

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): BEL Morristown Multimodal Safety

Project Sponsor / Maintenance Responsibility: Village of Morristown

Local Let

ODOT Let

PID (ODOT assigned): 120180

Scope Field Review: September 19, 2023 Scope Meeting: September 19, 2023

Proposed Sale Date: March 2026 State Fiscal Year: 2026

Highway Functional Classification: 07 – Local

Federal Aid System (ODOT assigned): No

B. Design Standard

ODOT Location and Design Manuals

C. Project Description

Multi-modal project in the Village of Morristown, including sidewalk construction/reconstruction, shared lane bicycle route, and trail construction along multiple roadways.

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

Estimate Project Length:
(begin pavement to end pavement including bridge) 2 Miles

Work Length:
(including project length & approach work) 2 Miles

Alignment: Existing
 Relocated (explain) Some sidewalks and trails will be new alignments

Profile: Existing
 New (explain) A trail will be aligned through an existing woodland and will not follow an existing profile of the existing roads and walks.

Logical Termini: State Bike Route 95 realignment through historic Morristown: Begin at the intersection of US Route 40 and SR 149 (North). End at intersection of US Route 40 and West Cross Street/CR 26

D. Typical Sections

Existing	Pavement Width: <i>Varies</i>	<input 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>Varies</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	

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

Proposed	Pavement Width: <i>5' wide walks</i>	<input 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>Existing except as needed for woodland trail – TBD</i>		
	Bridge Width: <i>See Section G</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"/>	<i>At corners/curb ramp and where needed to control drainage adjacent to a sidewalk</i>
Curb ramps (*)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>At every street crossing</i>
Sidewalks	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Width: <i>5 feet except at bike trail and woodland trail</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:

One portion of the bike trail realignment will utilize an existing section of National Road/ SR 40 brick roadbed from the early 20th century. The woodland trail section will be unique design and include steep terrain and a foot bridge. Sidewalk replacement sections include remove and replace, rubbleized and new on top of old, and new where there currently is no sidewalk. One section of trail will be new asphalt.

Supplemental Information:

ADT	<u><400</u>	Design ADT	<u><400</u>
DHV	<u></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>Low Volume Roadways</u>		

E. Right-of-Way

	<u>Yes</u>	<u>No</u>	<u>Remarks</u>
Right-of-Way Plan:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>Right of Way will need to be acquired for approximately 400 feet of woodland trail.</u>
Approximate Number of Parcels:			<u>TBD</u>
Known Relocations:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<u></u>
Railroad Involvement:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<u></u>
Railroad Name:			<u></u>
Encroachments:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>Possible – TBD</u>
Airway Highway Clearance:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<u></u>
Airport Name:			<u>Right of Way in question is to be donated. A complete ROW Plan will not be required, but an exhibit/ROW Plan Sheet and Legal Description will need to accompany the Donation Letter.</u>
Comments:			<u></u>

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 (typically at Stage 1).

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>Windstream</i>		
	Cablevision	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>Comcast, Windstream</i>		
	Power	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>AEP</i>		
Underground	Phone	<input checked="" type="checkbox"/>	<input type="checkbox"/>			
	Cablevision	<input checked="" type="checkbox"/>	<input type="checkbox"/>			
	Power	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<i>AEP</i>		
	Gas	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>Columbia</i>		
	Pipelines:	<input type="checkbox"/>	<input checked="" type="checkbox"/>			
				<u>Private</u>	<u>Public</u>	<u>Name of Company</u>
	Water	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>Village of Morristown</i>
	Sanitary	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>Village of Morristown</i>
Storm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>Village of Morristown</i>	
Other:	<i>Fiber Optic (none existing, but proposed; could be installed by construction)</i>					
Comments:						

The Consultant is to locate and identify all existing and foreseeable future utilities (public or private; on or over the project limits) in accordance with Section 153.64 of the Ohio Revised Code. To locate existing utilities, the Consultant shall contact the following One-Call centers and provide the District 11 Utilities Coordinator with the appropriate reference numbers:

Ohio 811: 1-800-362-2764 or 811

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

Stage 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 Consultant will submit a copy of plans and/or details in electronic form, as well as prints, to the utility companies located within the project limits, and will copy the Utility Coordinator on all correspondence with the utility companies.

The Local Agency 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

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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	Rehabilitate Existing Bridge by: _____
	Structure Type: <u>Wooden foot bridge</u>
	Beam Type: <input type="checkbox"/> Concrete Box; <input type="checkbox"/> Steel; <input type="checkbox"/> n/a Treated Wood
	Structure Width: <u>4 Feet wide</u> Number of Spans: <u>1</u>
	Local must have proposed structure's load rating on file
	Other Design Considerations / Explanation of Change in Line/Grade: _____ _____
Guardrail Type: <u>Wooden</u>	

H. Design Exception(s) Required

Yes Explain: *Low Volume, Low Speed Roadways*
 No

I. Traffic Control

	<u>Yes</u>	<u>No</u>	<u>Remarks</u>
Signing:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>State Bike Route Signs and Wayfinding signs</i>
Striping:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>Cross walk striping TBD</i>
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: *Flagging to be performed for maintenance of traffic as necessary*

Will Pedestrian Traffic need to be maintained? Yes

Remarks/Describe: *Pedestrian traffic must be maintained during construction*

K. Driveways

Yes Type: *Various*
 No

L. Project FundingProject Cost Estimate: \$2,800,000Quantity splits needed in plans to differentiate funding participation: Yes Comments: NoCoordination with Concurrent Projects Required: Yes Comments: No US ARPA/ Ohio ACPG are being used at the Blackhorse InnFunding Source: Belomar CMAQ (4TB7) & Carbon Reduction (4CD7); Carbon Reduction (4CT7) & Safety (4HJ7) Federal Maximum: \$2,000,000 & \$500,000
Funding Split: 100% (up respective caps)**Cost Estimates:**

	Local Information			State/Federal Information			Total
	SAC	Total Local Funds	Percent Split	SAC	Total Federal or State Funds	Percent Split	
Preliminary Engineering			100	4TB7/ 4CD7	\$150,000	100	\$150,000
Preliminary Engineering	4BG7	\$105,000	100				\$105,000
Right-of-Way							
Detailed Design	4BG7	\$45,000	100				\$45,000
Construction				4CT7	\$2,000,000	100	\$2,000,000
Construction				4HJ7	\$336,449	100	\$336,449
Construction Engineering				4HJ7	\$163,551	100	\$163,551
Totals:		\$150,000			\$2,650,000		\$2,800,000

Additional remarks about funding:

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?

Yes No

If so, does that system track both payroll and project hours concurrently?

Yes No

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?

Yes No

(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?

Yes No

N. Environmental – see attached Environmental 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 Environmental SOS)
Advertising and Award of Contract:	ODOT
Construction Inspection:	ODOT
R/W Plan Development:	ODOT Prequalified Consultant
R/W Acquisition / Appraisals:	ODOT Prequalified Consultant
Utility Relocation:	Coordination and Relocation by ODOT Prequalified Consultant

P. Field Review – held on September 19, 2023, with ODOT D11 and Village of Morristown Personnel

Q. Commitment Dates

Milestone 	Date 	Completed	SFY (Qtr)
 Initial Project Scope Complete	 06/11/2024		2024 (Q4)
 Stage 1 Plans - Submitted	 11/29/2024		2025 (Q2)
 Stage 2 Plans - Submitted	 07/01/2025		2026 (Q1)
 Environmental Document Approved	 08/01/2025		2026 (Q1)
 Stage 3 Plans - Submitted	 10/01/2025		2026 (Q2)
 District R/W Certification	 11/27/2025		2026 (Q2)
 Plan Package Received in C.O.	 12/01/2025		2026 (Q2)
 Sale	 03/01/2026		2026 (Q3)
 Award	 03/01/2026		2026 (Q3)
 Begin Construction	 05/01/2026		2026 (Q4)
 End Construction	 08/31/2026		2027 (Q1)