

PID 116395 State Job No.  
Approved Final Scope of Services Minutes Date:

## **SURVEYING/ RIGHT OF WAY PLAN SERVICES DISTRICT 07 & 08 Scope of Services**

The consultant selected will be responsible for completing various surveying and right-of-way services for the districts. The work completed as part of the contract includes: determination of centerline and right of way for various state routes near proposed roadway and bridge improvement projects, topographic surveys and mapping needed for various projects, boundary surveys and property line determinations as required for right of way plan development. Right of way plan preparation and legal descriptions may be needed as part of the services, as well as subsurface utility location services. Basic services may include, but are not limited to, the following:

Surveying Services  
Preparation of Right-of-Way Plans & Legal Descriptions  
Subsurface Utility Location Services

The consultant shall maintain a project cost accounting system that will segregate costs for individual task orders. Price proposals, invoicing and payment for individual task order requests shall follow guidelines and procedures as outlined in Volume 1 Consultant Contract Administration Manual posted on the Department's website.

Price proposal for establishing the agreement shall consist of a statement from the consultant that they have a clear understanding of the scope of services. The proposal shall also include the names and starting hourly rates of the personnel doing the work, average overhead rate (based on the length of the agreement), average cost of money rate, analytical rates, and testing rates (if applicable).

If subconsultants are used, the amount to be expended annually with each subconsultant shall be shown in a tabular format. A proposal by cover letter from the subconsultant to the prime consultant showing hourly rates, average overhead rate, average cost of money rate, analytical rates, and testing rates (if applicable).