Instructions

- The Project Initiation Package is intended to focus on critical issues that can be identified with existing information from secondary sources and/or identified during a site visit.
- Each specialty area of the Project Initiation Package should be completed by individuals who possess sufficient experience to enable them to correctly identify and evaluate issues arising from the field review.
- In the Location/Comments field provide information concerning potential impacts that is brief, but gives enough detail to allow an understanding of the issue(s).
- The scope of services document should account for any issues identified in the Project Initiation Package that have the potential to affect scope, schedule, and budget.
- A list of resources/subject areas that may need to be consulted for the secondary source review in order to complete this form can be found on this form, in the PDP Manual (in the Planning Phase, Preliminary Engineering Phase, and Environmental Engineering Phase chapters; and in Appendix C), and in some of the manuals on the DRRC website.

Project Initiation Package Deliverables

Provide an expanded Study Area Map identifying project design, utility, right of way and environmental constraints identified through the Project Initiation Package. Tables, USGS and/or aerial mapping, photographs keyed to available project mapping, the plan to inform and involve the public, and other support material should also be submitted with the Project Initiation Package to illustrate specific problem areas.

General

Date(s) of field review:	

Project Name (County, Route, Section):	LUC-20-13.41	**PID:**	110490
Date Project Initiation Package Completed:	5-13-19	**Prepared By:**	MAS
City, Township or Village Name(s):	none	**ODOT Project Manager:**	

Project Description: Intersection improvement at US-20 (Reynolds Road) and Hill Avenue in the City of Toledo

Project Limits/Study Area/General Location: Intersection of US-20 (Reynolds Road) and Hill Avenue

ODOT DISCIPLINE INVOLVEMENT:

List name and phone number of individual(s) representing each discipline during the site visit and preparation of the Project Initiation Package. One individual may represent multiple disciplines.

DISCIPLINE	NAME	PHONE NUMBER
District Highway Management representative		
District Planning and Engineering representative	*Michael Stormer*	
District Environmental Coordinator	*Stacy Schimmoeller*	

EXTERNAL AGENCY INVOLVEMENT:		
Indicate external agency involvement during identification of project issues affecting scope development. List the name and phone number of individual(s) representing each agency during the site visit.		
AGENCY	**NAME**	**PHONE NUMBER**
FHWA Engineer***		
Other (LPA, MPO, etc.)		
***** The FHWA Engineer should be invited on projects expected to require approval from Federal Highway Administration.**		

GENERAL EXISTING INFORMATION:	
Legal Speed:	45 mph on all approaches
Design Speed:	50 mph
Opening Year ADT:	
Design Year ADT:	
Trucks (24 Hour B&C):	
Functional Classification:	Reynolds Road - Principal Arterial; Hill Avenue - Minor Arterial
Locale (Rural or Urban):	Urban
National Highway System (NHS):	Reynolds Road both approaches

DISTRICT HIGHWAY MANAGEMENT STAFF CONCERNS:
List any comments/requests from the District Highway Management Staff.

CRASH DATA:	
Has a Safety Study been completed in the project area within past three years	***(Yes/No) No***
Project is highlighted on the Safety Integrated Project Maps	***(Yes/No) No***
Based on a spatial query (using GCAT or TIMS) of the three most recent years of crash data, briefly summarize crash history. Indicate any design features that may be contributing to the observed crash pattern that may be addressed by the project.	
See Safety Study	

ENVIRONMENTAL ISSUES:	
Make a preliminary determination on whether the following resources will be affected by the proposed project. Include the location and any other pertinent information for resources that may be affected.	
Resource/Feature	**Location/Comments**
Parkland, nature preserves and wildlife areas {4(f)/6(f)}	**None**
Threatened and Endangered Species and/or habitat	**No**
Scenic River	**No**
Existing wet areas /existing cattails/wetlands	**None**
Stream/river/waterway/jurisdictional ditch	**No**
Historic Resources (buildings, structures, objects)	**No**

ENVIRONMENTAL ISSUES:	
Make a preliminary determination on whether the following resources will be affected by the proposed project. Include the location and any other pertinent information for resources that may be affected.	
Resource/Feature	**Location/Comments**
Historic Bridge(s)	No
National Historic Landmarks	No
Archaeological Sites	No
Public Facilities	No
Cemetery (modern and historic cemeteries)	No
Farmland	No
Watershed Specific (i.e. Darby or Olentangy) NPDES Permit Area	No
Air Quality non-attainment area or concerns	No
Landfill, Superfund, CERCLIS, RCRA, NPL, or industrial site(s), and/or evidence of hazardous materials	No
Sensitive environmental justice areas	Yes
Federal Emergency Management Agency (FEMA) floodplains	No
Lake Erie Coastal Management Area	No
Sole Source Aquifers	No
Wellhead Protection Areas	No
Noise abatement issues	No
Other environmental issues	None

GEOMETRIC DESIGN CRITERIA: Follow ODOT L&D	
Use the design speed, design functional classification and available traffic data to make a preliminary determination as to the geometric standards for the project.	
Design Criteria	**Location/Comments**
Lane Width	
Shoulder Width	
Horizontal Curve Radius	
Maximum Grade	
Stopping Sight Distance (Horizontal and Crest Vertical Curves)	
Superelevation Rate	
Vertical Clearance	
Pavement Cross Slope	
Design Loading Structural Capacity	

GEOMETRIC DESIGN ISSUES:	
Indicate if the following geometric issues are present or should be considered during project development. Consider work on the mainline as well as any side roads or service roads. Provide additional comments as needed.	
Design Issues	**Location/Comments**
Does the horizontal alignment have an excessive deflection?	No
Do the Intersection Angles or Crossroad Alignment meet design standards?	Yes

GEOMETRIC DESIGN ISSUES:	
Indicate if the following geometric issues are present or should be considered during project development. Consider work on the mainline as well as any side roads or service roads. Provide additional comments as needed.	
Design Issues	**Location/Comments**
Do the Intersection Angles or Crossroad Alignment meet design standards?	Yes
Is driver comfort an issue due to the vertical curvature or breaks in the grade?	No
Does the shoulder width on a structure allow for a minimum width of 4' from the edge of the traveled way to the face of any barrier?	N/A
Has a minimum width of 4' from the edge of the traveled way to the face of any barrier?	yes
Does intersection sight distance need to be improved?	No
List unprotected hazards that appear to be in the clear zone.	No
Should existing access control be revised to improve safety?	Yes
Are there any drive locations that will require special attention during design (e.g., very steep grades, high volume commercial drives, drives close to bridges or intersections)?	Yes – commercial properties
Do the existing intersection radius returns need to be modified to accommodate turning movements of large trucks?	No
Does grading need to be upgraded? To what criteria (e.g., clear zone, safety, standard)? Consider potential right of way and other impacts when considering grading method.	No
Are new or updated curb ramps needed? Refer to the Curb Ramp Inventory Form	No
If constructing a new roadway, will it be a connection between two existing NHS Routes?	***(Yes/No) No***
If traffic control at an intersection is being changed from stop control to signalization, does the profile of the stop condition road need to be upgraded to accommodate faster traffic?	***N/A***
Are there any other geometric issues? Describe.	None

GEOTECHNICAL ISSUES:	
Based on the information compiled during this study indicate whether or not the following geotechnical issues are present or should be further considered during project development. Provide additional comments as needed. Refer to Section 302.2 of the ODOT Specifications for Geotechnical Explorations for literature search resources.	
Design Issues	**Location/Comments**
Is there evidence of soil drainage problems (e.g., wet or pumping subgrade, standing water, the presence of seeps, wetlands, swamps, bogs)?	No
Will construction be impacted based on the groundwater table?	No

GEOTECHNICAL ISSUES:	
Based on the information compiled during this study indicate whether or not the following geotechnical issues are present or should be further considered during project development. Provide additional comments as needed. Refer to Section 302.2 of the ODOT Specifications for Geotechnical Explorations for literature search resources.	
Design Issues	**Location/Comments**
Is there evidence of any embankment or foundation problems (e.g., differential settlement, sag, foundation failures, slope failures, scours, evidence of channel migrations)?	No
Is there evidence of any slope instability (soil or rock)?	No
Is there evidence of unsuitable materials (e.g., presence of debris or man-made fills or waste pits containing these materials, indications from old soil borings)?	No
Is there evidence of rock strata (e.g., presence of exposed bedrock, rock on the old borings)?	No
Is there evidence of active, reclaimed or abandoned surface mines? Evidence of quarries?	No
Is there information pertaining to the existence of underground mines?	No
Is there Acid Mine Drainage present within the study area?	No
Are there any other geotechnical issues? *Specify.*	None

PAVEMENT ISSUES:	
Indicate if the following pavement issues are present or should be considered during project development. Side road and service road work should be considered in this assessment. Provide additional comments as needed.	
Design Issue	**Location/Comments**
Do dynaflect tests indicate the existing pavement is in poor condition?	No
Are joint repairs needed?	No
Are pressure relief joints needed?	No
Does curb need to be replaced due to deteriorated condition or lack of curb reveal?	No
Has the site received repeated resurfacings in recent years?	No
Does pavement deterioration appear to be caused by drainage or geotechnical problems?	No
Are there any other pavement issues? *Specify.*	None

STRUCTURAL ISSUES: N/A	
Indicate if the following structure issues are present or should be considered during project development. Provide additional comments as needed. The Bridge Inspection reports should be evaluated and attached. Provide a separate table for each structure.	
Structure Number:	
Design Issue	**Location/Comments**
Is it possible for the structure to be replaced with a prefabricated box culvert or 3-sided box?	
Is the deck delaminated? *Specify.*	
Is non-destructive testing needed to determine the	

STRUCTURAL ISSUES: N/A	
Indicate if the following structure issues are present or should be considered during project development. Provide additional comments as needed. The Bridge Inspection reports should be evaluated and attached. Provide a separate table for each structure.	
Structure Number:	
Design Issue	**Location/Comments**
amount of delamination?	
Are there areas to be patched/repaired on the deck?	
Is the bridge a poor candidate for an overlay? *Specify type of overlay if known.*	
Does the bridge rail violate current standards?	
Is fatigue analysis required?	
Should all fatigue prone details be retrofitted or replaced? *Specify*.	
Is there any evidence of substructure movement (e.g., settlement, rotation)?	
Is elimination of the deck joint possible? What modifications are necessary?	
Is it possible for the hinges to be removed to make the members continuous?	
Is there any evidence that the bridge does not meet hydraulic capacity?	
Are there existing sidewalks on or adjacent to the bridge?	
Is Vandal Protection Fencing required in accordance with the BDM?	
Will the structure work require any special maintenance of traffic (e.g., closing of roadway for erection of beams, maintenance of waterway traffic, location of cut line, etc.)? *Specify*.	
Does the bridge need to accommodate future roadway lanes or railroad tracks?	
Will temporary shoring be required next to the railroad?	
Describe any issues with the bridge deck (curb, sidewalk, railing, surface, median, drainage, expansion joints, etc.).	
Describe any issues with the bridge superstructure (alignment, beams/girders/slab, bearing devices, etc.).	
Describe any issues with the bridge substructure (abutments, piers, backwalls, wingwalls, scour, etc.).	
Describe any issues with the channel (i.e. alignment, erosion, etc.)	
Describe any issues with the bridge approaches (i.e. pavement, guardrail, etc.)	
Are there any other structure related issues? *Specify.*	

HYDRAULIC ISSUES:	
Indicate if the following drainage issues are present or should be considered during project development. Side road and service road work should be considered in this assessment. Any available Culvert Inspection reports should be evaluated and attached. Provide additional comments as needed.	
Design Issue	**Comments**
Does the existing drainage system appear to be appropriately sized and functioning properly? *Describe deficiencies.*	Yes
Is there evidence of alignment or flow velocity problems (e.g., scour, bank erosions, silting) at culvert inlets or outlets?	No
Are there sinkholes or other deterioration in the pavement that would indicate separations in the existing pipes?	No
Is the exposed curb height in existing gutters inadequate to contain flow (include height of proposed resurfacing)?	No
Does the project affect a wetland or waterway (e.g., stream, river, jurisdictional ditch)?	No
Will channel relocation be required?	No
Will post construction BMPs be required that could impact R/W or utilities?	No
Are existing underdrain outlets functioning properly?	Unknown
Does the drainage work warrant any special maintenance of traffic considerations?	No
Are there any other hydraulic issues? *Describe.*	None

TSMO CONSIDERATIONS:	
Briefly describe the opportunities for managing congestion or traffic issues using TSMO strategies or improvements. Consider opportunities to upgrade or install systems management and operations infrastructure: ***TSMO infrastructure*** includes communications equipment, travel time signs, signals, changeable message signs, traffic cameras, traffic signal systems, other remote field devices and data collection equipment, conduit and any supporting fiber optics. ***TOAST*** is the Traffic Operations Analysis System Tool **For additional TSMO information see** *http://www.dot.state.oh.us/Divisions/Operations/Traffic/miscellaneous/Pages/TSMO.aspx*	
Design Issue	**Location/Comments**
Does the project area contain a Hot Spot identified in TOAST? If so, what is the TOAST ranking?	No
Does the project area have an operations master plan (or has this site been discussed with the District TSMO Coordinator)?	No
Would operations benefit from TMC coverage of the project area? (RWIS, travel time boards, cameras, communications)	No
Are there opportunities for initiating or upgrading TSMO infrastructure?	No
Does this project support any TSMO strategies such as (Smartlane, VSL, Coordinated traffic signals, etc.)	No
Does this project require multi-jurisdictional coordination, agreements, funding, etc.?	No

TSMO CONSIDERATIONS:

Briefly describe the opportunities for managing congestion or traffic issues using TSMO strategies or improvements. Consider opportunities to upgrade or install systems management and operations infrastructure:
TSMO infrastructure includes communications equipment, travel time signs, signals, changeable message signs, traffic cameras, traffic signal systems, other remote field devices and data collection equipment, conduit and any supporting fiber optics.
TOAST is the Traffic Operations Analysis System Tool
For additional TSMO information see
http://www.dot.state.oh.us/Divisions/Operations/Traffic/miscellaneous/Pages/TSMO.aspx

Design Issue	Location/Comments
What existing TSMO infrastructure is in place? Will it need to be moved or maintained in place?	None
Are there any local TSMO infrastructure recommendations in the project area? (ex. Include emergency or transit traffic signal pre-emption, dynamic message signs or signal coordination)	No
What MPO ITS architecture is already in place or planned? Consult the MPO ITS architecture plan, if applicable.	None
Categories of potential ITS for this study area/project include: Exempt, Low, or High risk? Ref: TEM, 1-pager for 940.	None
Could this project expand an existing device or communications system?	No
What type of device communications and equipment exists?	None
Should this location have communications added or upgraded?	No
Will additional conduit be necessary for future infrastructure/communications? (ex. in barrier wall)	No
Will existing device power or communications drops be disrupted?	No
Does this project require a new traffic signal timing plan?	No
Are the current traffic signal(s) being upgraded to a system?	No
Are there alternative routes available/identified for incident management?	None

OTHER TSMO Considerations:

TRAFFIC CONTROL ISSUES:	
Indicate if the following traffic control (signals, signing, pavement markings, etc.) issues are present or should be considered during project development. Provide additional comments as needed.	
Design Issue	**Comments**
Are there any obvious deviations from requirements of the Ohio Manual of Uniform Traffic Control Devices (OMUTCD)?	No
Will coordination with Ohio Rail Development Commission (ORDC) be required (i.e. at-grade railroad crossings located within 400' of an intersection within the project area)?	No
Will pavement widening affect pole locations?	Yes
Will resurfacing affect signal height?	No
Does it appear that any traffic control items will fall outside the existing right of way limits (e.g., large signs, strain poles)?	Yes
Are there any crashes that can be related to existing signal deficiencies (e.g., timing, lack of protected turn phase)?	Yes – See Safety Study
Do turn lane lengths appear to have sufficient storage capacity?	No
Does the controller need to be upgraded?	Yes
Do proprietary materials need to be specified?	No
Should signs or signal installations be supplemented with lighting?	Yes
Are any Tourist Oriented Directional Signs (TODS) or LOGO signs present?	No
Are there any other traffic control issues? *Specify.*	None

UTILITY ISSUES:	
Indicate if the following utility issues are present or should be considered during project development. Provide additional comments as needed.	
Design Issue	**Location/Comments**
Do existing utilities need to be relocated? *If so, please identify*.	Possible – power, communications, and gas
Would the project benefit from Subsurface Utility Engineering (SUE) Level A?	Yes
Are there existing utilities on an existing structure that need to be relocated?	N/A
Are there any specific utility requirements or concerns? *Specify*.	No
Are there water or sanitary lines that will be relocated as part of the ODOT contract?	No
Are there any other utility issues? *Specify.*	None

PEDESTRIAN AND BICYCLE ISSUES:	
Indicate if the following pedestrian and bicycle issues are present or should be considered during project development. Provide additional comments as needed.	
Design Issue	**Location/Comments**
Does sidewalk need to be replaced or installed?	Yes
Does a bike lane need to be replaced or installed?	No

PEDESTRIAN AND BICYCLE ISSUES:	
Indicate if the following pedestrian and bicycle issues are present or should be considered during project development. Provide additional comments as needed.	
Design Issue	**Location/Comments**
Does sidewalk need to be replaced or installed?	Yes
Does a bike lane need to be replaced or installed?	No
Is the project in the vicinity of a heavily traveled bicycle or pedestrian corridor?	No
Is the project located on a designated or proposed bike route?	No
Has a Safe Routes to School - School Travel Plan been completed within the project area?	No

MAINTENANCE OF TRAFFIC ISSUES:	
Indicate if the following maintenance of traffic issues are present or should be considered during project development. Provide additional comments as needed.	
Design Issue	**Location/Comments**
Are there bridge load limits within the work limits or in the nearby area that would limit the available signed official detour or unsigned local alternate routes?	No
Is the project located on the National Truck Network?	No
Are there overhead bridges with existing vertical clearance issues or that may become vertical clearance issues (e.g. shifting traffic to the shoulder, adding pavement without milling first, etc.)	N/A
Are there pinch points within the work area that that would prevent the installation of temporary pavement for maintaining the existing number of lanes? If yes, identify the location and type of width restraints. (e.g., median wall, at grade bridge, overhead bridge piers, trees, historic markers, etc.)	No
Are there visible signs of pavement condition deterioration in the driving lanes? On the shoulders? If yes, identify location and estimated degree of deterioration and if further testing is needed.	No
Are there nearby schools that may be adversely impacted by the proposed work? If yes, identify names, location and school districts.	Rogers High School is just west of the intersection
Are there nearby emergency services (e.g., hospital, fire, police, EMS, etc.) that may be adversely impacted by the proposed work? If yes, identify locations and names.	Possible – Fire/EMS/Sandusky County Sheriff
Are there significant traffic generators nearby that may be adversely impacted by the proposed work? (e.g., industries, factories, sports arenas, etc.)	None
What is the width of the existing pavement? Will temporary pavement be needed to maintain the existing number of travel lanes?	No temporary pavement will be needed

MAINTENANCE OF TRAFFIC ISSUES:	
Indicate if the following maintenance of traffic issues are present or should be considered during project development. Provide additional comments as needed.	
Design Issue	**Location/Comments**
What geometric features exist within the work area and within the area of influence of the work area that may impact sight distances and/or flow of traffic? (e.g., horizontal/vertical curves, blind driveways, intersections, entrance/exit ramps, railroad crossings, etc.)	None
Are there sidewalks and/or pedestrians within or leading to/from the work area?	Yes
Are there culverts within the work area that may need to be lengthened to accommodate temporary widening? If so, identify locations and culvert numbers.	No
Are there any known existing drainage issues within the work limits? If yes, special attention needs to be given to ensuring temporary drainage can be accomplished.	No
Will personal and/or business driveways be adversely impacted or need to be closed for any amount of time?	Possible
Is the project located in or nearby an area of regional significance with a potential to cause controversy or negative public feedback or political scrutiny?	No
Is there enough width to provide safe construction access? If no, what other means of access can be provided?	Yes
Is there potential for the need to require right-of-way acquisition?	Yes
Is there room in the median for the construction of crossover pavement within the project limits and beyond the project limits on either end? If yes, identify potential locations for crossover locations.	n/a
Are short duration road closures going to be required? (e.g., bridge demo, steel erection, overhead utility installation/removal, etc.). If yes, is there an opportunity for diversion of the traffic to other routes or to the ramps on a diamond interchange? Identify the potential diversion routes.	No
Will there be a need for temporary structures (full or partial) in order to maintain the existing number of lanes?	No
Is there power available within or nearby the project location for temporary lighting and/or temporary signals?	Yes
Will there be a need for additional signal heads (drives and/or side roads)?	No
Are there issues that may limit the construction timeframe? (e.g., sporting or other significant regional events, work in streams, suitable wooded habitat, school, etc.). If yes, list them.	No

MAINTENANCE OF TRAFFIC ISSUES:	
Indicate if the following maintenance of traffic issues are present or should be considered during project development. Provide additional comments as needed.	
Design Issue	**Location/Comments**
Would this project potentially benefit from the application of innovative contracting method (e.g., A+B to open bridge to traffic before school starts, etc.)? If yes, which method?	No
Will there be a need to restrict existing movements during construction? (e.g., no left turns, etc.)	No
Is there an opportunity (or potential need) to implement any work zone ITS components? (e.g., work zone egress warning, queue detection and warning, CCTV, DDMS, etc.)	No
How big of an impact will the project have on queue lengths and congestion? If significant, a MOTEC or PIAC exception may be required per Traffic Management In Work Zones policy (21-008(P).	n/a
Does this project require an MOTAA? All Path 4 & 5 projects along with Path 3 projects on Interstate/Interstate look-alikes need to have a Maintenance of Traffic Alternatives Analysis Completed.	No

RIGHT OF WAY/SURVEY ISSUES:	
Indicate if right of way or survey issues are present or should be considered during project development. Provide additional comments as needed.	
Design Issue	**Location/Comments**
Will there be any work beyond the existing right of way limits?	Yes
Will relocation of residences be involved?	No
Will relocation of businesses be involved?	No
Will the project require modifying the access control to any properties?	Yes
Identify significant right of way encroachments (i.e. large commercial business signs, etc.)?	None
Will temporary parcels be needed (e.g., for drive work)?	Possible
Will additional right of way be needed for utility relocations?	No
Are there any specific property owner concerns? If so, list property owners and concerns.	No
Are work agreements prohibited for any reason?	No
Are there any other right of way or survey issues? *Specify*.	None

AGENCY COORDINATION/PERMIT ISSUES:	
Indicate if the following permit issues are present or should be considered during project development. Provide additional comments as needed.	
Issue	**Location/Comments**
Will an individual Corps of Engineers/ Environmental Protection Agency 404/401 permit be required?	No

AGENCY COORDINATION/PERMIT ISSUES:	
Indicate if the following permit issues are present or should be considered during project development. Provide additional comments as needed.	
Will a Coast Guard permit be required?	No
Is review by a local public agency or project sponsor required? *Specify.*	Yes – City of Toledo
Is State Historic Preservation Office (SHPO) coordination for work involving historic bridges or historic properties required?	No
Is coordination with ODNR for work involving State Scenic Rivers, State Wildlife Areas or State Recreational Areas required?	No
Is coordination with any other agency required?	No

MISCELLANEOUS ISSUES:	
Indicate if the following issues are present or should be considered during project development. Provide additional comments as needed.	
Design Issue	**Location/Comments**
Will any of the construction activity take place over, under, or near railroad property?	No
Could material with long lead times for delivery have an impact on the construction schedule (e.g., strain poles, large box culverts, steel beams, etc.)?	Yes – Traffic Signal Mast Arms
Are there any concerns related to existing or proposed lighting (e.g., light trespass, river navigation, airway clearance)?	No
Are there any other project concerns? *Specify*	None

SCOPE, SCHEDULE AND BUDGET CONSIDERATIONS:	
Based on the responses to the above items, do any of the following need to be modified?	
Issue	**Comments**
Conceptual scope	No
Work limits	No
Probable environmental document type	No
Project Path classification	No
Schedule	No
Budget	No