



April 8, 2026

RE: Surveying & Right-of-Way Plan Services
City of Lorain – D3 SS City of Lorain FY26
PID 124447
Engineering Dept. - City of Lorain
200 West Erie Avenue - Lorain, OH 44052
Attn: Dalton Evans

We thank you for the opportunity to provide our proposal for Surveying and Right-of-Way Plan Development services associated with the City of Lorain’s FY26 Safety Improvements Project. Our proposed scope and fee are based on your project documentation and the tasks required under ODOT’s Survey & Mapping Specifications and Right-of-Way Plan Development Manual. The following represents our understanding of the required work.

The project includes the development of survey control, deed, and parcel research, topographic and planimetric base mapping, and the preparation of Right-of-Way plans needed to support environmental documentation and ROW acquisition. Work will be prepared in accordance with applicable ODOT standards, including L&D Volume 4 and the R/W Plan Development Manual.

DESIGN SERVICES:

Limited Right of Way Plan Development	Total - \$38,470.00
2.3 Field Survey	\$8,752.00
3.4 Right of Way Plans:	\$29,718.00

ENVIRONMENTAL SERVICES: Total - \$8,570.00

Environmental Document Preparation: Categorical Exclusion	\$5,270.00
Regulated Materials Review: RMR Screening	\$3,300.00

RIGHT OF WAY ACQUISITION SERVICES: Total - \$18,600.00

Project Management: (2) parcels \$2,000.00 per parcel	\$4,000.00
Title Reports: (2) Reports \$1,400.00 per parcel	\$2,800.00
Appraisals: (2) Parcels Value Analysis \$1,400.00 per parcel	\$2,800.00
<i>Work conducted by Martin + Wood Appraisal Group, Ltd.</i>	
Negotiating: (2) Parcels \$3,600.00 per parcel	\$7,200.00
Closing:	
Informal: (2) parcels \$700.00 per	\$1,400.00
Misc. Fee: (2) parcels \$200.00 per	\$400.00

SCOPE OF SERVICES – DESIGN SERVICES

The following summarizes the tasks to be completed for this project. Descriptions reflect ODOT Fee Guidance for Survey (Task 2.3.A) and Right-of-Way Plans (Task 3.4).

2.3.A – FIELD SURVEY & AERIAL MAPPING

2.3.A.B.1 – Records Research (Deeds & Easements)

We will research deeds, plats, easements, and conveyance documents through county and ODOT sources to establish existing boundary and right-of-way conditions necessary for plan development.

2.3.A.B.2 – Existing Centerline & R/W Field Survey

Field crews will locate existing centerline and right-of-way monuments using GNSS and total station methods, providing the basis for mapping and ROW determination.

2.3.A.B.3 – Boundary Lines / Easements Field Survey

We will locate boundary monuments and physical evidence to confirm adjoining parcel boundaries and easement locations for use in plan preparation.

2.3.A.B.4 – Establish Boundary Lines, Tax IDs & Ownerships

Parcel boundaries, tax identification numbers, and ownership information will be resolved and integrated into the project basemap supporting ROW planning.

2.3.A.C – Base Mapping

We will complete field-verified topographic and planimetric mapping, terrain modeling, utility mapping, and development of ODOT-compliant base files.

2.3.A.C.2 – Base Mapping (Additional R/W Expected)

Because additional right-of-way is anticipated, mapping will be extended beyond the existing limits to fully capture features needed for design and ROW impact evaluation.

3.4 – RIGHT-OF-WAY PLAN DEVELOPMENT

3.4.A – Conceptual R/W Plan Review

We will review expected parcel impacts and confirm that boundaries and ROW limits are properly established prior to preparation of preliminary ROW sheets.

3.4.B – Preliminary & Compliance Right-of-Way Plans

This phase includes preparation of the following sheets and documents:

- 3.4.B.A – ROW Legend Sheet
- 3.4.B.B – Centerline Survey Plat
- 3.4.B.C – Property Map Sheet
- 3.4.B.D – Summary of Additional R/W Sheet
- 3.4.B.E – ROW Detail Sheets
- 3.4.B.G – Legal Descriptions & Closure Calculations
- 3.4.B.I – Field Review

These materials illustrate parcel boundaries, proposed ROW, easements, geometric details, and required legal descriptions for appraisal and negotiation.

3.4.C – Final Right-of-Way Plans

This phase includes preparation of:

- 3.4.C.A – Final R/W Plan Sheets & Legal Descriptions
- 3.4.C.B – Field Review & Verify Property Owners
- 3.4.C.C – Record Centerline Plat & Documentation
- 3.4.C.D – Set R/W Pins After Acquisition
- 3.4.C.E – Right-of-Way Staking

These activities finalize the drawings, parcel documentation, and physical monumentation required for acquisition.

Estimated Budget:

TASK	HOURS	FEE	FEE TYPE
2.3 – FIELD SURVEY & AERIAL MAPPING	84	\$8,752	HOURLY
3.4 – RIGHT-OF-WAY PLAN DEVELOPMENT	195	\$29,718	HOURLY

Tasks are proposed to be completed as described above at Hourly Not to Exceed Fee for the completion of Field Survey and Mapping and associated Right of Way Plan Development.

We deeply appreciate your confidence in our firm; we are looking forward to collaborating with you on this project.

Sincerely,

Benjamin Stafford, P.S.

Regional Geospatial Manager

SPICER GROUP, INC

6161 Oak Tree Blvd.

Independence, OH 44131

Cell: (440) 321-1168

SCOPE OF SERVICES – ENVIRONMENTAL SERVICES - \$8,570.00

Environmental Document Preparation: Categorical Exclusion - \$5,270.00

According to the April 16, 2018, guidance letter, Programmatic Categorical Exclusion (CE) Agreement between the Federal Highway Administration (FHA) and the Ohio Department of Transportation (ODOT) Appendix B: Categorical Exclusions (CE) Listed Actions, the proposed project will fall under a CE – C1 level review. To complete the CE – C1 and receive environmental clearance from ODOT, HZW will:

- A. Initiate coordination with ODOT’s District Environmental Coordinator (DEQ) to obtain access to the online CE form.
- B. Upon receiving authorization from the DEQ to be the electronic CE form preparer, HZW will complete the Determination Form and upload to ODOT’s online CE form. After the Determination Form is uploaded, the accompanying reports documenting HZW’s findings will then be uploaded to ODOT’s online CE. Disciplines that will be addressed within the CE include the following:
 - a. Design Criteria
 - b. Purpose and Need
 - c. Alternatives
 - d. Ecological Analysis and Permits
 - e. Air and Noise Quality
 - f. Cultural Resources
 - g. Community Impacts
 - h. Environmental Justice
 - i. Public Involvement
 - j. Hazardous Materials
 - k. Environmental Site Assessments
 - l. Section 4(f) and 6(f) Resources
 - m. Environmental Commitments

SCOPE OF SERVICES – ENVIRONMENTAL SERVICES

Regulated Materials Review: RMR Screening - \$3,300.00

According to the Ohio Department of Transportation’s (ODOT’s), February 2023, RMR Manual, the purpose of an RMR is to identify and to avoid, minimize, or properly manage regulated materials that could be encountered while implementing transportation infrastructure projects. As the RMR, HZW will:

- A. Determine, through Client-provided information, whether new permanent right-of-way (ROW), or partial permanent ROW, is expected to be obtained and where, if any, deep excavations (six (6) feet or greater below grade) will occur.
- B. Conduct an ODOT Regulated Property Search (ORPS) and a cursory review of aerial photographs to assist in the completion of the Property Inventory form included in ODOT’s RMR Manual for each Property within the Project Area.
- C. Complete the Property Inventory forms. Information included in the Property Inventory forms includes ODOT/RMR Property ID #, current tenant/owner(s), property street address, current land use, any current or past regulated materials concerns, whether or not the parcels are identified in the ORPS report, land use risk of each property (based on current and past land use and inclusion/exclusion on ORPS), the take and deep excavation of the properties, whether or not there is demolition, the likely regulated material impact, the action result for each property and the next action for each property.
- D. Upon completion of the RMR, the completed forms will be compiled into a single PDF and supplied to the Client as well as uploaded to ODOT’s EnviroNet.
- E. Conduct a regulatory file reviews based on the RMR Flowcharts. This typically involves a BUSTR and/or OEPA regulatory file review.

Jason McKenney, President
HZW Environmental Consultants, LLC
800-804-8484 ext. 1210 (office)
440-487-8318 (cell)

SCOPE OF SERVICES – RIGHT OF WAY ACQUISITION SERVICES Total - \$18,600.00

Project Management: (2) parcels \$2,000.00 per parcel - \$4,000.00

The project management fee is inclusive of meeting attendance with the various project partners, clerical support, the preparation of status reports and travel as may be necessary to assure timely coordination and completion of tasks involved in the acquirement of rights of way. Note: The project management fee is collected in 4 stages at 25% increments. The 1 of 4 = 25% fee will be invoiced after the completion of title reports and appraisals for any given parcel. The 2 of 4 = 25% fee will be invoiced after the offer is made. The 3 of 4 = 25% fee will be invoiced after the signed parcel has been billed or submitted for appropriation. The 4 of 4 = 25% fee will be invoiced after the parcel file has been scanned, standardized, and submitted to the client for review and archiving.

Title Reports: (2) Reports \$1,400.00 per parcel - \$2,800.00

The Title Report fees shown are exclusive of those charged for courthouse copies that may need to be purchased in support of individual title reports. These non-salary direct costs will be reimbursed by the (Client) to the consultant West Erie Realty Solutions, Ltd. (WE) at their actual cost as evidenced by receipts from the respective county office.

Appraisals: (2) Parcels Value Analysis \$1,400.00 per parcel - \$2,800.00

Work conducted by Martin + Wood Appraisal Group, Ltd.

(Martin & Wood Appraisal Group, Ltd.) These appraisal fees are based upon the appraiser's best estimate in the type of report required for any one parcel utilizing the plans provided by the client. Please keep in mind that the format of appraisal report for any one parcel is subject to revision based on plan changes that may be made to a parcel.

Negotiating: (2) Parcels \$3,600.00 per parcel - \$7,200.00

A "parcel" is defined as a single ownership assigned to a parent number regardless of the number of takings required from that ownership. For example, parcel 1-WD & T is a single parcel. The offer packet will include the following items: Notice of Intent to Acquire and Good Faith Offer, Colored Plan Exhibits, Warranty Deed, Easement, Instruments, Legal Description and W9 Form. Parcels added or deleted during this agreement shall be cause for adjustment to this cost proposal for all associated work phases under the responsibility of West Erie Realty Solutions, Ltd.

Closing:

Informal: (2) parcels \$700.00 per - 1,400.00

The total closings phase includes the updating of the title report and recording of the easement(s) or warranty deed(s) on a per parcel basis exclusive of the recording fee itself.

Misc. Fee: (2) parcels \$200.00 per - \$400.00

US Certified Mail cost and the recording of the easement(s) or warranty deed(s) on a per parcel basis and will be invoiced as a pass-thru expense with attached receipts.

Greg Vriezelaar, President
West Erie Realty Solutions, Ltd.
323 Lafayette Street
Toledo, Ohio 43604

C-R-S		LOR-SS-FY26				PROPOSAL LABOR SUMMARY				\$0	
Consultant:	Spicer Group										
Agreement No.							State Average Overhead Rate	160.84%			
Modification No.	0						Consultant Overhead Rate:	198.12%			
PID No.	124447						Cost of Money:	1.73%			
Proposal Date	3/24/2026						Net Fee Percentage:	11%			
Task Description	No. of Units	Project Surveyor \$54.00	Crew Chief \$36.00	Survey Tech. \$27.00	CAD Designer \$47.50	Total		Overhead	Cost of	Net	Total
						Hours	Cost	Costs	Money	Fee	Cost
AUTHORIZED TASKS:											
2.3 - AER Design											
2.3.A - Field Survey and Aerial Mapping						0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2.3.A.A - Project Control, Benchmarks, and Reference Points						0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2.3.A.A.1 - Type "A" Concrete Monument (See RM 1.1)						0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2.3.A.A.2 - Type "B" Monument Specified						0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2.3.A.B - Monumentation Recovery; Records Research; and Boundary Line Resolution & Mapping						0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2.3.A.B.1 - Records Research including deeds and easements	2	2		6		8	\$270.00	\$534.92	\$4.67	\$77.47	\$887.06
2.3.A.B.2 - Existing Centerline and R/W Field Survey	0.3		2.5	2.5		5	\$157.50	\$312.04	\$2.72	\$45.19	\$517.45
2.3.A.B.3 - Boundary Lines/Easements Field Survey	0.3		2.5	2.5		5	\$157.50	\$312.04	\$2.72	\$45.19	\$517.45
2.3.A.B.4 - Establish boundary lines, tax id & ownerships	2		8	8		16	\$504.00	\$998.52	\$8.72	\$144.61	\$1,655.85
2.3.A.C - Base Mapping						0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2.3.A.C.1 - No additional R/W expected to be acquired						0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2.3.A.C.2 - Additional R/W expected to be acquired	2.5		25	25		50	\$1,575.00	\$3,120.39	\$27.25	\$451.91	\$5,174.54
2.3.A.D - Drainage Survey (stream cross sections)						0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2.3.A.E - Bridge Survey						0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2.3.A.E.1 - For Complete Replacement						0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2.3.A.E.2 - For Bridge Rehabilitation Over a Road						0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2.3.E.A.3 - For Bridge Rehabilitation Over a Stream or River						0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL 2.3 - AER Design	2	38	44	0		84	\$2,664.00	\$5,277.92	\$46.09	\$764.37	\$8,752.37

