



## Nebraska Department of Roads' Instructions for NEPA Study Certification

Consulting firms that desire to provide consultant services for the preparation of Categorical Exclusion, Environmental Assessments, and Environmental Impact Statements for FHWA / NDOR approval must demonstrate education, experience, expertise and training of key personnel. Qualified firms must show completion of the NDOR/FHWA NEPA Categorical Exclusion Training Course and the National Highway Institute (NHI) "Introduction to NEPA and the Transportation Decision-making Process Course (NHI-142052)."

### **Qualifying Education of Key Personnel:**

1. The Firm must have a Graduate of a college or university with a bachelor's degree in the field of environmental science, planning, engineering or a closely related field, i.e. biology, geology, geography, landscape architecture, etc.

### **Qualifying Experience of the Firm's Key Personnel:**

1. The Firm must have an individual who has three years experience in NEPA document preparation and have a Bachelor of Science or Arts degree or have two years NEPA document preparation experience and have a Master of Science or Arts degree.
2. The Firm must have an individual who has experience and training having to do with the preparation and coordination of acceptable Categorical Exclusions, Environmental Assessments, and Environmental Impact Statements. "Acceptable" means documents that have been approved by NDOR (or transportation agencies in other states) and FHWA. Acceptable documents must meet all the requirements for environmental documentation spelled out in the FHWA Technical Advisory 771, and Technical Advisory 66408A, and the FHWA/NDOR Programmatic Agreement for Review and Approval of NEPA Categorically Excluded Documents and approved Forms, and other applicable Federal and State regulations and laws.

### **Qualifying Training of Key Personnel including identified Sub-consultants (certificates are required):**

1. **Noise Studies** – Certificate of Training from a noise modeling school (such as those offered by University of Louisville, Vanderbilt University or the University of Central Florida). Training must include TNM 2.5, or later versions of TNM, and the firm will need to possess the software to run the model.

2. **Air Quality** – Certificates of Training in Mobile Vehicle Emissions Simulator (MOVES). Firm will need to possess the software to run this model.
3. **NEPA Compliance** – Certificates of Training in NDOR/FHWA NEPA Categorical Exclusion Training Course and the National Highway Institute (NHI) “Introduction to NEPA and the Transportation Decision-making Process Course (NHI-142052).” Completion of additional NHI/FHWA NEPA courses is preferred.
4. **Wetlands** – Certificate of Training indicating completion of a wetland delineation training course for jurisdictional wetlands as defined by the most current Army Corps of Engineers Wetlands Delineation Manual.
5. **Historic Preservation and Cultural Resource Management** – Certificate of Training in Historical Preservation Act Section 106 Project Review or NEPA Compliance training that includes substantial training on integrating Section 106 into environmental analyses and documents.
6. **Hazardous Waste**-Training or experience in preparation of ASTM Phase I/Phase II Environmental Site Assessments, and completion of OSHA 24 or 40 hour HAZMOPER Training.

**Submittal Requirements:**

1. List of NEPA projects the Firm has completed where current employees have been project manager, principal author, or key professional. (Use the format of the attached Table 1.)
2. Detailed resume of each project manager and key professional that may be used to prepare NEPA documents. Include a listing of completed projects approved by FHWA and others where the employee has been substantially involved.
3. Project Experience Summary – List completed and approved NEPA projects. Identify specific services provided by your firm for each project (use the format of the attached Table 2).
4. Describe other experience with specific environmental studies relative to transportation projects that individuals or the firm brings to bear on NEPA projects.
5. Copies of certificates of training as mentioned above are mandatory for certification.
6. List of Sub-consulting Firms the Primary Consultant will draw upon to conduct special environmental studies not included in the Firm’s experience and expertise. Include Firm’s name, address, telephone number, key contact and indicate whether or not the Firms have worked together on previous projects. Include the Firm’s Statement of Qualifications.

**Table I**  
**Firm/Employee Project Experience**

<i>Employee</i>	<i>Firm's NEPA Projects</i>	Arlington Expressway	I-80/680 Interchange	Westport Beltway	Hyland East	US-83 North	I-480 North
Joe Doe, P.E.		KP	KP	KP			PM
Jane Doe, C.P.G.			PA	PM	PM		PA
Jack Rush		KP	PM	KP	TS	TS	KP
Jill Jones		KP	TS	PA		PM	TS
Sam Wilson, P.E.			KP		KP		KP

- K.P. = Key Personnel
- P.M. = Project Manager
- P.A. = Principal Author
- T.S. = Technical Specialist

**Table 2**  
**Firm's NEPA Project Experience**

	EA	EIS	4(f)	6(f)	CE	Wetland Delineation/Mitigation	Threatened and Endangered Species Studies	Air Modeling	Noise Analysis/Abatement	Section 106 Surveys	Public Involvement Process	Environmental Justice Evaluation
Arlington Expressway	✓		✓	✓		✓	✓			✓		
I-80/680 Interchange		✓				✓		✓	✓		✓	✓
Westport Beltway	✓					✓	✓	✓	✓	✓	✓	✓
Hyland East					✓							
US-83 North		✓					✓				✓	✓
I-480 North	✓		✓			✓		✓	✓	✓	✓	