7-20-2015 Posting Date

LUC-475-7.53

PID No. 99737

Lucas County Transportation Improvement District (LCTID)

Response Due Date: 08-14-2015

The LCTID is requesting Letters of Interest (LOI) from Consultants for planning, engineering and environmental services. This project will follow ODOT's Project Development Process (PDP). All plans, documents, studies, etc. prepared by the consultant shall conform to ODOT's current design standards or State approved LPA standards. The services involve engineering through final design including feasibility, environmental, right-of-way and utility studies for the ***construction of an Interchange at I-475 and Dorr Street in Springfield Township and the City of Toledo***. This current portion of the project involves completing the Planning (PL), Preliminary Engineering (PE) and Environmental Engineering (EE) phases of the PDP phased approach. The Final Engineering (FE), Right of Way, and Construction (CO) is if authorized at a later date. The improvements are anticipated to include the improvement of ***Dorr Street from McCord Road to just west of Holland-Sylvania Road and along I-475 from approximately ½ mile north and south of the Dorr Street Structure***.

Estimate Construction Cost: $15,547,000

Required Prequalification, Combination of Prime Consultant and Subconsultants:

DESIGN SERVICES:

Complex Roadway Design; Interchange Justification Study; Complex Right of Way Plan Development; Subsurface Utility Engineering; Geotechnical Engineering Services; Geotechnical Testing Laboratory; Geotechnical Field Exploration Services; Geotechnical Drilling Inspection Services; Traffic Signal System Design; Limited Highway Lighting Design

ENVIRONMENTAL SERVICES:

Environmental Document Preparation – EA/EIS; Environmental Document Preparation – CE; Environmental Document Preparation – Section 4(f); Ecological Surveys' Wetland Mitigation; Waterway Permits; Air Quality Analyses; Noise Analyses and Abatement Design; Archaeological Investigations; History/Architectural Investigations; ESA Screening, Phase I ESA and Phase II ESA; ESA Remedial Design

COST ACCOUNTING SYSTEM:

Unlimited (Prime Consultant Only)

Selection subfactors for this project include roundabout design experience.

- Must be able to demonstrate capacity of staff and their ability to perform the work in a timely manner, relative to present and anticipated workload, and the availability and knowledge of the assigned staff.

The studies, reports and plans are to be completed and on file with the LCTID within fifteen (15) months from the date of authorization.

It is anticipated that the selected Consultant will be authorized to proceed by November 2, 2015.

Disadvantaged Business Enterprise (DBE) Goal:
This agreement includes a DBE Goal of **10** %. At least this percent of the agreement shall be subcontracted to certified DBE firms.

It is the policy of the Federal Highway Administration that Disadvantaged Business Enterprises (DBEs) shall have equal opportunity to compete for and perform subcontracts which the Consultant enters into pursuant to this agreement. The Consultant must use good faith efforts to include DBE subconsultants. Consequently, the requirements of Title 49 CFR Part 26 will apply to this agreement. The Consultant must ensure that the DBE subconsultant(s) is performing a "commercially useful function" as defined in CFR 26.55.

The Consultant's Letter of Interest must include the percentage of work to be performed by each DBE subconsultant, and a description of the work to be performed by each. Consultant Letters of Interest that do not include the minimum percentage of DBE participation noted above will be rejected. If selected, the Consultant's price proposal shall reflect the required level of DBE participation, or provide an explanation of how the requirement will be met in later phases of the work.

Suspended or Debarred Firms:
Firms included on the current Federal list of firms suspended or debarred are not eligible for selection.

Selection Process:
The LPA will directly select a consultant based on the Letter of Interest (LOI). The requirements for the LOI and the Programmatic Consultant Selection Rating Form that will be used to select the consultant are shown below.

Firms interested in being considered for selection should respond by submitting Four (4) hard copies and One (1) electronic PDF copy of the Letter of Interest to the following address by **4:00 PM on the response due date** listed above.

Jeffery M. Lohse, PE
Chief Deputy Engineer
Office of the Lucas County Engineer
1049 S. McCord Road
Holland, OH 43528

Phone: 419-213-2858
E-Mail: jlohse@co.lucas.oh.us

Responses received after 4:00 PM on the response due date will not be considered.

Scope of Services:
The Scope of Services document is included in this document.

Requirements for Letters of Interest, Programmatic Selection Process:

A. Instructions for Preparing and Submitting a Letter of Interest

1. Provide the information requested in the Letter of Interest Content (Item B below), in the same order listed, in a letter signed by an officer of the firm. Do not send additional forms, resumes, brochures, or other material.

2. Letters of Interest shall be limited to ten (10) 8½" x11" single sided pages plus two (2) pages for the Project Approach (Item B.5 below).

3. Please adhere to the following requirements in preparing and binding letters of interest:

   a. Please use a minimum font size of 12-point and maintain margins of 1" on all four sides.

   b. Page numbers must be centered at the bottom of each page.

   c. Use 8½" x11" paper only.

   d. Bind letters of interest by stapling at the upper left hand corner only. Do not utilize any other binding system.

   e. Do not provided tabbed inserts or other features that may interfere with machine copying.

   f. PDF format for printing on 8½" x 11" paper only.

B. Letter of Interest Content

1. List the types of services for which your firm is currently prequalified by the Ohio Department of Transportation.

2. List the significant subconsultants, their current prequalification categories and the percentage of work to be performed by each subconsultant.

3. List the Project Manager and other key staff members, including key subconsultant staff. Include project engineers for important disciplines and staff members that will be responsible for the work, and the project responsibility of each.

   Address the experience of the key staff members on similar projects, and the staff qualifications relative to the selection subfactors noted.

4. Describe the capacity of your staff and their ability to perform the work in a timely manner, relative to present workload, and the availability of the assigned staff.

5. Provide a description of your Project Approach, not to exceed two (2) pages. Confirm that the firm has visited the site and address your firm's: 1) Technical approach; 2) Understanding of the project; 3) Your firm's qualifications for the project; 4) Knowledge and experience concerning relevant ODOT and local standards, procedures and guidance documents; 5) Innovative ideas; 6) Your firm's project specific plan for ensuring increased quality, reduced project delivery time and reduced project costs.

Items 1 thru 4 must be included within the 10-page body of the LOI. Remaining space within the ten (10) pages may be utilized to provide personnel resumes or additional information concerning general qualifications.

Consultant Selection Rating Form
for
Programmatic Selections

Project: **LUC – 475 – 7.53 Project**
PID: **99737**
District: 02
Selection Committee Members:

Firm Name:

Category	Total Value	Scoring Criteria	Score
Management & Team			
Project Manager	15	See Note 1, Exhibit 1	
Strength/Experience of Assigned Staff including Subconsultants	25	See Note 2, Exhibit 1	
Firm's Current Workload/ Availability of Personnel	10	See Note 4, Exhibit 1	
Consultant's Past Performance	25	See Note 3, Exhibit 1	
Project Approach	25		
Total	100		

Exhibit 1 – Consultant Selection Rating Form Notes

1. The proposed project manager for each consultant shall be ranked, with the highest ranked project manager receiving the greatest number of points, and lower ranked project managers receiving commensurately lower scores. The rankings and scores should be based on each project manager's experience on similar projects and past performance for the LPA and other agencies if necessary. The selection committee may contact ODOT and outside agencies if necessary. Any subfactors identified should be weighed heavily in the different scoring.

   Differential scoring should consider the relative importance of the project manager's role in the success of a given project. The project manager's role in a simple project may be less important than for a complex project, and differential scoring should reflect this, with higher differentials assigned to projects that require a larger role for the project manager.

2. The experience and strength of the assigned staff, including subconsultant staff, should be ranked and scored as noted for Number 1 above, with higher differential scores assigned on more difficult projects. Any subfactors identified in the project notification should be weighed heavily in the differential scoring.

   As above, other agencies may be contacted.

3. The consultant's past performance and experience with similar projects shall be ranked and scored on a relative, differential scoring type basis, with the highest ranked consultant receiving a commensurately greater number of points. The selection team should consider ODOT CES performance ratings if available, and consult other agencies as appropriate. The use of CES ratings shall place emphasis on the specific type of services requested.

   The differential scoring should consider the complexity of the project and any sub-factors identified in the project notification.

4. The consultant's workload and availability of qualified personnel, equipment and facilities shall be ranked and scored on a relative, differential scoring type basis. The selection team shall consider an equitable distribution of work to similarly qualified firms.

Lucas County Transportation Improvement District
Scope of Services

C-R-S: LUC IR 475 7.53 @ Dorr Street Interchange

1. General Information

District/Central Office:
PID#: 99737

	No.	Scope of Services Meeting Date	Approved Final Scope of Services
Prime Agreement			

2. PDP Phases Included in this Agreement: Phase PL through Phase CO
Agreement between Consultant and: Lucas County Transportation Improvement District (LCTID)

This scope approval is the initial scope for development of the agreement. As the project moves through additional project development Phases, the project specific scopes of services for these additional Phases shall be developed and incorporated herein.

This Agreement will be implemented in Parts appropriate to the PDP Phases. The initial price proposal and authorization will include:

> **Phase PE thru the Phase CO with PE and EE authorized at this time. Authorization for Detailed Design FE and Construction CO is anticipated at a later date.**

The specific scope of work and cost proposal for succeeding PDP Phase(s) will be developed as the current Phase(s) is completed.

3. Project Proposal Due Date: 09/25/2015

Scope of services meeting will be held Wednesday, September 2, 2015 at the Office of the Lucas County Engineer, 1049 S. McCord Road, Holland, OH 43528 at 9:30 am.

4. Project Location:

I-475 at Dorr Street in Springfield Township and the City of Toledo in Lucas County. Project limits are defined as ½ mile north and south of the Dorr Street Structure along I-475 and on Dorr Street from McCord Road to Holland-Sylvania Road.

5. Project Description:

Construction of an Interchange at I-475 and Dorr Street consisting of a double roundabout configuration and reconstructing the existing two (2) lane Dorr Street roadway to a five (5) lane pavement including a center TWLTL, curb and gutter, sidewalk, new storm sewer, waterline relocation, landscaping, and other related work.

6. Communication/Contacts:

The respective project managers (LCTID and Consultant) will be the primary points of communication. Rules for communication between project staff listed below will be discussed at the Scope of Services Meeting and further described herein. Technical issues may be discussed directly (between project staff) below the project manager level, but the respective project managers must be informed of such discussions and any decisions resulting there from. Contractual issues should always be communicated at the project manager level.

7. Schedule & Review by the Department:

Completion Time For Phases	PL thru EE: 15 months
Completion Time for all Phases:	PL thru FE: 21 months

The following commitment dates are derived from the Ellis events as developed:

Milestone: Environmental Approved	SFY	Current	02/01/2017

The Consultant will prepare a detailed Master Schedule Gantt Chart (from initial authorization of the agreement thru completion (sale) utilizing Microsoft Project. This schedule is to be included with the price proposal. The Schedule will include beginning and ending dates as well as key milestones on the critical path (Ellis milestones as established by the Ohio Department of Transportation (ODOT)) for the project. Based on the type of Consultant Agreement, the Schedule shall also accommodate appropriate time frames for scoping, negotiation and authorization for the additional Phases. If applicable to the project, the schedule will also include, at a minimum, all milestones as per the ODOT's approved Enhanced Tracking Milestone Listings.

The overall schedule past those phases contracted for may be general in nature meeting the dates as established within this scope. The Consultant will be responsible for timelines of Phases as authorized within this agreement. The Consultant is responsible for updating the schedule as needed throughout the PDP (or as requested by LCTID) and providing these schedules monthly or as mutually agreed at the time of scope meeting (typically with Consultant Invoices). Monthly project updates are required to be submitted to the LCTID's Project Manager at a minimum indicating or identifying work completed this month, expected work next month and identifying any critical items needing action from both the Consultant and LCTID's personnel. These updates are typically provided with monthly invoicing and should be coordinated with the LCTID's Project Manager for an approved format and schedule.

8. Electronic Distribution of Design Information

The development of this project shall be performed in accordance with ODOT's design manuals and documents. The consultant shall perform all work required by the design manuals unless a specific exception is included herein. Absence of a specific reference to required elements of the work either in this Scope of Services or the consultant's price proposal shall not relieve the consultant of responsibility to perform the work or justify additional compensation. The consultant's price proposal shall be based on the most current revision of each manual at the date of the Scope of Services Meeting.

The consultant shall also be responsible to revise the plans to conform to the most recent revision of the design manuals and documents. ODOT maintains current documents and a summary of the latest revisions through the Design Reference Resource Center (DRRC) (http://www.dot.state.oh.us/drrc/) (the DRRC page of ODOT's Website). This site will release all new and revised design information quarterly, on four specific dates. The most significant recent changes made to this page are reflected under the heading "Latest Revision/Revision History."

Minor changes should be routinely incorporated in the work. The consultant shall notify the LCTID in writing of any subsequent changes in design manuals or other documents that would substantially impact work already performed or change the overall impacts of the project including construction costs, right of way impacts or environmental impacts. The LCTID will respond in writing concerning the disposition of any such changes. The LCTID agrees that a substantial change in design policy or plan preparation requirements may constitute a valid request for additional compensation.

The correspondence transmitting final deliverables shall note the last revision date of the ODOT Design Reference Resource Center upon which the plans were based.

9. Variations from the Scope of Service

This Scope of Services document is based on the LCTID's knowledge of project requirements at the time when the document was prepared, and serves as the basis for the price proposal and agreed fee. However, changes in the work may be required as the project develops and more

complete information becomes available. Such changes also may be dictated by written procedures included in manuals or decisions made by ODOT. As the project develops, it is the Consultant's responsibility to advise the LCTID of significant changes in the work that may require modification of the agreement, and to maintain separate cost accounting for each specific issue. The LCTID's written comments and other technical decisions concerning development of the project shall not be construed as authorization for extra work for which additional compensation may be claimed. Modification of the agreement or written authorization to proceed is required prior to the performance of additional work. In short, at all times the Consultant remains responsible to advise the LCTID of work that exceeds the scope of services.

Requests for modification will be evaluated from the standpoint of the scope of services in its entirety and not in terms of a single issue. Additions to the scope of services may be offset by reductions in other areas of the work.

10. PDP Process

The Ohio Department of Transportation (ODOT) has developed and implemented a Project Development Process (PDP) that includes regular communication among technical disciplines, results in quality plans and minimizes cost overruns during right-of-way acquisition and project construction. Depending on their size, complexity, and/or potential impact to the environment, ODOT transportation projects are categorized as one of five paths (Path 1– 5). This project will be following path 4. The PDP consists of five phases that projects must advance through prior to construction. These phases include Planning, Preliminary Engineering, Environmental Engineering, Final Engineering and Construction. While all projects advance through these phases, project managers have the flexibility to adjust scope activities within the phases to better support decision-making. The LCTID will follow the ODOT PDP.

The PDP is a project management and transportation decision-making procedure that outlines project development from concept through completion. Each PDP activity is timed to facilitate informed decision making based on an appropriate level of project development and risk management. The PDP encourages communication among disciplines, requires documentation of the reasoning behind project related decisions, eliminates duplicated effort among disciplines and provides for early identification of potential issues. Involvement of all disciplines during the early stages of project development ensures that issues affecting project type, scope, development schedule and costs can be correctly evaluated and anticipated.

The manual and associated tools provide guidelines to identify activities required during each phase of project development. The project scope determines the amount of work performed within the phases. Although the manual and web-based tool identifies work tasks, deliverables and potential stakeholders for each phase in the process, the process requires coordination of people and tasks between phases to ensure continued review and study of the best possible options.

Communication and transition among disciplines are critical to a project's success. By establishing communication opportunities and responsibilities throughout the PDP, the project manager ensures that those involved in the project fulfill their project commitments. The project

manager for each step is responsible for ensuring appropriate coordination and involvement of other disciplines throughout the process.

11. On-Going Consultant Involvement during the Construction Phase

The LCTID will assign the Consultant Agreement over to ODOT for the construction phase to allow ODOT to direct additional or corrective work, and/or recover damages due to errors or omissions. The Consultant shall provide construction phase services as requested by the LCTID/ODOT, for the purpose of advising ODOT concerning interpretations of the plans and specifications prepared by the consultant, advising ODOT of any changed or unanticipated field conditions that will impact the work, and participating in a formal Partnering process if applicable. The Consultant will not have any formal ongoing duties in administration of the construction contract or inspection and testing of the project. The Consultant's personnel assigned to this phase of the work shall be the same personnel that designed the project and prepared the plans (generally the personnel whose initials appear on the drawings).

The Consultant shall provide the following construction phase services as requested by ODOT:

1. Attend meetings including the preconstruction meeting, job progress meetings, partnering meetings if applicable, and other meetings as requested.

2. In conjunction with job progress meetings or as requested, visit the job site at appropriate intervals to monitor critical areas of the work and advise ODOT of any conditions that would affect the work.

3. If authorized, provide on-site geotechnical support for construction of geotechnical complex systems.

4. Respond to questions and visit the job site on an as needed basis.

5. Assist ODOT in evaluation of change orders or claims.

6. Centerline Adjustable Monument Assemblies shown on the Recorded Centerline Plat shall be set by the Consultant at an appropriate stage of construction, as directed by ODOT. After construction of the Centerline Adjustable Monument Assemblies by the Contractor, the Consultant shall set the iron pin and cap in the Centerline Adjustable Monument Assembly Box. All centerline monuments, reference monuments and right of way monuments shall conform to Standard Construction Drawing RM-1.1 (pages 1 and 2)

7. Attend the post construction meeting and prepare minutes of the meeting including a discussion of preventable change orders.

Compliance with Health and Safety Requirements

For Consultant personnel visiting the site, the Consultant shall be responsible for compliance with applicable health and safety requirements including OSHA requirements (CFR 29-1926), and medical testing required by OSHA and ODOT rules and regulations.

The Consultant shall provide, as a minimum, the same level of safety equipment as required for ODOT inspectors. Consultant personnel shall be subject to compliance inspections by ODOT personnel.

Responsibilities of the LCTID / ODOT

1. The LCTID Project Manager for the design agreement will remain as the point of contact for the Consultant during the construction phase.

2. ODOT District construction personnel may contact the Consultant directly regarding any plan questions or interpretations, but the LCTID Project Manager for the design agreement will be notified of all such communications.

3. LCTID/ODOT will advise the Consultant in writing of any potential errors or omissions which must be corrected without undue delay and without additional costs to the State.

4. ODOT will direct the consultant to set the iron pin and cap in the Adjustable Monument Assembly Boxes at an appropriate stage of construction.

5. This project will be sold for construction by ODOT. Submission of completed plans shall be as per ODOT L & D Vol 3 requirements.

12. Exceptions and or Clarification from Manuals

13. Existing Document:

Can be found at the Lucas County Engineer's FTP Site ftp://72.240.10.24

Username: ftpguest Password: ftplce13

Open Download folder > Open LCTID folder > Open Dorr folder

The best interfaces to access the ftp site are *Filezilla, Internet Explorer, or Mozilla Firefox*

External Documents ~ Feasibility Study prepared by Burgess & Niple, Inc.

~ Proposed Dorr Street Structure at I-475 plans

~ Existing Roadway, Storm Sewer, Sanitary Sewer, and Waterline Plans for Dorr Street from McCord Road to Holland-Sylvania Road.

14. Attachments (Attached to the Profile or Tasks)

15. Task List

Task Label	Task Name	Consultant	ODOT	LPA	If Authorized
1	**Planning Phase**				
1.1	**Project Start-up**				
1.1.A	**Planning and Programming**	☐	☒	☐	☐
1.1.B	**STIP/TIP**	☐	☒	☐	☐
1.1.C	**Internal Meeting with Project Sponsor and ODOT staff**	☐	☒	☐	☐
1.2	**Project Initiation Package**				
1.2.A	**Define Study Area and Logical Termini**	☐	☒	☐	☐
1.2.B	**Conduct Field Review (walk through)**	☐	☒	☐	☐
1.2.C	**Identify Discipline Specific Issues for Project Initiation Package**				
1.2.C.A	**Identify Design Issues**	☐	☒	☐	☐
1.2.C.B	**Identify Geotechnical Issues**	☐	☒	☐	☐
1.2.C.C.	**Section 106 Request for Review**	☐	☒	☐	☐
1.2.C.E	**Identify Utility Issues**	☐	☒	☐	☐
1.2.C.F	**ITS Project Determination**	☒	☐	☐	☒
1.2.D	**Project Initiation Package Preparation and Submittal**	☐	☒	☒	☐
1.2.F	**Concept, Scope and Budget Estimates**	☐	☒	☒	☐
1.3	**Existing Data, Research and Analysis**				
1.3.A	**Transportation and Land Use Plans**	☐	☒	☒	☐
1.3.B	**Crash Analysis**	☒	☐	☐	☐
1.3.F	**Capacity Analysis – Existing Conditions**	☐	☒	☒	☐

Task Label	Task Name	Consultant	ODOT	LPA	If Authorized
1.3.G	**Develop Purpose & Need**	☒	☐	☐	☐
1.4	**Stakeholder Involvement and Public Involvement Plan**				
1.4.A	**Public Involvement Plan**	☐	☒	☒	☐
2	**Preliminary Engineering Phase**				
2.1	**Develop Preliminary Alternatives**				
2.1.A	**Prepare Feasibility Study Report**				
2.1.A.B.	**Capacity Analysis for Alternatives**	☐	☒	☒	☐
2.1.A.C	**Field Survey and Aerial Mapping – Planning Level**	☐	☒	☐	☐
2.1.A.D	**Typical Section**	☐	☒	☒	☐
2.1.A.E	**Preliminary Alignment and Profile**	☐	☒	☒	☐
2.1.A.F	**Cross-Sections**	☐	☒	☒	☐
2.1.A.G	**Mapping**	☐	☒	☒	☐
2.1.A.H	**Stakeholder Public Involvement**	☐	☒	☒	☐
2.1.A.I	**Prepare Feasibility Study**	☐	☒	☐	☐
2.2	**Perform Environmental Field Studies**				
2.2.A	**Property Owner Notification**	☒	☐	☒	☐
2.2.B	**Phase I Cultural Resource History/Architecture Survey**	☐	☒	☐	☐
2.2.C	**Ecological Survey Report**	☒	☐	☐	☐
2.2.D	**Environmental Site Assessment Screening**	☒	☐	☐	☐
2.2.E	**Social and Economic Resources**	☒	☐	☐	☐
2.2.F	**4(f) determinations**	☒	☐	☐	☒
2.2.G	**Noise Analysis**	☒	☐	☐	☒
2.2.H	**Noise Analysis – Public Involvement**	☒	☐	☐	☒
2.3	**AER Design**				
2.3.A	**Field Survey and Aerial Mapping**				
2.3.A.A	**Project Control, Benchmarks, and Reference Points**	☒	☐	☐	☐

Task Label	Task Name	Consultant	ODOT	LPA	If Authorized
2.3.A.B	**Monumentation recovery**	☒	☐	☐	☐
2.3.A.C	**Base Mapping (include field verify.)**	☒	☐	☐	☐
2.3.A.D	**Drainage Survey (stream cross sections)**	☒	☐	☐	☐
2.3.A.E	**Bridge Survey**	☒	☐	☐	☐
2.3.A.F	**Establish property lines, tax id & ownerships on base map**	☒	☐	☐	☐
2.3.A.G	**Property Owner Notification**	☒	☐	☐	☐
2.3.B	**Roadway**				
2.3.B.A	**Design Criteria**	☐	☒	☒	☐
2.3.C	**Drainage**				
2.3.C.A	**Drainage Design Criteria Forms (LD-35)**	☐	☒	☒	☐
2.3.C.B	**LD-33 Form (Contact County Engineer)**	☐	☐	☒	☐
2.3.C.C	**Hydraulically size all major storm sewer trunk lines**	☒	☐	☒	☐
2.3.C.D	**Perform preliminary hydraulic analysis for culverts**	☒	☐	☒	☐
2.3.C.E	**Conceptual BMP**	☒	☐	☒	☐
2.3.C.F	**Estimate impact to wetlands, streams, & other regulated waters of the US and potential wetlands mitigation**	☒	☒	☐	☐
2.3.D	**Traffic Control**				
2.3.D.A	**Documentation of Proprietary Bid Justification – Signals**	☒	☒	☒	☐
2.3.D.B	**Documentation of Proprietary Bid Justification - Lighting**	☒	☒	☒	☐
2.3.E	**Signals**				
2.3.E.A	**Signal Warrant Analysis**	☒	☐	☒	☒
2.3.F	**Maintenance of Traffic**				
2.3.F.C	**Conceptual MOT Plan (without MOTAA)**	☒	☐	☐	☐
2.3.G	**Utilities**				
2.3.G.A	**Utility Coordination and Documentation**	☒	☐	☐	☐
2.3.G.B	**Subsurface Utility Engineering**	☒	☐	☐	☐
2.3.H	**Miscellaneous**				

Task Label	Task Name	Consultant	ODOT	LPA	If Authorized
2.3.H.A	**Identify and coordinate impacts on FEMA flood zones**	☒	☐	☐	☐
2.3.H.C	**Determine potential locations for retaining walls**	☒	☐	☐	☐
2.3.H.D	**Determine Lighting needs – investigate warrants**	☒	☐	☐	☐
2.3.H.E	**Identify potential total take parcels**	☒	☐	☐	☐
2.3.H.G	**Evaluate aesthetic options**	☒	☐	☒	☐
2.3.H.I	**Determine need for Design Exception**	☒	☐	☐	☐
2.4	**Prepare Cost Estimate**				
2.4.A	**Roadway/Interchange Costs**	☒	☐	☐	☐
2.4.B	**Right of Way Costs**	☒	☐	☐	☐
2.4.C	**Utility**	☒	☐	☐	☐
2.5	**AER Submittal and Other Studies**				
2.5.B	**Certified Traffic for Prepared Alternative**	☒	☐	☐	☐
2.5.C	**Prepare Access Point Request (IMS/IJS)**	☒	☐	☐	☐
2.5.C.A	**Access Management Study (East of I-475)**	☒	☐	☐	☐
2.5.D	**Structures**				
2.5.E	**Retainage wall justification**	☒	☐	☐	☒
2.7	**Stage 1 Design**				
2.7.A	**Roadway**				
2.7.A.A	**Title Sheet**	☒	☐	☐	☐
2.7.A.B	**General Notes**	☒	☐	☐	☐
2.7.A.C	**Schematic Plan**	☒	☐	☐	☐
2.7.A.D	**Typical Sections**	☒	☐	☐	☐
2.7.A.E	**Cross Sections**	☒	☐	☐	☐
2.7.A.F	**Plan and Profile – Mainline**	☒	☐	☐	☐
2.7.A.G	**Plan and Profile – Crossroads**	☒	☐	☐	☐
2.7.A.H	**Plan and Profile – Ramps**	☒	☐	☐	☐

Task Label	Task Name	Consultant	ODOT	LPA	If Authorized
2.7.A.I	**Superelevation Table**	☒	☐	☐	☐
2.7.A.J	**Intersection Details**	☒	☐	☐	☐
2.7.A.K	**Update Interchange Geometrics & Details**	☒	☐	☐	☐
2.7.A.L	**Driveway Details**	☒	☐	☐	☐
2.7.A.M	**Design Exception Request**	☒	☐	☐	☒
2.7.A.N	**Traffic Control**	☒	☐	☐	☐
2.7.B	**Drainage**				
2.7.B.A.	**Storm Sewer Profiles**	☒	☐	☐	☐
2.7.B.B.	**Culvert Detail Sheet**	☒	☐	☐	☐
2.7.B.D	**Drainage Calculations**	☒	☐	☐	☐
2.7.B.E	**BMP Designs**	☒	☐	☐	☐
2.7.C	**Utilities**				
2.7.C.A	**Utility Coordination and Documentation**	☒	☐	☐	☐
2.7.C.B	**Description or proposed water and/or sewer work**	☒	☐	☐	☐
2.7.C.C	**Subsurface Utility Engineering (SUE)**	☒	☐	☐	☒
2.7.C.D	**Add Utilities to Plan/Profile Sheets**	☒	☐	☐	☐
2.7.D	**Geotechnical Services**				
2.7.D.A	**Geotechnical Services and Report**	☒	☐	☐	☐
2.7.E	**Retaining Wall Plans**	☒	☐	☐	☒
2.7.G	**Miscellaneous**				
2.7.G.B	**Service Road Justification**	☒	☐	☐	☐
2.7.G.C	**Finalize Pavement Build up and subsurface drainage requirements**	☒	☐	☐	☐
2.7.H	**Prepare C2 Cost Estimates and Update Milestones**				
2.7.H.A	**Roadway/Interchange Costs**	☒	☐	☐	☐
2.7.H.B	**Right of Way Costs**	☒	☐	☐	☐
2.7.H.C	**Utility Costs**	☒	☐	☐	☐

Task Label	Task Name	Consultant	ODOT	LPA	If Authorized
2.7.I	**Lighting Plans**	☒	☐	☐	☐
2.7.J	**Maintenance of Traffic**				
2.7.J.A	**Detour Plan**	☒	☐	☐	☐
2.7.J.C	**Conceptual MOT Revision**	☒	☐	☐	☐
2.7.J.D	**MOT Coordination Discussions**	☒	☐	☐	☐
2.7.K	**Signal Plans**	☒	☐	☐	☐
2.8	**Project Management for Preliminary Engineering Phase**				
2.8.A	**Meetings**	☒	☐	☐	☐
2.8.B	**General Oversight**	☒	☐	☐	☐
3	**Environmental Engineering Plans**				
3.1	**Environmental Field Studies and Refined Impacts**				
3.1.A	**Phase I + II Archaeological**	☒	☐	☐	☒
3.1.B	**Phase II Cultural Resource History/Architecture Survey**	☒	☐	☐	☒
3.1.C	**Section 4(f) Evaluation**	☒	☐	☐	☒
3.1.D	**Phase 1 Environmental Site Assessment**	☒	☐	☐	☒
3.1.F	**Secondary and Cumulative Review**	☒	☐	☐	☐
3.1.G	**Address NEPA Specific Environmental Justice Issues**	☒	☐	☐	☒
3.1.H	**Relocation Assistance Program Conceptual Survey**	☒	☐	☐	☐
3.1.J	**Final Noise Analysis**	☒	☐	☐	☒
3.1.K	**Determine Right of Way Encroachments**	☒	☐	☐	☐
3.1.M	**Prepare Waterway Permit Determination Package/Permits**	☒	☐	☐	☒
3.1.P	**Air Quality Analyses**	☒	☐	☐	☐
3.3	**Stage 2**				
3.3.A	**Roadway**				
3.3.A.A	**Title Sheet**	☒	☐	☐	☐
3.3.A.B	**Schematic**	☒	☐	☐	☐

Task Label	Task Name	Consultant	ODOT	LPA	If Authorized
3.3.A.C	**General Notes**	☒	☐	☐	☐
3.3.A.D	**Typical Sections**	☒	☐	☐	☐
3.3.A.E	**Plan and Profile – Mainline**	☒	☐	☐	☐
3.3.A.F	**Plan and Profile – Crossroads**	☒	☐	☐	☐
3.3.A.G	**Plan and Profile – Ramps**	☒	☐	☐	☐
3.3.A.H	**Cross Sections**	☒	☐	☐	☐
3.3.A.I	**Intersection Details**	☒	☐	☐	☐
3.3.A.J	**Interchange Geometrics & Details**	☒	☐	☐	☐
3.3.B	**Drainage**				
3.3.B.A	**Storm Sewer Profiles**	☒	☐	☐	☐
3.3.B.B	**Culvert Detail Sheets including headwall & wingwall details**	☒	☐	☐	☐
3.3.B.D	**Underdrain details**	☒	☐	☐	☐
3.3.B.E	**BMP Details**	☒	☐	☐	☐
3.3.C	**Traffic Control**				
3.3.C.A	**Pavement Marking Plan**	☒	☐	☐	☐
3.3.C.B	**Signing Plan**	☒	☐	☐	☐
3.3.D	**Signal Plan**				
3.3.D.A.	**Signal Plan Sheets**	☒	☐	☐	☒
3.3.D.B	**Interconnect Details**	☒	☐	☐	☒
3.3.E	**Maintenance of Traffic**				
3.3.E.A	**MOT General Notes**	☒	☐	☐	☐
3.3.E.E	**MOT Typical Section**	☒	☐	☐	☐
3.3.E.F	**MOT Plan Sheets**	☒	☐	☐	☐
3.3.E.J	**MOT Coordination Discussions**	☒	☐	☐	☐
3.3.E.O	**Miscellaneous MOT Details**				
3.3.E.O.1	**Miscellaneous MOT Details – Plan Insert Sheets**	☒	☐	☐	☐

Task Label	Task Name	Consultant	ODOT	LPA	If Authorized
3.3.F	**Lighting Plan**				
3.3.F.A	**Lighting Analysis**	☒	☐	☐	☐
3.3.F.B	**Power/Circuit Layout & Details**	☒	☐	☐	☐
3.3.F.C	**Lighting Plan and Details**	☒	☐	☐	☐
3.3.F.D	**Voltage Drop Calculation**	☒	☐	☐	☐
3.3.F.E	**Power Service**	☒	☐	☐	☐
3.3.G	**Landscape Plan**				
3.3.G.A	**Landscape Plan and Details**	☒	☐	☐	☐
3.3.G.B	**General Notes**	☒	☐	☐	☐
3.3.J	**Utilities**				
3.3.J.A	**Utility Coordination and Documentation**	☒	☐	☐	☐
3.3.J.A.A	**Lath Staking of Right of Way**	☒	☐	☐	☒
3.3.J.B	**Water Works Plan**	☒	☐	☐	☐
3.3.J.C	**Water Works Details & Notes**	☒	☐	☐	☐
3.3.J.D	**Sanitary Sewer Plans**	☒	☐	☐	☐
3.3.K	**Geotechnical Services**				
3.3.K.A	**Finalize Geotechnical Investigation and Report**	☒	☐	☐	☐
3.4	**Right of Way Plans**				
3.4.A	**Conceptual Right of Way Plans Review**	☒	☐	☐	☐
3.4.B	**Preliminary Right of Way Plans**				
3.4.B.A	**Legend Sheet**	☒	☐	☐	☐
3.4.B.B	**Centerline Survey Plat**	☒	☐	☐	☐
3.4.B.C	**Property Map**	☒	☐	☐	☐
3.4.B.D	**Summary of Additional Right of Way**	☒	☐	☐	☐
3.4.B.E	**Detailed ROW Plan Sheets**	☒	☐	☐	☐
3.4.B.G	**Legal Descriptions and Closure Calculations**	☒	☐	☐	☐

Task Label	Task Name	Consultant	ODOT	LPA	If Authorized
3.4.B.H	**Right of Way Acquisition Estimate**	☒	☐	☐	☐
3.4.B.I	**Field Review**	☒	☐	☐	☐
3.4.C	**Final Right of Way Plans**				
3.4.C.A	**Final Right of Way Plans**	☒	☐	☐	☐
3.4.C.B	**Field Review & Verify Property Owners**	☒	☐	☐	☐
3.4.C.C	**Record Centerline Plat and all appropriate documents**	☒	☐	☐	☐
3.4.C.D	**Set R/W Pins after acquisition**	☒	☐	☐	☐
3.5	**Prepare Environmental Document**				
3.5.A	**Prepare Environmental Document**	☒	☐	☐	☐
3.6	**Environmental Commitments and Plans Notes**				
3.6.A	**Environmental Commitment Plans Notes**	☒	☒	☒	☐
3.8	**Prepare Cost Estimates and Revise Milestone**				
3.8.A	**Roadway/Interchange Costs**	☒	☐	☐	☐
3.8.B	**Structure Costs**	☒	☐	☐	☐
3.8.C	**Utility Costs**	☒	☐	☐	☐
3.9	**Project Management for Environmental Engineering Phase**				
3.9.A	**Meetings**	☒	☐	☐	☐
3.9.B	**General Oversight**	☒	☐	☐	☐
3.9.C	**Project Set Up**	☒	☐	☐	☐
4	**Final Engineering and R/W Phase**				
4.1	**Right of Way Acquisition**				
4.1.A	**Right of Way Acquisition**	☐	☒	☒	☐
4.2	**Stage 3 Detailed Design Plans**				
4.2.A	**Quantities and Notes**				
4.2.A.A	**Pavement Subsummary**	☒	☐	☐	☒
4.2.A.B	**Drainage Subsummary**	☒	☐	☐	☒

Task Label	Task Name	Consultant	ODOT	LPA	If Authorized
4.2.A.C	**Roadway Subsummary**	☒	☐	☐	☒
4.2.A.D	**Earthwork and Seeding Subsummary**	☒	☐	☐	☒
4.2.A.E	**Maintenance of Traffic Subsummary**	☒	☐	☐	☒
4.2.A.F	**Pavement Marking Subsummary**	☒	☐	☐	☒
4.2.A.G	**Signing Subsummary**	☒	☐	☐	☒
4.2.A.H	**Signal Subsummary**	☒	☐	☐	☒
4.2.A.I	**Noise Wall Subsummary**	☒	☐	☐	☒
4.2.A.J	**Retaining Wall Subsummary**	☒	☐	☐	☒
4.2.A.K	**Lighting Subsummary**	☒	☐	☐	☒
4.2.A.L	**Landscape Subsummary**	☒	☐	☐	☒
4.2.A.M	**General Summary Sheet**	☒	☐	☐	☒
4.2.A.O	**Reinforcing Steel Schedule**	☒	☐	☐	☒
4.2.A.P	**General Notes**	☒	☐	☐	☒
4.2.A.Q	**Driveway Subsummary or Driveway Details (if included on same sheet)**	☒	☐	☐	☒
4.2.A.R	**Lighting Notes**	☒	☐	☐	☒
4.2.B	**Traffic Signal Plans**				
4.2.B.A	**Wiring Diagram & Pole Orientation**	☒	☐	☐	☒
4.2.B.B	**Timing Chart**	☒	☐	☐	☒
4.2.B.C	**Elevation Views of Mast Arm Poles**	☒	☐	☐	☒
4.2.B.D	**Traffic Signal Plans**	☒	☐	☐	☒
4.2.C	**Signing Plans**				
4.2.C.A	**Signing Plans**	☒	☐	☐	☒
4.2.C.B	**Elevation View of Major Signs**	☒	☐	☐	☒
4.2.C.C	**SignCAD**	☒	☐	☐	☒
4.2.D	**Miscellaneous**				
4.2.D.C	**Project Site Plan**	☒	☐	☐	☒

Task Label	Task Name	Consultant	ODOT	LPA	If Authorized
4.2.D.E	**Baseline Construction Schedule**	☒	☐	☐	☒
4.2.E	**Lighting Plans**				
4.2.E.A	**Lighting Details**	☒	☐	☐	☒
4.2.F	**Maintenance of Traffic**				
4.2.F.A	**MOT Plan Sheets**	☒	☐	☐	☒
4.3	**Prepare Cost Estimates and Revise Milestone**				
4.3.A	**Roadway/Interchange Costs**	☒	☐	☐	☒
4.3.B	**Right of Way Costs**	☒	☐	☐	☒
4.3.C	**Structure Costs**	☒	☐	☐	☒
4.3.D	**Utility Costs**	☒	☐	☐	☒
4.4	**Final Plan Package**				
4.4.A	**Submission of Final Tracings and Documentation**	☒	☐	☐	☒
4.5	**Project Management of Final Engineering and Right of Way Plans**				
4.5.A	**Meetings**	☒	☐	☒	☒
4.5.B	**General Oversight**	☒	☐	☒	☒
4.6	**Pre-Bid Activities**				
4.6.A	**Pre-Bid Questions**	☒	☐	☐	☐
5	**Construction Phase**				
5.1	**On-going services during Construction**				
5.1.A	**On-going services during Construction**	☒	☐	☐	☐