

Ohio Department of Transportation Scope of Services

C-R-S: D6 Traffic & Development Services

1. General Information

District/Central Office: District Six

PID#: 123608

	No.	Scope of Services Meeting Date	Approved Final Scope of Services
Prime Agreement		July 9, 2025	

2. PDP Phases Included in this Agreement: Phase PE through Phase EE Agreement between Consultant and: Ohio Department of Transportation

This scope approval is the initial scope for development of the agreement. Complete phases beyond FE will not be added to this agreement, but selected tasks from later phases may be added if needed. This contract will be administered as a task order contract.

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

Phase PE

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

3. Price Proposal Due Date: TBD

4. Project Location:

Various, see description of work.

5. Project Description:

Contract Purpose & Description:

ODOT District Six is experiencing extensive growth at numerous locations in the region. This contract will serve as an extension of ODOT's internal staff to perform Traffic Impact Study reviews, as well as the needed planning efforts to develop project concepts, funding agreements, and other preliminary engineering activities for various locations in the District.

The District will select one firm for this contract. After the selection is announced, ODOT will meet with the firm to collaboratively review the current tasks, schedule, conflicts of interest, firm expertise, etc. ODOT will retain the final decision-making authority on task assignment.

Due to the variable nature of developer submissions, this contract will be administered as a task order to preserve flexibility to address reviews/tasks as they arise.

Work Locations:

Work locations will be identified based on the needs within the District. Locations will be generated by new development and/or redevelopment throughout the region. Other locations could be included to support the District's efforts to coordinate with other statewide and/or regional transportation studies.

Tasks:

For locations identified, ODOT will call on the consultant team to perform some or all the following tasks on an as needed basis.

1. Review Traffic Impact Studies submitted by developers within the identified areas.
 - a. ODOT staff will still be participating in these reviews, and making final decisions on what variances to allow, but the consultant team will be utilized as a first cut to review the studies for technical accuracy and consistency with the regional plan for the area.
 - b. Consultants will review the TIS for:
 - i. Accurate trip generation values - Are they consistent with proposed use? Are they consistent with ITE methodology?
 - ii. Access management – Is the proposed site plan consistent with SHAMM policies? Is the development consistent with existing Access Management plans? Are roadway geometric features consistent with ODOT policies and the traffic numbers generated?
 - iii. Are the proposed improvements consistent with the area wide plan? (e.g. Are access points lining up with those across the roadway? Are they building frontage/backage roads according to the overall plan?, etc.)
 - iv. Consultant will be expected to return comments within 7 calendar days of receipt so that ODOT has the remainder of the review time to accept/revise initial comments and generate final response to permit applicants.
2. Conceptual Design – At identified locations, an ultimate build concept should be developed that will maintain the functionality of the roadway system and channel growth towards productive purposes for all stakeholders (ODOT, local partners, developers). Locations could be at varying levels of completion in this activity, the expectation is that the consultant will work with existing partners/design firms to complete work not already scoped. Typical activities include:
 - a. Review of existing studies/area plans and traffic forecast information.
 - b. Generate conceptual improvement plan for 20-year design life. This involves identifying what improvements will be needed to maintain an acceptable level of service in the area given expected growth. This is a traffic need driven analysis, the expectation is to develop the improvement concept on a planning level basis, and to select a separate design entity to develop preliminary (Feasibility Study) and detailed design plans. Adequate detail to define the approximate ultimate configuration and a planning level estimate is necessary for the value capture agreement step defined below. This will allow ODOT, local partners and the developers to work towards the overall improvement, while minimizing waste on the initial site access construction.
 - c. Phased Implementation – identify what the initial construction footprint(s) should be and identify any right of way setback width that should be dedicated for future widening (e.g. three lane opening day section vs. 5 lanes in a later year once additional development is in place).

3. Value Capture Agreements – Consultant to provide support to generate, circulate and maintain value capture agreements at identified locations.
 - a. ODOT intends to provide a generic template to be used as a basis for site specific modification.
 - b. Determine appropriate value capture rate based on improvement cost and developable acres in area boundary. Validate with trip generation and development usage (sf of building). Define land uses that this rate is valid for. Vet this contribution with other expectations for local government requirements.
 - c. Determine applicable value for in-kind contributions such as property or road improvements that meet the long-term needs of the area and benefit multiple landowners.
 - d. Generate a tracking document (.xls) to itemize traffic impacts, contributions, and current funding plan.
4. Economic Development/Competitive Grant Application
 - a. Support preparation of competitive funding applications (State – TRAC, Federal – TIGER, BUILD, INFRA, etc.) for the area to close funding gaps towards the ultimate build.
 - b. The expectation is to generate data for use in the application, as well as narrative/exhibits/presentations for the application. ODOT/Local staff will enter the final application and make the presentation(s).

Stakeholders:

County Engineers, CO Jobs & Commerce, County Planning, Municipalities, Townships, Transportation Improvement Districts, Metropolitan Planning Organizations/Rural Transportation Planning Organizations. It is desirable that the consultant team have a basic familiarity with the stakeholders' policies, procedures and preferences, so that they can work with them effectively.

Conflicts of Interest:

ODOT intends to assign the sites such that any locations where the successful team has an active contract with a developer, ODOT will find other resources to support that location.