

L P A S C O P E O F S E R V I C E S F O R M

A. Project Identification

County-Route-Section (Project Name): TUS Strasburg Sidewalks Phase 1

Project Sponsor / Maintenance Responsibility: Village of Strasburg

Local Let

ODOT Let

PID (ODOT assigned): 120044

Scope Field Review: August 1, 2023 Scope Meeting: August 1, 2023

Proposed Sale Date: January 2027 State Fiscal Year: 2027

Highway Functional Classification: 03 – Principal Arterial (Wooster Ave/US 250); 07 – Local (others)

Federal Aid System (ODOT assigned): Yes (Wooster Ave/US 250 only)

B. Design Standard

ODOT Location and Design Manuals

C. Project Description

Reconstruction of sidewalk along Wooster Ave (US 250) and 1st and 2nd St (NW) in the Village of Strasburg.

Prior studies / plan (identify):
TAP Application (January 2023)

Estimate Project Length:
(begin pavement to end pavement including bridge) 0.50 mi. +/-

Work Length:
(including project length & approach work) 0.50 mi. +/-

Alignment: Existing
 Relocated (explain) _____

Profile: Existing
 New (explain) _____

Logical Termini: Wooster Ave (US 250) – 2nd St SW to 2nd St NW; 1st St W – Bodmer Ave to Wooster Ave (US 250); 2nd St NW – Bodmer Ave to Wooster Ave (US 250)
(w/ explanation)

D. Typical Sections

Existing	Pavement Width: <i>Varies</i>	<input checked="" type="checkbox"/> curb to curb	Graded Shoulder: <i>Varies</i>
		<input type="checkbox"/> edge to edge	Treated Shoulder: <i>Varies</i>
	R/W Width: <i>66'</i>		
	Bridge Width: <i>N/A</i>	<input type="checkbox"/> f/f of rails, <input type="checkbox"/> t/t of curbs, or <input type="checkbox"/> t/t of parapets	

Existing	<u>Yes</u>	<u>No</u>	<u>Comment / Type</u>
Median	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Curbs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Curb ramps	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>However, ADA compliance not met throughout the project limits.</i>
Sidewalks	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Width: <i>Varies</i>
Guardrail	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

Additional Things To Note About **Existing** Typical Section:

Proposed	Pavement Width: <i>Varies</i>	<input checked="" type="checkbox"/> curb to curb	Graded Shoulder: <i>Varies</i>
		<input type="checkbox"/> edge to edge	Treated Shoulder: <i>Varies</i>
	R/W Width: <i>66'</i>		
	Bridge Width: <i>N/A</i>	<input type="checkbox"/> f/f of rails, <input type="checkbox"/> t/t of curbs, or <input type="checkbox"/> t/t of parapets	

Proposed	<u>Yes</u>	<u>No</u>	<u>Comment / Type</u>
Median	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Curbs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Curb ramps (*)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>Add/replace curb ramps as necessary for ADA compliance.</i>
Sidewalks	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Width: <i>5' minimum (unless transition constraint); match ex. if wider</i>
Guardrail	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

Note (*) – Curb ramps must be updated to current ADA standards.

Additional Things To Note About **Proposed** Typical Section:

Supplemental Information: Wooster Ave (US 250)

ADT (2027)	<u>12,800</u>	Design ADT (2047)	<u>14,000</u>
DHV (2047)	<u>1,400</u>	Certified Traffic	<u>N/A</u>
T24	<u>10%</u>	Legal Speed	<u>35 MPH</u>
Design Speed	<u>35 MPH</u>		
Comments:			
<u>ADT per ODOT Traffic Count (TCDS) and Design Designation per attached Excel File.</u>			

Supplemental Information: 1st St W and 2nd St NW

ADT (2027)	<u>200</u>	Design ADT (2047)	<u>220</u>
DHV (2047)	<u>26</u>	Certified Traffic	<u>N/A</u>
T24	<u>3% (assumed)</u>	Legal Speed	<u>25 MPH</u>
Design Speed	<u>25 MPH</u>		
Comments:			
<u>ADT assumed (no count data) and Design Designation per attached Excel File.</u>			

E. Right-of-Way

	<u>Yes</u>	<u>No</u>	<u>Remarks</u>
Right-of-Way Plan:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Approximate Number of Parcels:			
Known Relocations:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Railroad Involvement:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Railroad Name:			
Encroachments:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>To be verified during the Plan Development Process (PDP)</i>
Airway Highway Clearance:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Airport Name:			
Comments:			<i>All work is to be within existing R/W; consultant is to notify all parties ASAP if any proposed work needs to take place outside the existing R/W for scope/schedule.</i>

Note: Provide a footprint of proposed and existing right of way limits as soon as available to the District Environmental Coordinator and District Real Estate Administrator (at Stage 1 Submission).

Caution: Environmental needs to be clear prior to the beginning of right of way acquisition. A Local Public Agency, utilizing their own monies, assumes many risks by proceeding with acquisition prior to environmental being cleared. These risks include purchasing r/w that may never be used for the project and purchasing a site that contains the need for a hazardous waste cleanup.

F. Utilities

		<u>Yes</u>	<u>No</u>	<u>Name of Company</u>		
Aerial	Phone	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>SPECTRUM, Frontier Communications</i>		
	Cablevision	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>SPECTRUM</i>		
	Power	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>AEP</i>		
Underground	Phone	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>SPECTRUM, Frontier Communications</i>		
	Cablevision	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>SPECTRUM</i>		
	Power	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>AEP</i>		
	Gas	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>Piedmont Gas, Columbia Gas</i>		
	Pipelines:	<input type="checkbox"/>	<input checked="" type="checkbox"/>			
				<u>Private</u>	<u>Public</u>	<u>Name of Entity</u>
	Water	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>Village of Strasburg</i>
Sanitary	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>Village of Strasburg</i>	
Storm	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>Village of Strasburg</i>	
Other: _____						
Comments: <i>See below.</i>						

A listing of all utility companies within the project limits shall be included in the Stage 1 submittal. This listing must include all underground, aerial, private and public (City or County owned) facilities. The Consultant can contact the District 11 Utilities Coordinator for the correct addresses, telephone numbers and company contacts.

Stage 2 plan submittals must include all underground utilities on the Plan/Profile and appropriate Cross Section Sheets. Preliminary cross sections must be included to show the effect of the proposed construction on all existing utilities. Aerial and underground utility relocations may require additional right of way beyond the existing right of way limits. These existing utilities, proposed utility relocations and approximate right of way needs must be reflected in the Conceptual Right of Way Plan.

The Local Agency (or its Consultant) will write the project utility note and submit to the Utility Coordinator for approval; they will also supply the Utility Coordinator with copies of approved utility company relocation plans. The Utility Note is part of the Right-of-Way Certification supplied by the Local Agency at the PS&E Submission.

The Consultant will follow procedures for all utility relocation as per ODOT's Utilities Manual and the Ohio Revised Code.

G. Structure Requirements – N/A

Existing Structure Information:	Structure type: _____
	Bridge No.: _____ Structural File No.: _____
	Sufficiency Rating: _____ General Appraisal: _____
	Crossing: _____
	Bridge Length: _____ Number of Spans: _____
Eligible for the National Historical Register: <input type="checkbox"/> Yes <input type="checkbox"/> No	

Proposed Structure Information:	New Structure: <input type="checkbox"/> Yes <input type="checkbox"/> No
	Rehabilitate Existing Bridge by: _____
	Structure Type: _____
	Beam Type: <input type="checkbox"/> Concrete Box; <input type="checkbox"/> Steel; <input type="checkbox"/> n/a
	Structure Width: _____ Number of Spans: _____
	Local must have proposed structure's load rating on file
Other Design Considerations / Explanation of Change in Line/Grade: _____ _____	
Guardrail Type: _____	

H. Design Exception(s) Required

Yes Explain:
 No

I. Traffic Control

	<u>Yes</u>	<u>No</u>	<u>Remarks</u>
Signing:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>Replace/re-erect signs as needed for construction</u>
Striping:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>Replace striping as needed; add new crosswalks as needed</u>
Lighting:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Signals:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
RPMs:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

J. Maintenance of Traffic

Type of MOT: Detour, Part Width, Daily Flagging

Remarks/Describe: Construct sidewalk part width or via flaggers (maintain all vehicular traffic).

Will Pedestrian Traffic need to be maintained? Yes.

Remarks/Describe: Pedestrian traffic will need to be maintained where there is existing sidewalk.

K. Driveways

Yes Type: Various types and materials
 No

L. Project Funding

Project Cost Estimate: \$1,133,300

Quantity splits needed in plans to differentiate funding participation: Yes Comments:
 No

Coordination with Concurrent Projects Required: Yes Comments:
 No

Funding Source: SRTS; CR; Safety Federal Maximum: \$1,209,000

Funding Split: 100%

Cost Estimates:

	Local Information			State/Federal Information			Total
	SAC	Total Local Funds	Percent Split	SAC	Total Federal or State Funds	Percent Split	
Preliminary Engineering				4SC7	\$65,000	100	\$65,000
Detailed Design				4SC7	\$20,000	100	\$20,000
Construction				4CT7/ 4HJ7	\$953,000	100	\$953,000
Construction Engineering				4CT7/ 4HJ7	\$95,300	100	\$95,300
Totals:					\$1,133,300		\$1,133,300

Additional remarks about funding:

PE/DD Phases 4SC7 with 20% TRC; Construction Phase 80% 4CT7 and 20% 4HJ7

M. Cost Recovery

Does the LPA intend to recover any Direct Labor Costs associated with this project?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the LPA intend to recover any Fringe and Overhead Costs associated with this project?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

If the LPA does intend to recover Fringe and Overhead Costs, by what method do they intend to recover those costs?

- 1. Direct Labor only (no indirect cost recovery for fringe benefit or overhead costs)
- 2. Direct Labor plus indirect costs determined using the Federal De Minimis Indirect Cost Rate¹
- 3. Direct Labor plus Approved Fringe Benefit Costs (fringe benefits only)²
- 4. Direct Labor plus indirect costs determined using the approved applicable Cost Allocation Plan rate
- 5. No cost recovery of any LPA direct labor, fringe benefits, or overhead costs.

Does the LPA currently have a timekeeping system in place?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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If so, does that system track both payroll and project hours concurrently?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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If different systems, how does the LPA reconcile project hours to payroll?

How often are payroll records prepared?

For employees working on multiple activities, does the LPA track daily time by activity/project on the time sheets?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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(Tracking hours worked, without activities, on Federal projects is non-compliant. All activity hours must be shown)

























Does the LPA ensure that timecards are signed by the employee?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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N. Environmental – see attached NEPA Scope of Services**O. Roles/Responsibilities**

Note: Consultants used for development of Construction plans, R/W plans, R/W acquisition/appraisals, and Construction inspection must be pre-qualified by ODOT.

Construction Plan Development:	ODOT Prequalified Consultant
Proposal/Specification Development:	ODOT
LPA Agreement:	ODOT
Form and Preliminary Legislation:	ODOT
Environmental Tasks:	ODOT/ODOT Prequalified Consultant (see NEPA SOS)
Advertising and Award of Contract:	ODOT
Construction Inspection:	ODOT
R/W Plan Development:	N/A
R/W Acquisition / Appraisals:	N/A
Utility Relocation:	Coordination and relocation by LPA and ODOT Prequalified Consultant (Consultant to assume necessary hours in proposal)

P. Field Review – held on August 1, 2023 with Village of Strasburg and ODOT D11 personnel**Q. Commitment Dates**

Milestone 	Date 	Completed	SFY (Qtr)
 Initial Project Scope Complete	 11/01/2024	–	2025 (Q2)
 Stage 1 Plans - Submitted	 05/01/2025	–	2025 (Q4)
 Stage 2 Plans - Submitted	 12/31/2025	–	2026 (Q2)
 Environmental Document Approved	 01/30/2026	–	2026 (Q3)
 Stage 3 Plans - Submitted	 07/01/2026	–	2027 (Q1)
 District R/W Certification	 09/24/2026	–	2027 (Q1)
 Plan Package Received in C.O.	 10/01/2026	–	2027 (Q2)
 Sale	 01/01/2027	–	2027 (Q3)
 Award	 01/01/2027	–	2027 (Q3)
 Begin Construction	 05/15/2027	–	2027 (Q4)
 End Construction	 08/15/2027	–	2028 (Q1)