

# VAR-STW- Active Transportation Academy 25-26

## CENTRAL OFFICE SAFETY PROGRAM

### Scope of Services

PID 120575

The consultant may be required to perform miscellaneous tasks associated with facilitating and delivering trainings and workshops through ODOT's Active Transportation Academy, updating existing trainings and workshops, and developing new trainings and workshops as needed. Two new trainings have been identified as a need for the upcoming contract and include: a law enforcement education training and an on-road bicycle leader training. More information on ODOT's Bicycle and Pedestrian initiatives is available at [Active Transportation | Ohio Department of Transportation](#).

The basic services will include:

All work shall be performed on an actual cost basis. The consultant shall maintain a project cost accounting system that will segregate costs for individual task orders.

The electronic price proposal shall consist of a statement from the consultant that they have a clear understanding of the scope of services. The proposal shall also include the hourly labor rates for the various employee classifications that may be used, overhead rate, cost of money rate, analytical rates and testing rates (if applicable).

If subconsultants are used, the amount to be expended annually with each subconsultant shall be shown in a tabular format. A proposal by cover letter from the subconsultant to the prime consultant showing hourly rates, overhead rate, cost of money rate, analytical rates and testing rates (if applicable).

#### Important Resource:

- [Design | Ohio Department of Transportation](#)
- [Project Development Process | Ohio Department of Transportation](#)

#### ODOT's Active Transportation Information:

- [Safe Routes to School \(SRTS\) | Ohio Department of Transportation](#)
- [State & US Bike Route System | Ohio Department of Transportation](#)
- S/USBR [OverviewImplementationGuide.pdf \(ohio.gov\)](#)
- [Walk.Bike.Ohio Policy Plan | Ohio Department of Transportation](#)
- [Strategic Highway Safety Plan \(SHSP\) | Ohio Department of Transportation](#)

#### Other National Active Transportation Information:

- AASHTO Guide for the Development of Bicycle Facilities

- AASHTO Guide for the Planning, Design, and Operation of Pedestrian Facilities
- [FHWA Bikeway Selection Guide](#)
- [Adventure Cycling - US Bike Route System](#)
- [Safe Transportation of Every Pedestrian](#)
- [National Association of City Transportation Officials](#)