specified in the applicable MPR(s).</b>			



(01/18 - 01/20)	<b>H.004100 I-10: LA 415 to Essen Lane on I-10 and I-12, West and East Baton Rouge, LA:</b> Mr. Ballard is the Surveying Project Manager for this project. CD&C as a sub-consultant on this project is responsible for topographic surveying the portion of I-10 in West Baton Rouge Parish beginning at the start of the project limits to a point just before the approach of the I-10 Bridge and the limits of the project along LA 415 including work on Tributaries of the Intercoastal Canal. This work included using 3D Scanning for the bridge at I-10 bridge @ LA 415 as well as scanning every 500' for control verification and incorporation of the Mobile Lidar for the I-10 pavement.
(04/17 - 07/17)	<b>H.010006.5-3 LA 58 Petit Caillou Bridge Rehabilitation (Sarah Bridge), Terrebonne Parish, LA:</b> Mr. Ballard served as the firms Survey Project Manager on this project which included a complete topographic survey, utility coordination, channel cross sections, and the scanning of the existing vertical lift bridge for the design of its repairs/replacement. Project included data collection of the topography via traditional means and methods along with 3D terrestrial scanning and hydrographic surveying.
(02/19 - 09/19)	<b>Bridge Replacements in East Feliciana Parish, Rural East Feliciana Parish, LA:</b> Mr. Ballard is serving Survey Project Manager for this project for East Feliciana Parish Police Jury. It includes the replacement of 2 bridges which were damaged from flooding and the repairs to many rural roadways throughout the parish. These projects are being funded thru FEMA and all documentation has to be in accordance with FEMA's policies and procedures.



**17. Firm Experience:**

Identify the team's project experience **most relevant** to the scope in the advertisement. **The projects should be limited to a total of 20, with no more than 5 projects being represented by the prime consultant and with no more than 3 projects represented by each sub-consultant on the team. If more than 5 projects are identified for the prime consultant, all projects identified after the first 5 will not be evaluated. If more than 3 projects are identified for a single sub-consultant, all projects identified after the first 3 from that sub-consultant will not be evaluated.** Include no more than one page per project. Projects identified shall only include work performed by firms on the team. The projects identified do not necessarily need to have been DOTD projects.

\* If there is more than one past performance evaluation discipline included in the proposal, then indicate which past performance evaluation discipline(s) this project is being used to represent.

\*\*This field cannot be left blank and N/A is not acceptable. The **only** past performance evaluation disciplines to be used are: Road, Bridge, Traffic, CE&I/OV, Geotech, Survey, Environmental, Data Collection, Planning, Right-of-Way, CPM, ITS, Appraiser and Other (please specify).

Firm name	Wi-Skies, LLC		Past Performance Evaluation Discipline(s)*	Other (Lighting)
Project name	Statewide Lighting Design On-Call Services for Georgia DOT		Firm responsibility (prime or sub?)	Prime
Project number	TOESVDES150002, TOODP1601171, TOODP210256	Owner's name	Georgia DOT	
Project location	Statewide	Owner's Project Manager	Robert Graham, PE	
Owner's address, phone, email	600 Peachtree St., NW, Atlanta, GA 30308, (404) 631-1684, <a href="mailto:RGraham@dot.ga.gov">RGraham@dot.ga.gov</a>			
Services commenced by this firm (mm/yy)	08/14	Total consultant contract cost (\$1,000's)	\$2500, \$5000, \$5000	
Services completed by this firm (mm/yy)	Present	Cost of consultant services provided by this firm (\$1,000's)	\$1000, \$2560, \$1480	

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

Wi-Skies Staff Involved: Joseph Marsh PE, Scott Younhouse, Mark Seppelt, PE, Rick Kauffman, Aaron Keil, David Kane, Floyd Potter

Atlas Staff Involved: Buddy Gratton, PE, Sammy Powell, PE

Wi-Skies, LLC has operated as an extension of GDOT as a staff in-house consultant to the GDOT Lighting Group for the past nine years over the span of three separately earned contracts. As their subject matter expert, we routinely assist them with many of their daily initiatives. Wi-Skies employs one full-time employee in the GDOT office as well as multiple staff on a part-time basis, along with the design of several projects conducted through

Task Orders. Our staff frequently makes or provides guidance on both small and large decisions on behalf of the Department. Wi-Skies has assisted GDOT in several significant tasks, such as revising and maintaining Chapter 14 of the Design Policy Manual; maintain lighting and electrical pay items and specifications; and develop design standards to be adopted by GDOT, among other high-level tasks. Wi-Skies also led the LED deployment effort for the state, including developing their LED Specification and adopting a statewide Light Loss Factor (LLF) for LED technologies. We routinely review many projects and permits submitted to the Lighting Group for approval, providing comments and approval as warranted. We have been instrumental in assisting the Department in enhancing their policies, providing design guidance for photometrics and plans submitted for approval, providing lighting recommendations for programmed projects and providing cost estimates for upcoming lighting projects.

Firm name	Wi-Skies, LLC	Past Performance Evaluation Discipline(s)*	Other (Lighting)
Project name	Carolina Crossroads – Phases 1 and 2	Firm responsibility (prime or sub?)	Sub
Project number	P039718, P039719	Owner's name	South Carolina DOT
Project location	Columbia, SC	Owner's Project Manager	Ashley Johnson, PE
Owner's address, phone, email	955 Park St Columbia, SC 29202, (803) 737-4990, JohnsonHA@scdot.org		
Services commenced by this firm (mm/yy)	07/21	Total consultant contract cost (\$1,000's)	TBD
Services completed by this firm (mm/yy)	Present	Cost of consultant services provided by this firm (\$1,000's)	\$181, \$117

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

Wi-Skies Staff Involved: Joseph Marsh PE, Scott Younghouse, Mark Seppelt, PE, David Kane, Floyd Potter

SCDOT is designing improvements along the interstate corridor of I-20/26/126 which includes system interchanges at I-20/I-26 and I-26-I/126 in Lexington and Richland Counties in five phases. These improvements are proposed to increase mobility and enhance traffic operations by reducing existing traffic congestion within the I-20/26/126 corridor, while accommodating future traffic needs. The corridor's approximately 14 miles of mainline interstate include I-26 from Exit 101 - Broad River Road (US 176) to east of the Saluda River, I-20 from the west of the Saluda River to west of the Broad River, and I-126 from I-26 to east of the interchange with Colonial Life Blvd. Joe is overseeing the full continuous lighting design along the interstates, the interchanges and includes lighting for Colonial Life Blvd and Greystone Blvd. both north and south of the interchanges. Phase 2 of the design includes the design of I-20 as well as a new Diverging Diamond Interchange at Broad River Road (US 176). The lighting design includes both high mast towers along the interstate and interchange as well as conventional roadway lighting along the side streets, with an effort to minimize spill lighting to the residential areas on the side streets. As this project is a design-build, our effort continues throughout construction support, RFIs and plan modifications throughout the construction process.

Firm name	Wi-Skies, LLC	Past Performance Evaluation Discipline(s)*	Other (Lighting)
Project name	I-285 at I-20 East Interchange	Firm responsibility (prime or sub?)	Sub



Project number	PI0013915	Owner's name	Georgia DOT
Project location	Atlanta, GA	Owner's Project Manager	Beau Quarles, PE
Owner's address, phone, email	600 Peachtree St., NW, Atlanta, GA 30308, (404) 631-1615, bquarles@dot.ga.gov		
Services commenced by this firm (mm/yy)	09/22	Total consultant contract cost (\$1,000's)	TBD
Services completed by this firm (mm/yy)	Present	Cost of consultant services provided by this firm (\$1,000's)	\$100

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

Wi-Skies Staff Involved: Joseph Marsh PE, Scott Younghouse, Mark Seppelt, PE, Floyd Potter

Wi-Skies is designing the lighting at the I-285 interchange with I-20 on the east side of the loop as part of GDOT's Major Mobility Investment Program (MMIP). As part of a massive design-build effort, the interchange is being reconstructed to improve traffic flow throughout the interchange as well as adjacent interchanges. These improvements include increased entrance and exit ramps for all interchanges as well as the main interchange itself, which includes the addition of several flyover ramps as well as increased roadway width. Most of the interchange area will be lit using high mast towers, however, because of the elevation differences between the mainline and some the flyover ramps, supplemental conventional lighting is necessary on the taller flyover ramps. Full photometric analysis including all roadway elevations along with the tower heights based on actual proposed cross-section elevations were done throughout the project to verify lighting criteria was met. The cross-sections were also analyzed to determine where any existing towers may be re-used based on the local grade. Due to the increased roadway widths and ROW constraints coupled with both structural and noise wall obstructions, placement of high mast towers was difficult or impossible to place, leading to extensive coordination with the roadway and bridge designers to accommodate. Spill lighting analysis was done at the ROW in certain quadrants where residential properties were prevalent. These residential properties in some quadrants, along with dense forestation in other quadrants, also limited the service point locations to power the very large electrical load, which resulted in extensive coordination with the local power company. Wi-Skies is responsible for developing the complete lighting design for the entire 2.8 miles of interchange lighting, including photometric calculations, installation details, voltage drop calculations and cost estimates.

Firm name	Wi-Skies, LLC	Past Performance Evaluation Discipline(s)*	(Other – Lighting & Electrical)
Project name	I-285 at SR 400 Interchange Lighting & ITS	Firm responsibility (prime or sub?)	Sub
Project number	PI 000784, PI 0721850	Owner's name	Georgia DOT
Project location	Atlanta, GA	Owner's Project Manager	Robert Graham, PE
Owner's address, phone, email	600 Peachtree St., NW, Atlanta, GA 30308 (404) 631-1684, RGraham@dot.ga.gov		
Services commenced by this firm (mm/yy)	11/14	Total consultant contract cost (\$1,000's)	TBD
Services completed by this firm (mm/yy)	Present	Cost of consultant services provided by this firm (\$1,000's)	\$760

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



Wi-Skies Staff Involved: Joseph Marsh, PE, Scott Younghouse, Mark Seppelt, PE, Jim Laskero, PE, Floyd Potter

As part of the largest design-build effort the state of Georgia had ever undertaken, Wi-Skies designed the Lighting and ITS electrical system for the entire interchange. This is the busiest and fastest-growing interchange in the Atlanta area, subject to traffic volumes of over 250,000 vehicles daily. The overall design intent is to provide collector-distributor (CD) lanes throughout the project limits for a total of 8.3 miles along both SR 400 and I-285, which will eliminate much of the congestion in the area due to a poor existing interchange layout. ITS devices ranged from cameras, microwave sensors, dynamic message signs and variable speed limit signs, among others. Throughout the design process, several ITS revisions were made due to geometric and other changes. Due to the outward expansion and existing ROW restrictions, this made providing fiber and power to these devices difficult in certain locations. To complicate matters, the contract required an extra 9A capacity at the end of each branch circuit. As it was still necessary to meet voltage drop requirements despite it not being a continuous load, the nature of the roadway and related circuitry, plus limited electrical service points and this requirement, we went to a transformer-based design, which ultimately saved money in cable sizing. As this was a massive design-build effort with an extremely aggressive schedule, there were many construction phasing issues which required careful coordination between phases. Throughout the design process, several lighting design alternatives were designed and considered, including daytime lighting installations under three tunnels. Wi-Skies performed all the photometric calculations, voltage drop calculations and quantity calculations. Wi-Skies is also responsible for addressing RFI's, reviewing and approving shop drawing submittals as well as revising plans as deemed appropriate and as necessary. This ongoing project is currently under construction, which will continue for at least two more years.

Firm name	Wi-Skies, LLC		Past Performance Evaluation Discipline(s)*	Other (Lighting)
Project name	Statewide Roadway Lighting Design Upon Request for Illinois DOT		Firm responsibility (prime or sub?)	Sub
Project number	D-30-002-15	Owner's name	Illinois Department of Transportation	
Project location	Statewide		Owner's Project Manager	Bernard Griffin (IDOT)
Owner's address, phone, email	2300 S. Dirksen Pkwy Springfield, IL 62764, (217) 524-1651, Bernard.Griffin@illinois.gov			
Services commenced by this firm (mm/yy)	03/20	Total consultant contract cost (\$1,000's)		\$800
Services completed by this firm (mm/yy)	04/23	Cost of consultant services provided by this firm (\$1,000's)		\$770

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

Wi-Skies Staff Involved: Joseph Marsh PE, Mark Seppelt PE, Rick Kauffman

Wi-Skies, LLC assists the Illinois DOT Electrical and Mechanical Unit with high-end policy reviews and modifications and guidance on significant decisions regarding policy. We have had both full-time and part-time staff as in-house consultants on a daily basis, acting on behalf of the Department. We assisted IDOT in several large tasks such as revising Chapter 56 of their Bureau of Design and Environment Manual, was critical in revising the LED specification, reviewing designs, and identifying and developing design standards to be adopted by IDOT. We have researched several topics, such as the possibility of allowing over 5% voltage drop for LED technologies and researching high mast tower cost savings and lowering device





alternatives, along with many NCHRP initiatives. We have also developed the DOT's Intersection Design Guide, which encapsulates a practical approach to many of the recommendations now found in IES' RP-8 as well as the AASHTO Roadway Lighting Design Guide.

Firm name	Atlas Technical Consultants, Inc.		Past Performance Evaluation Discipline(s)*	Planning, Road
Project name	Mississippi River Bridge South GBR: LA 1 to LA Connector		Firm responsibility (prime or sub?)	Prime
Project number	S.P. H.013284	Owner's name	LDOTD	
Project location	Baton Rouge, LA		Owner's Project Manager	Paul Vaught, III, PE
Owner's address, phone, email	1201 Capitol Access Road, Baton Rouge, LA 70802, (225) 379-1816, paul.vaughtiii@la.gov			
Services commenced by this firm (mm/yy)	03/20	Total consultant contract cost (\$1,000's)		\$3,280
Services completed by this firm (mm/yy)	Present	Cost of consultant services provided by this firm (\$1,000's)		\$722

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

Atlas Staff Involved: Buddy Gratton, PE, Todd Long, PE, PTOE, Jackie Wood, Brandon DeJean

Atlas is currently conducting an Enhanced Planning Study (contract Part 1) for LADOTD to identify a new crossing of the Mississippi River, alleviating traffic congestion in the Capital Region. The Five-Parish Baton Rouge Metropolitan Area includes Ascension, East Baton Rouge, Iberville, Livingston, and West Baton Rouge Parishes. The new "South" Mississippi River Bridge and approaches will be a conventional highway/expressway facility connecting LA 1 on the west side of the MS River and to LA 30 on the east side of the MS River. Atlas serves as the Prime consultant responsible for providing and overseeing services in Part 1 (Enhanced Planning), such as developing a preliminary purpose and need, identifying key stakeholders and agencies, developing a Travel Demand Model and mesoscopic traffic model, public involvement and outreach, conducting a navigation study, conducting preliminary environmental review on alternatives, preparing preliminary cost estimates and Level 1 sketch toll analysis and undertaking an iterative process of analyzing and assessing plausible alternative corridors. Part 2 (Environmental Evaluation) of the contract, which began in the Summer 2022, will consist of taking the three most feasible alternatives through the NEPA process to ultimately end up with a Preferred Alternative and approved NEPA document from FHWA. Atlas is responsible for providing and overseeing services such as environmental impact statement, geotechnical investigations, mesoscopic traffic modeling, line and grade study, preliminary bridge design, survey, GIS project mapping, Phase 1 ESA, air and noise and toll analyses, conceptual staging, Phase 1 cultural resource survey, wetland delineation, public outreach and identification of permits and mitigation.

Firm name	Atlas Technical Consultants, Inc.		Past Performance Evaluation Discipline(s)*	Planning, Road
Project name	Sherwood Forest Extension: Greenwell Spring Rd to Joor Rd		Firm responsibility (prime or sub?)	Prime
Project number	20-CP-HC-0014	Owner's name	City of Baton Rouge, Parish of East Baton Rouge	



Project location	Baton Rouge, LA	Owner's Project Manager	Fred E. Raiford
Owner's address, phone, email	222 Saint Louis St., 8th Floor, Baton Rouge, LA 70802, (225) 389-3000, fraiford@brgov.com		
Services commenced by this firm (mm/yy)	05/20	Total consultant contract cost (\$1,000's)	\$1,100
Services completed by this firm (mm/yy)	Present	Cost of consultant services provided by this firm (\$1,000's)	\$400

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

Atlas Staff Involved: Buddy Gratton, PE, Todd Long, PE, PTOE, Brandon DeJean, Jackie Wood

The City of Baton Rouge, Parish of East Baton Rouge selected Atlas to perform the engineering and related services for the construction of the Sherwood Forest Extension project. This project is part of the MOVEBR Program, designated as a New Capacity Improvement Project. The Joor roadway is identified as part of the road transfer program and is a future Parish route. Greenwell Springs road will remain an LADOTD roadway. The two-phased project includes a new two-lane roadway with shoulders and open ditch drainage. The Sherwood Forest Extension is a greenfield project connecting Sherwood Forest at Greenwell Springs to Joor Road at Mickens. The work also includes enhancing traffic flow within the intersection limits, feasibility studies with alternatives, environmental and traffic analysis, ROW mapping, survey, SUE, construction administration, final construction plans and cost estimates.

Firm name	Atlas Technical Consultants, Inc.	Past Performance Evaluation Discipline(s)*	Planning, Road
Project name	Hinesville Area Metropolitan Planning Organization: EG Miles Parkway Corridor Study	Firm responsibility (prime or sub?)	Prime
Project number	21-4000-21053	Owner's name	Liberty County Planning Commission
Project location	Hinesville, GA	Owner's Project Manager	Jeff Ricketson, AICP, Executive Director
Owner's address, phone, email	100 Main Street, Suite 7520 Hinesville, Georgia 31313, (912) 408-2033, jricketson@thelcpc.org		
Services commenced by this firm (mm/yy)	11/21	Total consultant contract cost (\$1,000's)	\$185
Services completed by this firm (mm/yy)	11/22	Cost of consultant services provided by this firm (\$1,000's)	\$146

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

Atlas Staff Involved: Buddy Gratton, PE, Todd Long, PE, PTOE, Brandon DeJean

Atlas serves as a prime consultant to assess the SR 119/EG Miles Parkway corridor in Hinesville, Georgia, which runs between General Screven Way and SR 119/Airport Road. The main entrance to the Liberty Regional Medical Center, commercial shopping centers, residential communities, the City of Hinesville Public Works Department, and the headquarters of Liberty Transit are all located along this corridor. The corridor is also about a



mile from the main access gate to the Fort Stewart Military Installation. With multiple at-grade intersections, one railroad crossing, business driveways, and cross sections ranging from four lanes with a center two-way left turn lane to four-lanes undivided without any existing center median, the route handles 17,000 to 21,700 vehicles per day. The study focuses on capacity and safety improvements based on findings from a previous Safety Audit (RSA) performed by GDOT a few years prior. The scope included initial & final data collection, review of existing plans, existing safety analysis, existing & no build analysis, final alternative analysis incorporation of GDOT RSA recommendations, conceptual design layout, signal warrants screening, Intersection Control Evaluation analysis, cost estimation, and preparation of final report. A multi-lane roundabout was included at one location as an additional analysis. Atlas held stakeholder, public, and focus group meetings and presented to elected officials, technical committees, GDOT District staff, and policy committees for adoption.

Firm name	Civil Design & Construction, Inc.	Past Performance Evaluation Discipline(s)*	Survey
Project name	US 190 Superstreet	Firm responsibility (prime or sub?)	Sub
Project number	H.005733.5	Owner's name	LADOTD
Project location	St. Tammany Parish, LA	Owner's Project Manager	Josh Harrouch
Owner's address, phone, email	1201 Capitol Access Rd., Baton Rouge, LA 70802 (225) 379-1232 Joshua.harrouch@la.gov		
Services commenced by this firm (mm/yy)	01/16	Total consultant contract cost (\$1,000's)	N/A
Services completed by this firm (mm/yy)	08/16	Cost of consultant services provided by this firm (\$1,000's)	\$207

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

CD&C Staff Involved: Karla Weston, PE, Ralph Burgess, PLS, Christopher Ballard, PLS, Philip Dupree, Jacob Stoehr, Trent Norris, John Ewing

This project was the topographic survey of US 190 in Covington. The survey limits were along a portion of the existing routes of US 190, Holiday Square Frontage Road, US 190 Service Road, Holiday Blvd., Holycrest Plaza Driveway, Louis Prima Drive, Park Place Drive, Lake Drive, Crestwood Blvd., 9th Avenue, Three Rivers Road, River Highlands Blvd., Harrison Ave., Maple Ridge Ave., North 12th Street, Sunshine Ave., North 6th Street, Riverside Drive, and North 2nd Street and is approximately 2.9 miles in length. CD&C's provided the complete topographic survey and drainage map for this project including all utility coordination. The survey begins at the intersection of US 190 and Holiday Square Frontage Road. From this point, the survey proceeded in a northerly direction along US 190 for approximately 2.9 miles to a point that is 700 feet South of Intersection of US 190 and E. Boston St. in Covington, LA. The width of the survey and DTM extended to the Western Edge of Pavement to Eastern Edge of Pavement along US 190 and tied in with the existing topographic features picked up on the previous survey done under H.011137.5 and H.011152.5 (Interstate 12 Survey). This also included cross sectioning a portion of the Abita River in the project area. All topographic survey elements were performed in accordance



with the latest LADOTD Location and Survey Manual and conformed to the latest standard practices/procedures. All deliverables were in LADOTD required formats. 3D Terrestrial Scanning was used in conjunction with traditional means and methods to complete this project.

Firm name	Civil Design & Construction, Inc.	Past Performance Evaluation Discipline(s)*	Survey
Project name	I-10: LA 415 to Essen Lane on I-10 and I-12	Firm responsibility (prime or sub?)	Sub
Project number	H.004100	Owner's name	LADOTD
Project location	West and East Baton Rouge, LA	Owner's Project Manager	Nicholas Olivier
Owner's address, phone, email	1201 Capital Access Rd, Baton Rouge, LA 70802, (225) 379-1232, Nicholas.olivier@la.gov		
Services commenced by this firm (mm/yy)	01/18	Total consultant contract cost (\$1,000's)	TBD
Services completed by this firm (mm/yy)	04/19	Cost of consultant services provided by this firm (\$1,000's)	\$296

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

CD&C Staff Involved: Karla E. Weston, PE, Ralph Burgess, PLS, Christopher Ballard, PLS, Phil Dupree, Jacob Stoehr, Trent Norris, John Ewing

This project is located in West Baton Rouge and East Baton Rouge Parishes in the cities of Port Allen and Baton Rouge, LA. A complete Topographic survey including all utilities (ASCE 38-02, QL "B") with depths and all drainage is required, along with Finish floor elevations of all buildings that fall within the survey limits. The survey begins 1,500 feet West of the western most entrance/exit ramps of the LA 415 and I-10 Interchange. From the I-10, I-12 split the survey shall proceed in southerly and easterly directions along the existing main alignment of I-10 for approximately 1.5 miles & I-12 for approximately 1.5 miles to end the route limits. CD&C was responsible for topographic surveying the portion of I-10 in West Baton Rouge Parish beginning at the start of the project limits to a point just before the approach of the I-10 Bridge and the limits of the project along LA 415. This work included using 3D Scanning for the bridge at I-10 bridge @ LA 415 as well as scanning every 500' for control verification and incorporation of the Mobile Lidar for the I-10 pavement.

Firm name	Civil Design & Construction, Inc.	Past Performance Evaluation Discipline(s)*	Survey
Project name	US 165 Lighting	Firm responsibility (prime or sub?)	Sub
Project number	H.014302.5	Owner's name	LADOTD
Project location	Ouachita Parish, LA	Owner's Project Manager	Michael A. Armentor, P.E.
Owner's address, phone, email	1201 Capitol Access Rd., Baton Rouge, LA 70802, (225) 379-1088, Michael.Armentor@la.gov		



Services commenced by this firm (mm/yy)	09/20	Total consultant contract cost (\$1,000's)	N/A
Services completed by this firm (mm/yy)	02/21	Cost of consultant services provided by this firm (\$1,000's)	\$144

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

CD&C Staff Involved: Karla Weston, PE, Ralph Burgess, PLS, Christopher Ballard, PL, Scott Benton, Trent Norris, Philip Dupree, Jason Stoehr

This project performed topographic survey utilizing both traditional means and methods as well as 3D terrestrial scanning in Ouachita Parish. The project began at the intersection of Charleston Drive and US 165 and continued North until the intersection of La 15 and US 165. The survey limits extended 500 feet from the intersection of US 165 and the major side street along LA 15, Ticheli Rd, Dellwood Dr., Richwood Road 1/Martin Luther King Dr., and Richwood Road 2. This project is approximately 4 miles in length, with CD&C's role to provide a limited topographic survey specifically for electrical lighting design. In addition, since most of the project limits are wide, the topographic data for this survey was collected through a combination of conventional ground survey and Terrestrial LiDAR data collection methods. Specified project limits to include the area between the established apparent right-of-way for the width of the project.

**18. Approach and Methodology:**

Provide a description of how the work will be performed and provide the proposed project schedule. Include any additional information or description of unique resources that are planned to be used to produce the deliverables. Include any proprietary technologies, methods or approaches that will be used on this project to improve quality or efficiency. If the proposal is for an IDIQ contract, the consultant should review the scope of services in Attachment A to the advertisement to obtain a general understanding of what a typical task order would entail. Based upon that understanding, the consultant should provide a sample schedule that identifies the major milestones, deliverables, tasks, etc., to demonstrate sufficient understanding of a typical task order. The duration of the task order is not required. This section shall be limited to four pages. **If more than four pages are included, all pages after the fourth page will not be evaluated.**

Wi-Skies, LLC is a rapidly growing engineering firm which specializes in roadway lighting and ITS design. We possess a proven track record showing we are more than capable of handling this type of on-call lighting services contract. As prime, we have held statewide on-call lighting design consultant contracts with Georgia DOT since 2014; Iowa DOT since 2016; and Tennessee DOT from early 2020 through 2021. Additionally, we have held a similar statewide on-call lighting design contract as a sub with Illinois DOT, where we had a full-time employee dedicated to in-house lighting. We also serve as lighting subject matter experts for several counties and municipalities.

Atlas is a full-service engineering firm capable of handling any other non-lighting issues which may arise during design and has an excellent understanding of Louisiana DOT's intricacies and the quality it expects. They also have a strong physical presence around the state, making it easy to have boots on the ground quickly, regardless of the project location. Civil Design & Construction (CD&C) is a DBE survey firm with an impeccable reputation for providing high quality surveys in a timely fashion. Survey, geotechnical studies, foundation design and other design aspects will be necessary during this contract for lighting projects which affect existing lighting, stand-alone lighting projects and high mast tower designs. With a proven track record of excellence, our team can easily handle all design issues which may arise.

The importance of the winning team's previous experience in an on-call capacity cannot be overstated. Our team understands that on-call contracts require availability and flexibility, both critical to rapid response and ultimate client satisfaction and project delivery. Each firm has independently held on-call contracts with various clients and understands the importance of delivering quality projects in a timely fashion. The Department typically has questions which need to be answered quickly to avoid project or funding delays. These answers must also be both correct and prudent to each situation, without affecting another design aspect or creating future maintenance issues. This requires experience with a diverse range of projects and knowledge of where the issues or delays may originate. Our Team has a proven track record of excellence and Wi-Skies LLC, together with Atlas and CD&C, is the team capable of handling all design issues during the duration of this contract.

As the statewide on-call lighting consultant serving as the subject matter expert in roadway lighting for Georgia, Iowa and other agencies, Wi-Skies is actively engaged in most of the DOTs' daily challenges. Some of these challenges include reviews of photometric designs, lighting plans and shop drawings, development of budgets for potential and programmed projects, resolving lighting utility conflict issues with projects under construction, lighting policy questions, standard detail drawings, specification modification and pay item management. This experience provides unique understanding and insight to the problems associated with any type of lighting project, which is necessary when the scope of work is largely fluctuating and dynamic.

Wi-Skies also has a solid network of working relationships with other DOT lighting staff, subject matter experts and decision makers across the United States. Our staff are members of the Illuminating Engineering Society (IES), ANSI, ACEC, NEMA and USDOE, among other national and international lighting organizations. Wi-Skies has three staff members heavily involved in the IES Roadway Lighting Committee (RLC) and are the leaders of many of the continued revisions being made within their primary document, RP-8. Additionally, our staff holds key roles within the organization, including the current Chair and Vice



Chair of the RLC, which demonstrates the respect they hold within the industry. One of our staff also serves on AASHTO's Joint Technical Committee for Roadway Lighting, which is influential in publishing GL-7. This network of personnel proves to be helpful when discussing higher level policy changes and recommendations, which becomes invaluable when developing standards, specifications and design criteria, which we often revise for our clients. Our heavy involvement in these organizations allows our clients to remain involved directly or indirectly as they choose, offers a huge value to Louisiana DOT, as upcoming changes in recommendations can be brought to their attention early. In many cases, the DOT can provide their own input or concern before the change is implemented to help steer the national organization or committee.

While the involvement with these organizations continually provides a valuable resource to the Department, we understand the primary task of this on-call contract is designing roadway lighting systems along Louisiana streets, roadways and highways. Specializing in roadway lighting design, Wi-Skies proves to be one of the best in the industry in providing complete and thorough lighting plans quickly and efficiently. These lighting designs range from interstates, interchanges major bridges, rest areas, weigh stations, roundabouts and intersections to streetscape or standalone lighting projects. With over 80 years of combined experience in lighting design and reviews, the staff of Wi-Skies has the experience to know what to look for in any lighting design. We have designed and reviewed hundreds of projects of varying types and complexities throughout our respective careers and embrace challenges. This experience translates to efficient designs and design reviews, leading to a streamlined design review process, infrequent construction issues and ultimately lower costs to the Department.

Our ability to deliver in tight deadlines is especially evident by the abundance of design-build work we are routinely a part of. With design-build work, delivering quality on time can make or break the success of the project and all team members must be efficient in their design work and especially responsive during construction revisions and questions. As lighting design is usually towards the end of the roadway design processes, this means most of our work is done at the last minute, which can create complicated problems and undesired results if not considered early. Our combined experience has enabled us to develop practical solutions quickly and readily to complicated problems, despite chaotic schedules. Our team understands that time spent dwelling on problems that occur is time wasted on the solution. This problem-solving approach has translated to the delivery of successful solutions on many large-scale projects. Our clients routinely praise our ability to expeditiously deliver excellence, even when faced with seemingly impossible delivery schedules.

When the DOT issues a task order under the master contract, our design team knows exactly what the expectations are and how long any project should take to complete, so the negotiation process is minimized. Once the task order's NTP is issued, our team has the experience to streamline the design process as much as possible, which minimizes the time necessary to deliver the design. Having worked with each other frequently in similar capacities, we all know what each of us needs to do their work. Being familiar with each other's expectations, needs and design constraints, we know to communicate them with each other immediately to eliminate project delays and oversights. With our team's excellent project delivery history, we are able to meet design and time constraints for the client whenever needed.

Once an NTP is issued on a negotiated Task Order and the design files are received, we provide a preliminary review to identify potential utility conflicts immediately. While the aerial mapping in Google Maps and other programs has progressed very well over the years, Wi-Skies believes that physically visiting the site is invaluable to the design process, as it provides the Engineer a better overall picture for what physical problems exist or may be encountered during the design and installation. It also provides a nominal time to coordinate with the local power company to determine the optimum place to obtain electrical service for the lighting system. Too often this coordination process can be either overlooked or started too late to overcome potentially costly problems later, such as inadequate available service or utility pole movements, the latter of which may affect ROW or other aspects. Therefore, this utility coordination must be done early to ensure the project delivery date is not jeopardized. Stand-alone lighting projects may require topographic survey, for which Civil Design & Construction's excellent survey group routinely exceeds expectations for both the team and the Department. Other projects may include a roadway component, such as guardrail placement or drainage revisions for instance. As an industry leader, Atlas is more than capable of providing any roadway design aspect necessary to deliver any project.



Armed with field knowledge and design files, the Engineer can begin the photometric layout, taking into consideration all design issues. It is of critical importance to first understand the objective for lighting on the project, but even more so to identify and circumvent any issues the placement of any light poles may have on any other design facets. Being that light poles create both overhead and underground utility conflicts, encountering a utility conflict is almost guaranteed. Our extremely experienced team knows how to deal with these utility conflicts quickly to minimize potential delays. If, however, a conflict arises which cannot be worked around, we provide immediate communication with the DOTD Project Manager and work with the conflicted utility quickly and diligently until the issue is resolved.

Not until the utility conflicts are resolved are the photometrics finalized and submitted to the DOTD Lighting Group for approval as part of the 60% plan package. The deliverable provided is a pdf showing the entire lighting layout with separate grids called out on the plan sheets, along with the AGI32 file, current photometric files, and catalog cut sheets. The photometric results of each grid are compiled in a table, which the reviewer can quickly run through to identify potentially problematic locations or points which they feel need to be addressed. Providing current luminaire information is necessary as luminaires change over time, especially with LED technology, and it's important to all parties to have a record of the fixture at the time of the photometric approval to revert to during shop drawing review. We work with many DOTs in developing policies and procedures to ensure what is ultimately installed is equivalent to the approved design and routinely assist in verifying these fixtures and calculations are correct before the shop drawings are approved.

For designs which involve high mast towers, all tower locations within five miles of an airport must be submitted to the FAA for review and approval to verify there are no flight path issues. After the photometrics are approved by LDOTD where high mast towers are part of the design and they've been approved by the FAA, the tower locations are provided to Atlas, who quickly moves forward with obtaining soil borings to develop their geotechnical report. Lloyd Hoover has a long history of geotechnical work within the state of Louisiana and is more than capable of designing any type of foundation necessary at a given location. Specific experience in Louisiana is important as the soil conditions are more unique than almost any other state. Once the geotechnical report is finalized and approved, the appropriate foundation design can be carried out among any of the outstanding structural engineers at Atlas. Wi-Skies has worked with Sammy Powell on tower and wall foundations over the years in other states and have an excellent rapport for each other's high expectations. Our team always demands excellence when delivering the highest possible quality product to the client.

The next step of the lighting design process is preparing voltage drop calculations from the service point agreed upon with the local utility to determine cable and conduit sizes. This is an important aspect of the design as NEC requires no greater than a 5% voltage drop from the source transformer to the end of any branch circuit. Wi-Skies always adheres to this requirement and performs these calculations, even if it is not requested as part of the final plans, unless otherwise requested by the client.

Once the voltage drop calculations are completed, the cable and conduit plans can be finalized. These plans will be completed in adherence with DOTD Electrical Design format. For some of the conduit runs, there are more complicated areas or transitions which must be addressed by construction details, many of which may be covered by a DOTD Standard Drawing. If not, however, Wi-Skies has created and modified dozens of Standard Drawings for DOT's over the years and hold a cache of drawings which can be applied for any scenario which may arise.

The final step during the lighting design process is providing an accurate construction cost estimate as part of the final plans. While the staff of Wi-Skies is confident in the prices included in the cost estimates we provide, we realize that unit costs may differ greatly across the state and across the country. We have personnel working in different areas of the country who can provide input regarding trending unit prices for all lighting items. These estimates will be uploaded into AASHTOWare, which is a software program that Wi-Skies has experience working with for other DOTs.

Before the 95% plans are submitted to LDOTD for approval, they go through a rigorous quality control process. Wi-Skies has developed a thorough quality control form for lighting projects, consisting of over eighty steps, covering all possible design aspects, all of which must be verified. As part of this process, the





original lighting designer must review and verify all pole locations to match the final approved photometrics, as poles may shift during the design slightly for utility conflicts and roadway features. Technical content is always reviewed to verify the best possible approach and most current design techniques are being used. All projects will also be reviewed by Atlas, who has a great deal of experience with LDOTD projects and understands the nuances, specific sheets and quality expected in their projects. Any comments are addressed and incorporated as appropriate, along with any LDOTD comments which may have originated from the 95% plans. A final internal constructability review will occur prior to the plans being approved for RFC.

Our team will continue support throughout the letting and construction processes to ensure what was designed is ultimately installed. We will review all shop drawing submittals and approve as appropriate. Wi-Skies and Atlas have both excelled in this role for multiple DOTs and other agencies over the past several years, both directly for the DOTs, as well as through our extensive history of successful design-build project delivery. Our team also has strong field experience in previous roles with other agencies, where our staff would oversee all electrical component installation and inspection for hundreds of miles of interstate reconstruction. This experience included answering RFI's, developing or overseeing detail and construction revisions, managing contractor's progress, and approving shop drawings, among other activities. Our team understands the significance of overseeing the work of contractors to ensure the project is ultimately constructed in accordance with the plans and in keeping with best practice. Wi-Skies has multiple staff which routinely have provided construction inspection on many electrical and lighting systems throughout several states, providing punch lists and making as-built revisions as approved.

The innovative staff of Wi-Skies are always working on ideas to improve the way some lighting projects are completed. With our team in the next five years, LDOTD projects will continue to be on the cutting edge of technology and deployment. This may include autonomous vehicle technologies that interface with lighting systems, deployment of self-autonomous LED lighting systems for rural settings, such as roundabouts, or adaptive lighting along rural roadways or and other lighting control technologies. As the industry continues to evolve into new technologies, the Department needs a diverse and complete team which can handle any existing issue which may arise while keeping an eye to the future.

We are pleased to offer our team's expertise and resources to meet Louisiana's needs, responding quickly to any priority requested. Collectively the staff at Wi-Skies have completed hundreds of roadway lighting projects across the country on time and within defined project deadlines. This background allows us to provide the confidence and leadership needed to meet all LDOTD's lighting project needs. The Wi-Skies team has consistently delivered the quality LDOTD expects and has the experience, availability, and commitment necessary to be lighting consultant champion the Department needs for the next five years.



**19. Workload:**

For all contracts where a firm on the team is a prime consultant or sub-consultant and where **a)** the consultant selection was made by DOTD, and **b)** a contract was executed by the consultant and the contracting entity by the date the advertisement for this proposal was posted, list all work meeting the following criteria:

- 1) one of the team's firms is responsible for the performance of the work;
- 2) authorization to perform the work has been provided, as provided in the contract between the consultant and the contracting entity;
- 3) the work has not yet been performed and invoiced; and
- 4) the work is not currently suspended for an indefinite period of time.

For indefinite delivery/indefinite quantity (IDIQ) contracts, list open Task Orders individually.

List only the portion of the fees attributable to firms on the team.

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**
Wi-Skies, LLC	Other (Lighting)	S1754-16 (SCDOT)	Woodruff Rd Lighting	72,962
Wi-Skies, LLC	Other (Lighting)	PI0031590 (GDOT)	SR 146 from SR 1 to Lakeview Rd	50,196
Wi-Skies, LLC	Other (Lighting)	P039718 (SCDOT)	Carolina Crossroads Phase 1	31,000
Wi-Skies, LLC	Other (Lighting)	P039719 (SCDOT)	Carolina Crossroads Phase 2	22,000
Wi-Skies, LLC	Other (Lighting)	0016-07-113 (TXDOT)	I-35 NEX Lighting Design Review	213,838
Wi-Skies, LLC	Other (Lighting)	PI0016350 (GDOT)	SR 211 at CR 1 Roundabout	15,030
Wi-Skies, LLC	Other (Lighting)	PI0013450 (GDOT)	Lighting Design Services	93,967
Wi-Skies, LLC	Other (Lighting)	PI0013450 (GDOT)	Lighting Design Services – Embedded Employee	75,435
Wi-Skies, LLC	Other (Lighting)	PI0016074 (GDOT)	SR 365 at Howard Rd Roundabouts	33,500
Wi-Skies, LLC	Other (Lighting)	PI0017130 (GDOT)	I-285 WB Aux Lane Expansion DB	34,300
Wi-Skies, LLC	Other (Lighting)	PI0017814 (GDOT)	North Point Parkway Streetscape	68,903
Wi-Skies, LLC	Other (Lighting)	PI0016535 (GDOT)	Daytime Lighting Measurements	17,000
Wi-Skies, LLC	Other (Lighting)	PI0017121 (GDOT)	Bass Rd Roundabouts	75,000
Wi-Skies, LLC	Other (Lighting)	185CA (IADOT)	Lighting Non-Design Services	59,467
Wi-Skies, LLC	Other (Lighting)	2021-011 (City of Tucker, GA)	US 78 at Mountain Industrial Blvd	37,988
Wi-Skies, LLC	Other (Lighting)	PI0010318 (GDOT)	I-75 at Chula Brookfield Rd	22,735
Wi-Skies, LLC	Other (Lighting)	202209-9-0 (FDOT)	Hooks St at Emil Jahna Rd Roundabout	24,084
Atlas	Project Management	H.013284	MRB South GBR: LA 1 to LA 30 Connector	1,557
Atlas	Bridge	PI0013450 (GDOT)	Lighting Design Services	10,000
Civil Design & Construction, Inc.	Surveying	4400017091/ TO-3	LWI Statewide Modeling R5 – Task Order #3	89,482
Civil Design & Construction, Inc.	Surveying	H.011833.5	St. Mary Street Sidewalks	3,236



Civil Design & Construction, Inc.	Surveying	H.011235.5	I-49 South @ Verot School Rd	198,880
Civil Design & Construction, Inc.	Surveying	H.011235.5	I-20: UPRR Overpass	317,022

(Add rows as needed)

DO NOT SUM

\* The **only** past performance evaluation disciplines to be used are: Road, Bridge, Traffic, CE&I/OV, Geotech, Survey, Environmental, Data Collection, Planning, Right-of-Way, CPM, ITS, Appraiser and Other (please specify). If a firm has more than one past performance evaluation discipline for any single project, the firm can use multiple rows to express the remaining unpaid balance per evaluation discipline.

\*\* Round to the nearest dollar. **Do not** round to the nearest thousands. If there are no active contracts with a remaining unpaid balance, place N/A in the Remaining Unpaid Balance column. NOTE: ALL FIRMS MUST BE REPRESENTED IN THIS TABLE. LEAVING THE "REMAINING UNPAID BALANCE" COLUMN BLANK IS NOT ACCEPTABLE.



**20. Certifications/Licenses:**

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





# PROOF OF TRAINING

THIS CERTIFICATE HEREBY RECOGNIZES THAT

**Joseph Marsh**

has attended

**Traffic Control Supervisor-LA State Specific**

**Training Course**

3/10/2021 to 3/11/2021  
Date

Baton Rouge, LA  
Location

*Ramona Smith*  
Director of Training

*Alan Tezak*  
President, CEO

*ATSSA provides training and certification but neither constitutes employment by ATSSA.*



American Traffic Safety Services Association [ATSSA.com](http://ATSSA.com)



OnlineFlagger.com

**CERTIFICATE**

**IS AWARDED TO**

**JOSEPH MARSH**

Has successfully completed a flagger training course  
meeting the requirements of the

**LOUISIANA DEPARTMENT OF  
TRANSPORTATION & DEVELOPMENT**

on the following date

**MARCH 20, 2021**

Valid for 4 years from completion date.

This temporary/backup certificate is valid with a  
government -issued photo ID.

Use the code below to validate this certificate's  
authenticity, or get copies.

**1253 -1061 -105389**

To validate this code go to

<https://onlineflagger.com/temporary-certificate-validator/>



# Transportation Professional Certification Board Inc.

*certifies that*

## Todd Huey Long

*has met all of the requirements established by the Certification Board  
to use the title of*

### PROFESSIONAL TRAFFIC OPERATIONS ENGINEER

*Unless withdrawn by the Certification Board, this certificate number 1030  
issued in Washington, D.C. is subject to the provisions for renewal  
November 6, 2008*

*Steven D. Hofener*  
Chair



*James W. [Signature]*  
Executive Director



# Transportation Professional Certification Board, Inc.

*certifies that*

## Brandon Scott DeJean

*has met all of the requirements established by the Certification Board  
to use the title of*

### Professional Traffic Operations Engineer

*unless withdrawn by the Certification Board and subject to the provisions for renewal.*

*Certificate number 4721 issued in Washington, DC, USA*

*12/09/2019*

*Diane W. Morabito*  
Diane W. Morabito  
Chair



PROFESSIONAL TRAFFIC  
OPERATIONS ENGINEER

*Jeffrey F. Paniati*  
Jeffrey F. Paniati  
Executive Director





# Certificate of Completion

presented to

*Brandon DeJean*

for completing the

## Traffic Engineering Analysis Process & Report Module 1

*Date:* July 1, 2019  
*Location:* Baton Rouge, Louisiana

*Professional Development  
Hours (PDHs) Awarded:* 2.5

  
\_\_\_\_\_  
*Authorized Instructor*

  
\_\_\_\_\_  
*Authorized Instructor*

  
\_\_\_\_\_  
*Authorized instructor*



# Certificate of Completion

presented to

*Brandon DeJean*

for completing the

## Traffic Engineering Analysis Process & Report Module 2

*Date:* July 1, 2019  
*Location:* Baton Rouge, Louisiana

*Professional Development  
Hours (PDHs) Awarded:* 3.5

  
\_\_\_\_\_  
*Authorized Instructor*

  
\_\_\_\_\_  
*Authorized Instructor*

  
\_\_\_\_\_  
*Authorized instructor*



# *Certificate of Completion*

presented to

*Brandon DeJean*

for completing the

## **Traffic Engineering Analysis Process & Report Module 3**

*Date:* July 2, 2019  
*Location:* Baton Rouge, Louisiana

*Professional Development  
Hours (PDHs) Awarded:* 3.5

  
\_\_\_\_\_  
*Authorized Instructor*

  
\_\_\_\_\_  
*Authorized Instructor*

  
\_\_\_\_\_  
*Authorized instructor*





# PROOF OF TRAINING

THIS CERTIFICATE HEREBY RECOGNIZES THAT

---

**Brandon DeJean**

has attended

**Traffic Control Technician-LA State Specific**

Training Course

---

9/13/2022 to 9/13/2026  
Training Valid Through

Monroe, LA  
Location

*Ramona Smith*  
Director of Training

*Alexander Teterchuk*  
President, CEO

*ATSSA provides training and certification but neither constitutes employment by ATSSA.*



American Traffic Safety Services Association [ATSSA.com](http://ATSSA.com)





# PROOF OF TRAINING

THIS CERTIFICATE HEREBY RECOGNIZES THAT

---

**Brandon DeJean**

has attended

**Traffic Control Supervisor-LA State Specific**

Training Course

---

9/14/2022 to 9/14/2026  
Training Valid Through

Monroe, LA  
Location

A handwritten signature in black ink, appearing to read "Ranga Srinivasan".

Director of Training

A handwritten signature in black ink, appearing to read "Alan Tebano".

President, CEO

*ATSSA provides training and certification but neither constitutes employment by ATSSA.*



American Traffic Safety Services Association [ATSSA.com](http://ATSSA.com)



**21. QA/QC Plan:**

If the advertisement requires submission of a QA/QC plan, include it here. **Otherwise, leave this section blank. If a QA/QC plan is included in this section and was not required by the advertisement, it will be redacted.**



Louisiana Department of Transportation and Development  
IDIQ CONTRACTS FOR ELECTRICAL  
SERVICES STATEWIDE

PRELIMINARY  
**QUALITY CONTROL / QUALITY ASSURANCE PLAN**

CONTRACT Nos: 4400026073 AND 4400026074

May 2023

Prepared for:

**Louisiana Department of Transportation and Development**

1201 Capitol Access Road  
Baton Rouge, LA 70802-4438

Prepared by:

**Wi-Skies, LLC**

8 Cora Slocomb Drive  
Spanish Fort, AL 36527

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## APPENDIX

EXHIBIT A	DESIGN CRITERIA CHECKLIST
EXHIBIT B	FINAL CALCULATION BOOK CHECKLIST
EXHIBIT C	QA INFORMATION PACKAGE CHECKLIST
EXHIBIT D	QC/QA CERTIFICATION
EXHIBIT E	PEER REVIEW RESOLUTION AGREEMENT
<i>EXHIBIT F</i>	<i>Omitted</i>
<i>EXHIBIT G</i>	<i>Omitted</i>
<i>EXHIBIT H</i>	<i>Omitted</i>
EXHIBIT I	CONSULTANT SUBMITTAL QC/QA CERTIFICATION
EXHIBIT J	PROJECT ACTIVITY LOG SHEET
EXHIBIT K	CONSULTANT SUBMITTAL REVIEW CHECKLIST



## Executive Summary

This document was prepared in response to the DOTD solicitation for this IDIQ contract. Wi-Skies, LLC has implemented this process within the statement of qualifications submittal and plans to continue the implementation to the project upon issuance of the notice to proceed. The QC/QA Plan will be considered a living document that will be monitored, refined and amended as necessary to meet the quality requirements of the project.

### 1 Introduction

Wi-Skies intends for our Clients to have the maximum level of satisfaction in their experience with us. Wi-Skies strives for our Clients to have the most successful and fulfilling experience. To achieve Wi-Skies knows it must maintain a Quality Process in our project delivery to ensure our Clients are satisfied. Achieving our desired level of satisfactions with our Clients and quality in our services produce:

- i. Lower cost to Wi-Skies from rework, lost time or claims.
- ii. Increased value to our Clients by minimizing risk of mistakes and schedule delays.
- iii. Increased revenue to Wi-Skies through repeat customer acceptance and culture of quality.

To achieve our desired results, we are committed to maintaining contact with our Client throughout the process starting with presenting our qualifications, receiving requests for proposals, managing projects, and maintaining contact following submittal of our work products and services.

#### 1.1 Wi-Skies Role

Wi-Skies is firmly committed to meeting the quality requirements and expectations of the Louisiana Department of Transportation and Development. This policy statement directs that the procedures and practices set forth in this Quality Control / Quality Assurance (QC/QA) Plan be applied to all related work on the this project, and be carried out in accordance with the provisions of the contract. Wi-Skies's QC/QA Plan meets or exceeds the DOTD requirements as set forth in the Federal Highway Administration (FHWA) "Guidance on QC/QA in Bridge Design in Response to NTSB Recommendation (H-08-17)", DOTD Bridge Design Section QC/QA policies including the "Policy on Quality Control and Quality Assurance" dated October 2012 and DOTD policy "Construction Plans Quality Control / Quality Assurance Manual" dated August 2008. All Wi-Skies procedures listed in Section 2.4 – "References and Standard Procedures" shall be considered implemented as part of the QC/QA Plan and shall be in full force except as they deviate from DOTD directives, policies and standards.

It is the joint responsibility of the Wi-Skies staff, our sub-consultants and the contractors performing work to be familiar with and implement the requirements of this QC/QA Plan. Conformance to the DOTD directives, policies, guidelines and this QC/QA Plan will provide verifiable documentation that the work, as completed by the Wi-Skies team and the construction contractor, meets or exceeds the quality standards set forth for this project.

**DOTD is not responsible for performing QC/QA of the Wi-Skies work.**



Wi-Skies's QC/QA Manager (QC/QAM), Mark Seppelt, PE has the responsibility to oversee the development, implementation and execution of this plan. Wi-Skies' QC/QAM will notify the appropriate level of DOTD staff of deficiencies associated with implementation and execution of the QC/QA Plan immediately upon discovery.

## 1.2 Project Background

The Louisiana Department of Transportation and Development has advertised a solicitation for consultants perform topographic surveys, and provide plans, specifications and special provisions, construction estimates, construction proposals, photometric reports, engineering calculations, shop drawings, submittals, Operational and Maintenance manuals and as built drawing reviews/approvals, and construction related engineering services for **existing and proposed interstate lighting projects**.

The services will be performed through an Indefinite Delivery/Indefinite Quantity (IDIQ) contract as detailed in individual Task Orders (TOs), which will specify TO-specific scope of services, contract time, and compensation.

The scope of services identified to be rendered under this IDIQ contract consists of Stage 3 and Stage 5 services as further described below:

### **Stage 3: Design**

Part I: Surveying Services

(a) Topographic Survey

Part III: Preliminary Plans

Part IV: Final Plans

### **Stage 5: Construction**

Part I: Construction Support /Construction Related Engineering

(a) Shop Drawings, O&M Manuals, As-Built Drawings

## 2 Purpose of QC/QA Plan

### 2.1 Purpose

The purpose of this Quality Control / Quality Assurance (QC/QA) Plan is to describe procedures, guidelines, and practices for the control of all aspects of the project including the design, checking and verification. The QC/QA Plan is mandatory for the duration of the project and shall be amended as required or as directed by the DOTD in order to ensure public safety and adherence to all applicable codes, standards and guidelines.

This document establishes a systematic program of actions that is designed to deliver bridge plans and specifications errors and omissions free and structures to be adequately designed for the proper loads. This Plan will provide objective evidence of compliance with contract requirements and specified regulatory requirements for the project, including the requirements of the DOTD and other government agencies.



## 2.2 Definitions

Quality Control (QC) – Procedures of checking the accuracy and consistency of the calculations and the drawings, detecting and correcting design omissions and errors before the design plans are finalized, and verifying the specifications for the load-carrying members are adequate for the service and operation loads.

Quality Assurance (QA) – Procedures of reviewing the work to ensure the quality control procedures are in place and effective in preventing mistakes, and consistency in the development of bridge design plans and specifications.

Quality Management (QM) - establishing, monitoring and improving the effectiveness of quality control and quality assurance including the organization and responsibility matrix of the corporation. Quality management defines the managerial aspect of the entire quality system. The QC/QA professionals are independent of the technical staff and report directly to the Wi-SKIES Project Manager (PM).

Designer – The individual directly responsible for the development of design calculations, drawings, specifications and contract documents and the review of shop drawings related to a specific design project with a level of technical skills and experience commensurate with the complexity of the subject components of the project being designed. The designer shall be an active, registered professional engineer in Louisiana or work under the direction supervision of one.

Detailer – The individual that is responsible for the creation, revision and file maintenance of the project Computer Aided Drafting and Design (CADD) drawings.

Design Checker – The Engineer (an LA. P.E) responsible for performing a full technical review of all design calculations, drawings, specifications, cost estimate, and contract documents.

Detail Checker – The individual responsible for performing a full review of the CAD drawings

Reviewer – The professional Engineer licensed in Louisiana with substantial experience with design of bridge structures. This individual is responsible for performing QA procedures for assuring that QC procedures have been performed and minimum requirements met or exceeded.

Engineer of Record (EOR) – The individual responsible for all aspects of the design of a particular component of the project. Different EORs may be assigned to difference components of the project as required based upon engineering discipline and expertise. The EOR shall be an active, registered professional engineer in the State of Louisiana in the discipline of the project component assigned. The EOR shall seal and sign the final contract plans, specifications, reports and estimates. All technical staff report directly to the EOR for a given component of the project.

Project Manager (PM) – The individual responsible for all aspects of the project including but not limited to schedule, scope and budget. The EOR and all sub-consultants are direct reports to the PM.

Contractor – The entity awarded the contract to furnish the materials and perform the work as described in the project documents.

Consultant – Wi-Skies LLC.



Owner – DOTD is the owner of the project and shall have final approval on the EORs and PM assignments by Wi-Skies. DOTD shall have final approval of the QC/QA Plan and any revisions or amendments.

### 2.3 References

LA DOTD Illumination & Electrical Standards

LA DOTD “A Guide to Constructing, Operating, and Maintaining Highway Lighting Systems”

ANSI/IES RP-8 (Latest Edition)

LA DOTD Electrical Plan Layout and Presentation

Louisiana Standard Specifications for Roads and Bridges

National Electrical Code (NFPA 70)

Standard for Electrical Safety in the Workplace (NFPA 70E)

AASHTO Design Guides

DOTD – Bridge Design and Evaluation Manual “Policy on QC/QA Plan”

FHWA – “Guidance on QC/QA in Bridge Design in Response to NTSB Recommendation, dated August 2011

## 3 Design Team QC/QA Organizational Structure

### 3.1 General

Organizational resources have been established to provide that individuals from WI-SKIES assigned the responsibility to assure quality are independent of the professionals directly responsible for performing the work products being reviewed. These professionals are also responsible for controlling the quality of these work products and the tangible results. These quality control personnel have sufficient authority, access to the work products, independence and organizational freedom to identify quality issues (e.g., nonconformance with the requirements contained in this QC/QA Plan); to initiate, recommend or provide solutions to these issues through established channels of communication; and to verify implementation thereof. This will be achieved by conducting scheduled internal audits of the project and the QC/QA Plan.

These personnel will confirm that all work (including any processing of information, and delivery of written work products) is verified and reviewed in accordance with quality control objectives and that all identified deficiencies and non-conformances are corrected.

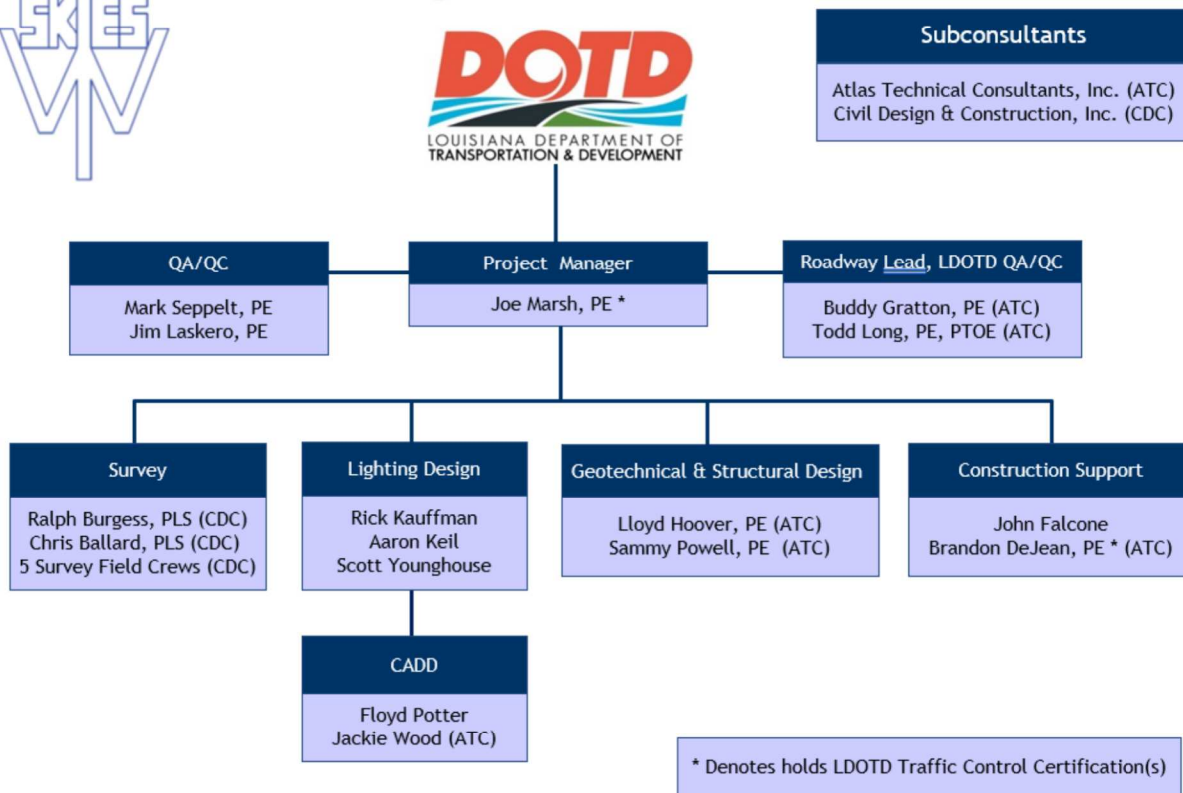
### 3.2 Project Organizational Structure

The Wi-Skies project team organizational structure is as follows:





## Organizational Chart



### 3.3 Quality Management

The Quality Control Systems Manager and quality control support staff are assigned, as needed, to meet objectives of the QC/QA Plan. Personnel assigned quality control tasks (e.g., review, inspection, test) report through the Quality Control Group.

#### 3.3.1 Quality Control Systems Manager (QCSM)

As a member of the project team, the WI-SKIES Quality Control Systems Manager (QCSM) supports the Wi-Skies PM and EOR in assuring quality work.

The QCSM’s duties include but are not limited to:

- Develops and implements the QC/QA Plan.
- Reviews the QC/QA Plan recommending approval and works closely with the WI-SKIES Design Quality Control Manager throughout the project.
- Conducts the final review of design documents (drawings, calculations, etc.) for compliance with the scope of work; applicable codes; project design criteria, specifications; presentation, format and packaging required by the DOTD; and correctness and accuracy of information included.
- Reviews or assigns staff with appropriate technical abilities to review contractor or vendor submittals, assuring compliance with client codes, project design criteria, specifications and approved drawings



- Reviews and processes submittals (including those for design documents) to the DOTD for approval.
- Develops and maintains a Submittal Tracking Register/Log reflecting current status of each submittal.
- Develops and maintains a Request for Information (RFI) Tracking Log reflecting the current status of each RFI prepared.
- Develops and maintains the Test Log reflecting all testing required, completed and results of each.
- Develops and maintains a re-work log documenting deficiencies and corrective action taken, when and by whom.
- Conducts the 3 Phase QC meetings and inspections in accordance with the published QC/QA Plan.
- Documents Preparatory, Initial and Follow-up meetings and inspections, as well as other QC meetings with the DOTD and contractors as required.
- Conducts daily project site visits, inspecting for workmanship, safety, deficiencies and corrective actions, assuring work is consistent with the project scope and requirements.
- Prepares/submits a QC Daily Report to the DOTD reflecting all QC related activities accomplished on any given day.
- Communicates daily with WI-SKIES team regarding each open activity.
- Communicates daily with the contractors about active and pending activities.
- Attends and provides QC input to the weekly project status meetings and attends visits with DOTD representative as required.
- Provides all contract required QC certifications and documentation

### 3.3.2 Design Quality Control Manager (DQCM)

The Design Quality Control Manager (DQCM) implements the QC/QA Plan; ensures compliance of overall design QC/QA program with DOTD requirements; conducts design review, assigns, and directs Independent Technical Review(s) (ITR) for project elements as required.

he DQCM also has the authority to stop design activities if not in compliance with the project scope of work, project design criteria, DOTD's desired formatting and packaging, or because incorrect or inaccurate design calculations are being applied.

The DQCM reports to the project QCSM and works under the general oversight of the WI-SKIES Director of Quality. DQCM responsibilities include:

- Ensures the design meets both standards of acceptable engineering and land surveying practice, and the contract requirements.
- Verifies that the design team follows the QC/QA Plan.
- Reports weekly to the QCSM regarding issues that have been identified.





- Forwards design documents, drawings, specifications and correspondence to the QCSM (or designee) for final review and certification prior to submission to the DOTD.

The QC/QA Plan is contributed and implemented by the DQCM. Individual technical discipline leaders, who will conduct the ITRs, are listed by name. The lead technical personnel involved in the production of the work products are listed and are separate from those individuals involved in any quality audits and ITRs.

In general, the DQCM is responsible for performing detail checks and ITRs respectively and associated QC tasks on work items as required in the QC/QA Plan.

### 3.3.3 Project Manager (PM)

The Project Manager (PM) is the primary point of contact for all matters involving project performance. The PM is ultimately responsible for the overall quality, administration and performance of project work, consistent with the WI-SKIES [Project] Management System (CMS). This system provides a framework for the PM to lead a project through its entire lifecycle: initiating, planning, executing, monitoring, and control and closing. Specific responsibilities for the PM include:

- Primary point of contact with the DOTD; maintains close communication and coordination including weekly and/or monthly progress and detailed cost, schedule, quality, and safety reporting.
- Primary person responsible for the execution of design and engineering activities during construction.
- Oversee management and coordination between the WI-SKIES team, sub-consultants and the DOTD.
- Responsible for team performance; cost and schedule control; and technical quality of work in accordance with the DOTD requirements, approved scope of services, project design criteria, designs and specifications, budgets, and all applicable laws and regulations.
- Approve staff assignments, progress reports, cost estimates, schedules, invoices, and change orders.

### 3.3.4 Engineer of Record (EOR)

The Engineer of Record (EOR) project responsibilities include:

- Direct and coordinate all design work and communicate technical, schedule, budgetary, and quality requirements to the design team.
- Coordinate the design team, ensuring that good communication exists between all members, including design sub-consultants.
- Schedule and implement design workflows and the design review/approval process with the DOTD in conformance with contract.
- Ensure cross-discipline consensus reviews for designs.

## 3.4 Project Staff

The remainder of the Wi-Skies Team is composed of engineers, scientists, designers, technicians and other



support staff. All technical staff report to the EOR. Non-technical staff including quality professionals reports directly to the PM. The EOR assigns design and engineering tasks to the technical staff. Each project staff member is responsible for performing assigned design quality control functions, which include, but not limited to:

- Completing the project tasks on or before schedule, within budget, and in a quality manner in accordance with procedures in the QC/QA Plan.
- Ascertaining that work is technically correct and conforms to this QC/QA Plan.
- Complete their assigned duties in a manner consistent with the requirements of the plans, procedures, project design criteria and specifications.

All personnel are responsible to notify an appropriate level of management if work cannot be completed as described by procedures or if existing requirements may compromise project quality objectives.

## 4 Work Product Control

### 4.1 General

This section describes the measures that will be used to confirm that design bases, regulatory requirements and contractual requirements are translated correctly into the design documents. It also describes the controls established for preparing, reviewing, approving, issuing, and revising project documents.

This section also provides procedures for establishing and maintaining a Project Central File for the project. The Project Central File will be established in WI-SKIES's Headquarters office and the sub-consultant(s) offices as necessary for their tasks.

### 4.2 Purpose

The purpose of the QC/QA Plan is to confirm the consistency of the work product configuration among the different engineering disciplines and sub-consultant(s) members for the project; to control the development of the work product; and to confirm that all work product directives are conveyed properly between the disciplines that are responsible for portions of the project development.

The procedure for work product control applies to all work segments being done by separate engineering disciplines and to the sub-consultant(s) to provide for clear project communications and verification.

#### 4.2.1 Responsibilities

The Project Manager is responsible for approving and issuing work product directives. The EORs, Supervisors and/or design leaders are responsible for preparing proposed work product directives.

#### 4.2.2 Procedures

Work product directives are the proper documentation and communication are essential to confirm continuous and complete control and verification of work product configuration. A formal series of memoranda will be established for each work segment identifying work product directives and work product revisions by number and date of issue.



Work product directives and instructions affecting the design will not be issued verbally. In situations where it is necessary to issue verbal instructions, they will be documented by formal memoranda. A separate series of memoranda will be established to convey these corrections or revisions to existing conditions. All memoranda will be issued under the signature of the Project Manager and in accordance with this procedure.

In some instances, the Project Manager may institute a series of work product directives for the project. These will be incorporated into the Project Management Plan or a supplementary design procedure for the Project.

During the course of the Independent Technical Reviews (ITR)s of work products, before submission to the Project Manager, all project personnel and the ITRs will refer to work product directives and revisions issued during the course of the project to confirm that all such directives and revisions have been taken into account properly during project development.

During the development phase, work product directives will be communicated in specific ways to ensure that the work product configuration is controlled:

The method of documenting, issuing, and altering work product directives will be included in the Project Management Plan.

Work product directives must be documented and distributed by the Project Manager to each engineering discipline for the project.

The Project Manager will describe the material being transmitted and identify its purpose in a formal work product directive letter of transmittal. Acknowledgments of receipt will be requested from each affected engineering discipline which work product directives are transmitted.

All work product directives will be dated, distinctly identifiable, sequentially numbered and kept in the project central file.

Engineers who, during the course of their design, create a parameter, with which other disciplines must interface, will prepare the documentation necessary for the Project Manager to issue a work product directive or prepare the proposed work product directive for the Project Manager's approval and issuing.

#### 4.2.3 Documentation

Documentation of this procedure will consist of a list of all work product directives and revisions with attached documentation which are signed and sequentially numbered by the Project Manager.

All technical staff consisting of designers, design checkers, detailers, detail checkers, reviewers, peer reviewers, EOR and all other professional associated with the document production of the project documents shall attest and sign per the signature matrix on Appendix D – "QC/QA Certification" of DOTD Bridge Design and Evaluation Manual "Policy for QC/QA". The signature matrix shall be affixed to all project documentations such as calculations, plans, quantity reports, special provisions, specifications and cost estimates.

#### 4.3 Planning



### 4.3.1 Document Management

The preparation, review, distribution and revision of documents affecting quality by defining how work is to be completed for the project shall be controlled so that the latest approved information is made available to workers and readily accessible at their point of work. Documents subject to document control shall include, but not be limited to the design criteria, specifications, drawings, procedures, plans, estimates and instructions.

Work control documents shall be controlled through a system of formal review and approval, document distribution, document status, and document revision/cancellation. The extent of control shall be a function of document type and requirements/scope of the subject activities.

Controls shall be established for both hard copy documents, electronic documents, and documents of external origin. Unless not viable by project constraints, the current copy of program and project-level work controlled documents hosted on the portal are the single source for controlled documents unless other provisions have been explicitly identified (e.g., hard-copy controlled documents). Printed hardcopies are typically considered for reference only, unless otherwise specified. It is the responsibility of every team member to verify they are working to the most recent version of controlled documents. Reasonable efforts should be taken to notify likely users of substantive changes to work documents (e.g., notification e-mail or memorandum).

### 4.3.2 Records Management

The records management system is used to control and retain records. Record control includes indication of record status, validation, and transfer to storage. Retention covers receipt at storage areas, indexing and filing, storage and maintenance, and retrieval.

The records management system this project will be based on Appendix F – “Bridge Design Section Records Retention Policy” of DOTD Bridge Design and Evaluation Manual “Policy for QC/QA”.

### 4.3.3 Project Records

Records controlled by the WI-SKIES records management system shall be retained, as appropriate, in on-site files and permanent storage files. Each system is designed to provide an organized approach for secure storage and record retrieval. The use of each system is based on regulatory, contractual, WI-SKIES requirements and the scope of work being performed.

Project quality records shall be prepared to furnish documented evidence that project activities, including testing performed by others, fulfil the scope of work and follow the requirements of the contract. The records shall be consistent with applicable sections of the contract specifications and may include, but not be limited to, the following:

- Inspection & Test Reports
- Monitoring and Surveillance Activities
- Personnel Qualifications
- Testing Laboratory Analysis/Reports
- Shop Drawings
- Product Data
- Project Plans
- Training Records
- Other Specified Documents
- Indexing and Filing



The project records file shall be organized by various project file categories. As a minimum, this should include:

- Contract
- Project Management
- Technical
- Procurement
- Quality
- Health and Safety
- Contract Submittals

Additional categories may be added or deleted as necessary, at the discretion of the Project Manager, based on the needs of the project. Records management and records retention shall conform to WI-SKIES's record management policies.

#### 4.3.4 Contractor Submittals

Submittals will be planned, prepared, processed, and managed in accordance with contract specifications.

#### 4.3.5 Submittal Register

A contractor submittal register for this project will be maintained and updated by the QCSM. Contractor submittals returned unapproved or with comments requiring revisions will be so noted on the submittal register and re-entered as a revision. The QCSM will monitor the submittal register to verify submittals are being managed accurately effectively.

#### 4.3.6 Review and QC Certification

The QCSM is responsible for the review and certification of contractor submittals prior to transmittal to the DOTD with approval of the Project Manager. The contractor submittals will be reviewed for conformance to specified contract requirements, completeness, and accuracy. Contractor submittals requiring modifications or changes will be returned to the originating contractor or vendor for corrective actions and resubmitted for review and approval by the QCSM. Contractor submittals approved by the QCSM will be certified to be in compliance with all contract requirements. The certification will be indicated by signing and dating the transmittal form in the appropriate signature block.

The QCSM will review the submittal register during preparatory phase of quality control to ensure that all submittals for the ensuing feature of work are approved and will take action to correct any deficiencies in contractor submittal requirements. In addition, The QCSM will review the submittal register at an interval of not less than every 30 days. The submittal register will be utilized to plan and monitor submittal progress so as to ensure timely approval of methods and/or materials prior to their scheduled need times. The submittal register will be available for inspection by the DOTD at all times. An updated submittal register will be forwarded to the DOTD at monthly intervals.

#### 4.3.7 Submittal/Transmittal

A submittal/transmittal form will be prepared by the QCSM. Submittals to Wi-Skies from contractors or vendors will be reviewed and accepted prior to transmitting the submittals to the DOTD. All contractor submittals required by the specifications or as needed for approval of deviation will be submitted by the



QCSM within submittal register schedule dates or sooner. Prior to submittal, all shop drawings, data, samples, certifications, and test reports will be reviewed by the CQCM to ensure compliance with the contract requirements. Corrections and revisions will be requested where necessary.

#### 4.3.8 Resubmittals

Contractor submittals not approved by the DOTD or returned with comments that required re-submittal for approval will be processed in the same manner as the original submittals. The submittal number used for the original submittal will be used for each re-submittal, followed by sequential alphanumeric suffix for each, and then the re-submittals will be re-entered on the submittal register with the new number.

#### 4.3.9 Testing

Testing Log – A listing of all tests indicated in the contract specifications and additional tests as needed to establish quality control will be prepared from the contract specifications. This listing will include the name of the test, specification paragraph number, feature of work tested, responsible person, and frequency.

Testing Facilities – Testing facilities will be a combination of material supplier and Wi-Skies contracted facilities depending on the material and services needed. Construction materials will be tested by laboratories contracted by the suppliers as required by the contract documents. Ongoing soil testing during excavation and fill operations will be contracted by Wi-Skies as requested by the DOTD. Wi-Skies will submit documentation that all testing facilities providing test results regarding the contract meet the requirements of the contract documents.

Test Records - All testing activities will be recorded, indicating the name of the test performed, specification paragraph reference and location performed. Results of the tests will be recorded on or attached to the daily report. Actual test reports will be furnished to the DOTD as required by the contract documents.

#### 4.3.10 Project Management Plan

The Project Manager will develop a Project Management Plan during the initial stage of the project. The Project Management Plan plans the execution of a project thoroughly, to document that plan, and to communicate that plan to all project team members and sub-consultants which are a part of the project team. The Project Management Plan will contain the following items:

- Client Information
- Project Scope
- Special Risks
- Technical Approach
- The QC/QA Plan
- Project Health and Safety Plan
- Work Breakdown Structure (Tasks)
- Project Schedule and Budget
- Project Organization Chart



- Methods of Communication and Documentation
- Work Products and Deliverables

#### 4.3.11 DOTD Project Manager Feedback

The Project Manager and the EOR will review the completed project with the DOTD personnel to evaluate where the project did or did not meet the DOTD expectations. The purpose of the project review is to:

- Evaluate the DOTD assessment of the quality of work
- Evaluate the schedule compliance
- Evaluate project budget compliance

#### 4.4 Organizational to Technical Interfaces

The Project Manager is the focal point for communications between the project team and the DOTD personnel. Significant project communications are recorded and filed in the Project Correspondence File. Those communications of interest to other project personnel will be routed in accordance with established Project document distribution lists.

Significant technical decisions, regardless of their origin, will be documented and communicated to the Project Manager (in accordance with established procedures). Minutes of project meetings will be prepared and approved by the Project Manager (or senior project team representative in attendance), distributed to all attendees for implementation of action items, and filed. Protocol of communication will be as noted in the Project Management Plan.

#### 4.5 Project Design Criteria

The project design criteria is an internal engineering and design control document that will be used by the design team to specify the applicable regulatory requirements, codes, standards, and design parameters. The project design criteria document is a specification for the design of the work products; it is not the development of the work products themselves. Copies will be distributed to all technical project personnel of the WI-SKIES team and sub-consultant(s) for use in developing the work task for the project. The project design criteria will serve as the chapter of the Project's Design Documentation Report (DDR), which specifies the project design criteria. Before each formal submittal to the DOTD, the latest version of the project design criteria will be incorporated into the DDR.

##### 4.5.1 Preparation

The project design criteria document will be of sufficient size and complexity to adequately define the technical requirements of the project. The project design criteria document will be prepared by the EORs, or designees, who will confirm that all necessary subjects are covered and coordinated with the different engineering disciplines involved in the work tasks. The "Design Criteria Checklist" provided in Appendix A of the DOTD Bridge Design and Evaluation Manual "Policy for QC/QA" dated August 2019 will be utilized to ensure conformance and with the QC/QA Plan and completeness to meet the technical requirements of the project.



#### 4.5.2 Approval Process

The initial issuance of the project design criteria document will be reviewed for concurrence with the sections pertaining to specific engineering disciplines by the engineers in charge of the work. The document will be reviewed by the Project Manager, and then be subject to an Independent Technical Review. It will be submitted to the DOTD for review and approval.

After adjustments resulting from these reviews are made, the project design criteria document will be signed as approved by the Project Manager and distributed to project personnel for use in developing the work tasks.

#### 4.5.3 Revision Process

Revisions to the project design criteria document will be subjected to the same cycle of review and approval as the original. Copies of all approved revisions of the project design criteria document will be retained in the project central files.

#### 4.6 Work Product Output

Revisions to the project design criteria document will be subjected to the same cycle of review and approval as the original. Copies of all approved revisions of the project design criteria document will be retained in the project central files.

#### 4.7 Review Process – Work Products

Work product output will be documented in variable formats including calculations, drawings, studies, reports, specifications, and cost estimates. These will be verified to confirm the work product output meets the work product input requirements. Verification will occur at any project stage that results in a submittal to the DOTD but at least before the Independent Technical Review (ITR).

In addition to detail checking procedures, work product output documents will be verified for compliance with contract requirements and the standard of professional practice. Work product output documents will be subjected to ITRs as detailed in the project schedule prior to submittal to the DOTD. Output documents will also be subject to a coordination review.

##### 4.7.1 Independent Technical Review (ITR)

Prior to submission to the DOTD, all deliverable work products will undergo an Independent Technical Review (ITR) to verify the quality and integrity of the work tasks and written work products; to satisfy contractual obligations in an organized and consistent manner; and to verify compliance with the standard of professional practice. The review will be conducted by qualified reviewers who are independent from the origination of the activity or document under review.

##### 4.7.2 Coordination Reviews

In addition to the ITRs, a special review will be conducted to verify the correct coordination and correlation of elements originating from different discipline units, and WI-SKIES team and sub-consultant(s) as evaluated by the Project Manager.





## 4.8 Work Product Verification

Procedures will be established to verify and document that the work product output meets the work product input requirements. These procedures are called “detail checking”.

### 4.8.1 Work Product Verification Procedures

Purpose: The purpose of detail checking is to independently verify the correctness, completeness and technical adequacy of all information in a document/work product to be checked.

Applicability: This procedure is applied to all documents prepared as part of the scope of services and supports a project deliverable.

Definitions: Detail-Checking Procedure – This is a verifying procedure whereby all information of a project deliverable document is verified for correctness, completeness and technical adequacy by a competent senior engineer, who is independent from the originator of the document to be checked, but part of the project team, as assigned by the EOR.

Scheduling: The detail-checking procedure is executed as soon as the document is completed by the originator, but before the Independent Technical Review is conducted.

Responsibilities: The EOR is responsible for selecting and assigning a detail checker.

- The detail checker is responsible for verifying the document in accordance with the established procedure.
- The originator is responsible for back checking the comments, provided by the checker, for agreement.
- Both the originator and the checker are responsible for resolving their differences if there are any.
- The EOR is responsible for making determinations in a case where the originator and the checker are unable to resolve their difference(s).
- The detail checker is responsible for verifying the correctness and completeness of the incorporation of comments.
- The EOR is responsible for approving the detail-checking procedure at its completion.
- The ITR Reviewer is responsible for verifying that all appropriate detail and calculation checks have been completed before the ITR.
- At the completion of the complete work product package (consisting of calculations, plan, special provisions, cost estimates, etc.) and in preparation for transmission to the DOTD the EOR shall ensure the completion and attachment of the “*QA Information Package Checklist*” provided in Appendix C of the DOTD Bridge Design and Evaluation Manual “Policy for QC/QA” dated November 2014.

Procedure:

- Studies and Reports:

The EOR will select and assign a qualified proofreader/editor to proofread/edit the document. The technical content of the report will be reviewed by the EOR and a detail checker as required by the report content and the professional standards of care. After these checks, the



proper check list will be completed, then approved and signed by the EOR. In the case of a study performed by a WI-SKIES team sub-consultant, the study report will be reviewed by the EOR who will monitor the WI-SKIES team sub-consultant. Reports that are deliverables under the contract will be subject to the Independent Technical Review requirements outlined in this Plan.

➤ Calculations:

When calculations have been completed, the EOR will assign a competent, qualified person selected from the project team to check them. Calculations normally are checked immediately after completion to limit the possibility of perpetuating errors in subsequent calculations, drawings or specifications but, in every event, before final project documents are released to DOTD. Calculations will be checked in accordance with the standard guidelines for checking calculations. Discrepancies found by the checker will be discussed with the originator and corrected. Unresolved differences between the checker and originator will be brought to the attention of the EOR for resolution. The checker will initial and date all pages of the hand calculations, the first page of each computer run containing the input information, and the page containing the results of the computer run. This signifies that the calculations and computer input are accurate, and the computer results are reasonable and as expected.

Calculations that support project deliverables to the DOTD are subject to the Independent Technical Review requirements outlined in the QC/QA Plan.

The EOR will review and approve calculations by signing the Calculation Cover Sheet. The EOR's signature on the cover sheet of a bound set of calculations will indicate completion and signify approval of that set of calculations.

The Bound set of calculations will formulate the final calculation book. The EOR or designee shall verify the QC/QA Plan compliance by utilizing the "*Final Calculation Book Checklist*" provided in Appendix B of the DOTD Bridge Design Section "*Policy on QC/QA Plan*". This checklist shall be attached to the final calculation book.

➤ Design Drawings:

At various stages of drawing preparation, the EOR will release prints (or digital files) of the drawing(s) to discipline engineers representing interfacing disciplines and other personnel, as required for review and comment. The originator responsible for the subject drawings will accept or otherwise resolves the ensuing comments and modifies the drawings accordingly. Unresolved issues will be resolved by the EOR. This is part of the design process and is not to be confused with the coordination review procedure.

After the last comment review has been completed and resolutions have been incorporated onto the drawing by the originator, the drawing will be forwarded to a checker selected and assigned by the EOR using the Detail Checking Report. The checker will check the drawing in accordance with conventional engineering practices and the standard requirements for checking design drawings. The checker will use the standard color-coded marking procedure for detail-checking procedures and Independent Technical Reviews. Comments and corrections will be documented on the Detail-Checking Comments. Upon completion, the drawing and exhibits will be returned to the originator who back checks the comments, makes all necessary corrections, and resolves discrepancies with the checker, discipline engineer or the EOR, as required. After all discrepancies have been resolved, the technician will incorporate the



comments and corrections. The checker will then verify the drawing against the check drawing, complete the Detail-Checking Report, initial each comment and initial and date the drawing in the space provided in the title block.

As an alternative to document the detail-checking procedure, the procedure may be documented by the check set of drawings. In that case, the front sheet will be stamped with a rubber stamp in order to present the following information: date checked, document number and status, and names of the EOR and checker, originator and technician. The signatures of these individuals signify, respectively, the approval of the detail-checking procedure, verification of the correct incorporation of comments, back-checking of the comments, and incorporation of the comments. The document will be marked up in accordance with the Standard Color-Coded Marking Procedure.

Drawings that are classified as project deliverables to the DOTD will then be subject to the Independent Technical Review requirements outlined in the QC/QA Plan. Preliminary drawings submitted to the DOTD before internal reviews are completed will be identified as such and transmitted along with an appropriate preliminary submission disclaimer.

The EOR will then review the drawing and approve it by signing, sealing with the EOR's professional engineer's stamp (or a professional land surveyor's) and dating it.

Drawings may be checked electronically using the same procedures on an electronic copy of the drawing. The Detail-Checking Report form is still required to be completed and will include cross-references to the location of the marked-up drawings on the computer system and the signatures of appropriate personnel.

➤ Specifications:

The EOR will select and assign a qualified checker to check the project specifications when required for the project. The checker will check the specifications in accordance with the guidelines shown and provide comments. The checker then will complete the Detail-Checking Report, and sign and attach it to the specifications, and return the entire package to the originator. The originator will back-check the comment and corrections, make all necessary corrections, and resolve discrepancies with the reviewer and, if necessary, with the discipline engineer and the EOR.

As an alternative to document the detail-checking procedure, the procedure may be documented by the marked-up set of specifications. In that case, the front sheet will be stamped with a rubber stamp containing the following information: name of the EOR, checker, originator and technician, and the signatures of these individuals signifying, respectively, approval of the detail-checking procedure, date proofread, verification of the correct incorporation of comments, back-checking of the comments, and incorporation of the comments. The document will be marked up in accordance with the Standard Color-Coded Marking Procedure.

Specifications may be checked electronically using the same procedures on an electronic copy of the specifications. The Detailed Checking Report form will still be required to be printed and will include cross-references to the location of the marked-up specifications on the computer system and the signatures of appropriate personnel.

Specifications classified as project deliverables are subject to the Independent Technical



Review requirements outlined elsewhere within the QC/QA Plan. Preliminary specifications submitted to the DOTD before internal reviews are completed will be identified as such and be transmitted along with an appropriate preliminary submission disclaimer.

The EOR will then review the specification and approve it by signing, sealing with the EOR's professional engineer's stamp (or a professional land surveyor's) and dating it.

As an alternative to document the detail-checking procedure, the procedure may be documented by the proofreader's marked-up document. In that case, the front sheet will be stamped with a rubber stamp containing the following information: the date proofread and the name of the EOR, proofreader/editor, originator and technician, and the signatures of these individuals signifying, respectively, approval of the detail-checking procedure, verification of the correct incorporation of comments, back-checking of the comments, and incorporation of the comments.

The specification will be submitted to the DOTD for approval after WI-SKIES completes its review and before the EOR final sign-off and approval. Preliminary (or draft) specifications submitted to the DOTD before internal reviews are completed will be identified as such and will be transmitted along with a preliminary submission.

➤ Cost Estimates:

When a cost estimate has been completed the EOR will designate a competent individual to check the cost estimate. The checker will verify the correctness of any supporting calculations and/or documentation and the data transferred to the cost estimate. Discrepancies found by the checker will be discussed with the originator and corrected. The checker will then document this process by completing, signing, and attaching the Detail-Checking Report, Exhibit 1 (Appendix B), to the marked-up cost estimate. The EOR will assign a qualified individual to review each element of the cost estimate and to assemble all the elements from each discipline, assuring that all cost elements are included, and none is duplicated. Cost estimates classified as project deliverables to the DOTD will be subject to the Independent Technical Review requirements.

The EOR will review the overall cost estimate and indicate acceptance by signing a letter transmitting it to the DOTD. Preliminary cost estimates submitted to the DOTD before internal reviews and/or final drawings are completed will be identified as such and will be transmitted along with an appropriate disclaimer.

➤ Documentation:

The detail-checking procedure will be documented by completing and signing the Calculation Cover Sheet, for calculations, and Detail-Checking Report, and Detail-Checking Comments, for all other document formats.

An alternative to document the detail-checking procedure will be to stamp the marked-up document with the detail-check stamp, and include names and signatures described under "Procedure" above. The document will be marked up in accordance with the Standard Color-Coded Marking Procedure.

The documentation will be filed in the Project Quality Control File of the office where the work was performed. In the case of large documents or plan sheets, a cross-reference to the filing location will be included in the Project Quality Control File. A copy of the exhibits will be



furnished to the DOTD. The exhibit shall reference where the checked work product is filed (e.g., the office location, file name, office job and/or file number, etc.) for filing in the QA file of WI-SKIES Essen Lane, Baton Rouge office project central file. A copy of the completed exhibits for detailed calculations checks shall be included in the computations themselves.

#### 4.8.2 Procedure for Controlling Computer Programs Used in Design and Modeling

The computer programs to be used in this project shall be listed in the project design criteria document and are subject to the approval of the DOTD. Spreadsheet routines developed by project staff shall be verified in the detail checking process, or if performed previously for another project, verification documentation shall be filed in the QA files. The verification documentation will be placed in the project central file of the office where the work is being performed.

Methodology used to verify the results of the routine may involve:

- Performing selected hand calculations to verify some of the key calculations within the computer program
- Comparing the results to published technical papers or textbooks
- Comparing the results of one program to a verified program that performs the same calculations
- Comparing the results to a previously completed project (on which a verified program or hand computations were used)
- Using test examples or sample problems in the software to verify results

#### 4.9 Validating the Work Products

The EOR will validate the work task product in accordance the Independent Technical Review and detail checking requirements, as appropriate for the deliverable.

#### 4.10 Changing the Work Products

Work product changes after design approval for the project will be subject to the same verification and review procedures as the original document and will be processed in accordance with the following procedure to change the design.

##### 4.10.1 Procedures

Work product change proposals will be prepared if changes to the work product requirements occur. They will also be prepared if changes are necessary or desirable to restore the integrity of the work product and improve the work product and project cost control and time. Work product change proposals will be prepared by or fall under the responsibility of a Project Manager. A work product change proposal will consist of a work product revision, as defined in the procedure for work product control with any necessary documentation attached to clarify and justify the proposed work product change. The review and approval of the work product proposal must be obtained from the Project Manager before beginning any work product change. Work product changes will be processed further in accordance with the procedure to control the work product.



#### 4.10.2 Documentation

Documentation of this procedure will consist of Project Manager and/or the DOTD approved work product revisions with all pertinent attached documentation and logs of proposed and approved work product revisions.

#### 4.11 Document and Data Control

The File(s) will contain project files, including the Project Quality Control Files, and other files as necessary to meet the requirements of the contract and complete the scope of services.

##### 4.11.1 Data Formats and Locations

In addition to storing hard copy documentation in the project central file, a directory or subdirectory will be maintained for the project on Wi-Skies' headquarters office local computer network, which contains the same documentation in electronic format.

## 5 Construction and Inspection Plan

Wi-Skies will use the three-phase inspection process to ensure quality of contractor provided services meet contract requirements in accordance the specifications. The three-phase system will be used for each definable feature of work.

The three phases are summarized as follows:

- Preparatory inspection
- Initial inspection
- Follow-up inspections

Prior to the initiation of the preparatory inspection, Wi-Skies and the DOTD will schedule a coordination meeting. This meeting allows the Wi-Skies QC personnel and the assigned DOTD individual to develop a mutual understanding of QC/QA Plan and the QCSM's role with the DOTD's quality control.

### 5.1 Phase 1 (Preparatory Inspections)

A preparatory phase meeting is held prior to the contractor beginning work on definable facets of the project, after all required plans, documents, materials are approved and accepted, and are available at the project site. The DOTD inspection personnel will be notified of the preparatory phase meeting. At this meeting the QCSM will meet with the contractor's on-site representative and the DOTD representative for the particular facet of the project. This phase will include but not be limited to:

- A review of each paragraph of applicable specifications and scope of work.
- A review of contract drawings.
- A review and check of the contractor submittals to assure that all materials and/or equipment have been submitted and approved.
- Review of provisions that have been made to provide required control inspection and testing.



- Examination of the work area to assure that all required preliminary work has been completed and is in compliance with the contract.
- Reviews of the appropriate activity hazard analysis to assure safety requirements are met.
- Check to ensure that the work to be performed has been accepted by the DOTD.
- Discussion of procedures for controlling quality of the work including addressing repetitive deficiencies.
- Document construction tolerances and workmanship standards for that facet of work.
- Each preparatory phase will be recorded on the preparatory phase meeting form, the preparatory meeting log and submitted with the daily report.
- Discuss initial control phase.

Where more than one facet of the project is included in one work activity, one preparatory meeting may cover the separate features of work. The preparatory inspection meeting will be attended by a DOTD representative, responsible Wi-Skies staff personnel, and applicable contractor involved with the feature of work and responsible QC staff personnel. The preparatory inspection meetings will be documented on the preparatory inspection checklist.

## 5.2 Phase 2 (Initial Inspections)

The initial phase meeting will be accomplished at the beginning of a facet of the project. The DOTD will be notified at least 24-hours in advance of the beginning of the Initial Inspection Meeting. This phase will include but is not limited to:

- Check preliminary work to ensure that it complies with the construction contract.
- Review preparatory meeting minutes.
- Verify adequacy of controls to ensure full construction contract compliance.
- Verify required control inspection and testing.
- Establish level of workmanship and verify that it meets minimum acceptable workmanship standards.
- Resolve all discrepancies.
- Check safety and verify compliance with approved safety plan and activity hazard analysis.
- A separate initial phase meeting will be repeated for each new contractor crew to work on site or when minimum acceptable quality standards are not being met.
- Each initial phase will be recorded on the initial phase meeting form, the initial phase meeting log and submitted with the daily report.

## 5.3 Phase 3 (Follow-up Inspections)



The follow-up inspections provide continuous checks to ensure all requirements of the contract have been met. Follow-up inspections will be performed throughout the course of work. The frequency of the follow-up definable inspections will be dependent upon the extent of work being performed on each major component of the project. Follow-up inspections will be performed by the QCSM or designee on all ongoing work.

Follow-up inspections will also be performed on any completed work phase prior to starting subsequent phases. Nonconforming conditions identified will be corrected in a timely manner or placed on a punch list. Nonconforming conditions that would be made inaccessible for correction by subsequent work activities will be corrected, re-inspected, and approved prior to performing any work that could conceal the nonconforming work.

Additional preparatory and initial phase meetings will be conducted on the same definable facets of the project if the quality of on-going contractor work is unacceptable, if there are changes in the contractor work crew supervisor, if work on a definable facet is resumed after a substantial period of inactivity, or if other problems develop.

#### 5.4 Pre-Final Inspections

When Wi-Skies considers all or part of the contractor's work completed, the QCSM and project staff will complete a detailed inspection. After completion of this inspection, the QCSM will develop a punch list of items that do not comply with the construction contract drawings and specifications. The punch list developed during this inspection will be included in the quality reports and will include estimated dates for correction of the items. After the punch list items are corrected, Wi-Skies will notify the DOTD representative that the contractor's work is complete, except for items specifically listed by Wi-Skies as incomplete, and request that the DOTD representative schedule the pre-final inspection.

The pre-final inspection will be performed by the DOTD representative, applicable contractor personnel, and the QCSM. At the pre-final inspection, the DOTD representative will develop a specific punch list of incomplete and/or unacceptable contractor work performed under the construction contract and will subsequently furnish this list to Wi-Skies.

#### 5.5 Final Inspections

Upon completion of the pre-final inspection punch list, the final inspection will be formally scheduled by the DOTD representative, based upon notice from Wi-Skies. The final inspection will be conducted by the DOTD representative, applicable contractor personnel and the QCSM.

Any punch list items generated during the final inspection must be corrected by the contractor within the time frame scheduled for that major component of the project. Upon completion of the punch list items, a follow-up final inspection will be conducted by the DOTD representative, applicable contractor personnel and the QCSM to verify that the completed contractor work conforms to the construction contract requirements. Final acceptance contractor work will be documented by the DOTD and given to Wi-Skies upon completion and acceptance.

#### 5.6 Inspection Documentation





The QCSM is responsible for the maintenance of the inspection records. Inspection records will be legible and clearly provide all information necessary to verify the items or activities inspected, conform to the specified requirements, or in the case of nonconforming conditions, provide evidence that the conditions were brought into conformance or otherwise accepted by the DOTD representative. Final inspections will be reported on a Final Inspection Form.

## 6 Internal Quality Audits

### 6.1 Purpose

The purpose of this procedure is to establish and maintain uniform procedures for quality audits. This procedure provides requirements and responsibilities for performing audits to verify compliance with the QC/QA Plan. Additional corporate audits of the project central file may occur to verify compliance with corporate QA requirements, as specified in Wi-Skies' QA procedures.

Project Audits will be performed for the following reasons:

- To evaluate that the quality management (both quality control and quality control) activities comply or are consistent with the QC/QA Plan.
- To identify nonconformance and recommend corrective action.
- To verify compliance with project specific and DOTD specific requirements.
- To verify corrective action.

A document audit will assess the correctness and completeness of the project central file's Quality Control File. A technical audit will assess, among other items, the effectiveness of the application of a quality control procedure. The audit also may spot-verify the correctness and completeness of the incorporation of Independent Technical Review comments into the final product or services documentation, as well as the correctness and completeness of the final product itself.

## 7 Communication

### 7.1 Communication Procedures

#### 7.1.1 General

A set of procedures has been developed to ensure consistent, thorough communications between the DOTD and the QC/QA team. The procedures are as follows:

- Communications should be conducted through these primary contacts, the DOTD assigned project lead, the DQCM and Project Manager, whenever possible. In all cases, the primary contacts should be apprised of any communication.
- All communications to the DOTD should be sent to a single point of contact identified by the DOTD. All communications to WI-SKIES should be sent to the attention of the QCSM.



- All communications will be documented, filed in the WI-SKIES project files, and a copy will be provided to the DOTD as appropriate.

### 7.1.2 Email

Wi-Skies has an established an electronic mail (e-mail) system to foster timely and accurate communication on the project. Wi-Skies e-mail standard software is Microsoft Outlook, latest version. This software allows the user to configure hardware quickly and easily, and to send and receive messages and attachments of files and drawings with a minimal effort and maximum organization.

### 7.2 DOTD Project Contacts List

This list will be established at the project kick-off meeting.

### 7.3 Wi-Skies Project Team Contacts List

This list will be established at the project kick-off meeting.



## APPENDIX A—DESIGN CRITERIA CHECKLIST

Design criteria for each project shall include, but not limited to, the following sections:

### — **Cover sheet**

The following information must be included on the cover sheet:

- LADOTD project number
- Project name
- Revision date
- The Supervisor or Team Leader’s signature and date

### — **Governing Design and Construction Specifications and Other References**

A list of governing design and construction specifications and other references used for the project shall be included in this section. The edition number, interim revisions, and/or publication date must be specified for each reference.

### — **Design Assumptions and Design Exceptions**

All design assumptions and design exceptions received must be included in this section along with supporting documents.

### — **General Information**

The general information as listed below should be included in this section:

- Bridge information (no. of bridges, bridge clear width, length, no. of lanes, lane width, shoulder width, etc.)
- Road information (roadway classifications, design speed, traffic data, etc.)
- Vertical datum
- Vertical and horizontal clearances
- Other relevant information

### — **Hydraulic Design Criteria**

All hydraulic design criteria (design year, design water elevations, scour depth and scour elevation, etc.) shall be included in this section and the information shall be provided by the Hydraulic Engineer.

### — **Design Factors**

The ductility factor  $\eta_D$ , redundancy factor  $\eta_R$ , and operational importance factor  $\eta_I$  shall be listed in this section.

### — **Design Loads**

All design loads (dead load, live load, wind load, thermal loads, vessel collision loads, seismic load, wave loads, etc.) used for the project shall be included in this section.

### — **Limit States**

All applicable limit states for this project shall be listed in this section.

### — **Bridge Barrier Railing**

The design criteria, types, and test levels for bridge **barrier railings** shall be listed in this section. **Standard Plans** should be listed if they are utilized.

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### **Guardrail**

The design criteria, types, and test levels for guardrails shall be listed in this section. **Standard Plans** should be listed if they are utilized.

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### **Approach Slab**

Design criteria for approach slab shall be included in this section. **Standard Plans** should be listed if they are utilized.

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### **Deck and Deck Drainage**

All design criteria for deck and deck drainage design shall be included in this section. **Standard Plans** should be listed if they are utilized.

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### **Bearing**

All bearing types and design criteria for each bearing type shall be included in this section. **Standard Plans** should be listed if they are utilized.

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### **Joint**

All joint types and design criteria for each type shall be included in this section. **Standard Plans** should be listed if they are utilized.

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### **Superstructure**

All superstructure types and design criteria for each type shall be included in this section. **Standard Plans** should be listed if they are utilized.

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### **Substructure**

All substructure types and design criteria for each type shall be included in this section. **Standard Plans** should be listed if they are utilized.

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### **Piles and Drilled Shafts**

All pile types, sizes, and structural design criteria shall be included in this section. **Standard Plans** should be listed if they are utilized.

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### **Geotechnical Design**

All geotechnical design criteria shall be included in this section and the information shall be provided by the Geotechnical Engineer. **Standard Plans** should be listed if they are utilized.

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### **Mechanical Design**

All mechanical design criteria shall be included in this section if applicable. **Standard Plans** should be listed if they are utilized.

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### **Electrical/Lighting Design**

All electrical design criteria shall be included in this section if applicable. **Standard Plans** should be listed if they are utilized.

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### **As-Designed Bridge Rating Criteria**

All as-designed bridge rating criteria shall be included in this section.

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### **Software**

All software used for design and check shall be included in this section.

## APPENDIX B—FINAL CALCULATION BOOK CHECKLIST

The final calculation book for each project shall include, but not limited to, the following sections:

\_\_\_ **Cover Sheet**

The following information must be included on the cover sheet:

- LADOTD project number
- Project name
- The title of “Final Calculation Book”
- The EOR’s seal with signature and date

\_\_\_ **Final Calculation Book Check List**

\_\_\_ **QC/QA Certifications**

\_\_\_ **Peer Review Resolution Agreement (if peer review is performed)**

\_\_\_ **Design Criteria**

\_\_\_ **Final Hydraulic Analysis Report from Hydraulic Engineer**

\_\_\_ **Final Geotechnical Analysis Report from Geotechnical Engineer**

\_\_\_ **Superstructure Design Calculations**

\_\_\_ **Substructure Design Calculations**

\_\_\_ **Quantity Calculations**

\_\_\_ **Special Provisions/NS-Items**

\_\_\_ **Construction Cost Estimate**

\_\_\_ **As-Designed Rating Report**

\_\_\_ **List of All Final Electronic Design Files and File Locations (ProjectWise directory name)**

Consultants shall submit the final calculation book to LADOTD bridge task managers; the submittal shall be on a CD or Flash Drive or placed to a designated ProjectWise folder including the following information:

\_\_\_ **A PDF File of the Calculation Book (Including the As-Designed Rating Report)**

\_\_\_ **All Electronic Design Files**

\_\_\_ **A PDF File of the As-Designed Rating Report Only**

The final calculation book for in-house projects shall include the same files listed above for consultant projects. The final calculation book and other final design documents for all projects including in-house and consultant projects shall be uploaded to the archiving location designated in the record retention policy within 30 calendar days after the stamped final plans are delivered.

### APPENDIX C—QA INFORMATION PACKAGE CHECKLIST

Project No.:

Project Description:

- \_\_\_\_\_ Calculation Book
- \_\_\_\_\_ Plans
- \_\_\_\_\_ Special Provisions
- \_\_\_\_\_ Cost Estimate
- \_\_\_\_\_ Other Documents \_\_\_\_\_

**APPENDIX D—QC/QA CERTIFICATION**

Project No.:

Project Name:

We, the undersigned designers, detailers, checkers and reviewers for this project, have reviewed and accepted the calculations, plans, quantities, special provisions, and cost estimate prepared for the project. We certify that the work for which we are responsible has been completed in accordance with the LADOTD Bridge Design Section policy on QC/QA.

<b>Team Members</b>	<b>Name</b>	<b>PE Registration No.</b>	<b>Responsible Plan Sheets</b>	<b>Responsible Special Provisions</b>	<b>Construction Cost Estimate</b>	<b>Signature</b>
Designers						
Design Checkers						
Detailers						
Detail Checkers						
Reviewers						
Peer Reviewer						
Geotechnical Engineer						
Hydraulic Engineer						
EOR						

**APPENDIX E—PEER REVIEW RESOLUTION AGREEMENT**

Project No.:

Project Name:

We, the undersigned Peer Reviewer, Supervisor or Team Leader of the design team, and LADOTD Representative for this project, have reviewed and accepted the attached peer review resolutions. We certify that the peer review has been performed in accordance with the LADOTD Bridge Design Section policy on QC/QA.

<b>Team Members</b>	<b>Name</b>	<b>Signature</b>
Peer Reviewer		
Supervisor or Team Leader		
LADOTD Representative		



**APPENDIX I—CONSULTANT SUBMITTAL QC/QA CERTIFICATION**

Project No.:

Project Name:

I, the undersigned Supervisor or Team Leader for this project, certify that the information included in this submittal has been prepared in accordance with the QC/QA plan documents and LADOTD Bridge Design Section policy on QC/QA and the information presented is accurate and meets the requirements of this submittal. All CAD drawings meet LADOTD CAD standards.

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Submittal Description

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Supervisor or Team Leader Name

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Signature

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Date



**APPENDIX K—CONSULTANT SUBMITTAL REVIEW CHECKLIST**

Items	Submittals												
	Design Criteria	TS&L	30% PP	60% PP	90% PP	100% PP	30% FP	60% FP	90% FP	100% FP	Final Calculation Book	Plan Revisions	Change Orders
Consultant Submittal QC/QA Certification			R	R	R	R	R	R	R	R	R	R	R
Design Criteria	C												
TS&L		C											
Bridge Index			D	D	D	D	D	D	C	S			
General Notes			D	D	D	D	D	D	C	S			
Summary of Estimated Quantities			D	D	C	C	D	D	C	S			
General Plans			D	D	C	C	C	C	C	S			
Typical Sections			D	D	C	C							
Superelevation Diagram				D	D	C	C	C	C	S			
Construction Phasing Details				D	D	C	C	C	C	S			
Traffic Controls Details				D	D	C	C	C	C	S			
Foundation/Pile Layout				D	D	C	C	C	C	S			
Pile Loads/Details					D	D	D	C	C	S			
Pile Data Tables							D	D	C	S			
Bent Details							D	D	C	S			
Fender Details							D	D	C	S			
Girder Details							D	D	C	S			
Span Details							D	D	C	S			
Joint Details								D	C	S			
Bearing Details								D	C	S			
Approach Slab								D	C	S			
Guardrail Details								D	C	S			
Bridge Barrier/Railing Details								D	C	S			
Bridge Drainage Details								D	C	S			
Detour Bridge Details								D	C	S			
Revetment Details								D	C	S			
Signing/Lighting Details								D	C	S			
Year Plate								D	C	S			
Rebar Support								D	C	S			
Misc. Details								D	C	S			
Project Specific Standard Plans								D	C	S			
Electrical/Lighting Details								D	C	S			
Mechanical Details								D	C	S			
As-Built Plans								D	C	C			
Special Provisions/NS-Items							D	D	C	C			
Cost Estimate					D	D	D	D	C	C			
Final Calculations											S		
Revised Plans/Calculations												S	S

Legends:  
 “R” = The item is required and shall be included in the submittal.  
 “C” = The item shall be complete and shall be included in the submittal.  
 “D” = The item shall be in development and shall be included in the submittal.  
 “S” = The item is stamped by the EOR and shall be included in the submittal.

**APPENDIX I—CONSULTANT SUBMITTAL QC/QA CERTIFICATION**

Project No.:

Project Name:

I, the undersigned Supervisor or Team Leader for this project, certify that the information included in this submittal has been prepared in accordance with the QC/QA plan documents and LADOTD Bridge Design Section policy on QC/QA and the information presented is accurate and meets the requirements of this submittal. All CAD drawings meet LADOTD CAD standards.

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Submittal Description

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Supervisor or Team Leader Name

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Signature

---

Date



**APPENDIX K—CONSULTANT SUBMITTAL REVIEW CHECKLIST**

Items	Submittals												
	Design Criteria	TS&L	30% PP	60% PP	90% PP	100% PP	30% FP	60% FP	90% FP	100% FP	Final Calculation Book	Plan Revisions	Change Orders
Consultant Submittal QC/QA Certification			R	R	R	R	R	R	R	R	R	R	R
Design Criteria	C												
TS&L		C											
Bridge Index			D	D	D	D	D	D	C	S			
General Notes			D	D	D	D	D	D	C	S			
Summary of Estimated Quantities			D	D	C	C	D	D	C	S			
General Plans			D	D	C	C	C	C	C	S			
Typical Sections			D	D	C	C							
Superelevation Diagram				D	D	C	C	C	C	S			
Construction Phasing Details				D	D	C	C	C	C	S			
Traffic Controls Details				D	D	C	C	C	C	S			
Foundation/Pile Layout				D	D	C	C	C	C	S			
Pile Loads/Details					D	D	D	C	C	S			
Pile Data Tables							D	D	C	S			
Bent Details							D	D	C	S			
Fender Details							D	D	C	S			
Girder Details							D	D	C	S			
Span Details							D	D	C	S			
Joint Details								D	C	S			
Bearing Details								D	C	S			
Approach Slab								D	C	S			
Guardrail Details								D	C	S			
Bridge Barrier/Railing Details								D	C	S			
Bridge Drainage Details								D	C	S			
Detour Bridge Details								D	C	S			
Revetment Details								D	C	S			
Signing/Lighting Details								D	C	S			
Year Plate								D	C	S			
Rebar Support								D	C	S			
Misc. Details								D	C	S			
Project Specific Standard Plans								D	C	S			
Electrical/Lighting Details								D	C	S			
Mechanical Details								D	C	S			
As-Built Plans								D	C	C			
Special Provisions/NS-Items							D	D	C	C			
Cost Estimate					D	D	D	D	C	C			
Final Calculations											S		
Revised Plans/Calculations												S	S

Legends:

- “R” = The item is required and shall be included in the submittal.
- “C” = The item shall be complete and shall be included in the submittal.
- “D” = The item shall be in development and shall be included in the submittal.
- “S” = The item is stamped by the EOR and shall be included in the submittal.

**22. Sub-consultant information:**

If one or more sub-consultants will be used, provide the name, address, point of contact and phone number for each. Otherwise, leave this section blank.

<b>Firm Name</b> (Name must match as registered with Louisiana's Secretary of State)	<b>Address</b>	<b>Point of Contact and email address</b>	<b>Phone Number</b>
Atlas Technical Consultants, Inc.	8440 Jefferson Hwy Suite 400 Baton Rouge, LA 70809	Jonathan Charbonnet jonathan.charbonnet@oneatlas.com	(504) 939-4545
Civil Design & Construction, Inc.	PO Box 857 Port Allen, LA 70767	Karla E. Weston, PE Kweston@cdcbr.com	(225) 765-1803

(Add rows as needed)



**23. Location:**

If location is an evaluation criterion for this advertisement and the prime consultant intends to establish a local presence, describe the plan for doing so. **Otherwise, leave this section blank. Any information included in this section will be redacted if not required by the advertisement.**