

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 West Third Ped Gateway

Project Sponsor / Maintenance Responsibility: City of Dover

☒ Local Let
☐ ODOT Let

PID (ODOT assigned): 123481

Scope Field Review: October 6, 2025 Scope Meeting: October 6, 2025

Proposed Sale Date: April 30, 2027 State Fiscal Year: 2027

Highway Functional Classification: 05 – Major Collector

Federal Aid System (ODOT assigned): Yes

B. Design Standard

ODOT Location and Design Manuals

C. Project Description

Construction of new sidewalks along both sides of West Third Street along with other associated items.

Prior studies / plan (identify):

TAP Application (January 2024)

Estimate Project Length:

(begin pavement to end pavement including bridge) 0.6 mile +/-

Work Length:

(including project length & approach work) 0.6 mile +/-

Alignment: ☒ Existing

☐ Relocated (explain)

Profile: ☒ Existing

☐ New (explain)

Logical Termini:

(w/ explanation) From Charles Drive to Broad Street

D. Typical Sections

Existing	Pavement Width: <i>Varies</i>	<input type="checkbox"/> curb to curb	Graded Shoulder: <i>Varies</i>
		<input checked="" type="checkbox"/> edge to edge	Treated Shoulder: <i>Varies</i>
	R/W Width: <i>60 ft. or within ODOT Limited Access (L.A.) along I.R. 77</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	Yes	No	Comment / Type
Median	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Curbs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Curb ramps	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Sidewalks	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Width: <i>5 ft. +/-</i>
Guardrail	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

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

Proposed	Pavement Width: <i>Match Exist.</i>	<input type="checkbox"/> curb to curb	Graded Shoulder: <i>Varies</i>
		<input checked="" type="checkbox"/> edge to edge	Treated Shoulder: <i>Varies</i>
	R/W Width: <i>Existing</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	Yes	No	Comment / Type
Median	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Curbs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Curb ramps (*)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>ADA Compliant curb ramps to be added as required</i>
Sidewalks	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Width: <i>5 ft. except may be reduced to 4 ft. under I.R. 77 bridge</i>
Guardrail	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>Due to lack of space and guardrail deflection, parapets are likely required under I.R. 77 bridge. Sidewalks behind existing pier columns are likely unfeasible due to the required earthwork.</i>

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

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

Supplemental Information: West Third Street

ADT (2027)	<u>5900</u>	Design ADT (2039)	<u>6200</u>
DHV (2039)	<u>620</u>	Certified Traffic	<u>N/A</u>
T24 (2039)	<u>4%</u>	Legal Speed	<u>35 MPH</u>
Design Speed	<u>35 MPH</u>		
Comments: <u>Opening Year – 2027; Design Year - 2039</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 checked="" type="checkbox"/>	<input type="checkbox"/>	
Railroad Name:			<u>R.J. Corman</u>
Encroachments:	<input type="checkbox"/>	<input type="checkbox"/>	<u>To be verified by the City/Consultant</u>
Airway Highway Clearance:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Airport Name:			
Comments:			<u>Project includes two (2) Railroad track crossings; portion within ODOT L.A. will be via permit.</u>

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>Frontier</i>		
	Cablevision	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>Frontier, Omni, Spectrum</i>		
	Power	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>AEP, City of Dover</i>		
Underground	Phone	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>Frontier</i>		
	Cablevision	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>Frontier, Omni, Spectrum</i>		
	Power	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>AEP, City of Dover</i>		
	Gas	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>Enbridge, Redhill</i>		
	Pipelines:	<input type="checkbox"/>	<input checked="" type="checkbox"/>			
				<u>Private</u>	<u>Public</u>	<u>Name of Company</u>
	Water	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>City of Dover</i>
	Sanitary	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>City of Dover</i>
	Storm	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>City of Dover</i>
Other: _____						
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 1/Stage 2 submittal. 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.

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: *Consultant to verify per ODOT L&D Manual – Volume 1*
☐ No

I. Traffic Control

	Yes	No	Remarks
Signing:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>Remove and re-erect or remove and replace as needed within project limits. RRFBs at West Third Street crossings.</i>
Striping:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>Remove and replace as needed; add crosswalk markings as needed</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 as needed to facilitate construction.*

Will Pedestrian Traffic need to be maintained? *Yes*

Remarks/Describe: *A section within the project limits has existing pedestrian facilities.*

K. Driveways

☒ Yes Type: *Various materials (all commercial)*
☐ No

L. Project Funding

Project Cost Estimate: \$450,000.00 (Construction Phase Only)

Quantity splits needed in plans to ☐ Yes Comments:

differentiate funding participation: ☒ No

Coordination with Concurrent ☐ Yes Comments:

Projects Required: ☒ No

Funding Source: TAP(4B37)/Safety(4HJ7) Federal Maximum: \$450,000.00 Funding Split: 100 (80/20)

Cost Estimates:

	Local Information			State Information			Total
	SAC	Total Local Funds	Percent Split	SAC	Total State Funds	Percent Split	
Construction				4B37/ 4HJ7	\$409,091	100	\$409,091
Construction Engineering				4B37/ 4HJ7	\$40,909	100	\$40,909
Total:					\$450,000		\$450,000

Additional remarks about funding:

Federal maximum set at \$450,000 (at 100%). Cost estimates are to be monitored and updated throughout the Plan Development Process (PDP). All PDP costs are to be paid with Local 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?	<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 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:	LPA/ODOT Prequalified Consultant
LPA Agreement:	ODOT/LPA
Form and Preliminary Legislation:	N/A (Local Let)
Environmental Tasks:	ODOT (per NEPA SOS); assuming no deep excavation
Advertising and Award of Contract:	LPA
Construction Inspection:	LPA/ODOT Prequalified Consultant
R/W Plan Development:	N/A
R/W Acquisition / Appraisals:	N/A
Utility Relocation:	Coordination and Relocation by LPA/ODOT Prequalified Consultant

P. Field Review – held on October 6, 2025 with ODOT D11 and City of Dover personnel

Q. Commitment Dates

Milestone 	Date 	Completed	SFY (Qtr)
 Initial Project Scope Complete	 01/09/2026	—	2026 (Q3)
 Stage 1 Plans - Submitted	 06/26/2026	—	2026 (Q4)
 Stage 2 Plans - Submitted	 06/26/2026	—	2026 (Q4)
 NEPA Start Date	 07/03/2026	—	2027 (Q1)
 Stage 1 Plans - Complete	 07/27/2026	—	2027 (Q1)
 Stage 2 Plans - Complete	 07/27/2026	—	2027 (Q1)
 Stage 3 Plans - Submitted	 11/02/2026	—	2027 (Q2)
 Stage 3 Plans - Complete	 12/04/2026	—	2027 (Q2)
 Final Tracings - Submitted	 02/01/2027	—	2027 (Q3)
 Environmental Document Approved	 02/03/2027	—	2027 (Q3)
 Plan Package Submitted to District	 02/12/2027	—	2027 (Q3)
 District R/W Certification	 02/25/2027	—	2027 (Q3)
 Plan Package Received in C.O.	 03/01/2027	—	2027 (Q3)
 Sale	 04/30/2027	—	2027 (Q4)
 Award	 05/31/2027	—	2027 (Q4)
 Begin Construction	 07/01/2027	—	2028 (Q1)
 End Construction	 09/30/2027	—	2028 (Q1)