

PIC-Ashville-Ped Improve, PID Number 117460
April 10, 2023, Quarterly Meeting Notes

Scope of work:

Provide Rectangular Rapid Flashing Beacons (RRFB) and street lighting along Long St/Ashville Pike (SR 316/CR 28) in the Village of Ashville.

ODOT HSP funds

Funding

Preliminary Engineering – PE-ENV, PE-DD, PE-Ongoing Services – 100% local funds

Construction – Construction Contract/Construction Eng. – cap amount of \$88,354.45 at 100% (80% Carbon Reduction/20% Safety)

Revised/updated estimate needs submitted with each plan submittal.

Needs added on TIP/STIP:

Consultant selection

QBS process required

Prequalified consultant/subconsultant needs selected for all project work types

Consultant to perform NEPA, RW plan preparation (if applicable) and detail design

Design consultant cannot perform construction engineering services

Consultant: Tebbe Civil Engineering, LLC.

Consultant authorization date –

SOS kickoff meeting held – 09/20/2023

Agencies involved with project

Village of Ashville

ODOT

Contact Information

Village of Ashville –

ODOT – Kelsey Vandia

ODOT RW – Angie Jacobs

ODOT NEPA – Marci Lininger

Consultant –

Paperwork

Project Agreement will be required (forthcoming)

NHS waiver is not required.

LPA SOS form needs to be completed – completed on 06/27/22

Preliminary Development (NEPA)/Permits Status

NEPA contact for ODOT – Marci Lininger

District 6 will perform the NEPA Tasks and NEPA Document Preparation

Village of Ashville is responsible for providing all necessary information to District 6

Any tasks District 6 cannot perform will need completed by prequalified consultant/subconsultant

Environmental Document Approved: 10/01/2023 (proposed)

NEPA commitments to Village of Ashville:

All NEPA commitments/permit requirements need addressed by plans/bid documents

Revised clearing/grubbing requirements if ESR determines endangered species habitat.

Public Involvement meeting materials and dates are required to be coordinated with District 6.

RW/UTILITIES

RW contact for ODOT – Angie Jacobs

ODOT Definition of Additional RW

Temporary/slope easements or any work at all which is performed outside of the existing road RW

RW Requirements:

TBD

RW Plan Requirements

ODOT format RW plans will be required with RW checklist for each RW plan submittal

Following rw plan submittals will be required

 Preliminary RW plans – allow 45 day ODOT review timeframe

 Final RW plans – allow 30 day ODOT review timeframe

ODOT prequalified consultant required for RW plan preparation/acquisition activities

RW Authorization

Requires NEPA approval, RW plan approval

Upon authorization, appraisal scoping and kick-off meeting will be needed

Project schedule must allow twelve months (minimum) for RW acquisition

Utility Involvement

Utility conflicts unknown at this point

Village of Ashville responsible for distributing plans to utilities and coordinating relocation activities

Copy Angie Jacobs on all utility correspondence

Utility delay claims are not federally reimbursable

Railroad Involvement – none

RW Certification

RW Certification – Village of Ashville must certify RW/utilities to ODOT

 If applicable, copy of Utilities note, Exhibit B will be required with certification

PLAN DEVELOPMENT/MILESTONE DATES

Technical Review/Coordination of Review Comments

Village of Ashville is responsible for coordinating and addressing all agency review comments

Village of Ashville is responsible for performing all technical reviews

Level of ODOT Review

ODOT will perform limited technical reviews

Scope compliance reviews will be performed for balance of project

No use of proprietary items

Any 100% local items require quantity splits on General Summary

All locations must be ADA compliant

Project will follow PDP

Signal warrant analysis approved (if applicable)

Certified traffic approved (if applicable)

Design Standards

ODOT L&D Manual and BDM (if applicable)

Design Exceptions

Village of Ashville is responsible for identifying, preparing and submitting all design exceptions

Required Milestone Dates

NEPA/Permit and RW/Utility timeframes need to be addressed in schedule

MILESTONE	COMPLETED DATE	PROPOSED DATE
LPA Scope of Services Document		
Consultant Authorization Date		
Stage 2 Plans – Submitted		08/01/2023
Stage 2 Plans – Complete		09/01/2023
Environmental Doc. - Approved		10/01/2023
Stage 3 Plans – Submitted		11/01/2023
Stage 3 Plans – Complete		12/01/2023
Tracings Complete		02/01/2024
LPA RW Certification		02/01/2024
ODOT RW Certification		02/15/2023
Plan Package to ODOT, D6		03/01/2024
Plan Package to ODOT, CO		07/01/2024
Sale		07/01/2024
Award		07/01/2024 (FY25)
Begin Construction		08/15/2024
End Construction		10/15/2024

Milestones per schedule dated 02/14/2023.

Minimum thirty day review timeframe for design plan reviews

Federal Authorization required prior to Stage 3 (Final Engineering) Plan Development

Stage 3 plans will not be approved by ODOT until NEPA cleared and RW authorized

All submittal dates can be advanced; however project must be awarded in fiscal year funded.

PLAN PACKAGE/AWARD INFORMATION

Required Items

List of the required plan package submittal items will be included with the Stage 3 comments

DBE Determination

DBE determination now required on all projects – ODOT Let (handled by CO)

Bid Documents

ODOT Let

Pre-Construction Conference

ODOT will notify Village of Ashville to attend the pre-construction conference, once established

CONSTRUCTION INFORMATION

Change Order Process in place – ODOT

Claims Process in place –ODOT CMS

Materials Process – ODOT CMS

Construction Inspection Services – ODOT LET

DBE/EEO/PW Monitoring – ODOT LET