

ODOT - LPA LOCAL LET

DESIGN BUILD

SCOPE OF SERVICES

PID: 123604 **County Bridge #** 50-26

County: Medina **Route** CR-50 (Chippewa Road) **Section:** 06.39

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1 PROJECT IDENTIFICATION & GENERAL INFORMATION

Table 1-1: Project Identification

The LPA Design Build Scope of Service is for the Medina County Engineer (MCE) hereinafter called “LPA” or “MCE”.

PID	123604
County-Route-Section	MED-CR-50-06.39
Local Route Name (if applicable)	Chippewa Road
Highway Functional Classification & Federal Aid System	Minor Collector

1.1 Design Designation

The DBT (Design Build Team) shall use the design designations for each of the facilities below various design elements as specified within the Scope of Services.

Table 1-1: Design Designation

Location:	Chippewa Road (CR-50)
Current ADT:	697 as of 2021
Design Year (2051) ADT:	886
Design Hourly Volume:	100
Directional Distribution:	50%
Trucks:	52
Design Speed:	35 mph
Legal Speed:	35 mph
Design Functional Classification:	5, Minor Collector
NHS Project:	No

1.2 Existing Plans and Project Information

Available information related to the Project is available in the Document Inventory shown in Table 1-3. The Document Inventory will identify whether the document is designated as “Reference Documents” or “Contractual Appendices”.

Reference Documents appendices are provided for informational purposes only. The LPA makes no representation or warranty as to the accuracy, adequacy, applicability, or completeness of the Reference Documents. Except to the extent set forth to the contrary in the Contract Documents, reliance upon the Reference Documents shall be at the Proposer’s risk, and the LPA shall have no liability or obligation as a result of the inaccuracy, inadequacy, inapplicability, or incompleteness of the Reference Documents, regardless of the contents thereof.

Contractual Appendices in the Document Inventory are considered binding obligations of the DBT. The DBT shall meet requirements identified in the Contractual Appendices and shall implement the Work in accordance with these requirements.

The Offerors (i.e., prospective Design-Build Teams) shall examine the information provided in the Document Inventory to determine if the information accurately depicts existing field conditions.

Available existing plans are considered part of the Document Inventory and are available for review within Appendix A.

The plans identified in the Document Inventory are not as-built plans. All existing plans are considered Reference Documents.

In addition to the existing plans, appendices to the Scope of Services are listed in the Document Inventory and are included separately from the DBT SOS on the BID EXPRESS.

BID EXPRESS

Table 1-2: Document Inventory

Appendix #	Appendix Title	Contractual/Reference Designation
Appendix A	Existing Plans	Reference Document
Appendix B	MCE Preliminary Survey Plan & Profile	Contractual Document
Appendix C	Bridge Site Plan	Contractual Document
Appendix D	Detour Plan	Contractual Document
Appendix E	Environmental Commitment Document	Contractual Document
Appendix F	Asbestos Study	Reference Document
Appendix G	Typical Pavement Section	Contractual Document

Appendix H	Ex. Pavement Log	Reference Document
Appendix I	PN555	Contractual Document
Appendix J	Soil Boring Report	Reference Document
Appendix K	Proposal	Contractual Document

1.3 Railroad Coordination

Add to Appendices Document

Not Applicable.

1.4 Airway/Highway Clearance

Not Applicable.

2 PRE-BID MEETING

Not Applicable.

3 CONTRACTOR PRE-QUALIFICATION

It is required that the Bidder be a Contractor prequalified in accordance with Section 102.01 of PN 126. The Contractor identified in the Proposal must be prequalified for all Work Type Codes included in the Proposal.

The Bidder is also required to have engaged the services of an ODOT (Ohio Department of Transportation) pre-qualified Consultant (Designer) in accordance with Section 4 of the Scope of Services to constitute the DBT.

Only prime contractors that provide satisfactory documentation in their Proposal that they have successfully completed the construction of a minimum of five (5) structures of the same type on other public work contracts may be considered for this project.

If the Contractor, Designer, and/or the sub-consultant(s) submitted do not meet all the required qualifications, the LPA may reject the bid.

4 DESIGNER

Each Offeror shall name the Designer and all design sub-consultant(s):

Each Offeror must list relevant prequalification categories for the Designer and each design sub-consultant to show that the prequalification requirements listed below are satisfied. All consultant names and addresses must be the same as that on file with ODOT as found on the following listing:

<http://www.dot.state.oh.us/Divisions/Engineering/Consultant/Consultant/prequal-engineering.pdf>

The Designer or sub-consultants of the Designer must be prequalified to perform design work associated with the following prequalification categories:

Non-Complex Roadway Design, Level 2 Bridge Design

In accordance with Section 104.011 of ODOT PN 126, design services that require prequalification may only be performed by firms that are prequalified for those services at the time of performance of the services.

Consultant

Firm Name: _____

Address: _____

List work types of the Consultant will perform:

Sub-Consultant

Firm Name: _____

Address: _____

List work types of the Consultant will perform:

Sub-Consultant

Firm Name: _____

Address: _____

List work types of the Consultant will perform:

Restrictions on Participation in design-build contracts:

Any Consultant who provided services to the LPA that have been directly utilized in this design-build Proposal or Scope of Services document will NOT be eligible to participate in this design-build contract for this Project, either as a prime consultant or as a sub-consultant.

The following consultants have been identified as being precluded from participation:

N/A - No Consultants were utilized

5 SCOPE OF WORK

Project Description:	<p>The MED-CR50-06.39 project involves the replacement of the existing Chippewa Road (CR 50) bridge over the McCabe Creek.</p> <p>The Consultant shall provide the necessary engineering services, design, and preparation of detailed construction plans for the construction of the proposed project.</p> <p>The Contractor shall provide for the furnishing of materials, construction, and completion in every detail of all the work described in the Conceptual Documents in order to fulfill the intent of the contract.</p>
Completion Date:	<p>Construction Completion - See Section 21.10</p> <p><i>For plan stage submissions, see sections 21.8 to 21.10</i></p>
Warranties:	<i>Not Applicable</i>

The approximate Project Limits for each applicable roadway are provided in Table 5-1.

Table 5-1: Approximate Project Limits

Roadway Name	Begin	End
CR-50 (Chippewa Road)	Approximately 150 feet West of the Western Existing Bridge limits.	Approximately 150 feet East of the Eastern Existing Bridge limits.

No construction may happen outside of the construction limits shown in **Appendix C**.

Work Limits shall be determined by the DBT. Project limits will terminate where existing grade can be met after adjusting profile grade to accommodate the superstructure and hydraulic conveyance.

The Consultant shall provide engineering services, design, and preparation of detailed construction plans for the construction of the proposed project.

The Contractor shall provide for the furnishing of materials, construction, and completion in every detail of all the work described in the Contract Documents to fulfill the intent of the Contract.

6 FIELD OFFICE

Not Applicable.

7 GENERAL PROVISIONS FOR THE WORK

7.1 Governing Regulations

All services, including but not limited to survey, design and construction work performed by the DBT and all subcontractors (including sub-consultants), shall be in compliance with all LPA and ODOT applicable Manuals and Guidelines. It will be the responsibility of the DBT to acquire and utilize the necessary LPA and ODOT manuals that apply to the design and construction work required to complete this project.

The current edition, unless specified differently below, including updates released on or before January 1st, 2026, of the following LPA and ODOT Manuals and Guidelines shall be met or exceeded in the performance of the design and construction work required to complete this project:

Bridge Design Manual
Location and Design Manuals
Volume One - Roadway Design
Volume Two - Drainage Design
Volume Three - Plan Preparation
Pavement Design & Rehabilitation Manual
Specifications for Geotechnical Explorations
Survey Manual
Construction and Material Specifications, January 1st 2023 Edition Only
Proposal Notes for Construction and Material Specifications
Supplemental Specifications for Construction and Material Specifications
Item Master
Manual for Abandoned Underground Mines - Inventory and Risk Assessment
Pavement Design and Rehabilitation Manual
State Highway Access Management Manual
Standard Construction Drawings
Plan Insert Sheets
Traffic Engineering Manual
Ohio Manual of Uniform Traffic Control Devices
Real Estate Administration Policies and Procedures Manual:
Appraisal
Acquisition Property Management
Relocation
ROW Plans
Utilities
Wireless Communication Tower Manual
Environmental Services Handbooks and Guidelines
Waterway Permit Manual
Design Mapping Specifications
CADD Engineering Standards Manual
Geotechnical Bulletins

7.2 Basis of Payment

All Items covered by the contract Specifications, Supplemental Specifications, Proposal and Special Provision notes with unit price as a basis of payment will be paid for under the appropriate Lump Sum bid item, unless a unit line price item has been established in the Scope of Services.

The DBT shall be required to furnish the LPA with a Schedule of Values showing the complete breakdown (approximate cost and approximate work) of the Lump Sum bid items. The breakdown shall be in sufficient detail to depict reasonable elements of physical work items and in sufficient detail to provide the LPA with a means to check partial payment requests. It shall show estimated quantities of work in sufficient detail to determine testing and material reporting requirements per C&MS. It shall be submitted and agreed with the Engineer prior to physical Work. It may be (and is preferred to be) in an electronic format (i.e., Excel Spreadsheet).

The DBT shall create the standard Project Bill of Material (PBOM) for the corresponding Schedule of Values items. The PBOM may be in (and is preferred to be) an electronic format (i.e., Excel Spreadsheet) and agreed with the Engineer prior to physical Work. The standard PBOM shall include the following data for intended material to be incorporated into the proposed work corresponding to the Schedule of Values breakdown: Line Item, Primary & Component materials, Material Name, Item Code, Item Description, Material Unit, & Conversion Factor (material unit per item unit). Supply the standard PBOM to the LPA for review and comment. The LPA's comments do not relieve the DBT from supplying proper and approved materials to be incorporated into the project.

The LPA shall generate payment estimates upon receipt of a written request from the Contractor, after review and progress verification by the Engineer. The written request shall correspond to the work performed for the payment estimate period. This request shall be in a format which utilizes the agreed Schedule of Values.

The DBT shall submit an updated PBOM as a component of each progress payment. The updated PBOM shall include the following data for material incorporated into the work: Line Item, corresponding Schedule of Values item, Primary & Component materials, Material Name, Item Code, Item Description, Material Unit, Conversion Factor (material unit per item unit), Placed Item Quantity, Approved Material Quantity, Total Quantity, Discrepancies Between Placed Quantity and Approved Material Quantity, and the standard Basis of Acceptance per CM&S (Construction and Material Specifications). Amendments of the standard PBOM can be made and shall be made by the DBT throughout the life of the project to reflect required material as necessary, approved, and incorporated.

Prior to the LPA's approval of the progress payment, the DBT shall remedy all discrepancies between required material quantity and approved material quantity. The PBOM is a supplement to the DBT's responsibility for material certification and substantiation and does not waive any requirements for the DBT to comply with the testing material documentation submissions in any governing regulations, including but not limited to TE24, Material Tickets, QPL, and Certified Test Data. The DBT shall provide a general summary and submit the General Summary with and within the final as-built Construction plans.

7.3 CADD files supplied by the DBT

The DBT shall use 2023 (or latest) Autodesk Civil 3D (AutoCAD) for development of Construction Documents. The DBT shall comply with ODOT's CADD Standards. It is understood drawings produced with Civil 3D will look inherently different than Plans produced in strict accordance with ODOT CADD Standards produced with Bentley MicroStation and/or Open Roads Designer. The DBT shall follow ODOT CADD Standards as closely as practical; this includes, but is not limited to, the level assignments, symbols, lines, and line styles that are to be used, line weights, cells, placement of text and file naming conventions.

The websites can be accessed at the following URL addresses:

<https://www.transportation.ohio.gov/working/engineering/cadd-mapping/>

[ODOTcadd CADD Engineering Standards Manual | Ohio Department of Transportation](#)
[Guidelines for Electronic Deliverables | Ohio Department of Transportation](#)

The LPA will accept CADD files through electronic media.

1. The DBT shall submit all CADD information produced in the process of plan development. The DBT shall provide a comprehensive set of complete and accurate CADD data which is compatible with ODOT's CADD systems with no additional work or modification.
2. The DBT shall submit all information produced in the process of plan development according to L&D (Location & Design) Volume 3, Section 1500.

The DBT shall use a separate file name for each horizontal or vertical alignment. The DBT shall provide required CADD content containing horizontal and vertical data in accordance with the CADD Engineering Standards Manual.

These requirements and procedures may be updated from time to time with notification provided on the ODOT Division of Engineering website.

7.4 Pre-Award Conference

Within 7 days following Bid opening, the apparent successful DBT shall attend a mandatory pre-award conference. This confidential meeting will be held with the LPA to discuss the DBT's bid for the lump sum items. The DBT shall be prepared to discuss general items of Work included within the lump sum bid items, approximate amounts of Work included within the DBT's Bid Items, and general design approach and design concepts for the Work. Other LPA representatives familiar with the Project may attend.

While not required, the DBT may prepare general engineering information to be presented to the LPA to help explain design concepts and quantities. This information will be used only by the LPA to assist in understanding the DBT's bid for award recommendation purposes.

No shared concepts, shared quantity information, discussions, comments made or shared by either party will be considered binding, a revision to the Contract Documents, or acceptance or validation of any design concept or assumed quantities of Work.

7.5 Partnering Agreement

Not Applicable.

7.6 Communication

All communication during design and construction shall be with the LPA.

LPA's Project Engineer Name:	Emry Hollopeter
Phone number:	330-350-1049
E-mail:	ehollopeter@medinacounty.gov

At the Pre-Design Meeting, the DBT shall name a Project Manager who will act as a liaison between the DBT and the LPA.

7.6.1. Task Force Design Meetings

- Required
- Not Applicable

7.7 Permits

The DBT shall ensure that the Project is constructed and maintained in accordance with all requirements, regulations, and applicable permits required for the Project. This includes the permits described herein and any additional permits not specifically identified in the Contract Documents.

Unless noted otherwise in the Contract Documents, the DBT shall obtain all necessary permits and pay all charges, fees and taxes associated with these permits (e.g., city street opening permits, street crossing/equipment moving permits, water department fees, sewer permits, rail permits and fees, etc.). The DBT shall be responsible for any fines levied by regulatory agencies due to their construction activities or non-compliance with any permit, special or general conditions.

The DBT shall obtain a permit from the State or local government having jurisdiction to perform any non-construction work within the existing Right of Way and/or limited access.

7.8 Entry on Private Property

The DBT, acting as the LPA's agent, may enter upon any lands within the jurisdiction of the LPA for the purpose of inspecting, surveying, leveling, digging, drilling, or doing any work deemed necessary in the execution of any survey authorized by the LPA. Prior to performing said survey, the DBT will send notification letters indicating the date and duration of entry to the affected property owners no less than forty-eight hours nor more than 30 days prior to the date of entry for said survey in accordance with ODOT's Survey Manual. The DBT shall forward copies of all notification letters distributed to the LPA's Project Manager.

Entry to private property shall be avoided without explicit approval by LPA.

Any subsequent claims for compensation due to damages incurred while said activities were performed will be negotiated between the DBT and the affected property owners with final approval from the LPA's Project Manager. Crop and property damage minimization and reimbursement information, together with the crop damage reimbursement formula and Special Waiver of Damage form, will be provided to the DBT by the LPA's Project Manager.

Any subsequent entries onto private property for the purpose of obtaining additional survey or soil information prior to the submission of the Bid will be made in accordance with the procedures outlined in this section.

8 ENVIRONMENTAL

The DBT shall ensure that the Project is designed, constructed, and maintained in accordance with all environmental requirements, regulations, and applicable permits required for this Project.

8.1 NEPA & Environmental Commitments

The DBT shall perform all environmental commitments as described in Appendix E unless otherwise specified in the Contract Documents.

The DBT shall:

1. Monitor and document Work to demonstrate compliance with environmental commitments.
2. Provide documentation of environmental commitment compliance at request of the LPA.
3. Follow ODOT and local regulations regarding dust control, adhering to dust control measures outlined in C&MS 616.
4. Adhere to local City ordinances for vehicle idling and all current U.S. Environmental Protection Agency (EPA) air quality regulations.

If the DBT becomes aware of any failure to perform an environmental commitment, the DBT shall notify the LPA immediately.

8.2 Environmental Permits

DBT shall refer to **Appendix E**.

The DBT shall:

1. Be aware of all applicable environmental permits related to the Work.
2. Coordinate with the LPA and prepare applications and other relevant information necessary to obtain all environmental permits required to perform the Work.
3. Comply with all conditions imposed by environmental permits in design and construction.

4. Notify the LPA regarding any failure to comply with conditions of the environmental permits.
5. Maintain and update environmental permits to ensure they are in effect during the Work.
6. Coordinate with the LPA and submit any documents regarding updates required for environmental approvals to the LPA for coordination with the regulatory agency.

If the DBT modifies elements of the Conceptual Design used as the basis for obtaining a permit, the DBT accepts all responsibility for associated cost and schedule impacts resulting from the permit modification process and accepts the risk that the regulatory agency may not approve the proposed permit modification.

At no time shall the DBT coordinate environmental permitting issues directly with the regulatory agencies, unless directed to do so by the LPA. The DBT shall not commence with Work covered by environmental permits until the applicable permit approval is obtained from the regulatory agency.

The DBT shall acquire required noise permits and/or variances from the local jurisdiction.

The DBT shall be responsible for any fines levied by regulatory agencies as a result of their construction activities or non-compliance with any permit, special or general conditions.

8.3 Temporary Sediment and Erosion Control

The DBT shall be responsible for designing and implementing all temporary sediment and erosion controls in accordance with SS 832 and the Ohio NPDES (National Pollutant Discharge Elimination System) general permit for storm water discharges from construction activities (NPDES Permit). For information about OEPA's NPDES Permit requirements, see: https://epa.ohio.gov/dsw/permits/GP_ConstructionSiteStormWater.

The DBT shall submit information to the LPA for development of the Notice of Intent for the NPDES Permit, including the total acreage of earth disturbing activities for both off project and on project work. The DBT shall assume that approval from OEPA will require a minimum of 31 days following submittal to the LPA Project Manager. Earth disturbing activity is not permitted prior to approval of coverage under the NPDES Permit.

For projects that require an NOI (Notice of Intent), the DBT must develop a Storm Water Pollution Prevention Plan in accordance with SS832 and the NPDES Permit. The DBT shall not initiate any earth disturbing activity until the SWPPP (Storm Water Pollution Prevention Plan) is approved.

The DBT shall be compensated for furnishing and installing items related to temporary sediment and erosion control requirements. The LPA will compensate DBT through an encumbered amount included in the Proposal as a non-bid reference number. The Proposal specifies the unit prices for the temporary sediment and erosion control items. Payments for temporary sediment and erosion control items that exceed the encumbered amount will be made through an Extra Work Change Order using the specified unit prices. The specified unit

prices are fixed for the Contract Documents and may not be negotiated or adjusted for inflation or claimed changed condition.

All temporary erosion control items shall be removed before the project is accepted. Removed materials shall become the property of DBT and shall be disposed of in accordance with the appropriate C&MS specifications.

8.4 Regulated Materials

The DBT shall meet all regulatory conditions imposed with regulated materials, including hazardous materials, associated with the Project. The DBT shall characterize, collect, contain, and properly dispose of all waste generated or encountered during the Work. The DBT shall ensure that the site is properly contained during construction so that regulated materials do not migrate off-site. The DBT shall prepare and implement a Spill Prevention Control and Countermeasures (SPCC) Plan per the requirements of 40 CFR (Code of Federal Regulations) Part 112 that provides specific guidance for managing, handling, and disposing of regulated materials that may be encountered within the Right-of-Way and for protecting the health and safety of all on-site personnel and the general public.

If any unknown regulated materials are discovered through work on the Project, the DBT shall notify the LPA immediately and shall follow the SPCC Plan, as well as all appropriate regulations.

No known regulated materials and hazardous materials are known to be within the project limits.

8.4.1 Asbestos

An asbestos survey of the existing bridge (SFN (“Structure File Number”) 5244307) carrying Chippewa Road over McCabe Creek was conducted by a certified asbestos hazard evaluation specialist on April 9, 2025. The inspection determined that no asbestos is present on the following structures. See the Comprehensive Asbestos Survey Dated April 9, 2025, included as *Appendix F* for inspection results. No asbestos was found.

A copy of the Ohio Environmental Protection Agency (OEPA) notification of demolition and renovation forms, partially completed and signed by LPA, will be provided to the successful bidder. The DBT shall complete the form and submit it to the appropriate EPA office from the link below:

Ohio EPA,

[Contacts \(ohio.gov\)](https://www.epa.gov/contacts)

At least ten (10) working days prior to the start of any demolition and/or rehabilitation, the DBT shall provide a copy of the completed form to the engineer.

Information required on the form will include: 1) the DBT name and address, 2) the scheduled dates for the start and completion of the demolition or rehabilitation work, and 3) a description of the planned demolition/rehabilitation work and the methods to be used.

The DBT shall furnish all fees, labor, and material necessary to complete and submit the OEPA notification form.

8.5 Noise Analysis and Noise Barriers

Not Applicable.

9 RIGHT OF WAY (ROW)

The DBT shall perform all necessary construction work for the project within the Project Right of Way (ROW).

The DBT shall locate existing right of way lines based on requirements specified in Chapter 4733-37 of the Ohio Revised Administrative Code (Board Rules) governed by regulations outlined in Chapter 4733, Ohio Revised Code (Regulation Laws). The DBT shall research existing right of way information from all available sources including but not limited to LPA records, County Road records, Commissioners' Journals, and records of other County offices to the extent necessary to provide an accurate basis for the establishment of the existing right of way.

The DBT will stake and flag the existing right of way in the field prior to the start of construction and will maintain stakes and flags throughout the duration of the Project.

The DBT shall identify all right of way encroachments on the construction plans with the Interim Design submission. LPA's Project Manager will be responsible for clearing all encroachments on Federal-aid projects in accordance with standard encroachment removal.

9.1 Temporary Easements

Not Applicable.

10 UTILITIES

10.1 Existing Utilities

The LPA, in coordination with the registered underground utility protection services, Oil and Gas Producers Underground Protection Service (OGPUPS), and other utility owners that are non-members of any utility protection services, has determined that the utilities identified in Table 10-1 are located in the area of the Project.

Table 10-1: Utility Contacts and Status

Utility Owner	Utility Contact	Status
Ohio Edison	Brad Cowling Ph. 440-251-0740	The contractor shall not disturb this utility. Existing utility will not be relocated.
ACD.NET/ACD TELECOM (KEPS TECHNOLOGIES)	Jeremy Rainey Ph. 517-333-0900 Rainey.jeremy@acd.net	The contractor shall not disturb this utility. Existing utility will not be relocated.
Medina County Sanitary Engineer's Water and Sewer	Corey Spitzer Ph. 330-416-9284	The contractor shall not disturb this utility. Existing utility will not be relocated.
OMNI FIBER (Formerly Medina Fiber)	Mark Johnson Ph. 513-608-7747 Mark.johnson@omnifiber.com	Buried line on North side of bridge according to Mark Johnson. It did not show up on our preliminary survey. Currently waiting for it to be located and will put it on new plan sheet.
Columbia Gas	Tom Jadlos Ph. 419-957-4746 tjadlos@nisource.com Joe Deluca (Locator) 440-420-7263	The contractor shall not disturb this utility. Existing utility will not be relocated.

10.2 Utility Coordination Responsibility

The DBT shall coordinate all utility adjustments for construction activities on the Project.

As soon as it is feasible, the DBT shall stake the existing ROW (and new ROW, if additional ROW has been acquired) in the field and shall perform clearing and grubbing within that ROW in accordance with the Contract Documents to facilitate utility relocation. The DBT shall maintain, and update ROW stakes as needed throughout the Project Limits for the duration of the Project.

The DBT shall design the project and perform construction work in a manner that minimizes the scope and extent of utility conflicts and adjustments. The DBT shall not design or

construct the Work in a way that precludes legal occupancy of the highway right-of-way by the adjusted utility. The DBT shall minimize potential delays and coordinate efficient adjustments of utilities.

The DBT shall copy the LPA on all correspondence or phone calls between the DBT and each utility. This shall include the submittal of plans to each utility. A meeting at or near the Interim Design submission shall be held between the DBT, the LPA and the utility owners to determine if any significant utility relocations can be eliminated or mitigated.

Any betterment to the utility's facility and ineligible, or unnecessary, work shall not be included in the Project without LPA approval. The LPA will not compensate for betterments or other ineligible utility work. The DBT shall coordinate determination of eligibility through the District Utility Coordinator via the LPA.

10.3 Subsurface Utilities Engineering (SUE)

Subsurface Utility Engineering Required: Yes No

10.4 General Requirements

The DBT shall:

1. Minimize utility impacts. Coordinate the completion of all utility relocations with the respective utility owners and stakeholders.
2. Coordinate with the owners of all public and private/investor utility facilities affected by the Project.
3. Coordinate with the utility owners, third parties and stakeholders to resolve all utility conflicts encountered on the Project.
4. Resolve any conflicts between utility facilities and the construction of the Project.
5. The DBT shall put forth all efforts required to coordinate and resolve utility conflicts within the schedule and shall accept the associated cost and schedule risk, regardless of the entity performing the utility adjustment work, except as described in 11.8 (Deadlines and Delays). The LPA will solely determine compensable rights related to utility design, relocation, modification, and construction for each conflict. When warranted, the LPA will compensate the respective utility owner directly as outlined in Section 11.11(REIMBURSEMENT AND DEPOSIT PROCESSES).
6. No additional compensation will be made to DBT for delays, inconveniences, or damages sustained by DBT due to interference from the utilities or utility work.
7. The DBT shall be responsible for verifying all utility relocation to ensure that the relocation work does not interfere with other proposed construction activities, including relocations of other utilities.
8. All new utility installation requests within limited access right of way shall be subject to the LPA permitting process.

10.5 Utility Coordination

The DBT shall design the project construction work to minimize the scope and extent of utility conflicts and relocations. The DBT shall not design or construct the Work in a way that precludes legal occupancy of the highway right-of-way by the adjusted utility.

When utility relocations are necessary, coordination and scheduling of these relocations with the involved utilities shall be the responsibilities of the DBT.

Only those utilities affected by the Project shall be relocated or adjusted. If the DBT desires the temporary or permanent relocation or adjustment of the utilities for the DBT's benefit, the DBT shall conduct all negotiations with the utility owners and pay all costs associated with the relocation or adjustment. The DBT shall assume all schedule and cost impacts from these relocations or adjustments.

The DBT shall perform the following services related to utility coordination:

1. Identify and locate all utility conflicts.
2. Confirm the identification and contact information of the utilities within the project area as provided by the LPA to verify the nature, extent, and location of their existing facilities.
3. Minimize potential delays and coordinate the efficient relocation of affected utilities.
4. Provide all project construction documents, other utility relocation plans, subsurface utility engineering (SUE) information, and geotechnical information for relocation of utilities.
5. Coordinate all project work and utility work with the affected utility owners.
6. Schedule and conduct utility coordination meetings during the project design and construction process.
7. Maintain and update the utility coordination information monthly and make that information available to the LPA.

10.6 Notification

In accordance with ORC 153.64 and at least two (2) days prior to commencing construction operations in an area that may affect underground utilities, the DBT shall notify the LPA, registered underground utility protection services, Oil and Gas Producers Underground Protection Service (OGPUPS), and other utility owners that are non-members of any utility protection services.

10.7 Utility Coordination Meetings

If the DBT desires the temporary or permanent relocation or adjustment of a utility(s) not shown for relocation in Table 10-1, then the DBT shall schedule and conduct utility coordination meetings commensurate with the complexity of each utility's relocation issues.

The DBT shall notify the LPA at least three (3) business days in advance of each of the meetings. The LPA will participate, as necessary. The DBT is responsible for generating meeting minutes within two (2) business days after the meeting and submitting those meeting minutes to the LPA.

10.8 Scheduling of Utility Relocation Work

The DBT shall obtain activity durations for all utility relocation work-related activities from the representative utility owner for incorporation into the DBT's Project Schedule. The DBT shall provide all documentation supporting the utility owner's concurrence with the activity durations included in the project schedule.

The DBT shall pay all related acceleration costs incurred by the utility owner if the DBT requests acceleration of utility relocation work. These acceleration costs are NOT eligible for reimbursement to the Utility by the LPA.

The DBT shall review the utility's design and/or permit application to ensure that the relocation does not interfere with other proposed construction activities, including relocations of other utilities. The DBT shall complete this review no later than fourteen (14) calendar days after submission to the DBT, unless a different time period is expressly agreed to by both parties. The DBT shall compile and provide written review comments to the LPA and the utility owner.

10.9 Deadlines and Delays

The DBT shall monitor the progress of all activities associated with utility relocations and promptly notify the LPA when the progress of the activity controlled by a utility owner, or a duration of relocation provided by the utility is not consistent with the durations obtained in section 10.8 (SCHEDULING OF UTILITY RELOCATION WORK).

The DBT may ask the LPA to issue an Obstruction Removal Notice upon submission of sufficient documentation confirming that a utility owner has failed to perform within the schedule activity durations developed in **Section 10.8**.

The LPA will solely determine if the Obstruction Removal Notice is to be issued. An Obstruction Removal Notice only governs the relocation process when the utility in question is located within the public road right-of-way. If a utility is located within the utility owner's easement, the notice does not apply, and the relocation delay responsibility is based on the relocation schedule provided by the utility.

The LPA will not be responsible for payment of delay claims associated with utility coordination/relocation unless the DBT is able to provide the LPA with sufficient documentation for an Obstruction Removal Notice or failure of the utility to meet its utility relocation schedule.

10.10 Changes to Utility Relocation Work

The DBT shall not make any changes to the Project that would necessitate additional relocation of the utility once a utility relocation by the utility has begun. The DBT shall absorb the schedule impact and provide full compensation for one hundred percent (100%) of all costs (design and construction) associated with the additional relocation incurred by the utility owner if changes occur after relocation design or construction work has begun. The DBT shall provide all documentation related to changes in utility relocation work.

10.11 Utility Owner Inspections

The utility owner may inspect construction of any utility work performed by the DBT on the utility owner's facility. The DBT shall notify the LPA of any such inspections. The DBT shall provide the LPA with written documentation of all utility comments and resolutions.

The DBT shall provide safe access, including any necessary traffic control, for any utility work inspections performed by the utility owner.

10.12 Reimbursement and Deposit Processes

The DBT shall immediately notify the LPA if a utility owner notifies the DBT that it believes any utility relocation work is reimbursable to that utility owner or if the utility believes an easement acquisition by the LPA is required. The LPA will work with the utility owner to confirm the compensable position and perform the LPA's utility reimbursement process.

The DBT shall work with the LPA to determine how the utility will be made responsible for providing a deposit to cover the cost of that utility installation support if the project contains construction work to support the installation of a private/investor-owned utility company's facilities.

10.13 Continuity of Utility Service

The DBT shall ensure that all utilities remain fully operational during all phases of the project, except as specifically approved by the utility owner. The DBT shall obtain approvals from the applicable utility owners for all necessary interruptions of service, including proposals for shutdowns and temporary diversions of affected utilities.

The DBT shall immediately alert the utility owner, the LPA, and occupants of nearby premises as to any utility-related emergency (e.g., accidental breakage) which interrupts service. The DBT will coordinate with the utility owner to restore service. If service is interrupted, the DBT shall continue efforts to repair until any interrupted service is restored.

The DBT shall obtain approval for continued service from the local fire department authority prior to initiating Work which may impact fire hydrants.

Where the DBT is responsible for performance of utility relocation work, the DBT shall:

1. Maintain service continuity to the extent practicable while performing the utility relocation work.

2.Keep the utility owner fully informed of schedules, including coordinating with the utility owner with regard to the DBT’s design, construction and inspection of the utility relocation work.

3.Coordinate any changes with the utility owner.

4.Keep the utility owner involved in making decisions that affect the utility owner’s facilities, so the utility owner is able to provide uninterrupted service to its customers or be subject to the least interruptions practicable.

10.14 Existing Utility Locations

The DBT shall verify the actual location of all underground utilities, including type, number, and depth. The DBT is responsible for verifying the actual location of all overhead utilities including type, number, and elevation of lines and all above ground utility facilities.

The DBT shall disconnect and remove or abandon to ground (abandon in place) all existing underground utilities to be abandoned, including service connections. The DBT shall remove all utility poles and other above ground utility facilities to be abandoned in their entirety

10.15 Utility Conflicts

Additional unknown utilities may be present that may or may not conflict with the project. The DBT shall identify, verify, and document all utility conflicts and potential utility conflicts encountered during the performance of both design and construction work

10.16 Protection of Utilities

The DBT shall take all necessary precautions to prevent disturbance to utility facilities and coordinate project design and construction with utility adjustments.

The DBT shall perform work in a manner that will cause the least reasonable inconvenience to the utility owner and those being served by the utility. Existing, adjusted, or new utilities remaining within the right-of-way of the project shall be properly protected by the DBT to prevent disturbance or damage. If the DBT encounters a previously unknown utility that requires adjustment, the DBT shall not interfere with the utility, but shall take the proper precautions to protect the utility or take appropriate actions, per Contract Documents, to coordinate the adjustment of the facility

10.17 Utility Relocations

The DBT shall coordinate and resolve all utility conflicts with the affected utility owner at no additional cost to the LPA.

10.18 Utility Betterments

Any ineligible, unnecessary or betterment to the utility facility will be the responsibility of the utility owner and not the DBT. Determination of eligibility shall be coordinated through the LPA. Payment for betterment or ineligibility costs shall be made by the appropriate utility owner through the LPA to the utility contractor. Betterment procedures shall follow the Department’s Utilities Relocation Manual.

11 MAINTENANCE OF TRAFFIC (MOT)

11.1 General

The DBT shall be responsible for designing, providing, and maintaining safe and effective traffic control 24 hours a day for the duration of the Project. The DBT shall furnish, install, maintain, and remove all traffic control devices. The DBT shall implement Maintenance of Traffic (MOT) in a manner that minimizes both construction duration and impact to the traveling public.

The DBT shall provide written notice to the LPA fourteen (14) calendar days in advance of modifications in MOT or traffic patterns, including modifications to the following:

1. MOT configuration
2. Access
3. Detours
4. Schedule
5. Duration

The DBT shall furnish temporary MOT devices compliant with the AASHTO (American Association of State Highway and Transportation Officials) Manual for Assessing Safety Hardware (MASH), as applicable.

11.2 MOT Requirements

The DBT shall be design and implement the MOT in accordance with the requirements referenced in Table 11-2.

Table 11-2: MOT Requirements

Requirement	Detailed Requirement Information
Minimum number of lanes in each direction to remain open during construction	N/A - Full Closure
Minimum lane width	N/A - Full Closure
Maximum duration of detour	70 Days
Restrictions on lane closures during special events (sports events, fairs, concerts, etc.)	N/A
Restriction related to hospitals, fire and police, schools, etc.	N/A

All work shall occur with the hours of 7:00 AM (EST) and 8:00 PM (EST).

Access to all driveways shall be maintained.

DBT shall coordinate work with any adjacent projects.

The detour route(s) as shown in **Appendix D** shall be used. The DBT shall develop, sign, and seal a detour plan utilizing the aforementioned routes. The DBT shall provide, erect, maintain and remove signs, sign supports, barricades, lights and all other applicable maintenance of traffic hardware as required by the OMUTCD (Ohio Manual of Uniform Traffic Control Devices), Current Edition. All work and traffic control devices shall be in accordance with section 614 and other applicable sections of the ODOT Manual of Construction and Material Specifications (C&MS), as well as the OMUTCD, current edition.

11.3 Haul Routes

In addition to the requirements of C&MS 105.13, the Progress Schedule shall account for 30 Days for the LPA to secure approval for haul routes.

11.4 Traffic Engineering Manual Notes

The DBT shall design and implement the MOT in accordance with the latest Traffic Engineering Manual, TEM (Traffic Engineering Manual).

12 SURVEY

- A. The LPA has performed preliminary survey attached as **Appendix B. No CAD files from the LPA will be given to the DBT.**
- B. DBT Survey Responsibilities

The DBT shall submit all survey data using ODOT's standard field codes and ODOT's standard mapping codes unless otherwise specified by the LPA. Reduced point data, in comma delimited ASCII text format, will be provided for all surveyed points. This data will include: point number, North (y) coordinate, East (x) coordinate, elevation, and point ID.

The DBT shall not disturb existing monumentation. If the DBT disturbs the monumentation, then the DBT shall replace the monument, in-kind, using a Registered Surveyor, with current registration, recognized by the Ohio State Board of Registration for Professional Engineers and Surveyors. Costs associated with monument replacement caused by DBT disturbance shall be borne by the DBT. The DBT shall provide copies of all monumentation changes to the LPA.

The DBT shall include all control points, provided by the LPA, in the ASCII file supplied by the DBT to the LPA. They should retain the original point numbers and coordinate values as assigned by the LPA.

The DBT shall provide the following items prior to final acceptance of the Record-Drawing plans:

1. Copies of all field notes (written or electronic) which shall include the following information:

- a. Date
 - b. Crew members
 - c. Weather conditions, including temperature, barometric pressure, etc.
 - d. Instrument(s) used (Serial Number)
 - e. Raw observation field data
 - f. Other notes as needed
2. Copies of all Deeds, Plats, Maps, and other written evidence used to establish points related to the project including summaries of all parole evidence acquired as a part of the survey operation.
 3. Listing of all found monumentation (Horizontal and Vertical).
 4. Listing of all monumentation set as part of the project (Horizontal and Vertical) including reference ties for recovery.
 5. All monumentation shall be located utilizing NAD 83 (Horizontal Data), NAVD 88 (Vertical Data).
 6. Short report indicating adjustment factors and methods, signed, and certified by a Registered Surveyor (State of Ohio). The Registered Surveyor (State of Ohio) shall include in the report the datum used and all associated adjustments used.

13 PAVEMENT

DBT to use Typical Pavement Section attached as *Appendix G*.

14 ROADWAY

DBT shall design roadway in accordance with ODOT L&D Vol. 1 unless otherwise specified herein. DBT shall maintain existing roadway alignment. (2) - 12' minimum lanes with 2' aggregate shoulders for a total roadway width (edge to edge of pavement) of 24'-0". A minimum of 7' Graded Shoulder Width shall be used. DBT shall provide cross sections at 50' intervals, and include cross sections at bridge limits. DBT shall also design the roadway in accordance with *Appendix G*.

14.1 Design Exceptions

The DBT shall develop a design which does not require approval of additional design exceptions.

14.2 Interchange Modification/Justifications Studies

Not Applicable.

15 DRAINAGE

Hydraulics:

New bridge shall meet or exceed the existing waterway opening.

Designer to provide detailed drawing with existing and proposed elevations to be used as an exhibit for County to obtain the floodplain permit. This drawing is to be submitted with the stage 2 drawings.

16 LANDSCAPING

Landscaping Required: Yes No

The DBT shall permanently grade and seed all disturbed areas not included within the limits of anticipated rock channel protection.

17 ADDITIONAL DESCRIPTION OF REQUIRED WORK AND SPECIAL PROVISIONS

Not Applicable.

18 STRUCTURES

18.1 Existing Structures Identification

Structure Identification: *MED-CR50-6.39*

Structure File Number: *5244307*

Feature Intersection: *McCabe Creek*

Str: *MED-CR50-06.39 (Final CRS of bridge to be updated pending location of Rear Bridge Limit)*

Existing Structure Data:

Overall Length:	26'-8" +/-
Width o/o:	35'-0" +/-
Design Loading:	HS 20-44+ Alt Military Loading
Type:	3 Sided Precast Concrete Box Culvert with Asphalt Concrete Wearing Surface Supported on concrete spread footers
Spans:	24'-11" +/- F/F Culvert Walls
Date Built:	July 1, 1990
Alignment & Profile	

18.2 General Requirements

All provisions of BDM (Bridge Design Manual), Std. Dwgs, Design Data Sheets shall be met unless otherwise excluded herein or approved by MCE.

Bridge superstructure shall be designed for HL93. **Loading should be for 150% or greater including a 60 PSF future wearing surface.**

Bridge shall be load rated using LRFR (Load & Resistance Factor Rating) methodology including latest ODOT legal/SHV and EV (EMERGENCY VEHICLES) requirements. DBT shall use AASHTO BrR software to perform load rating. DBT shall provide a pdf copy of the load rating report, An Ohio PE stamped BR100, and the electronic (.xml) file to the LPA.

The following bridge types are permitted:

- Single Span Concrete Slab Bridge with composite reinforced concrete deck and monolithic 1" wearing surface. All provisions of BDM, Std. Dwgs, Design Data Sheets shall be met unless otherwise excluded herein or approved by MCE.
- 3 Sided concrete box culvert with new concrete cast in place wingwalls and headwalls
- 4 sided concrete box culvert with new concrete cast in place wingwalls and headwalls

PN555-1/17/2025-Surface smoothness for bridges and approaches is required.

Approach Slabs are required if the single span concrete slab option is chosen.

The preference is to match the existing profile grade of the road. Minor profile grade adjustments are permitted as necessary to accommodate the proposed bridge.

No instream work permitted including temporary structures (e.g., falsework).

Bridge Railing shall be TST-1-99 if the single span concrete slab option is chosen(most current revision).

"Type A" guardrail assemblies are **prohibited**.

The use of stay-in-place forms is **prohibited**.

Concrete slab superstructure shall be constructed with ODOT Class QC2 Concrete with a minimum 28-day design strength of 4,500 psi. QC/QA is not required.

Concrete mix designs for deck and approach slab concrete shall include 2" Polypropylene structural fiber reinforcing at a rate dosage of 3 lbs./ cy.

Steel shall be American made in accordance with ORC 153.011 and 5525.21.

The final bridge shall contain no bridge mounted utilities.

The orientation of the **deck grooving shall be transverse to the centerline of construction** and follow ODOT CMS 511.17 if the single span concrete slab option is chosen.

Drainage will be required around abutments or the box culverts walls shall be 6” perforated corrugated plastic pipe.

Hot Applied Joint Sealer, at least 2” deep by 1” wide per CMS 705.04 is to be used at the ends of the bridge between deck and approach pavement if the Single span concrete slab option is chosen.

Alignment & Profile

Alignment: Follow Existing
 Relocated: Per LPA Per DBT

Profile: Follow Existing
 Relocate: Per LPA
 Per DBT (Minimize Any Adjustment)
 Feathered (Adjustment):

Span Configuration: Per Original

Span Lengths: Per LPA Per DBT
 Variable

Transverse Sections

Roadway Width: 32’-0” O/O DECK & F/F RAILING

Railing: Yes No Type: TST-1-99 if applicable.

Fence: Yes No Height/Type: N/A

Sidewalks: Yes No Width: N/A

Investigate the need for Prefabricated Structure: Yes No

Investigate the need for Retaining Walls: Yes No

All Shop Drawings shall comply with Item 501.

Foundation investigation is provided.

The DBT shall determine the need for additional subsurface investigations if necessary to complete the Project. Geotechnical explorations shall be performed and documented in accordance with the Specifications for Geotechnical Explorations.

18.3 Noise Barrier

Noise Barrier Construction Required: Yes No

19 TRAFFIC CONTROL

19.1 Pavement Markings and Delineators

The DBT shall perform Work related to pavement markings and delineators in accordance with Section 7.1 and the following sections.

A. Pavement Marking Requirements

Chippewa Road (Including bridge deck)

Center Line: 4" Markings, C&MS 642, Water-Based Traffic Paint

Edge Line: 4" Markings, C&MS 642, Water-Based Traffic Paint

All Pavement markings shall be painted within project limits.

B. Raised Pavement Markers: Yes No.

C. Delineators: Yes No.

D. Barrier Reflectors: Yes No.

All barrier reflectors shall conform to Item 626 and shall be placed on bridge parapets, concrete barrier walls, retaining walls and guardrail, in accordance with current design standards. Guardrail blockout reflectors shall be installed on the side of the blockout away from traffic.

Location and requirements: Replace existing.

E. Object Markers: Yes No.

All object markers shall conform to Item 630, Sign, Flat Sheet.

Locations and requirements: *None*.

19.2 Signing

The DBT shall perform Work related to signs in accordance with Section 7.1 and the following sections.

19.2.1 Flat Sheet Signs

A. Flat Sheet Sign work required: Yes No.

1. Salvage (reuse) any existing flat sheet signs necessary to be removed for construction activities. This also includes all STOP signs on intersecting roads. Damaged signs shall be replaced. Size any new signs in accordance with the OMUTCD.
2. The following signs shall remain in place and not be replaced: Stop Signs on Intersection Routes are maintained by ODOT and shall remain in place.
3. The following signs shall be removed and not replaced: *N/A*
4. The following signs shall be installed where none currently exist *N/A*
5. The following signs will be provided by LPA for contract installation: *N/A*
6. At the following locations, the signs shall be mounted overhead: *N/A*

Removed flat sheet signs shall become the property of the Contractor except for Load Posting Signs (“LPS”). LPS will become property of the LPA.

19.2.2 Extrusheet Signs

1. Extrusheet Sign Work Required: Yes No.

19.2.3 Ground Mounted Post Supports

- A. Replace: Yes (where removal of sign is necessary for construction or upgrades are necessary to meet current crash test requirements). No.
 1. Redesign and replace all existing ground mounted post supports with new supports. New sign installations shall be on new supports. No reuse of existing ground mounted supports shall be allowed.
 2. Removed ground mounted supports shall become the property of the Contractor.

19.2.4 Ground Mounted Beam Supports

- A. Ground Mounted Beam required: Yes No.
- B. Overhead Supports: Yes No.

19.3 Lighting

Not Applicable.

19.4 Traffic Signals

Not Applicable.

19.5 Intelligent Transportation Systems (ITS)

- A. ITS Work Required: Yes No

20 PROJECT SCHEDULE REQUIREMENTS

The DBT shall develop and maintain a project schedule in accordance with the selected note:

- CM&S 108.03 A. Progress Schedule
- Proposal Note 105 - Critical Path Method Progress Schedule for Single Season Projects
- Proposal Note 107 - Critical Path Method Progress Schedule for Multi-Season Projects
- Proposal Note 132 - Critical Path Method Progress Schedule for Design/Build Multi-Season Projects including updates released on or before the prebid meeting date, shall be met or exceeded.

21 PLAN SUBMITTALS AND REVIEW REQUIREMENTS

21.1 Plan Components

All plans submitted by the DBT shall be in conformance with the following ODOT manuals unless otherwise noted by the LPA:

1. Real Estate Policies and Procedures Manual Section 3100.
The DBT shall also identify all topographic features within the existing and proposed Right-Of-Way limits, including underground utilities.
2. Bridge Design Manual.
Note: Bridge sub summaries are required.
3. Location and Design Manual, Volume 3:
The following sections of the Location and Design Manual, Volume 3 are NOT required:

1307.2	General summary sheet
1307.4	Quantity Calculations
1310.3	Earthwork and Seeding Quantities

Units of measure are **NOT** required.

Simplified plans (section 1301.2) are **NOT** allowed.

21.2 Quality Control

The DBT is responsible for the professional quality, technical accuracy and adherence to the Governing Regulations listed in **Section 07.1 (Governing Regulations)** of this document, for all plan submittals required under this contract.

The DBT shall immediately notify the LPA of any apparent discrepancy between the various design and construction manuals and the Contract Documents.

The LPA shall have the discretion to dictate the level of Design review. The LPA's acceptance of the design or failure to identify improper design does not, in any way, relieve the DBT of the responsibility for the quality, accuracy, or feasibility of the Design.

In the event the LPA determines that any required submission is incomplete, contains inaccuracies which preclude a meaningful review, or does not adhere to the Governing Regulations listed in **Section 7.10 (Governing Regulations)** of this document, the LPA will advise the DBT of the shortcomings and direct the DBT to revise and resubmit the plan. No time extension will be granted as a result of such an action. The LPA will schedule a review meeting or issue review comments as appropriate.

21.3 Dispute Resolution Process

See MCE Dispute Resolution Process can be found in the Medina County Engineer Replacement Specifications in the bid documents.

21.4 Document Management

The DBT shall create and maintain a Buildable Unit Submission (BUS) Log sheet to facilitate submission tracking. The BUS Log shall identify the name of the Buildable Unit, brief description of the BUS, Interim Design submission date, Interim Submission review comments transmittal date, Final Submission date, Final Submission comments transmittal date, Released for Construction date, and a BUS Comments field. The BUS Comments field shall note any necessary resubmissions, dates of Comment Resolution meetings with noted submission stages, Over-the-Shoulder meeting dates resulting in design adjustments, or any other needed summarized data to help understand the BU (BUILDABLE UNITS) submission process. The BUS Log Sheet may be modified as necessary to facilitate review. The BUS Log shall be maintained in the master project folder, or in a location mutual agreeable and accessible to the DBT and the LPA.

The DBT shall create a folder for each BU. Each BU folder shall have an "Interim," "Final," and "RFC" folder. All Design Documents (plans, calculations, reports, etc.) submitted at each phase (Final, Interim, RFC) shall be uploaded by the DBT. An updated Comment Resolution Spreadsheet (CRS) at each submittal shall be included in each folder with the latest including all comments "closed." Meeting minutes from comment resolution meetings or over-the-shoulder reviews shall be prepared by the DBT and provided to the LPA.

21.5 Optional Pre-submission Meeting

The DBT may request a Pre-submission Meeting to be held prior to, or concurrent with, the submission of a buildable unit. The intention of the Pre-submission meeting is an opportunity for the DBT to explain design intent to facilitate owner review. Formal assembly and submittal of drawings or other documents will not be required, but the DBT is encouraged to provide informal submittals to facilitate reviews.

21.6 Optional Over-the-Shoulder Reviews

The DBT or the LPA may request “Over-The-Shoulder” (OTS) review of designs at any time in the design process. The OTS is an informal review of a partial design during development. This may include in-progress drawings, calculations, sketches, design concepts, proposed specifications, or any other document used or created during the design. They are to facilitate communication and the design process. These can be in the form of a phone call, meeting, correspondence, or any other means of information sharing between the DBT and the LPA.

An Over-the-Shoulder review may be necessary to discuss direction on potential design changes. An OTS may be requested during any period in the design development. Appropriate third-party agencies, as well as the DBT and LPA, may also participate in these meetings. The DBT or the LPA may include the decision or direction given in an OTS within the applicable CRS submission.

The OTS reviews shall not replace the formal Interim and Final Review. Likewise, the LPA may also request an OTS review during any stage of design to facilitate review or design development.

21.7 Major Design Decision

Separate submittals for concurrence with major design decisions are required. The submittals may be required during any phase of Design. Major design decisions involve significant utility relocation, unforeseen acquisition of ROW by the LPA, traffic operation or geometric decisions that involve two or more viable solutions, designs not typical nor standards not ordinarily exercised by members of the engineering profession practicing under similar conditions at the same time and locality, and any other decision that impacts the public, operation of the facility or designs which require future long term excessive maintenance. The level of development of the submittal is dependent upon the level of detail necessary to accurately depict the major design decision.

When the DBT becomes aware of additional decisions during the design, they must advise the LPA in writing.

21.8 Interim Design Review Submission

For each Buildable Unit, the DBT shall submit the Interim Design submission for review by the LPA and other third-party agencies as appropriate.

Interim Design Submission is defined as followed:

- A. Maintenance of traffic, traffic signals, lighting, utilities (water, power, sanitary, etc.), and landscaping shall be developed to Stage 2 level of detail as defined in the ODOT Location & Design, Volume 3.
- B. Full signing plans are not required at Interim; however, all overhead signage and major ground mounted signage shall be shown on plan sheets (may be shown on pavement marking plans if signing plans are not submitted).
- C. All other plan components and supplemental submittal requirements as defined as Stage 1 per the ODOT Location & Design, Volume 3.

Unless indicated below, the LPA will have 10 Work Days from receipt to review complete submissions. The following are excluded as Work Days: State Holidays, Federal Holidays, Saturdays, Sundays, the Friday after Thanksgiving, Christmas Eve, and the days between Christmas and New Year’s Day. This review time must be shown on the required Progress Schedule.

Submittal	Adjusted Review Time
Stage 2 - Due October 12, 2026, by 4:00 PM (EST)	N/A

Following this review, the DBT shall correct any errors, incorporate modifications, perform required investigations and make related changes to the plans and supporting documents prior to submitting the plans for Final Design review.

Plan Review Distribution Table: See table below

	Plan format requested
LPA Project Engineer ATTN: Emry Hollopeter (ehollopeter@medinacounty.gov)	1 electronic version (pdf)
ODOT District 3 District LPA Manager and Construction Monitor ATTN: Jeff Rogers (jeff.rogers@dot.ohio.gov)	1 electronic version (pdf)
Each utility or railroad company in construction limits	1 electronic version (pdf)
Each utility or railroad company whose utility or railway will be affected by construction	1 full size 22”x34” paper copy and electronic version (pdf)

21.9 FINAL DESIGN Review Submission

For each Buildable Unit, the DBT shall submit the Final Design submission for review by the LPA and other third-party agencies as appropriate.

The Final Design submission shall include submittal requirements as defined as Stage 3 per the ODOT Location & Design, Volume 3, however, subsummary and general summary sheets are not required. Quantity summaries shall be provided in electronic format (Excel and PDF) prior to construction for the LPA’s use in establishing testing requirements.

The LPA shall have 10 Work Days from receipt to review complete submissions. The following are excluded as Work Days: State Holidays, Federal Holidays, Saturdays, Sundays, the Friday after Thanksgiving, Christmas Eve, and the days between Christmas and New Year’s Day. This review time must be shown on the required Progress Schedule.

Submittal	Adjusted Review Time
Final Tracings - Due January 18, 2027, by 4:00 PM (EST)	N/A

Following the review, the LPA will return to the DBT marked plans noted ‘ACCEPTED,’ ‘ACCEPTED AS NOTED’ or ‘NOT ACCEPTED’ as described in section 105.02 of the Construction and Material Specifications. The DBT shall correct errors, incorporate changes, perform investigations, and make related changes to the plans and supporting documents prior to submitting construction plans.

Plan Review Distribution Table: See table below

	Plan format requested
LPA Project Engineer ATTN: Emry Hollopeter (ehollopeter@medinacounty.gov)	1 electronic version (pdf)
ODOT District 3 District LPA Manager and Construction Monitor ATTN: Jeff Rogers (jeff.rogers@dot.ohio.gov)	1 electronic version (pdf)
Each utility or railroad company in construction limits	1 electronic version (pdf)
Each utility or railroad company whose utility or railway will be affected by construction	1 full size 22”x34” paper copy and electronic version (pdf)

21.10 Released Construction Plans and Completion Date

After the review comments for the Final Design review submission have been complied with, and following approval of the design documentation, the DBT shall prepare plan sets for use during construction. All review comments shall be resolved in writing by the DBT to the satisfaction of the LPA and appropriate third-party agencies before the DBT submits the construction plans. No revisions shall be made except for those revisions needed to address Final Design review comments.

Each plan sheet shall have its last revised date noted on the sheet and clearly marked ‘Released for Construction.’ The ‘Released for Construction’ plan set shall be signed, dated, and sealed by a Professional Engineer. Physical construction shall not begin until the plans marked ‘Released for Construction’ are delivered to each party on the Plan Distribution Table below.

No time extensions will be approved by the LPA if the plan distribution is not completed and project delays occur as a result.

Plans Distribution Table: See table below

	Plan format requested
LPA Project Engineer ATTN: Emry Hollopeter (ehollopeter@medinacounty.gov)	1 electronic version (pdf)
ODOT District 3 District LPA Manager and Construction Monitor ATTN: Jeff Rogers (jeff.rogers@dot.ohio.gov)	1 electronic version (pdf)
Each utility or railroad company in construction limits	1 electronic version (pdf)
Each utility or railroad company whose utility or railway will be affected by construction	1 full size 22”x34” paper copy and electronic version (pdf)
Construction Complete - November 1 2027	N/A

21.11 Railroad Submittals

Not Applicable.

21.12 Plan Distribution Addresses

Medina County Engineer
(As shown in section 21.8 through 21.10)

Ohio Department of Transportation, District 3
(As shown in section 21.8 through 21.10)

Utility Companies
(As shown in section 10)

21.13 As-Built Construction Record-Drawing Plans

At the completion of the construction work for each respective Buildable Unit, the DBT shall provide a “Red-Line” set of drawings that clearly identify all changes made to the Construction Documents. They may be noted by hand markup of the revisions, utilizing the Clouding command in MicroStation (or other CAD software) or the Clouding command in PDF editing software. The red-lined drawings shall have a Contractor signed verification on the title sheet indicating all field changes are being incorporated into the red-lined drawings.

Prior to Final Acceptance of the Work, the DBT shall furnish the LPA formal As-Built Construction Record-Drawing plans. The DBT shall provide a general summary within the final As-Built Construction Record-Drawing plans. The formal As-Built Construction Record-Drawing shall include all red-lined changes. Red-line changes shall be denoted utilizing the Clouding command in MicroStation (or other CAD software) or the Clouding command in PDF editing software. The As-Built Construction Record-Drawing shall have a signed verification on the title sheet from the Designer and the Contractor indicating that all red-lined and field changes have been incorporated into the As-Built Construction Record-Drawing.

Note: The Contractor's verification statement indicates all known field modifications made after the RFC plans were sealed by the Designer have been included in the formal Record-Drawing. The Contractor's verification statement shall be signed by the Contractor's Project Manager (or acceptable representative).

Note: The Designer's verification indicates the Designer's acknowledgment of the red-line and field changes, the presented field changes have been included within the As-Built Construction Record-Drawing and is the Designer's concurrence that these changes meet the design intent of the Contract. The Designer's verification statement shall be signed by the Lead Designer's representative.

The DBT may choose to omit the "Red-Line" submission and submit only formal As-Built Construction Record-Drawing.

In addition to the information shown on the construction plans, the Record-Drawing plans shall show the following:

1. All deviations from the original approved construction plans which result in a change of location, material, type, or size of work.
2. Any utilities, pipes, wellheads, abandoned pavements, foundations or other major obstructions discovered and remaining in place which are not shown, or do not conform to locations or depths shown in the plans. Underground features shall be shown and labeled on the Record-Drawing plan in terms of station, offset and elevation.
3. The final option and specification number selected for those items which allow several material options under the specification (e.g., conduit).
4. Additional plan sheets may be needed if necessary to show work not included in the construction plans.

Notation shall also be made of locations and the extent of use of materials, other than soil, for embankment construction (rock, broken concrete without reinforcing steel, etc.).

The Plan index shall show the plan sheets which have changes appearing on them.

Two copies of the As-Built Construction Record-Drawing plans shall be delivered to the Project Engineer for approval upon completion of the physical work but prior to the request for final payment. After the LPA has approved the As-Built Construction Record-Drawings, the associated electronic files shall be delivered to the respective ODOT District. Acceptance of

these plans and delivery of the associated electronic files is required prior to the work being accepted and the final estimate approved.

The plans shall be prepared in conformance with the Location and Design Manual, Volume 3, Section 1200 - Plan Preparation.

22 BUILDABLE UNITS (BU) NOT APPLICABLE

Buildable Units are portions of the projects which can be designed, reviewed, and built with only limited controls and assumptions coming from the design of other portions of the project. Often a Buildable Unit will be defined by a geographic area within the plan, but it may also be defined by types of work or construction stages which may require or permit similar, nearby work to be divided into separate Buildable Units. All Buildable Units shall summarize the materials required to construct that portion of the project. The summary shall include the Construction and Material Specifications Item Number, and a description of the materials to be used.

For the Interim and Final Design submittals, the DBT may break the project work into two or more separate BU which can be progressed through design and construction with minimal or known effect on each other and/or which can be dealt with sequentially such that sufficient data is available for design and review of each BU. In order that the design and construction of one BU may proceed without significant approved information from an associated BU, the DBT may develop and propose assumptions which will allow for the first BU to proceed through design and/or construction. These assumptions shall be submitted for review and comment but their accuracy and effort upon the final design are the sole responsibility of the DBT. Should error in these assumptions result in additional work, remedial work or other changes to assure an acceptable design or should they result in the need to remove work and substitute additional work, the Contractor shall be responsible for all such costs including, removal of unacceptable materials from the site, modification, additional work, repairs, etc. as necessary to produce an acceptable result.

If the DBT elects to develop Buildable Units, the DBT shall prepare, for review by the LPA, a table of Buildable Units for the project with each BU described in detail. If the table is approved, the DBT shall modify the Progress Schedule to show a separate group of activities for BU and these activities shall encompass all of the design and construction work in each BU. The Progress Schedule for design review shall be developed such that information from other dependent BUs (BUILDABLE UNITS) is available at the time of submission of the BU at hand. Work activities shall be further separated in the Progress Schedule to show a meaningful completion status (i.e., separate activities comprising the placement of a bridge deck on steel beams shall describe; shoring, form building, steel placement, placement of conduit & joints, pouring concrete, forming parapets, pouring or slip forming parapets, provision of membranes, provision of wearing surfaces, curing, repair, form removal, cleaning, etc.).

The Final Review Submission and Construction Plans shall specifically be identified by the Buildable Unit code. If the design of a BU requires input information from an adjacent or related BU, the source for that information in previously approved plans shall be cited or the DBT shall provide an estimated value of the data. The input data shall also be carefully

identified. In the same way any assumption, calculations or results from the stage and BU which are used as input to another BU shall be similarly identified, and where appropriate, compared back to that BU to verify previous assumptions. Should assumptions not match values calculated later, the DBT shall re-analyze all affected components and determine appropriate changes. Should those elements have already been constructed, the DBT shall recommend repairs, adjustments, modifications or replacement of the existing work as necessary to comply with the Scope of Work. All costs for re-design, re-submissions, modifications, removals, disposal of materials and new work needed to remedy the project and bring it to compliance shall be borne by the Contractor and no time extensions shall be approved for this.

For projects with railroad involvement, a separate BU shall be submitted for review that includes all work components over, under, within and adjacent to the railway that could impact or influence railroad operations. Buildable units for railroad review submissions shall not be defined by types of work, but shall be determined by the limits of railroad regions of concern. The BU shall include all work within the applicable railroad region of concern (as agreed with the railroad and DBT) and shall not be segmented partial design pieces of an entity but shall be the overall design phased submission of the entity. Subdivision of work components that impact or influence railroad operations into multiple BU's shall not be performed unless previously agreed to by the LPA and railroad.