

Federal Grant Assistance (PID 122712): Scope of Work

Project Description:

The Ohio Rail Development Commission (ORDC) has successfully applied for and received several federal discretionary grants, with programs and funding expanding with passage of the Bipartisan Infrastructure Law. ORDC seeks assistance in administering these awards in compliance with Federal Railroad Administration and other federal regulations. ORDC desires a consultant that will support project completion and compliance in an efficient and cost-effective manner. Current awards include projects in the Consolidated Rail Infrastructure and Safety Improvement (CRISI) and Railroad Crossing Elimination (RCE) Programs.

Task 1: Contract Management

The selected consultant will work with commission staff to manage work activities. These activities include administrative functions, regular conference calls, status updates, and preparation of required project deliverables.

Deliverables:

Invoices
Regular progress reports

Task 2: Project Management Support

The selected consultant will assist in advancing projects to obligation, completing FRA Task 1 activities, and administering FRA grants through construction and project close-out. The consultant will prepare project documents, coordinate agreements, and conduct other activities necessary to obligate and complete projects.

ORDC will assign work at its discretion. Completion of this work will include activities necessary to coordinate with multiple parties, including participation in update meetings with ORDC, FRA, railroads, and other project parties.

Assigned work may include:

Application:

Assistance with the preparation of rail project applications to federal discretionary grant programs. Tasks may include narrative drafting and review, quantitative and qualitative analysis to support the application, and document preparation. Work will be assigned by ORDC but will not be the primary focus of the activity under this agreement.

Pre-Obligation:

For pre-obligation activities, assistance to be provided may include:

- Finalizing environmental documents;

- Updating and ensuring the Project Management Plan for each project is complete and satisfies FRA requirements;
- Collecting and updating engineering from subgrantees, if any;
- Coordinating activities to obtain a signed railroad agreement; and
- Ensuring attachments necessary for obligation are up to date and contain accurate information.

FRA Task 1:

For FRA Task 1 activities, ORDC assistance to be provided may include:

- Detailed Work Plan - The Detailed Work Plan will provide details on the tasks and subtasks identified in the Statement of Work, developed in pre-obligation activities. The Detailed Work Plan will also add additional detail to the Schedule and Budget documents.
- Project Management Plan - Additional refinement from the pre-obligation activities, if needed.
- Standardized Cost Estimate - Adapt provided railroad estimates to the FRA’s standardized cost form, including backup documentation explaining allocation decisions.

Additional FRA tasks:

Additional FRA tasks are project-specific and may be assigned by ORDC. These may include:

- Review of bid documents
- Review of bids and bid tabulations
- Review of compliance with regulations including Davis Bacon Act and Buy America
- Review of project invoices
- Preparation of reports to the FRA, including progress and final reports
- Field inspection of the project site/project work
- Other activities as assigned

Active Awards:

The active awards are listed in the table below. Within the term of the contract, ORDC may request work on additional projects if future awards are received.

Project	Federal Program	12/10/2024 Status	FRA-Administered Federal Funds	Estimated Total Project Cost
IORY Delta Yard	CRISI	In Close-Out	\$3,284,000	\$7,168,000

Greenfield Line Rehabilitation	CRISI	In Close-Out	\$1,702,688	\$3,405,375
CFER Mainline Welded Rail/Lima Yard	CRISI	In Close-Out	\$4,530,546	\$9,351,093
RJC Keep Ohio Moving Cleveland Line and Western Ohio Lines Rehab	CRISI	In Construction	\$2,226,315	\$3,425,100
WLE Spencer Interchange Project	CRISI	Obligated	\$6,868,768	\$9,812,525
Unlocking the Iron Triangle: Grade Separation of S Town Street, Fostoria, Ohio	RCE	Pre-Obligation	\$7,245,000	\$10,500,000
NDW: Critical Safety Upgrade, Phase II	CRISI	Pre-Obligation	\$10,792,157	\$15,417,368
North Central Appalachia Rail Enhancement & Rail Corridor Preservation (NS & KNWA)	CRISI	Pre-Obligation	\$16,250,000	\$32,500,000
Cincinnati Rail Congestion Mitigation Plan	CRISI	Pre-Obligation	\$1,600,000	\$2,000,000
Rural Freight Railroad Improvements NOW	CRISI	Pre-Obligation	\$6,400,000	\$8,000,000
Rural Ohio-Appalachian Rail Rehabilitation	CRISI	Pre-Obligation	\$3,166,384	\$4,871,360
Panhandle Upgrade and Capacity Project in Central Ohio	CRISI	Pre-Obligation	\$12,870,000	\$19,800,000
NDW: Critical Safety Upgrade, Phase III	CRISI	Pre-Obligation	\$12,170,000	\$16,150,000

Specification of Deliverables – deliverables will be assigned by ORDC and may include:

- Compilation and updating of National Environmental Policy Act (NEPA) documents that meet FRA requirements;
- Preparation of Project Management Plans;
- Compilation of engineering plans as provided by subgrantees (vendor is not expected to prepare engineering plans);
- Coordination of signed railroad agreements;
- Updating of attachments 2-5 (statement of work, schedule, budget, performance measures);

- Compilation of cost estimates provided by subgrantees to Standardized Cost Estimates as required by FRA;
- Preparation of Detailed Work Plans;
- Preparation of FRA reports, including quarterly reports and the final project report;
- Project inspection reports;
- Other deliverables as assigned.

All deliverables must meet FRA standards and be accepted by FRA.