

## **GENERAL ENVIRONMENTAL SERVICES DISTRICT 3 Scope of Services**

The scope of work under the subject contract will include the following General Environmental Services.

The Consultant shall be prequalified by ODOT in all environmental prequalification categories.

As applicable to work produced under this contract, the Consultant shall adhere to the most current versions of the following ODOT Reference Materials and other relevant ODOT OES guidance documents:

- Project-Level Air Quality Manual
- NEPA Assignment Categorical Exclusion Guidance
- Cultural Resources Manual
- Ecological Manual
- OES Guidance for Writing Environmental Commitments
- Farmlands Guidance
- Feasibility Study and Alternative Evaluation Reports (FS/AER) Guidance
- NEPA File Management and Documentation Guidance
- Floodplain Management Guidance
- Hazardous Waste Management Guidelines for Facilities
- ODOT Noise Manual
- ODOT's Project Development Process (PDP) Manual
- Public Involvement Manual
- Purpose and Need Guidance
- Regulated Materials Review (RMR) Guidelines for Project Development
- Section 4(f) Resource Manual
- Section 6(f) Guidance
- Underserved Populations Guidance
- Waterway Permits Manual
- Asbestos Guidance
- All applicable FHWA, USACE and EPA Guidance, policies, and procedures.
- All other applicable guidelines and Federal and State Regulations and Laws

The Consultant shall be required to perform the following services on a task order type basis.

- a. Preparation of Categorical Exclusion (CE) Documents, C1, C2, D1, D2, D3.
- b. Preparation of Reevaluation document for CEs.
- c. Preparation of Section 4(f)/6(f) Determination Request Form and associated tasks; and/or Section 4(f) Evaluation.
- d. Prepare Underserved Populations Impact Analysis Report or Short Report

- e. Conduct Air Quality Analysis.
- f. Conduct Noise Analysis & Abatement Design.
- g. Conduct Asbestos Inspection and complete Survey Report
- h. Develop Public Engagement Plan and Public Involvement Activities.
- i. Prepare Feasibility Study.
- j. Conduct GIS Activities, including application, design, implementation, and analysis of geographic information.
- k. Perform Graphics (color; two-and/or three-dimensional, including animation) for use in documents and/or as presentation materials.
- l. Review environmental documents prepared by others.
- m. Conduct overall environmental Project Management.
- n. Prepare Purpose and Need.
- o. Prepare Feasibility Study.

**OR,**

- a. Ecological Literature Search, including mapping.
- b. Ecological Survey Report (LV1).
- c. Endangered Species Survey with Report.
- d. Mussel Surveys per current state and federal requirements
- e. Performance of Ohio EPA's Rapid Assessment Method (ORAM) on Wetlands.
- f. Performance of Ohio EPA's Qualitative Habitat Evaluation Index (QHEI) & Headwater Habitat Evaluation Index (HHEI and HMFEL Headwater Macroinvertebrate Field Evaluation Index) on Streams.
- g. Collection of Data and Performance of Ohio EPA's Index of Biotic Integrity (IBI), Invertebrate Community Index (ICI) on Streams, Amphibian Index of Biotic Integrity (AmphIBI), Vegetative Index of Biotic Integrity (VIBI) on wetlands.
- h. Other Ecological Studies as Assigned.
- i. Preparation of U.S. Army Corps of Engineers' Section 404 Permit Application, US Army Corps of Engineers Section 10 Applications, Ohio EPA's Section 401 Water Quality Certification Application, Ohio EPA's Isolated Wetland Permit Application, and U.S. Coast Guard's Section 9 Bridge Permit Applications.

**OR,**

- a. Regulated Materials Review (RMR) Literature Search
- b. Regulated Materials Review Screening
- c. Regulated Materials Review Assessment
- d. Regulated Materials Review Investigation
- e. Geophysical Survey.
- f. Environmental Remediation Plan.
- g. Environmental Inspection During Construction.
- h. Bureau of Underground Storage Tank Regulations (BUSTR) Site Assessment as per OAC 1301: Chapter 7-9.
- i. BUSTR Closure Report as per OAC 1301: Chapter 7-9.
- j. Landfill impact authorizations.
- k. Other Environmental Site Assessment studies as assigned.

**OR,**

- a. Cultural Resources Scoping Request Form.
- b. Phase 1 Archaeology and/or History /Architecture activities.
- c. Phase II Archaeology and/or History /Architecture activities.
- d. Historic Context Preparation
- e. Section 4(f) Individual or Programmatic Evaluations for historic properties

- f. HABS/HAER documentation
- g. Photo logs of undertakings and/or project study areas
- h. Preparation of Documentation for Consultation/Determination of Effects Report
- i. Any future report formats developed by ODOT for use on cultural resources investigations on ODOT projects.
- j. Other cultural resources studies as assigned.

The Consultant shall perform the services listed above at the direction of the District Environmental Coordinator in ODOT's District 3 Office and/or their designee.

All work performed by the Consultant under this contract shall be permitted on an "as-needed" basis. All work shall be performed on an actual cost basis. The Consultant shall work as an adjunct to ODOT's District 3 Environmental Section. All work will be scoped with the Consultant by the District Environmental Coordinator of ODOT's District 3 office and/or their designee. All time frames for deliverables shall be clearly stated.

For the above Scope of Services, the following will apply:

- The consultant shall maintain a project cost accounting system that will segregate costs for individual task orders.
- The 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 names and starting hourly rates of the personnel doing the work and beginning consultant overhead rate, plus the average ODOT overhead rate to calculate net fees.
- A proposal by cover letter from the subconsultant to the prime consultant showing hourly rates, beginning overhead rate, average ODOT overhead rate to calculate net fees; and all services and unit prices shall also accompany the proposal.