**Scope Meeting – PID 110109, DEL-37-6.88 & PID 111608, DEL-36-7.25**

**6/29/23**

Attendance: Grace Dennis, Marci Lininger, Zane Diehl, Jessica Ormeroid, Jason Lucas, Brad Ruble, Dave Carlin, V Patel, Jonathan Owen, Dave Rankin, Dave Poling, Jon Roseler, Wade Dennis, Amy Turner, Troy Bryant,

Agenda:

1. Brief Overview of the project limits and the proposed paving work:





\*City performing pavement repair ahead of the projects – should include some quantity with the plan. Plan to collect pavement repairs in 2024.

1. Schedule/Timeline of Projects
	1. This project is in fiscal year 2025 and proposed for a 3rd quarter sale (January-March), so the funds from the City of Delaware could be due as early as late November/early December to mid to late January.
		1. Is there a certain month that would be preferred for sale in order to avoid any City funding shutdown? City to follow-up after meeting – would like to utilize 2025 funds – special sale either February or March.
		2. Is the intent to keep both projects in FY25 – should we push one due to conflicting projects or funding constraints? PID 110109 – construction and payment be shifted to 2027. Keeping PID 111608 in 2025. PID 109070 constructing in 2025 – confirm with EK that schedule is accurate.
2. Scope Review & Comments on outstanding items – for both PIDs 110109 & 111608:
	1. City of Delaware Items:
		1. Scope Item 11 – General Description of Work:
			1. City to confirm if there are any valve boxes or manholes that shall be adjusted to grade with the project – currently included a contingency quantity of 4.
				1. A quantity is to be included in both scopes – City doesn’t currently have a number – ok with contingency of 4.
			2. For DEL-36-7.25 only: confirm suspend and resume project limits at Carson Farms – signal project at this location, no paving work, so no suspend and resume needed. Bidding soon – construction this fall or next summer.
		2. Scope Item 19 – Side Roads
			1. City to confirm the pave back limits noted during the initial field review. City confirmed prior to the scope meeting.
		3. Scope Item 26 – Complete Streets Consideration
			1. City needs to provide a disposition of curb ramps (compliant or non-compliant) in writing and whether or not the non-compliant ramps will be addressed ahead of the project or with the project. A general disposition of curb ramps can be provided – stating x number are compliant, x number will be upgraded ahead of the project, x number cannot be upgraded within ROW limits/utility conflicts, etc.
				1. City will review curb ramps this summer (2023) and any replacements will be completed with citywide construction contract in 2024.
		4. Scope Item 32 – Signals
			1. City to confirm that the signals within the project limits were upgraded to radar – if not, are any signal upgrades desired? Waiting on response – will confirm, believe all loops are not use.
				1. If signal upgrades are to be included, most likely need to be designed by the City.
		5. Scope Item 33 – Pavement Marking
			1. City to confirm how the crosswalks are to be put back – traditional ladder stripe or Delaware standard?
				1. At non-critical intersections – install ODOT standard ladder stripe crosswalks. Just parallel lines, not ladder (Type 1)
				2. At critical intersections (downtown business district, adjacent to schools, mid-block ped crossings, crosswalks with RRFB’s, multi-use path crossings on state route), use City of Delaware enhance crosswalk per RDWD-38.0. Jon to provide list of critical intersections and standard construction drawing referenced above.
		6. Scope Item 34 – Delineation
			1. City to confirm if RPM’s are to be reinstalled within the City limits
				1. PID 110109 (DEL-37) – no RPM’s to be reinstalled within the City limits.
				2. PID 111608 (DEL-36/521) – reinstall RPM’s only on US-36 from Western project limit to New Market Drive. None on 521.
		7. Scope Item 35 – Guardrail
			1. City to provide direction on any guardrail upgrades within the project limits.
				1. All guardrail that is out of specification should be upgraded with project

PID 110109 (DEL-37): washout adjacent to guardrail – replace guardrail, place embankment, seed and mulch

Place embankment at a 10:1 slope from the edge of pavement to guardrail and then 2:1 after that (City owns land to South, so RW shouldn’t be an issue).

Worst case scenario – Delaware could make a RW dedication.

This location is within the 100 year floodplain (south side of roadway is in the floodway) – if we are going to cut down trees, be in the water, there will need to be permitting, may bump the enviro doc level.

Existing 15” culvert just East of lantern chase that goes under the road – there is a full-height headwall and the culvert is 8/10 full. Recommend extending the South side of the culvert.

* + 1. Scope Item 42 – Maintenance of Traffic
			1. City to confirm the preferred work hours – no lane closures 6A-9A or 3P-6P. On last resurfacing project on 37 – all paving occurred at night.
			2. City to confirm special events that would not allow the contractor to work Jon to send list and holiday requirements.
		2. Scope Item 51 – RW Encroachments
			1. City to review this section once RW certification date is established and provide a disposition of encroachments to District RW Office two months prior to that date – currently anticipate no RW encroachments.
		3. Scope Item 57 – Legislation
			1. The only funding included in this portion is related to surface items (paving, milling, tack, etc), once the 100% City related items are established, the estimate will be updated.
	1. District 6:
		1. Monument boxes – any monument boxes within the project limits for PID 110109 (DEL-37)? Follow-up with Stafa.
		2. Safety Group:
			1. Scope Item 24/25 – Crash Analysis & Additional Safety Improvements
				1. D6 Safety Group provided a crash analysis and no safety countermeasures are recommended at this time.
				2. City performing safety action plan with MORPC. Hopeful that citywide signal project will help with rear end collisions.

SAP – to be finalized this fall.

* + 1. Hydraulics
			1. There is one culvert rated a 5 or below within the project limits (SLM 7.11), any work to be included with the project or performed ahead of time? To be replaced by special projects in 2024 – they will put guardrail back, but will need replaced with the resurfacing.
				1. Any major tree clearing should be included with this project – Grace to touch base with Shane and Marci.
			2. We also had a conversation with a resident that stated the ditch around this culvert (south side) has issues with drainage.
				1. Property owner has a fence that is blocking the natural drainage way.
		2. Bridge/Geotech
			1. Scope Item 37 – Bridges/Bridge Scope of Work:
				1. Provide scope of work for each bridge included in the projects (1 bridge within project limits for each project) – Routine (City) or major maintenance (D6)?

Who pays for saw & seal, extra asphalt & waterproofing? Confirm if City responsibility or D6 – seems reasonable to the City and can include in the scope.

Jonathan will follow-up on this item.

* + 1. MOT:
			1. Scope Items 42/43 – Vimal Patel or Gary Fetherolf to provide review of maintenance of traffic & maintenance of pedestrian traffic
				1. No additional comments – city plans to replaced curb ramps ahead of project.
		2. Real Estate:
			1. Scope Item 51 – R/W Encroachment
				1. The City of Delaware will provide D6 Real Estate group a disposition of RW encroachments within the project limits two months prior to the R/W cert date.
				2. No additional comments.
		3. Environmental: At this time – no environmental red flags were noted during the initial field review.
		4. RR Coordination: PID 111608 – coordination will be required for this PID only
		5. Legislation: Participatory legislation will be required on this project as identified in the scope of work.
		6. Construction – none at this time.
		7. Maintenance – no comments at meeting.
1. Additional Discussion – none