09-02-25 Posting Date
LUC-Pickle Road
PID No. 124618
City of Oregon
Response Due Date: 09-19-25

Communications Restrictions

Please note the following policy concerning communication between Consultants and the City of Oregon during the announcement and selection process:

During the time period between advertisement and the announcement of final consultant selection, communication with consultants (or their agents) shall be limited as follows:

Communications which are strictly prohibited:

Any discussions or marketing activities related to this specific project.

Allowable communications include:

Technical or scope of services questions specific to the project or RFP requirements.

Project Description

The services include preparation of construction contract and right of way plans for the LUC-Pickle Road and Sidewalk Project in the City of Oregon. This project is funded through Safe Routes to School (SRTS) and includes installing approximately 3,711 linear feet (LF) of 5-foot-wide sidewalk at the following locations along Pickle Road:

1. On the north side between Town Center Boulevard and Laura Lane
2. On the south side between the YMCA and Eastland Drive
3. On the north side between the Oregon Trail Bike Path and Heritage Lane
4. On the south side between the Oregon Trail Bike Path and Oaktree Court

Additionally, the project includes construction of approximately 1,410 feet of 10-foot-wide asphalt shared-use path between Coy Elementary School and the Oregon Trail Bike Path.

Estimated Construction Cost: $575,000.00

Prequalification Requirements

Prequalification requirements for this agreement are listed below. For all prequalification categories other than FINANCIAL MANAGEMENT SYSTEM EVALUATION the requirement may be met by the prime consultant or a subconsultant.

Also, please note that only individuals (not firms) are prequalified for right of way acquisition services. In instances where prequalification for these services is required, a prequalified individual, either employed by the prime consultant or a subconsultant, must be named in order to meet the requirement.

For agreements that require prequalification in FINANCIAL MANAGEMENT SYSTEM EVALUATION, the prime consultant and **all subconsultants that provide engineering and design related services** must be prequalified in this category. Engineering and Design Related Services are defined as follows:

> Program management, construction management, feasibility studies, preliminary engineering, design engineering, surveying, mapping, or architectural related services with respect to a highway construction project subject to 23 U.S.C. 112(a) as defined in 23 U.S.C 112(b)(2)(A); and
>
> Professional services of an architectural or engineering nature, as defined by State law (ORC 5526), which are required to or may logically or justifiably be performed or approved by a person licensed, registered, or certified to provide the services with respect to a highway construction project to 23 U.S.C. 112(a) and defined in 40 U.S.C. 1102(2).

DESIGN SERVICES:

Bicycle Facilities & Enhancement Design;
Non-Complex Roadway Design;
Complex Right of Way Plan Development;

FINANCIAL MANAGEMENT SYSTEM EVALUATION

Compliant with Federal Requirements (Prime consultant and subconsultants that provide engineering and design related services must meet this prequalification requirement)

Selection Subfactors

The consultant should have experience in bicycle facility design, sidewalk design, and drainage design, as well as in managing ODOT local-let projects in accordance with ODOT's Manual of Procedures for Locally Administered Transportation Projects. They should also be able to demonstrate the ability to deliver the project on time and within budget.

Contract Type and Payment Method

Refer to the ODOT's Manual for Administration of Contracts for Professional Services, Volume 1: Consultant Contract Administration, Sections 4.3.A and 4.3.B for guidance concerning the appropriate contract type and payment method. Based on this guidance, contract type and payment method will be determined during the scope of services and negotiation process.

Estimated Date of Authorization

It is anticipated that the selected Consultant will be authorized to proceed by October 2025.

Completion Schedule

The estimate, plans, and all corresponding files are to be completed and on file with the City of Oregon Department of Public Service and ODOT District 2 within twenty-four (24) months from the date of authorization or no later than December 1, 2027.

For a detailed project schedule, refer to Section H of the LPA Scope of Services. The schedule will be updated as needed following consultant selection, once an estimated authorization date has been established and upon concurrence with ODOT District 2.

Disadvantaged Business Enterprise (DBE) Participation Goal: NONE

Suspended or Debarred Firms

Firms included on the current Federal list of firms suspended or debarred are not eligible for selection.

Terms and Conditions

The Department's *Specifications for Consulting Services 2016 Edition* will be included in all agreements selected under this request for letters of interest.

Compliance with Title VI of the Civil Rights Act of 1964

The City of Oregon, in accordance with Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, all bidders including disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, sex, age, disability, low-income status, or limited English proficiency in consideration for an award.

Selection Procedures

The City of Oregon will directly select a consultant based on the Letter of Interest (LoI). The requirements for the LoI and the Programmatic Consultant Selection Rating Form that will be used to select the consultant are shown below.

Firms interested in being considered for selection should respond by submitting three (3) copies of the Letter of Interest and one (1) electronic pdf file by email of the entire Letter of Interest to the following address **by 4:30 PM on the response due date** listed above.

Paul Roman, P.E.
Director of Public Service
City of Oregon
5330 Seaman Road
Oregon, Ohio 43616
proman@oregonohio.org

Responses received after 4:30 PM on the response due date will not be considered.

Scope of Services

The Scope of Services document is included below.

Requirements for Letters of Interest, Programmatic Selection Process

A. Instructions for Preparing and Submitting a Letter of Interest

1. Provide the information requested in the Letter of Interest Content (Item B below), in the same order listed, in a letter signed by an officer of the firm. Do not send additional forms, resumes, brochures, or other material.

2. Letters of Interest shall be limited to ten (10) 8½" x 11" single sided pages plus two (2) pages for the Project Approach (Item B.5 below).

3. Please adhere to the following requirements in preparing and binding letters of interest:

   a. Please use a minimum font size of 12-point and maintain margins of 1" on all four sides.
   b. Page numbers must be centered at the bottom of each page.
   c. Use 8½" x 11" paper only.
   d. Bind letters of interest by stapling at the upper left hand corner only. Do not utilize any other binding system.
   e. Do not provide tabbed inserts or other features that may interfere with machine copying.

B. Letter of Interest Content

1. A statement of the firm's qualifications to provide the requested services. Describe the expertise and experience of your firm in providing the proposed services on projects of similar size. Identify and describe three (3) projects which your firm has completed over the past five (5) years that have similarities and relevance to this proposed project and scope of services. Provide a list of at least five (5) references, including name, address and telephone number of previous clients on projects with a similar scope of work. List the types of services for which your firm is currently prequalified by the Ohio Department of Transportation.

2. List significant subconsultants, their current prequalification categories and the percentage of work to be performed by each subconsultant.

3. List the Project Manager and other key staff members, including key subconsultant staff. Include project engineers for important disciplines and staff members that will be responsible for the work, and the project responsibility of each.

   Address the experience of the key staff members on similar projects, and the staff qualifications relative to the selection subfactors noted.

4. Describe the capacity of your staff and their ability to perform the work in a timely manner, relative to present workload, and the availability of the assigned staff.

5. Provide a description of your Project Approach, not to exceed two pagesConfirm that the firm has visited the site and address your firm's: 1) Technical approach; 2) Understanding of the project; 3) Qualifications for the project; 4) Knowledge and experience concerning relevant ODOT and local standards, procedures and guidance documents; 5) Innovative ideas; 6) Project specific plan for ensuring increased quality, reduced project delivery time and reduced project costs.

Items 1 thru 4 must be included within the 10-page body of the LoI. Remaining space within the ten (10) pages may be utilized to provide personnel resumes or additional information concerning general qualifications.

Consultant Selection Rating Form
for
Programmatic Selections

Project:
PID:
Project Type:_____
District:
Selection Committee Members:

Firm Name:

Category	Total Value	Scoring Criteria	Score
Management & Team			
Project Manager	10	See Note 1, Exhibit 1	
Strength/Experience of Assigned Staff including Subconsultants	25	See Note 2, Exhibit 1	
Firm's Current Workload/ Availability of Personnel	10	See Note 4, Exhibit 1	
Consultant's Past Performance	30	See Note 3, Exhibit 1	
Project Approach	25		
Total	100		

If Applicable: Adequate good faith efforts made to meet DBE goal Y/N

Exhibit 1 - Consultant Selection Rating Form Notes

1. The proposed project manager for each consultant shall be ranked, with the highest ranked project manager receiving the greatest number of points, and lower ranked project managers receiving commensurately lower scores. The rankings and scores should be based on each project manager's experience on similar projects and past performance for the LPA and other agencies. The selection committee may contact ODOT and outside agencies if necessary. Any subfactors identified should be weighed heavily in the differential scoring.

   Differential scoring should consider the relative importance of the project manager's role in the success of a given project. The project manager's role in a simple project may be less important than for a complex project, and differential scoring should reflect this, with higher differentials assigned to projects that require a larger role for the project manager.

2. The experience and strength of the assigned staff, including subconsultant staff, should be ranked and scored as noted for Number 1 above, with higher differential scores assigned on more difficult projects. Any subfactors identified in the project notification should be weighed heavily in the differential scoring.

   As above, other agencies may be contacted.

3. The consultants' past performance on similar projects shall be ranked and scored on a relative, differential scoring type basis, with the highest ranked consultant receiving a commensurately greater number of points. The selection team should consider ODOT CES performance ratings if available, and consult other agencies as appropriate. The use of CES ratings shall place emphasis on the specific type of services requested.

   The differential scoring should consider the complexity of the project and any subfactors identified in the project notification.

4. The consultant's workload and availability of qualified personnel, equipment and facilities shall be ranked and scored on a relative, differential scoring type basis. The scoring shall consider quantifiable concerns regarding the ability of a firm (or firms) rated higher in other categories to complete the work with staff members named in the letter of interest.

Scope of Services
LUC – Pickle Road Path and Sidewalk
PID No. 124618

The services include the preparation of construction contract and right-of-way plans for the **LUC Pickle Road and Sidewalk Project** in the City of Oregon, a **Safe Routes to School** initiative. The project involves installing approximately **3,711 linear feet (LF) of 5-foot-wide sidewalk** at the following locations along **Pickle Road**:

1. On the **north side** between Town Center Boulevard and Laura Lane
2. On the **south side** between the YMCA and Eastland Drive
3. On the **north side** between the Oregon Trail Bike Path and Heritage Lane
4. On the **south side** between the Oregon Trail Bike Path and Oaktree Court

Additionally, the project includes construction of approximately **1,410 feet of 10-foot-wide asphalt shared-use path** between Coy Elementary School and the Oregon Trail Bike Path.

It is anticipated that this project will follow ODOT's Path 2 Project Development Process (PDP), which includes Preliminary Engineering (PE), Environmental Engineering (EE), and Final Engineering (FE) phases. The City expects that ODOT will be responsible for completing the required environmental work.

The following services are anticipated to be required for the design phase of this project:

1. Field survey
2. Location and verification of existing utilities
3. Shared-use path design
4. Sidewalk design
5. Stormwater and drainage design
6. Erosion control design
7. Signage and pavement marking design
8. Preparation of right-of-way plans and legal descriptions
9. Preparation of final construction plans, specifications, and cost estimate

PROJECT SCOPE

A. PROEJCT IDENTIFICATION		
CRS: LUC Pickle Road Path and Sidewalk	**PID:** 124618	**Scope Date:** 10/8/25
Let Type: ☒ Local Let ☐ ODOT Let LPA Traditional	**Project Sponsor:** City of Oregon	
Design: ☐ In-House ☒ Consultant	**Consultant Name:** TBD	
Fiscal Year: 2028	**Proposed Sale Date:** 2/26/2028	

Project Description (proposed work, issues to be corrected, and project termini, required noise waivers):
The City of Oregon plans to install a sidewalk and a shared-use path along Pickle Road to provide safe routes to Coy Elementary School and Cardinal Stritch Catholic High School and Academy. As outlined in our School Travel Plan (STP), a total of 3,711 linear feet (LF) of 5-foot-wide sidewalk will be installed at the following locations along Pickle Road:

On the north side between Town Center Boulevard and Laura Lane
On the south side between the YMCA and Eastland Drive
On the north side between the Oregon Trail Bike Path and Heritage Lane
On the south side between the Oregon Trail Bike Path and Oaktree Court

Additionally, 1,410 feet of 10-foot-wide asphalt shared-use path will be constructed between Coy Elementary School and the Oregon Trail Bike Path.

B. PROJECT DETAILS

EXISTING CONDITIONS

R/W Width: 60’

Curbs	☐ Yes ☒ No		
Curb ramps	☐ Yes ☒ No	ADA Compliant?	☐ Yes ☐ No
Sidewalks	☐ Yes ☒ No	ADA Compliant?	☐ Yes ☐ No
Guardrail	☐ Yes ☒ No		

PROPOSED WORK

R/W Width: 70’-80’

Curbs	☐ Yes ☒ No	Comments:
Curb ramps	☒ Yes ☐ No	Comments:
Sidewalks	☒ Yes ☐ No	Comments:
Guardrail	☐ Yes ☒ No	Comments:
Pavement Work- Overlay	☐ Yes ☒ No	Comments:
Pavement Work- Mill & Fill	☐ Yes ☒ No	If yes, ☐ 1 Course ☐ 2 Course
Pavement Work- Full Depth	☒ Yes ☐ No	If yes, ☐ Concrete ☒ Asphalt
Pavement Repairs	☐ Yes ☒ No	If yes, ☐ Concrete ☐ Asphalt Percentage:
Driveways	☒ Yes ☐ No	If yes, ☒ Concrete ☒ Asphalt ☒ Stone
Storm or Sanitary Sewers	☒ Yes ☐ No	If yes, excavation > 6ft? ☐ Yes ☒ No
Catch basins/manholes	☒ Yes ☐ No	If yes, ☐ New ☒ Adjust
Signing	☒ Yes ☐ No	If yes, excavation > 6ft? ☐ Yes ☒ No
Lighting	☐ Yes ☒ No	If yes, excavation > 6ft? ☐ Yes ☐ No
Signals	☐ Yes ☒ No	If yes, excavation > 6ft? ☐ Yes ☐ No
Loops/Camera/Radar	☐ Yes ☒ No	Comments: Click or tap here to enter text.
Rumble Strips	☐ Yes ☒ No	

STRUCTURES ☐ Yes ☒ No

Location:	
Crossing:	
Structure File Number:	
Eligible for the National Register	☐ Yes ☐ No
Work Description:	
Maintenance of Traffic	☐ Part Width ☐ Detour Comments:

SUPPLEMENTAL INFORMATION

ODOT to supply certified traffic?	☐ Yes ☒ No	
Current ADT: 4028 / 3091	**Design ADT**:	**T24**:
Design Speed: 35 mph	**Legal Speed**:	
Design Exceptions Required?	☐ Yes ☒ No	Comments:

C. MAINTENANCE OF TRAFFIC		
Part-Width	☒ Yes ☐ No	Tunnel Lights? ☐ Yes ☒ No
Detour	☐ Yes ☒ No	Closure Duration:
Routes to be Used:		
Adjacent Projects with Detour?	☐ Yes ☒ No	PID(s):
Additional Comments:		

D. RIGHT OF WAY		
New Right of Way	☒ Yes ☐ Temporary ☒ Permanent ☐ No	# of Parcels: 36 (estimated)
Relocations	☐ Yes ☒ No ☐ Possible	Number of Relocations:
Railroad Involvement	☐ Yes ☒ No	Railroad Name:
Railroad Agreement Needed	☐ Yes ☒ No	
Encroachments	☐ Yes ☒ No	Type:
Is the LPA willing to appropriate if necessary?	☒ Yes ☐ No	
Additional Comments:		

(LPA Certification of RW required even if no new RW acquisition is required)

E. UTILITIES			
Impacts	☐ Yes ☒ No ☐ POSSIBLE		
		Company/Owner:	Relocations:
Phone	☐ None ☒ Aerial ☒ Buried	AT&T, Buckeye	☐ Yes ☒ No ☐ Unsure
Cable	☐ None ☒ Aerial ☒ Buried	AT&T, Buckeye	☐ Yes ☒ No ☐ Unsure
Electric	☐ None ☒ Aerial ☒ Buried	Toledo Edison	☐ Yes ☒ No ☐ Unsure
Gas	☒ Yes ☐ No	Columbia Gas	☐ Yes ☒ No ☐ Unsure
Water	☒ Yes ☐ No	City of Oregon	☐ Yes ☒ No ☐ Unsure
Storm Sewer	☒ Yes ☐ No	City of Oregon	☐ Yes ☒ No ☐ Unsure
Sanitary Sewer	☒ Yes ☐ No	City of Oregon	☐ Yes ☒ No ☐ Unsure
Other_____	☐ Yes ☐ No		☐ Yes ☒ No ☐ Unsure
Who will perform for the Utility Note/Utility Relocation?			☐ LPA ☒ LPA/Consultant

Additional Comments:

(NOTE: Utility Note must be submitted to Real Estate for review at least 30 days prior to LPA RW Certification)

F. GEOTECHNICAL				
Required?	☐ Yes	☒ No		
Responsible Party	☐ LPA	☐ ODOT		
Tasks	☐ Borings	☐ Laboratory Testing	☐ Sulfate Testing	☐ GB-1
Submittals	☐ Soil Profile Sheets		☐ Structure Foundation Sheets	
Additional Comments:				

G. PROJECT FUNDING		
Project cost estimate: $574,746.53	**Inflated to FY:** 2028	
Are quantity splits needed?		☐ Yes ☒ No
Is coordination with concurrent projects needed?		☐ Yes ☒ No
Funding sources: SRTS		
Does the LPA intend to recover any direct labor costs?		☐ Yes ☒ No
Does the LPA intend to hire a consultant during construction (Inspection or Testing)?		☒ Yes ☐ No
Does the LPA intend to recover any Fringe and Overhead Costs associated with this project?		☐ Yes ☒ No

What Cost Recovery method does the LPA intend to utilize?

☐ No cost recovery of LPA's project direct labor, fringe benefits, or overhead costs.

☐ Direct Labor plus indirect costs determined using the Federal De Minimis Indirect Cost Rate[i]

☐ Direct Labor plus Approved Fringe Benefit Costs (fringe benefits only), plus indirect costs calculated using the Federal 15% De Minimis Indirect Cost Rate.

☐ Direct labor, plus fringe benefits costs calculated using the LPA's ODOT approved Fringe Benefits Rate, plus indirect costs calculated using the LPA's ODOT approved Indirect Cost Rate.

Does the LPA currently have a timekeeping system in place?	☒ Yes ☐ No
If so, does that system track both payroll and project hours concurrently	☒ Yes ☐ No

If different systems, how does the LPA reconcile project hours to payroll?

How often are payroll records prepared?

Bi weekly

The De Minimis Indirect Cost Rate is 10 percent of modified total direct costs (MTDC) per 2 CFR §200.414. Regardless of whether the LPA prepares a CAP or uses the 10-percent de minimis rate, LPAs are required to maintain Federally-compliant time-tracking systems. Accordingly, LPAs are permitted to bill for labor costs and associated indirect costs only if such costs are accumulated, tracked, and allocated in accordance with such systems. Before an LPA is eligible to elect the de minimis rate on any project, the LPA's time-tracking system and methods for tracking other project costs must be reviewed and approved by the ODOT Office of External Audits. To obtain this approval, LPAs will be required to complete an Internal Control Questionnaire (ICQ), and LPAs with compliant time-tracking systems will be granted approval (be prequalified) to apply the de minimis rate.

2 The De Minimis Indirect Cost Rate is 15 percent of modified total direct costs (MTDC) per 2 CFR §200.414. Regardless of whether the LPA prepares a CAP or uses the 15-percent de minimis rate, LPAs are required to maintain Federally-compliant time-tracking systems. Accordingly, LPAs are permitted to bill for labor costs and associated indirect costs only if such costs are accumulated, tracked, and allocated in accordance with such systems. Before an LPA is eligible to elect the de minimis rate on any project, the LPA's time-tracking system and methods for tracking other project costs must be reviewed and approved by the ODOT Office of External Audits. To obtain this approval, LPAs will be required to complete an Internal Control Questionnaire (ICQ), and LPAs with compliant time-tracking systems will be granted approval (be prequalified) to apply the de minimis rate.

3 Annually, the LPA shall submit an updated rate for review and approval by the ODOT Office of External Audits.

H. PROJECT SCHEDULE		
Milestone	LPA Draft Schedule	Field Review Schedule
Project Initiation Package (N/A for projects < $20M)	N/A	
Consultant Authorization	10/17/2025	
Survey	12/19/2025	
Geotechnical	N/A	
Feasibility Study Submitted	N/A	
Alternative Evaluation Report Submitted	N/A	
Begin Planning Phase (Footprint Submitted)	N/A	
Stage 1 Submitted	N/A	
NEPA Start	4/8/2026	
Stage 2 Submitted	4/1/2026	
Preliminary R/W Plans Submitted	7/31/2026	
Compliance R/W Plans Submitted	N/A	
Waterway Permit Determination Submitted- (30-day review)	N/A	
Waterway Permit Determination Complete	N/A	
Environmental Approval	9/1/2026	
404/401 Permits Submitted to Agencies- (6-18-month review)	N/A	
404/401 Permits Received from Agencies	N/A	
Stage 3 Submitted	7/2/2027	
R/W Acquisition Complete	10/22/2027	
Final R/W Plans Approved	11/6/2026	
PS&E Submitted to District	11/8/2027	
LPA R/W Certification	11/8/2027	
ODOT R/W Certification	11/22/2027	
Plan Package Received in Central Office	1/14/2028	
Sale	3/3/2028	
Award	4/24/2028	
Begin Construction	6/12/2028	
End Construction	9/29/2028	

1. Assume a 30 day review period for all submissions. Submittal recipients will be outlined in post field review meeting minutes.
2. Allow 1 month between PS&E and plan package to CO
3. Allow 6 weeks between plan package and sale
4. Allow 4 weeks between sale and award

I. ROLES & RESPONSIBILITIES	
Task	Responsible Party
Proposal/Specification Development	LPA Consultant
Environmental Studies & Document	ODOT
Construction Plan Development	LPA Consultant
R/W Plan Development	LPA Consultant
R/W Acquisition/Appraisals	LPA/LPA RW Consultant(s)
Utility Relocation	LPA
LPA Agreement	ODOT
Advertising & Award of Contract	LPA
Construction Inspection	LPA

J. ENVIRONMENTAL (FILLED OUT BY ODOT)

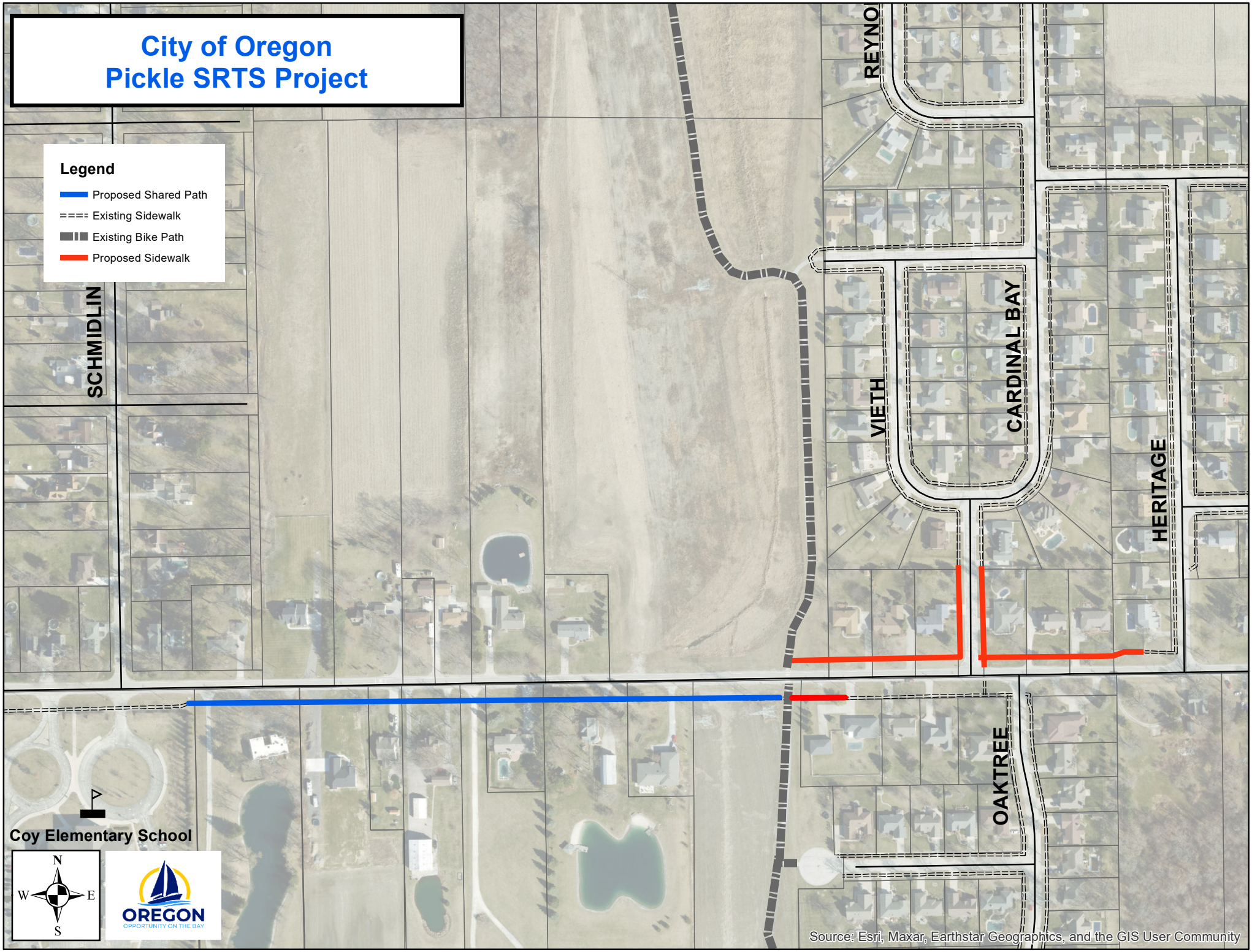
Task	Task#	Required	Preparer	Comments
Environmental Document and PDP				
CE Level: Choose an item. **Include all mapping**	**3.5.A**	☐		
Purpose and Need Statement (D1+)	**1.3.G**	☐		
Feasibility Study (D1+)		☐		
Cultural Resources – Any work outside existing r/w, known listings or eligible for listing on the National Register of Historic Places), historic district.				
Section 106 Scoping Request	**2.2.B**	☐		
Consulting Party Invitations/Coordination				
Cultural Resource Phase I (HA/AR)	**2.2.B/3.1.A**	☐		
Cultural Resource Phase II (HA/AR)	**3.1.A/3.1.B**	☐		
Cultural Resources 4(f)		☐		
Determination of Effects Report		☐		
Section 4(f)/6(f) – Any work in/near a recreational area, park bike path, playground, sports field, wildlife refuge, etc. their driveways or connection into an existing path?				
OWJ Letters	**2.2.F & 3.1.C**	☐		
Section 4(f)/6(f) DRF	**2.2.F & 3.1.C**	☐		
Water Trails Coordination Form		☐		
Ecological – Any work below the Ordinary High Water Mark (OHWM) of a stream/ditch, in a wetland, off existing pavement within the Oak Openings Region, cutting of trees 3 inches in diameter and 13 feet tall, etc.				
Ecological Survey Level:	**2.2.C**	☐		

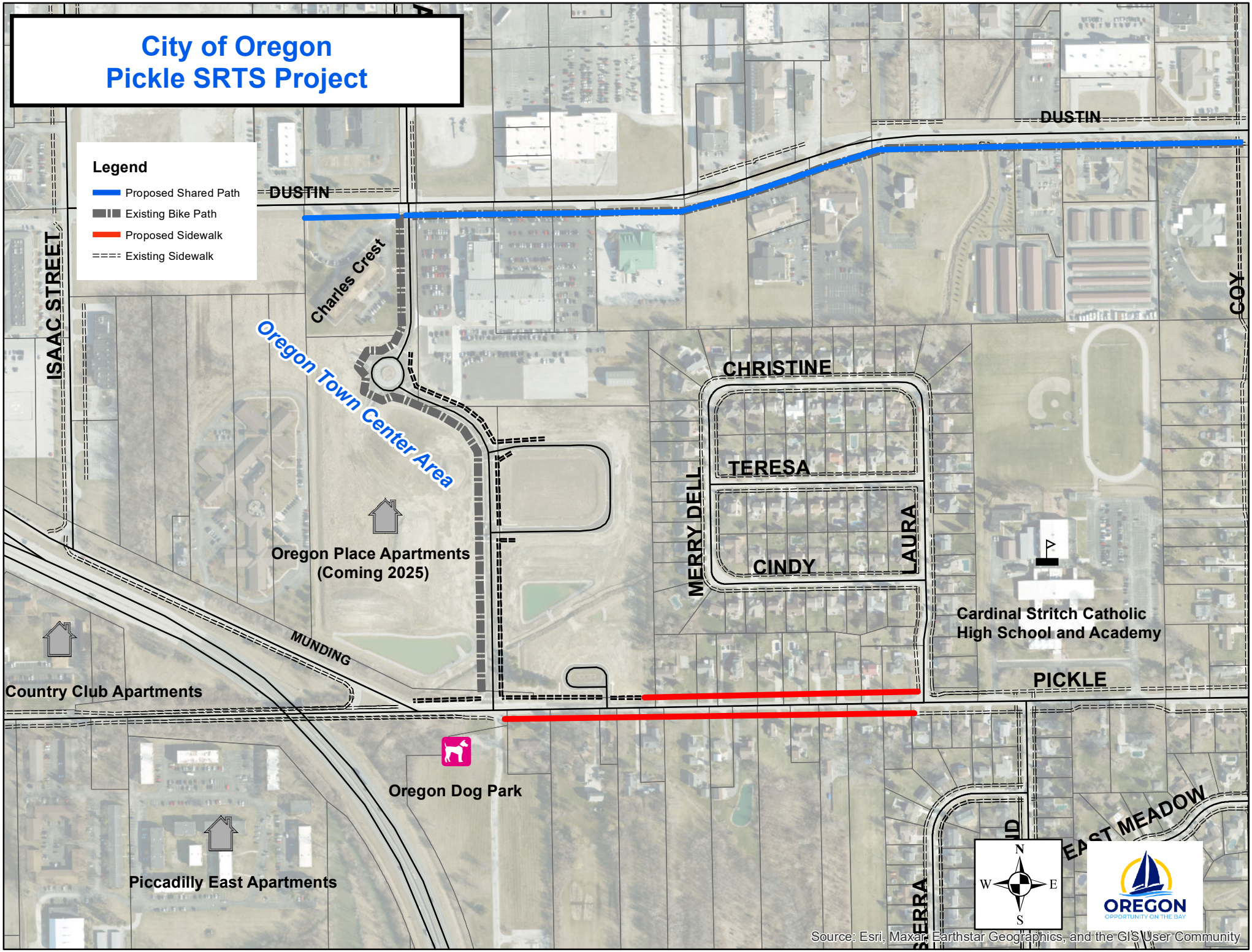
Mussel Survey	**3.1.Q**	☐		
ODNR Coastal Zone		☐		
Purple or Yellow Catchment Area		☐		
Scenic River Tier V Coordination	**2.2.C**	☐		
Scenic River Field Review Form (Tier I-IV)	**2.2.C**	☐		
Oak Openings Plant Survey		☐		
Instream Work Restrictions		☐		
Shore Structure Permit (changing shoreline)		☐		
Submerged Land Lease (beyond natural shoreline)		☐		
Waterway Permitting – Any work below the Ordinary High Water Mark (OHWM) of a stream/ditch, in a wetland, bridge work in, over, or under a navigable waterway.				
Waterway Permit Determination	**3.1.M**	☐		
Section 9/Section 10/Section 408	**3.1.M**	☐		
404 NWP/RGP USACE	**3.1.M**	☐		
404 PCN to USACE	**3.1.M**	☐		
404/401 Individual Permit USACE	**3.1.M**	☐		
OEPA Directors Authorization	**3.1.M**	☐		
Isolated Wetland Permit to OEPA	**3.1.M**	☐		
Coast Guard Coordination	**3.1.M**	☐		
Purchase Stream/Wetland Mitigation		☐		
Floodplain – Any work within a FEMA mapped floodplain requires a coordination email to Jorey and all required L&D Forms required prior to plans are sent to CO.				
Floodplain Coordination	**2.3.H.A**	☐		
Statement of Findings		☐		
Drinking Water Protection – If the project is within a drinking water protection zone, a plan note will be provided by ODOT. If in a public supply area, coordination may be required with the owner before the env doc can be approved.				
Drinking Water Coordination	**3.5.A**	☐		
Farmland – Not required for urbanized area (red) on USGS quad map or Census map. Required for bridge replacement with 3 acres or more r/w, widening with strip r/w of 10 acres or more per linear mile, and intersection improvements requiring r/w of 3 or more acres.				
Farmland Screening or FCIR	**3.1.E**	☐		
Public Involvement – Includes property owner, tenant, stake holders, emergency services, and schools. Additional PI in different methods needed for UP areas. Property owners and tenants (property address) when there is a building on it.				
Local Festivals or Events		☐		

Letter/email to Fire, Police, EMS, Schools, Hospital, etc. (Full closures OR lane restrictions near facilities)	**2.6.A**	☐		
Letters – property owners, tenants, stakeholders (new R/W or closures)	**2.2A**	☐		
Public Engagement Plan (Path 3 and D1+)	**2.6.A**	☐		
Press Release (Path 3)	**2.2.A**	☐		
Paid Advertisement (Path 3)	**2.6.A**	☐		
Public Meeting (Path 3)	**2.6.A**	☐		
Public Hearing (EA/EIS)	**2.6.A**	☐		
Regulated Materials Review – Any work outside existing r/w and/or 6 feet or more below the existing ground surface, such as storm/sanitary sewer work, waterlines, signal poles, catch basins, bridge abutments, etc.				
RMR Screening (all projects)	**2.2.D**	☐		
RMR Assessment (Phase I ESA)	**3.1.D**	☐		
RMR Investigation (Phase II ESA)	**3.1.O**	☐		
Noise and Air – Any work moving travel lanes closer to noise receptors, adding capacity				
Noise Ordinances/Waivers		☐		
Noise Analysis	**2.2.G & 2.2.H & 3.1.J**	☐		
Air Analysis (typically MSAT)	**3.1.P**	☐		
Other				
Asbestos Inspection	**NA**	☐		
NPDES – Post Construction BMPs (required for all projects with 1 acre or more of earth disturbance) **Ensure there is room for them in the footprint/Stage 1**		☐		

Note: Provide a footprint of proposed and existing right of way limits as soon as available to District Env. Coordinator and District Real Estate Administrator.

Caution: Environmental needs to be clear prior to the beginning of right of way acquisition. A Local, utilizing their own monies, assumes many risks by proceeding with acquisition prior to environmental being cleared. These risks include purchasing r/w that may never be used for the project and purchasing a site that contains the need for a hazardous waste cleanup.


City of Oregon
Pickle SRTS Project
Legend
Proposed Shared Path
Existing Sidewalk
Existing Bike Path
Proposed Sidewalk
SCHMIDLIN
REYNO
VIETH
CARDINAL BAY
HERITAGE
OAKTREE
Coy Elementary School
N
W
E
S
OREGON
OPPORTUNITY ON THE BAY
Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community


City of Oregon
Pickle SRTS Project
Legend
Proposed Shared Path
Existing Bike Path
Proposed Sidewalk
Existing Sidewalk
DUSTIN
DUSTIN
ISAAC STREET
Charles Crest
Oregon Town Center Area
COY
CHRISTINE
TERESA
CINDY
LAURA
MERRY DELL
Oregon Place Apartments
(Coming 2025)
Cardinal Stritch Catholic
High School and Academy
MUNDING
PICKLE
Country Club Apartments
Oregon Dog Park
Piccadilly East Apartments
EAST MEADOW
SIERRA
N
W
E
S
OREGON
OPPORTUNITY ON THE BAY
Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community