

Scope of Services Meeting Date:
Location: Central Office - DriveOhio
Approved Final Scope of Services Date:

Statewide Smart Mobility Services PID No. 122598

Scope of Services

The consultant will be required to provide services related to planning, engineering, and/or financial advisory of smart mobility vehicles and systems. Smart mobility includes connected, automated, and electric vehicles and infrastructure, for both surface transportation and advanced air mobility. Other services could include communications/public involvement; policy research and recommendations; and/or financial advisory services with respect to revenue generating projects, cost savings opportunities, or public private partnerships, as permitted by ORC 126.60 through 126.605. Typical tasks may include, but are not limited to, the following:

1. Provide as-needed support for minor, time sensitive items. The task is intended for requests that are urgent and quick hitting and will often consist of advice on technical, grant or policy matters.
2. Provide management support for Smart Belt Coalition, including meeting facilitation, and tracking project deliverables, scope and budget.
3. Provide program management support for task order contract, including administrative, financial, and weekly half hour meetings.
4. Provide Electric Vehicle and Electric Vehicle Infrastructure related program and project support including Medium-Heavy Duty charging, Alternative Fuel Corridor research, meeting support, and analysis of future charging locations.
5. Support the planning, coordination, and preparation of the 2025 and 2026 annual NEVI Plan update. This also includes outreach and education support as part of the stakeholder engagement requirements of the NEVI Formula Program (e.g. utility companies, relevant industry partners, and general public).
6. Perform as needed analysis of vehicle registration data, including monthly updates to Ohio's Alternative Fuel Vehicle Dashboard.
7. Support with grants focused on the advancement of smart mobility in the state of Ohio. This includes grant strategy and prioritization, assistance in developing grant and delivery workplans, partner coordination, defining of partner roles and responsibilities, and development of grant language.
8. Provide program and project-level communications, research, and design for DriveOhio and FlyOhio's portfolio.

9. Provide research on technology and policy related to connected vehicles, automated vehicles, advanced air mobility, and alternative fuel infrastructure.
10. Provide support in the development of DriveOhio's Annual Report. This includes planning, organizing, data gathering, and writing report.
11. Provide ongoing support to progress V2X standards development.
12. Provide strategic advice and assistance with initiatives developed under collaborations and committees led by DriveOhio, including project management and communications.
13. Other related services as requested.

All work shall be performed on an actual cost plus fixed fee basis. The consultant shall maintain a project cost accounting system that will segregate costs for individual task orders.