



**AGENDA**  
**OXFORD CITY COUNCIL REGULAR MEETING**  
**COURTHOUSE**

**TUESDAY, MARCH 5, 2024 AT 7:30 PM**

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William Snavelly, Mayor

Chantel Raghu, Vice-Mayor  
Jason Bracken  
Michael Smith

Amber Franklin  
Alex French  
David Prytherch

**MEETING PROCEDURE:** Comments from the Public are welcome at two different times during the course of the meeting: (1) Comments on items not on the Agenda, and Consent Agenda items, will be heard under Public Comments – and (2) Comments on all Resolutions and Ordinances will be heard during Council consideration of said item. Please wait until you are recognized by the Mayor, state your name and address so that your comments may be properly recorded and limit your remarks to a period of five minutes or less.

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1. Roll Call.
2. Pledge of Allegiance.
3. Approval of Agenda.
4. Public Participation.
  - A. Notice to Legislative Authority - Weisman Enterprises Holdings Inc. 151 West High Street Oxford, Ohio 45056 (Douglas Elliott, City Manager)
  - B. Public Comments

**The purpose of the public comments section is for members of the public to speak to the City Council on any subject not scheduled on the Agenda, except consent agenda items. To**

**speak, you may approach the podium and wait to be addressed by the Mayor. You will need to state your name and address for the public record. City Council values your comments, and Council rules limit public comments to five minutes for each person. Presentations are not to be in the form of public debate, personal attacks on Council, City staff, or other members of the public, and Council shall not act except to direct the City Manager to take action or schedule the matter for discussion at a later date.**

5. Consent Agenda.

All matters under the Consent Agenda are considered by the City Council to be routine and will be enacted by one motion. Any City Council member may, however, remove an item from consent by request. Items removed for separate discussion will be considered after the motion to approve the Consent Agenda.

- A. Minutes of the February 20, 2024, City Council Work Session (Heather Barbour, Clerk of Council)
- B. Minutes of the February 20, 2024, City Council Meeting (Heather Barbour, Clerk of Council)
- C. A Resolution Approving Then and Now Certificates for Purchase Orders Issued Above \$3,000.00 where an Invoice was Received Prior to the Purchase Order Date, as a Requirement of Ohio Revised Code 5705.41(d). (Heidi Hill, Finance Director)
- D. A Resolution Authorizing the Oxford Division of Police to Retain for Use by the Municipality Certain Unclaimed Property in its Possession (John Jones, Police Chief)
- E. A Resolution Declaring Certain Property in the Police Division's Possession as Surplus and Not Needed for Any Municipal Purpose and Authorizing its Advertisement and Sale to the Highest Bidder at Public Auction or Internet Auction. (John Jones, Police Chief)
- F. A Resolution Declaring Certain City Property No Longer Needed for Any Municipal Purpose and Authorizing its Trade to An Authorized Firearms Dealer. (John Jones, Police Chief)

6. Resolutions.

- A. A Resolution Placing A Moratorium, Not To Exceed Six (6) Months, On New Short-Term Rentals Within The City Of Oxford, Ohio. (Sam Perry, Community Development Director)
- B. A Resolution Authorizing the City Manager to Enter into a New Commitment with the Electrification Coalition to Receive Technical Assistance Related to Electric Vehicle (EV) Infrastructure and Policy (Sam Perry, Community Development Director)

- C. A Resolution Authorizing the City Manager to Amend the Professional Services Project Contract with Bayer Becker, Inc. for the Re-alignment and Design of Oxford Area Trail System (OATS) Phase V at a Cost of \$798,164.00 (Including Contingency) Plus Additional Expenses in the Amount of \$113,267.00 for a Total Cost Not to Exceed \$911,431.00. (Jessica Greene, Assistant City Manager)

7. Ordinances.

**Ordinances are adopted using a two-step procedure. First reading introduces the Ordinance and provides an opportunity for public input on the subject as well as allowing Council to request more information as needed. Second reading is to provide Council with the opportunity to consider new information and to deliberate.**

- A. First Reading
- B. Second Reading

8. Discussion Item

- A. Possible amendment to the Rules of Council, Rule 10 - Oral Communications to Council (at a meeting of Council) are encouraged but shall be permitted pursuant to Rule #10.

9. Announcements & Communications.

- A. Remarks from City Council and City staff.

**The comments expressed by individual members of Council or City staff during this portion of a City Council meeting do not necessarily reflect the views of the City of Oxford, The Oxford City Council, or the City staff.**

- B. Future Meetings.

(Note: Meetings are held at the Court House unless otherwise indicated.)

DATE

Meeting

| 1. | Date   | Meeting                     | Location           | Time       |
|----|--------|-----------------------------|--------------------|------------|
|    | Mar 6  | Environmental Commission    | Municipal Building | 7:00 p.m.  |
|    | Mar 7  | Housing Advisory Commission | Municipal Building | 5:00 p.m.  |
|    | Mar 11 | Oxford Recreation Board     | Municipal Building | 11:30 a.m. |
|    | Mar 12 | Planning Commission         | Courthouse         | 7:00 p.m.  |

|        |                                                  |                     |            |
|--------|--------------------------------------------------|---------------------|------------|
| Mar 13 | Historic & Architectural Preservation Commission | Courthouse          | 6:15 p.m.  |
| Mar 14 | Oxford Parking & Transportation Advisory Board   | LCNB Community Room | 2:30 p.m.  |
| Mar 14 | Civil Rights Commission                          | Municipal Building  | 4:00 p.m.  |
| Mar 19 | City Council                                     | Courthouse          | 7:30 p.m.  |
| Mar 20 | Board of Building Appeals                        | Courthouse          | 5:30 p.m.  |
| Mar 26 | Board of Zoning Appeals                          | Courthouse          | 6:30 p.m.  |
| Apr 2  | City Council                                     | Courthouse          | 7:30 p.m.  |
| Apr 3  | Environmental Commission                         | Municipal Building  | 7:00 p.m.  |
| Apr 8  | Oxford Recreation Board                          | Municipal Building  | 11:30 a.m. |

10. Adjourn.

RECEIVED FEB 20 2024

OHIO DIVISION OF LIQUOR CONTROL

6606 TUSSING ROAD

P.O. BOX 4005

REYNOLDSBURG, OHIO 43068-9005

NOTICE TO LEGISLATIVE AUTHORITY

TO

|                                               |     |                                 |                                       |                                                                          |
|-----------------------------------------------|-----|---------------------------------|---------------------------------------|--------------------------------------------------------------------------|
| 94889200015<br><small>PERMIT NUMBER</small>   |     | Transfer<br><small>TYPE</small> |                                       | WEISMAN ENTERPRISES HOLDINGS INC<br><br>151 W HIGH ST<br>OXFORD OH 45056 |
| ISSUE DATE<br>2/11/2024                       |     |                                 |                                       |                                                                          |
| <small>FILING DATE</small>                    |     |                                 |                                       |                                                                          |
| D1,D2,D3,D3A<br><small>PERMIT CLASSES</small> |     |                                 |                                       |                                                                          |
| 09<br><small>TAX DISTRICT</small>             | 088 | B                               | F030846<br><small>RECEIPT NO.</small> |                                                                          |

FROM

2/14/2024

|                                               |  |  |  |                                                                    |
|-----------------------------------------------|--|--|--|--------------------------------------------------------------------|
| 6307473<br><small>PERMIT NUMBER</small>       |  |  |  | NARA LLC<br>DBA SUSHI NARA<br>22 N COLLEGE AV<br>OXFORD OHIO 45056 |
| ISSUE DATE<br>5/31/2019                       |  |  |  |                                                                    |
| <small>FILING DATE</small>                    |  |  |  |                                                                    |
| D2,D3,D1,D3A<br><small>PERMIT CLASSES</small> |  |  |  |                                                                    |
| 09<br><small>TAX DISTRICT</small>             |  |  |  |                                                                    |



MAILED 2/14/2024

RESPONSES MUST BE POSTMARKED NO LATER THAN. 3/15/2024

**IMPORTANT NOTICE**

PLEASE COMPLETE AND RETURN THIS FORM TO THE DIVISION OF LIQUOR CONTROL  
WHETHER OR NOT THERE IS A REQUEST FOR A HEARING.

REFER TO THIS NUMBER IN ALL INQUIRIES TFOL B 94889200015  
(TRANSACTION & NUMBER)

(MUST MARK ONE OF THE FOLLOWING)

WE REQUEST A HEARING ON THE ADVISABILITY OF ISSUING THE PERMIT AND REQUEST THAT  
THE HEARING BE HELD ☐ IN OUR COUNTY SEAT. ☐ IN COLUMBUS.

WE DO NOT REQUEST A HEARING. ☐

DID YOU MARK A BOX? IF NOT, THIS WILL BE CONSIDERED A LATE RESPONSE.

PLEASE SIGN BELOW AND MARK THE APPROPRIATE BOX INDICATING YOUR TITLE:

(Signature)

(Title) ☐ Clerk of County Commissioner  
☐ Clerk of City Council  
☐ Township Trustee

(Date)

CLERK OF OXFORD CITY COUNCIL  
15 SOUTH COLLEGE AVE  
OXFORD OHIO 45056

CERTIFIED MAIL  
RETURN RECEIPT REQUESTED



**MINUTES  
OXFORD CITY COUNCIL WORK SESSION  
COURTHOUSE  
TUESDAY, FEBRUARY 20, 2024 AT 7:00 PM**

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1. Roll Call.

A work session meeting of the Oxford City Council was called to order by Mayor Snavelly on Tuesday, February 20, 2024, at 7:00 p.m. Members in attendance were David Prytherch, Amber Franklin, Michael Smith, Alex French, Jason Bracken, and Chantel Raghu, who arrived at 7:26 p.m.

Staff Members in Attendance

Mr. Douglas Elliott, City Manager; Ms. Jessica Greene, Assistant City Manager; Mr. John Jones, Police Chief; Mr. Michael Dreisbach, Service Director; Mr. John Detherage, Fire Chief; Mr. Sam Perry, Community Development Director; Mr. Casey Wooddell; Ms. Heidi Hill, Finance Director; Mr. Ben Mazer, Assistant Law Director; and Ms. Heather Barbour, Clerk of Council.

2. Topic

A. Discussion on proposed Ordinance language changes and tracking software regarding short term rentals.

Mr. Perry started the discussion by presenting slides (slides included in minutes). Mr. Perry addressed questions and comments from the Council. Mr. Perry will work on an agenda item for the March 5, 2024, City Council meeting.

3. Adjourn.

Motion – To Adjourn at 7:27 p.m.  
(Voice Vote) 1st Mr. Prytherch 2nd Ms. Franklin  
AYE # 7  
NAY # 0  
ABS # 0

# **Stand-Alone Short Term Rentals Council Discussion**

City Council Meeting: February 20, 2024

# Introduction – Background History

- Oxford has a long history of lodging typically associated with Miami University events. Short term lodging was only regulated through hotels.
- Beginning in 2015, community members began to ask about the legality of short term lodging that was not in hotels
- Planning Commission began to discuss potential new policy
- In 2019, City Council adopted a registration-only policy
- In 2020, City Council adopted a licensing requirement, allowing homeowners up to 90 days of rental per calendar year, without any requirement for owner-occupancy or primary residency
- In 2021, City Council amended the Hotel and Convention Tax to include Short Term Rentals
- In 2022, the lodging tax collection system was launched (Muni-Revs / GovOS)
  - The system costs approx. \$17,000 annually, not including staff time
  - In 2023, \$54,315.34 was collected
- In 2023, Councilors began asking about adding restrictions. There have been minimal concerns/comments from general public.

# Introduction – “Stand-Alone” STR’s

- Initiative from City Council and Housing Advisory Commission (with staff commentary):
  - Are “Stand-Alone Airbnb’s” affecting housing supply?
    - If yes, how significant is the impact?
    - If yes, is there a mechanism for minimizing the impact?
    - If a mechanism is adopted, what is the cost to implement?
    - If no, is there is mechanism to monitor/track?
    - If no, is there a risk to not monitoring?

# Definition – “Stand-Alone” STR’s

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What is a “Stand-Alone” Short Term Rental?

Answer: This term is not currently defined in the Oxford Code.

Follow up: Staff believes that Councilors may prefer to consider providing a new definition or a regulation in the future.

# How Significant is the Impact?

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Potential Indicators to watch:

- Homes that are vacant more often than not
- More than one home being purchased by the same owner
- Number of dwelling units being constructed vs. number of dwelling units being lost to STR industry
- Tax revenue from a single property vs purchase price

# Monitoring Mechanisms

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All monitoring mechanisms are < 100% accurate and come with staff and vendor costs:

- Advertising info (Airbnb, VRBO, Facebook, word of mouth, investigations)
- Lodging tax revenue
- Licensing and registration info
- Transaction data

# Action or No Action Risk / Benefit

**Potential** benefits and risks for no action:

- Maintain lodging tax revenue
- Maintain current cost of implementation
- Minimal public concerns to-date
- Loss of housing supply
- Changes in neighborhood character
- Establishment of **future** non-conforming uses

**Potential** benefits and risks for action:

- Decrease lodging tax revenue
- Increase cost of implementation
- Minimal public concerns to-date
- Maintain housing supply
- Maintain neighborhood character
- Minimize number of new non-conforming uses

# Potential Action: City Code/Text Change

Staff has prepared a potential code/text change:

- Restricting Short Term Rental usage to “primary residence only” outside of Mile Square
  - Affidavit requirement
    - Other methods are available at higher cost of implementation
  - This may potentially allow existing non-primary residences to continue as non-conforming uses (pending legal review)

If this code is adopted, staff would also change the administrative process, by requiring a separate application, distinguishing between short-term and “long-term” rental permits/licenses.

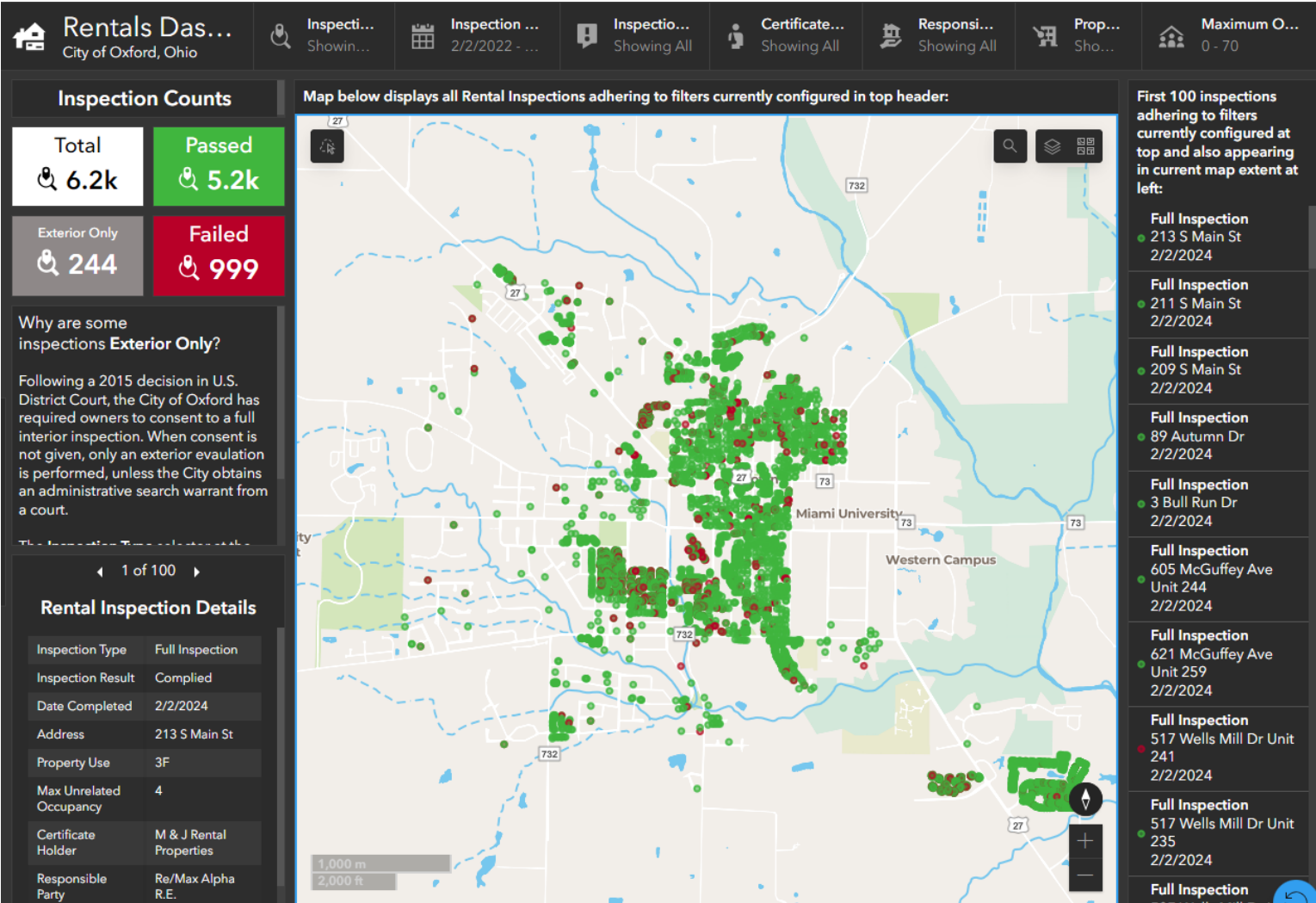
# Potential Action: Purchase Transaction Data

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- Staff is reviewing cost and staff time for reviewing data from “AirDNA”:
- Staff is reviewing the success, cost and staff time of our current software vendor – GovOS
  - Potential future option to not renew contract in March 2025 and use only transaction data as verification
  - This would require staff to handle the billing and collection or find a lower cost vendor

# Maps and GIS Data currently available

## Cityofoxford.org/GIS “Rentals Dashboard”



# Rentals and Inspection Data

Home / Government / Departments / Community Development / Reports

Reports

Related Pages

Application Forms

Building & Zoning Permits

Comprehensive Plan

Floodplain Management

Maps & GIS

Property Maintenance

Recent Development Plans

Rental Permits & Housing

Reports

Transportation Planning

Zoning

Search for file name:

search here

Building Permits ▾

Parcel Transfers ▾

Rental Inspections ▾

Rental Properties ▲

Rental Properties Report - 2024 ▲

📄

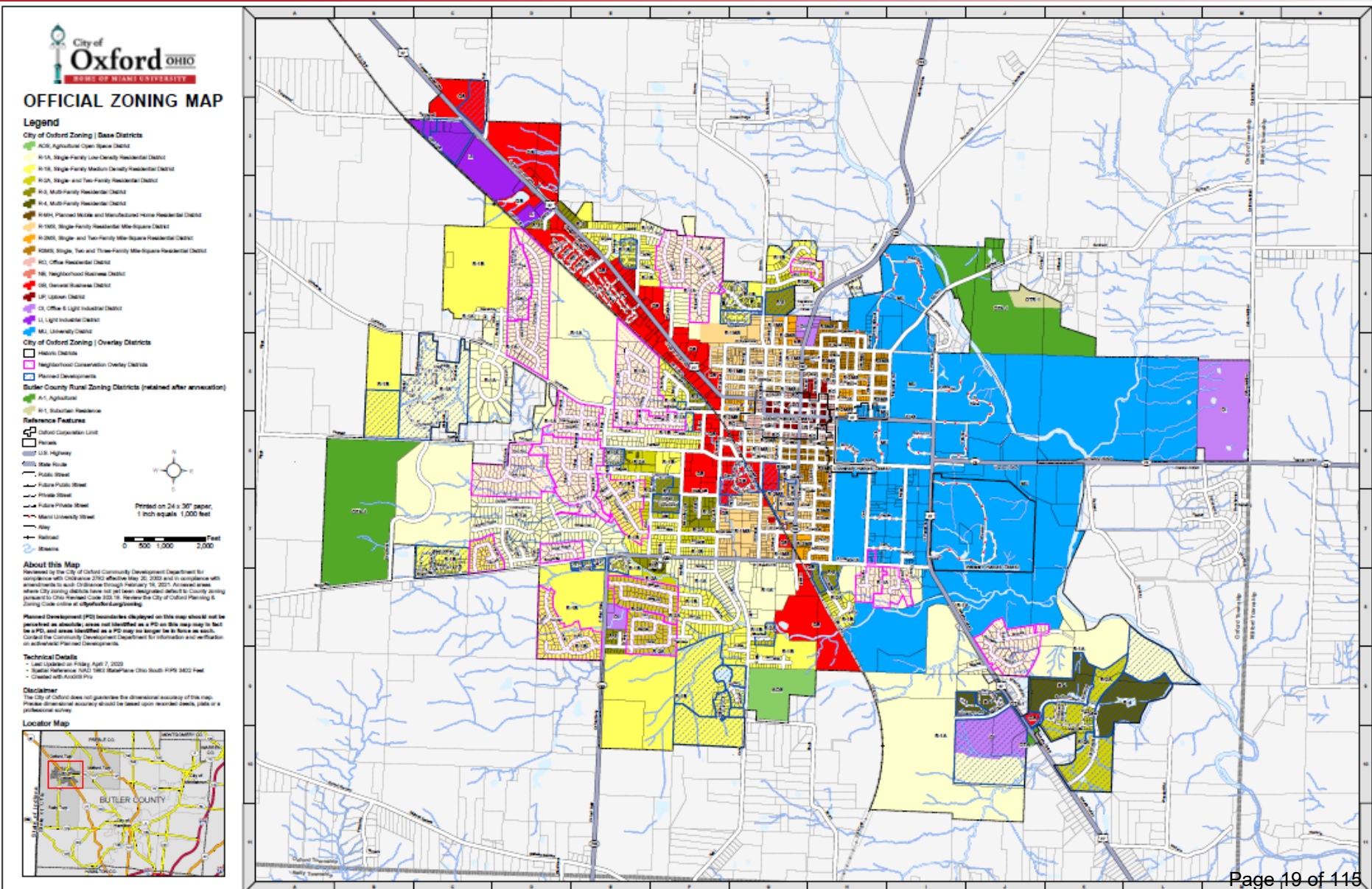
Rental Properties Report (PDF) - February 2024

📄

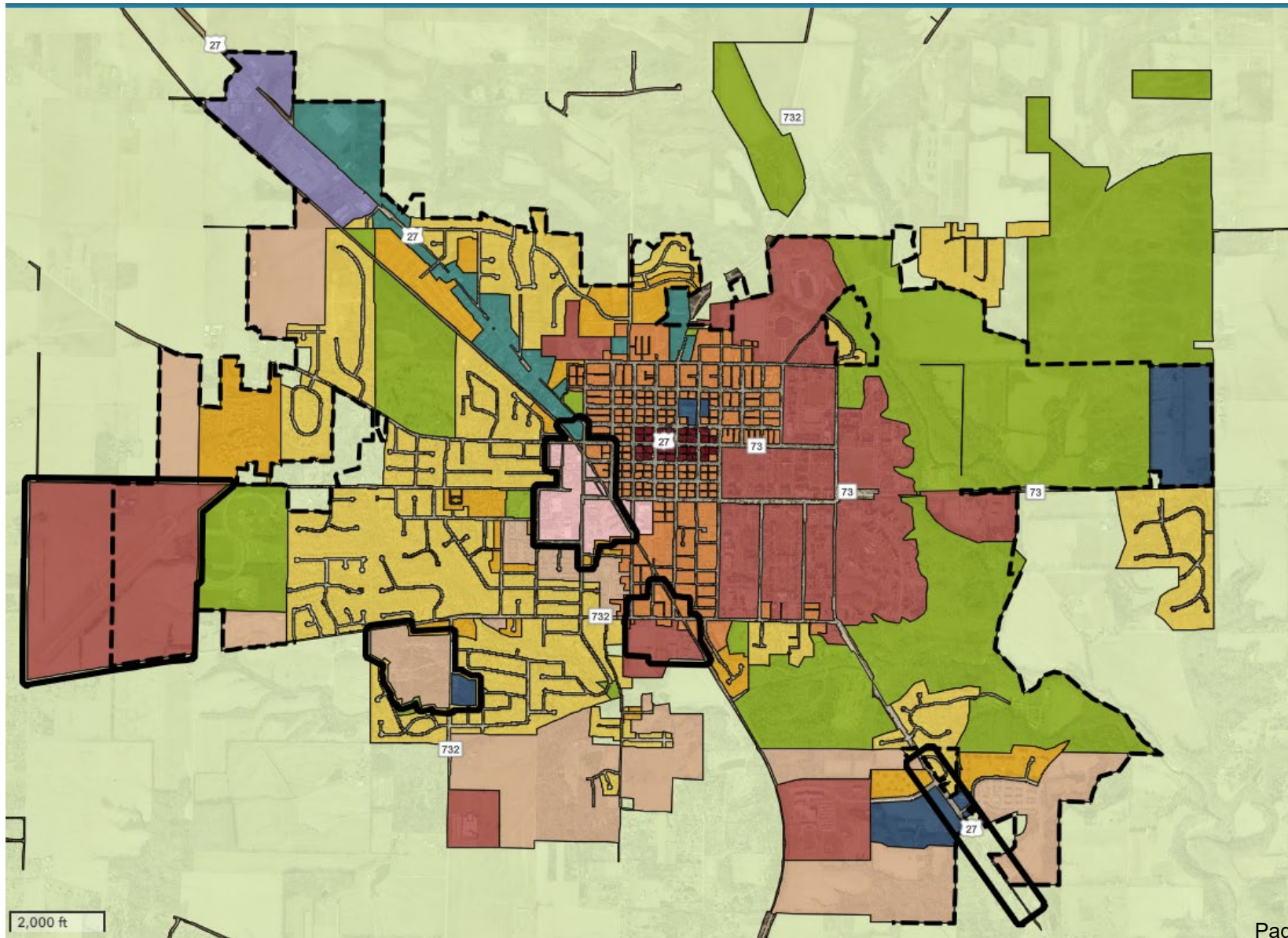
Rental Properties Report (Excel) - February 2024

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# Citywide Official Zoning Map



# Comprehensive Plan – Future Land Use





**MINUTES**  
**OXFORD CITY COUNCIL REGULAR MEETING**  
**COURTHOUSE**  
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1. Roll Call.

A regular meeting of the Oxford City Council was called to order by Mayor Snavelly on Tuesday, February 20, 2024, at 7:30 p.m. Members in attendance were David Prytherch, Amber Franklin, Michael Smith, Alex French, Jason Bracken, and Chantel Raghu.

Staff Members in Attendance:

Mr. Douglas Elliott, City Manager; Ms. Jessica Greene, Assistant City Manager; Mr. John Jones, Police Chief; Mr. Michael Dreisbach, Service Director; Mr. John Detherage, Fire Chief; Mr. Sam Perry, Community Development Director; Mr. Casey Wooddell, Parks and Recreation Director; Ms. Heidi Hill, Finance Director; Mr. Ben Mazer, Assistant Law Director; and Ms. Heather Barbour, Clerk of Council.

2. Pledge of Allegiance.

3. Approval of Agenda.

Motion – To Approve the Agenda.  
(Voice Vote) 1st Ms. Raghu 2nd Ms. French  
AYE # 7  
NAY # 0  
ABS # 0

4. Public Participation.

- A. Presentation - HRSA 1 Rural Communities Opioid Response- Implementation Grant updates and HRSA 2 Rural Communities Opioid Response Program - Mental and Behavioral Health Grant. (Ms. Danielle Foulk, Community Prevention Initiatives Coordinator)

Ms. Amy Macechko, Health and Wellness Coordinator for the Talawanda School District and Director of the Coalition for a Healthy Community. Ms. Macechko shared some updates regarding the mental and behavioral health projects, partnerships, and investments the Coalition has been working on. Ms. Macechko introduced the Hope Cooperative and presented slides (slides are included in minutes). Ms. Charlie Musinski, Project Director for the HERSA 2 Grant and McCullough-Hyde Memorial Hospital in the Community Relations Department, shared details regarding the HRSA Grant 2022-2026. Ms. Macechko and Ms. Musinski offered to answer any questions.

- B. Notice to Legislative Authority - FA&M Perez Company LLC 1st FL & Large End of BSMT 37 E High St. Excludes Small End of BSMT Oxford, Ohio 45056 (Douglas Elliott, City Manager)

Motion – To Receive without Comment.

(Voice Vote) 1st Mr. Prytherch 2nd Ms. Raghu

AYE # 7

NAY # 0

ABS # 0

- C. Public Comments

**The purpose of the public comments section is for members of the public to speak to the City Council on any subject not scheduled on the Agenda, except consent agenda items. To speak, you may approach the podium and wait to be addressed by the Mayor. You will need to state your name and address for the public record. City Council values your comments, and Council rules limit public comments to five minutes for each person. Presentations are not to be in the form of public debate, personal attacks on Council, City staff, or other members of the public, and Council shall not act except to direct the City Manager to take action or schedule the matter for discussion at a later date.**

Public Comment - Mr. Steve Chaffin, 6022 Fairfield Rd - Mr. Chaffin proposed an amendment to the Rules of Council Rule No. 10 (proposed amendment included in minutes).

5. Consent Agenda.

All matters under the Consent Agenda are considered by the City Council to be routine and will be enacted by one motion. Any City Council member may, however, remove an item from consent by request. Items removed for separate discussion will be considered after the motion to approve the Consent Agenda.

Motion – To Approve the Consent Agenda.  
(Voice Vote) 1st Ms. Raghu 2nd Ms. French  
AYE # 7  
NAY # 0  
ABS # 0

- A. Minutes from the February 6, 2024, City Council Work Session Meeting. (Heather Barbour, Clerk of Council)
- B. Minutes from the February 6, 2024, City Council Meeting. (Heather Barbour, Clerk of Council)
- C. A Report Regarding the February 7, 2024 Environmental Commission Meeting (Jessica Greene, Assistant City Manager)
- D. Uptown Parks Permit Request - Yoga in the Park, Coalition for a Healthy Community (Jessica Greene, Assistant City Manager)

6. Resolutions.

- A. A Resolution to Adopt the 2024 Measurable Action Items to Progress Toward Comprehensive Plan Goals (Jessica Greene, Assistant City Manager)

Motion – To Adopt Resolution No.7570.

(Voice Vote) 1st Ms. Raghu 2nd Ms. Franklin

AYE # 7

NAY # 0

ABS # 0

Ms. Greene presented her staff report and addressed questions and comments from the Council.

Public Comment - None.

- B. A Resolution Accepting the Recommendation of the Environmental Commission and Authorizing the City Manager to Submit Public Comment on the Butler County Recycling and Solid Waste District Solid Waste Management Plan Update. (Jessica Greene, Assistant City Manager)

Motion – To Adopt Resolution No. 7571.

(Voice Vote) 1st Ms. Raghu 2nd M. French

AYE # 7

NAY # 0

ABS # 0

Ms. Greene presented her staff report and addressed questions and comments from the Council.

Public Comment - Ms. Christina Hool, local property management company - Ms. Hool voiced support for the apartment complex recycling project and hopes to see it implemented as soon as possible.

- C. A Resolution Accepting the Bid and Authorizing the City Manager to Enter Into a Contract with W. G. Stang, LLC for the Replacement of a Culvert on Kehr Road at a Cost of \$101,140.00 Plus a Ten Percent Contingency in the Amount of \$10,114.00 for a Total Cost Not to Exceed \$111,254.00 (Michael Dreisbach, Service Director)

Motion – To Adopt Resolution No. 7572.

(Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherch

AYE # 7

NAY # 0

ABS # 0

Mr. Dreisbach presented his staff report and addressed questions and comments from the Council.

Public Comment - None.

7. Ordinances.

**Ordinances are adopted using a two-step procedure. First reading introduces the Ordinance and provides an opportunity for public input on the subject as well as allowing Council to request more information as needed. Second reading is to provide Council with the opportunity to consider new information and to deliberate.**

A. First Reading

None.

B. Second Reading

1. An Ordinance to Approve Current Replacement Pages to the Oxford Codified Ordinances. (Douglas Elliott, City Manager)

Motion – To Adopt Ordinance No. 3763.  
(Roll Call Vote) 1st Ms. Raghu 2nd Ms. French

AYE # 7

Ms. French, Mr. Prytherch, Ms. Raghu, Mr. Bracken, Mr. Smith, Ms. Franklin, and Mayor Snavelly

NAY # 0

ABS # 0

Mr. Elliott mentioned there were no changes since the first reading and offered to answer any questions.

Public Comment - None.

8. Discussion Item

A. Council Retreat Next Steps and 2025 Action Items

Ms. Greene began the discussion by presenting her staff report. Ms. Greene was directed by the

Council to work with Boards & Commissions and schedule a Council Work Session in May before the budgeting season.

B. Public Wi-Fi

Ms. Greene began the discussion by presenting her staff report and addressed questions and comments from the Council. Ms. Greene, directed by the Council, will gather more information and report back.

9. Announcements & Communications.

A. Remarks from City Council and City staff.

**The comments expressed by individual members of Council or City staff during this portion of a City Council meeting do not necessarily reflect the views of the City of Oxford, The Oxford City Council, or the City staff.**

B. Future Meetings.

(Note: Meetings are held at the Court House unless otherwise indicated.)

DATE Meeting

| 1. | Date   | Meeting                            | Location           | Time       |
|----|--------|------------------------------------|--------------------|------------|
|    | Feb 21 | Board of Building Appeals          | Courthouse         | 5:30 p.m.  |
|    | Feb 27 | Board of Zoning Appeals - CANCELED | Courthouse         | 6:30 p.m.  |
|    | Mar 5  | City Council Work Session          | Courthouse         | 6:45 p.m.  |
|    | Mar 5  | City Council                       | Courthouse         | 7:30 p.m.  |
|    | Mar 6  | Environmental Commission           | Municipal Building | 7:00 p.m.  |
|    | Mar 7  | Housing Advisory Commission        | Municipal Building | 5:00 p.m.  |
|    | Mar 11 | Oxford Recreation Board            | Municipal Building | 11:30 a.m. |
|    | Mar 12 | Planning Commission                | Courthouse         | 7:00 p.m.  |

|                                                            |                       |           |
|------------------------------------------------------------|-----------------------|-----------|
| Mar 13 Historic & Architectural Preservation<br>Commission | Courthouse            | 6:15 p.m. |
| Mar 14 Civil Rights Commission                             | Municipal<br>Building | 4:00 p.m. |
| Mar 19 City Council                                        | Courthouse            | 7:30 p.m. |

10. Adjourn.

Motion – To Adjourn at 9:01 p.m.  
 (Voice Vote) 1st Ms. Raghu 2nd Mr. Prytherch  
 AYE # 7  
 NAY # 0  
 ABS # 0

MENTAL AND  
BEHAVIORAL HEALTH

PROJECTS,  
PARTNERSHIPS &  
INVESTMENTS



HOPE LIVES HERE

[WWW.OXFORDHOPE.COM](http://WWW.OXFORDHOPE.COM)

# COOPERATIVE MEMBERS



MCCULLOUGH-  
HYDE  
FOUNDATION



MCCULLOUGH-  
HYDE MEMORIAL  
HOSPITAL /  
TRIHEALTH



EPIPHANY  
COMMUNITY  
SERVICES



BUTLER COUNTY  
MENTAL HEALTH  
AND ADDICTION  
SERVICES  
BOARD



MIAMI UNIVERSITY



TALAWANDA  
SCHOOL DISTRICT



COALITION FOR  
A HEALTHY  
COMMUNITY -  
OXFORD AREA





## THE FIRST HRSA GRANT:

“Oxford Area Addiction Response Initiative”

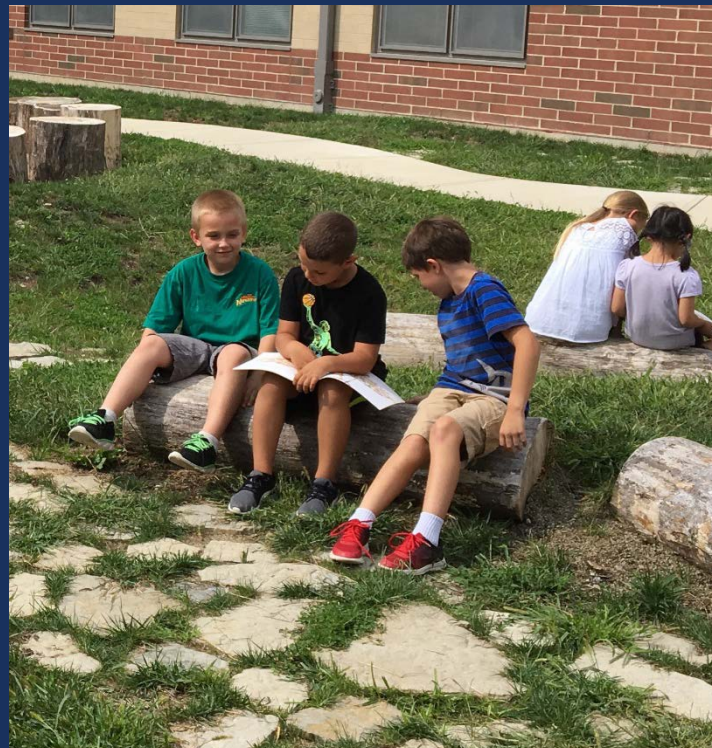
A similar Consortium was the recipient of a \$1 million grant in 2020 which was intended to address prevention, treatment and recovery from Substance Use Disorders (SUDs)

Specific to rural communities

It consisted of three phases:

1. Building connections
2. Building capacity
3. Delivering care

# LOOKING BACK: COMMUNITY IMPACT



## SOCIAL-EMOTIONAL LEARNING

Enhanced the social-emotional learning program in the Talawanda School District through curriculum, assessment tools, and mindfulness training.



## HOSPITAL-BASED PEER SUPPORT

Engaged peer support specialists with lived experience from DeCoach Rehabilitation Centre. Available onsite three days a week or via telehealth in the Emergency Department at McCullough-Hyde.



## HARM REDUCTION & PREVENTION

Collaborated with the Regional Harm Reduction Collaborative and Butler County Health District to offer weekly community-based services and with local law enforcement to provide safe medication disposal.



# WHO WAS HELPED BY THE OXFORD AREA ADDICTION RESPONSE INITIATIVE?

Data collected has shown  
that this grant...

Served over 4,801 people

Utilized over 30,736  
volunteer hours

Made over 2 million media  
impressions



# MENTAL & BEHAVIORAL HEALTH HRSA GRANT: 2022 - 2026



- \$2 million federal grant to support mental and behavioral health in geographical boundaries of the Talawanda School District.
- Four-year grant awarded by the Health Resources and Services Administration (HRSA) of the U.S. Department of Health and Human Services through its Rural Communities Opioid Response Program.
- Aims to improve rural behavioral health care service delivery which can include access to prevention, treatment, and recovery services.

# WHO DOES THE HOPE COOPERATIVE SERVE?

Geographic area of Talawanda with a focus on rural areas and townships

Seniors, adults, Miami students, and youth

- City of Oxford
- Miami University
- Hanover Township
- Milford Township
- Oxford Township
- Reily Township



# HOPE COOPERATIVE GOALS

REDUCE  
BARRIERS



Address structural- and systems-level barriers to **improve rural residents' access to quality, integrated substance use disorder and other behavioral health care services.**

QUALITY &  
SUSTAINABILITY



Improve the quality and sustainability of rural behavioral health care services **through supporting rural health care providers to offer coordinated, evidence-based, trauma-informed substance use disorder** and other behavioral health care services.

IMPROVE  
CAPACITY



Improve the capacity of the behavioral health care system to **address rural community risk factors and social determinants of health** that affect the behavioral health of rural residents.



2022- 2023:

## ONE YEAR OF HOPE

- Collected 1.5 + tons of medicine at drug takeback events and drop boxes
- Hired a Community Prevention Initiatives Coordinator for the Coalition for a Healthy Community – Oxford Area
- Expanded Harm-reduction to Somerville (both indoor and outdoor seasonal support)



2022- 2023:

## A YEAR OF HOPE CONTINUED

- Supported the Social Services Liaison with the Oxford Police Department
- Implemented 1<sup>st</sup> syringe service program
- Supported Peer Support Staff at MHMH, MU & TSD
- Provided support to over 100 individuals through the Psychology Clinic at Miami University
- Contributed to the creation of Telehealth rooms for Miami University students needing virtual care



# WHO HAS THE HOPE COOPERATIVE REACHED?

Data collected has shown  
that within the past year,  
HOPE has...

Served over 1,863 people

Provided more than 500  
hours of community service  
to at-risk populations

Made 240,461 media  
impressions



# UPCOMING HOPE PRIORITIES

What are we working towards?

- Expanding the HOPE anti-stigma campaign and adding mental health messaging
- Promote telehealth services by providing rooms and equipment to increase access to mental health care for rural residents
- Expand local mental health treatment services and availability
- Support the Oxford Police Department Social Services Liaison



# UPCOMING HOPE PRIORITIES

- Expanded mobile harm-reduction sites
- Expanded of Peer Support services at McCullough-Hyde, Miami & Talawanda
- Increase transportation options for mental health crisis events at Miami University
- Mobilize community voices in underserved areas
- Support local law enforcement goals related to training, safety and mental health goals

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## DISCLOSURE & ACNOWLEDGEMENT OF HRSA FUNDING

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This project is supported by the Health Resources and Services Administration (HRSA) of the U.S. Department of Health and Human Services (HHS) as part of an award totaling \$2 million with 0 percentage financed with non-governmental sources. The contents are those of the author(s) and do not necessarily represent the official views of, nor an endorsement, by HRSA, HHS, or the U.S. Government. For more information, please visit [HRSA.gov](https://www.hrsa.gov).



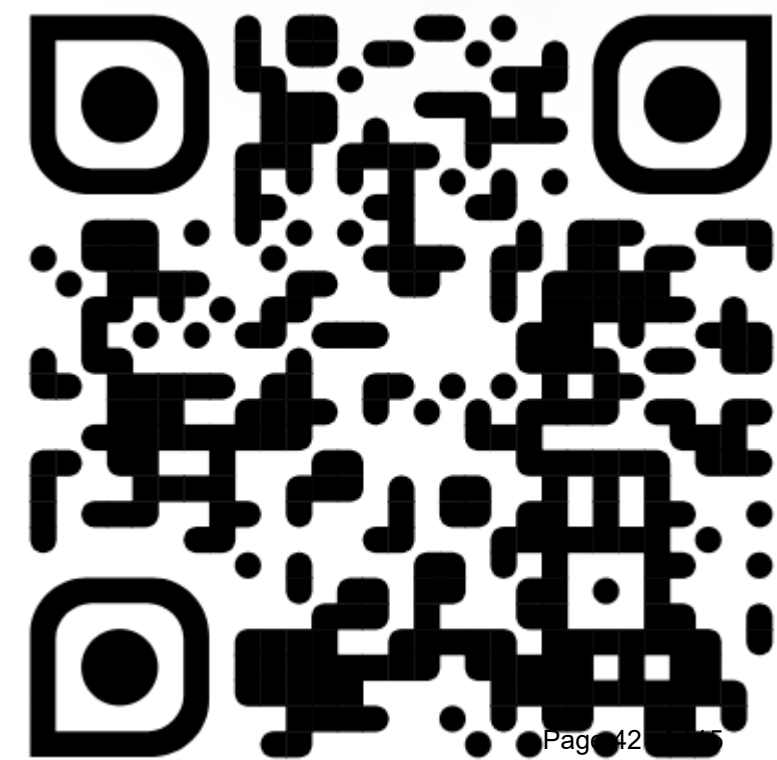
THANK  
YOU!



QUESTIONS?

Charli\_Muszynski@trihealth.com

[www.oxfordhope.com](http://www.oxfordhope.com)



Motion to amend council rule 10

Rule 10 now reads

Rule 10- Oral Communications to Council (at a meeting of Council) are encouraged but shall be permitted pursuant to this Rule #10.

Such person must be recognized by the Chair.

Speakers addressing Council shall state their name and address before addressing Council.

- a. Under the agenda item "Public Participation", any member of the public recognized by the Chair may speak on any matter not before the Council for a period not to exceed five minutes. The delegation of one's time to another individual or request thereof is strictly prohibited.

Group Presentations - any group may make a formal presentation to Council for a period not to exceed fifteen minutes. The group must contact the City Manager's office prior to the printing of the agenda in order to speak before Council. The City Manager shall hold the final authority on granting of said request. The Manager's decision may be appealed to Council. During the presentation, Council members may ask questions of the group; however, there is no allocation of time for public comment. The group shall specify a spokesperson for the group. No other member shall speak unless recognized by the Chair.

- b. Before Council's discussion of an agenda item, the petitioner, recognized by the Chair, may address Council. The petitioner shall be limited to twenty minutes, with the Mayor's discretion to extend time, to make their presentation provided that either of the following non debatable motions shall be in order:

1. A motion to extend consideration which, if passed, shall commence a new fifteen period for consideration; or

2. If there are one or more motions on the floor, the previous question, which, if passed, shall require an immediate vote on pending motions. The time limit set forth in subparagraph b.1. hereof shall not be applicable to any public hearing, public comment, Council discussion or other especially set matter for which a period of time has been specified ( in which case such specially set time shall be the limit for consideration) or which by applicable law (e.g. hearings of appeals, etc.), the matter must not proceed to its conclusion. The Chair may recognize the petitioner for a period not to exceed five minutes for any rebuttal to issues raised by Council, the public or staff.

3. Second Reading Ordinances - Council will allow individuals to address Council provided they have new information or did not speak to the issue at the First Reading. Comments will be limited to three (3) to five (5) minutes or at the discretion of Council.

- c. Oral presentations authorized by this rule are for the purpose of granting citizens the opportunity to be heard, to express their views and to inform Council. In no case shall the same be in the nature of public debate, Council being under no obligation to respond specifically to any speaker. All remarks shall be addressed to the body through the Chair. Individual Council members shall have the right to inquire of members of the audience whenever they deem such inquiries helpful to the public business.

d. Council will take no action and make no decision on any item presented during Public Comments. Instead, Council shall direct the City Manager to take action or to schedule the matter for Council discussion at a later date.

Shall be amended to read

Rule 10- Oral Communications to Council (at a meeting of Council) are encouraged but shall be permitted pursuant to this Rule #10.

Such person must be recognized by the Chair.

Speakers addressing Council shall state their name and address before addressing Council.

- a. Under the agenda item "Public Participation", any member of the public recognized by the Chair may speak and ask questions on any matter not before the Council for a period not to exceed five minutes.

The delegation of one's time to another individual or request thereof is strictly prohibited.

Group Presentations - any group may make a formal presentation to Council for a period not to exceed fifteen minutes. The group must contact the City Manager's office prior to the printing of the agenda in order to speak before Council. The City Manager shall hold the final authority on granting of said request. The Manager's decision may be appealed to Council. During the presentation, Council members may ask questions of the group; however, there is no allocation of time for public comment. The group shall specify a spokesperson for the group. No other member shall speak unless recognized by the Chair.

- b. Before Council's discussion of an agenda item, the petitioner, recognized by the Chair, may address Council. The petitioner shall be limited to twenty minutes, with the Mayor's discretion to extend time, to make their presentation provided that either of the following non debatable motions shall be in order:

1. A motion to extend consideration which, if passed, shall commence a new fifteen period for consideration; or

2. If there are one or more motions on the floor, the previous question, which, if passed, shall require an immediate vote on pending motions. The time limit set forth in subparagraph b.1. hereof shall not be applicable to any public hearing, public comment, Council discussion or other especially set matter for which a period of time has been specified ( in which case such specially set time shall be the limit for consideration) or which by applicable law (e.g. hearings of appeals, etc.), the matter must not proceed to its conclusion. The Chair may recognize the petitioner for a period not to exceed five minutes for any rebuttal to issues raised by Council, the public or staff.

3. Second Reading Ordinances - Council will allow individuals to address Council provided they have new information or did not speak to the issue at the First Reading. Comments will be limited to three (3) to five (5) minutes or at the discretion of Council.

- c. Oral presentations authorized by this rule are for the purpose of granting citizens the opportunity to be heard, to express their views, ask questions, and to inform Council. In no case shall the same be in the nature of public debate, Council being under no obligation to respond specifically to any speaker at

**that time, but an appropriate response shall be made by council or staff within a reasonable time** . All remarks shall be addressed to the body through the Chair. Individual Council members shall have the right to inquire of members of the audience whenever they deem such inquiries helpful to the public business.

d. Council will take no action and make no decision on any item presented during Public Comments. Instead, Council shall direct the City Manager to take action or to schedule the matter for Council discussion at a later date.



The City of Oxford  
(513) 524-5200  
15 S. College Ave.  
Oxford, OH 45056

## STAFF REPORT

|                                         |                                                                                                                                                                                                                                               |
|-----------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>ORIGINATING DEPARTMENT:</b>          | Finance                                                                                                                                                                                                                                       |
| <b>PREPARED BY:</b>                     | Heidi Hill                                                                                                                                                                                                                                    |
| <b>DATE PREPARED:</b>                   | 2/22/2024                                                                                                                                                                                                                                     |
| <b>COUNCIL MEETING DATE:</b>            | March 5, 2024                                                                                                                                                                                                                                 |
| <b>AGENDA TITLE:</b>                    | A Resolution Approving Then and Now Certificates for Purchase Orders Issued Above \$3,000.00 where an Invoice was Received Prior to the Purchase Order Date, as a Requirement of Ohio Revised Code 5705.41(d). (Heidi Hill, Finance Director) |
| <b>COUNCIL GOAL AREA:</b>               | Essential Operations                                                                                                                                                                                                                          |
| <b>BUDGETED AMOUNT:</b>                 |                                                                                                                                                                                                                                               |
| <b>ACCOUNT CODE:</b>                    |                                                                                                                                                                                                                                               |
| <b>RECOMMENDATION:</b>                  | Approval                                                                                                                                                                                                                                      |
| <b>CITY MANAGER/DEPT HEAD APPROVAL:</b> | HH DRE                                                                                                                                                                                                                                        |

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### DISCUSSION:

Staff is requesting Council to approve the then and now certificates for purchase orders issued above \$3,000 where an invoice was received prior to the purchase order date. After discussing the issue with the Auditors, they requested we begin bringing any purchase orders meeting this criteria, to Council for approval for compliance with the O.R.C. 5705.41 (d).

**RESOLUTION NO.**

A RESOLUTION APPROVING THEN AND NOW CERTIFICATES FOR PURCHASE ORDERS ISSUED ABOVE \$3,000 WHERE AN INVOICE WAS RECEIVED PRIOR TO THE PURCHASE ORDER DATE, AS A REQUIREMENT OF OHIO REVISED CODE 5705.41 (d).

WHEREAS, Council, in accordance with Ohio Revised Code, shall approve any purchases made over \$3,000 where an invoice is dated prior to the purchase order date; and

WHEREAS, at the time the merchandise was purchased and at the time the purchase order was executed to cover the purchase, a sufficient sum was appropriated for the purpose of such contract and in the treasure or in process of collection to the credit of an appropriated fund free from any previous encumbrances; and

WHEREAS, there is a sufficient sum appropriated for the purpose of such contract and in the treasure or in process of collection to the credit of an appropriated fund free from any previous encumbrances.

WHEREAS, the City Manager and the Finance Director recommend Council approve authorizing such certificates, as set forth in Exhibit "A" attached hereto and incorporated herein by reference:.

THE COUNCIL OF THE CITY OF OXFORD, OHIO, HEREBY RESOLVES THAT:

SECTION 1: Council hereby accepts the recommendation of the City Manager and the Finance Director approving Then and Now Certificates for purchase orders issued above \$3,000 where an invoice was received prior to the purchase order date.

SECTION 2: This resolution shall take effect at the earliest date allowed by law.

\_\_\_\_\_  
MAYOR

ADOPTED:

ATTEST:

\_\_\_\_\_  
CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: WILLIAM SNAVELY

PREPARED BY: LAW (STAFF)

Appendix A

| P.O.<br>Number | P.O.<br>Date | Vendor                         | Amount        | Purpose                                 |
|----------------|--------------|--------------------------------|---------------|-----------------------------------------|
| 4497           | 01/10/24     | Rumpke of Ohio, Inc            | \$ 32,275.00  | Transfer Station Lease & Container Exch |
| 4506           | 01/10/24     | Juggler Dave and Friends, Inc. | \$ 3,500.00   | Face Paint, Inflatable, Tricycle track  |
| 4524           | 01/10/24     | National Inspection Corp.      | \$ 100,800.00 | Plan review and inspection services     |
| 4529           | 01/10/24     | Oxford Community Arts Center   | \$ 9,000.00   | Children's art programming              |
| 4530           | 01/10/24     | Oxford Community Foundation    | \$ 31,500.00  | Oxford Community Foundation             |
| 4534           | 01/04/24     | Recdesk LLC                    | \$ 5,100.00   | RecDesk Annual Subscription 1/24-12/24  |
| 4557           | 01/05/24     | Leads Online                   | \$ 4,037.00   | Powerplus Investigation System Package  |
| 4632           | 01/31/24     | Norse Tactical                 | \$ 4,600.00   | Sustainment Training                    |
| 4661           | 02/16/24     | Passport Labs                  | \$ 58,958.55  | Tier 2 - Year 4n Subscription           |
| 4654           | 02/13/24     | Henry P Thompson Co.           | \$ 7,500.00   | Rebuild Thickener Pump                  |



The City of Oxford  
(513) 524-5200  
15 S. College Ave.  
Oxford, OH 45056

## STAFF REPORT

|                                         |                                                                                                                                                                      |
|-----------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>ORIGINATING DEPARTMENT:</b>          | Police Division                                                                                                                                                      |
| <b>PREPARED BY:</b>                     | John Jones                                                                                                                                                           |
| <b>DATE PREPARED:</b>                   | 2/27/2024                                                                                                                                                            |
| <b>COUNCIL MEETING DATE:</b>            | March 5, 2024                                                                                                                                                        |
| <b>AGENDA TITLE:</b>                    | A Resolution Authorizing the Oxford Division of Police to Retain for Use by the Municipality Certain Unclaimed Property in its Possession (John Jones, Police Chief) |
| <b>COUNCIL GOAL AREA:</b>               | Essential Operations                                                                                                                                                 |
| <b>BUDGETED AMOUNT:</b>                 | N/A                                                                                                                                                                  |
| <b>ACCOUNT CODE:</b>                    | N/A                                                                                                                                                                  |
| <b>RECOMMENDATION:</b>                  | Approve                                                                                                                                                              |
| <b>CITY MANAGER/DEPT HEAD APPROVAL:</b> | JAJ DRE                                                                                                                                                              |

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### DISCUSSION:

Certain confiscated items are currently in the possession of the Division of Police. No listed item is necessary for evidentiary use by OPD. These items could be of use to City Divisions. These items have no known owner, have gone unclaimed by the owner after attempts to contact them, or have been forfeited by Court order.

The Police Chief requests authorization to release these items to the specific Divisions in the City for use in general business.

**RESOLUTION NO.**

A RESOLUTION AUTHORIZING THE OXFORD DIVISION OF POLICE TO RETAIN FOR USE BY THE MUNICIPALITY CERTAIN UNCLAIMED PROPERTY IN ITS POSSESSION.

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF OXFORD, BUTLER COUNTY, STATE OF OHIO, THAT:

SECTION 1: Pursuant to Oxford Codified Ordinances Section 127.11, the Division of Police having possession of certain unclaimed property set forth in Exhibit 'A', attached hereto and incorporated herein, requests the retention and use of said items for municipal purposes.

SECTION 2: Council, having reviewed the items listed, finds it to be beneficial to the City to retain this unclaimed property and authorizes the City's retention and use of said items.

SECTION 3: This resolution shall take effect at the earliest date allowed by law.

---

MAYOR

ADOPTED:

ATTEST:

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ACTING CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: WILLIAM SNAVELY

PREPARED BY: LAW(STAFF)

# Memorandum

To: John A. Jones, Chief of Police  
From: Perry M. Gordon, Property Technician   
Subject: Conversion of Unclaimed Property for Use by City of Oxford  
Date: 24 January 2024

The items on the attached spreadsheet are in the possession of the Oxford Police Division. There are no known owners and no one has come forward to claim them. These particular items are of value by various units of the City, and I recommend that we convert them to City use through a resolution of Oxford City Council.

## DISPOSED PROPERTY FOR USE BY CITY OF OXFORD POLICE OR OTHER DIVISIONS

| Tag           | Description                                                          | Report # | Officer       | Court        | Case #     | Status | Recommended Disposition                       |
|---------------|----------------------------------------------------------------------|----------|---------------|--------------|------------|--------|-----------------------------------------------|
| e-22-0334     | Box containing 19 rounds CCI .22LR ammunition                        | 22-0521  | Thrasher      | Common Pleas | 2022070911 | closed | OPD use                                       |
| e-22-0338     | Box containing 24 rounds Norma USA .22LR ammunition                  | 22-0521  | Thrasher      | Common Pleas | 2022070911 | closed | OPD use                                       |
| e-22-0339     | Box containing assorted 9mm ammo                                     | 22-0521  | Thrasher      | Common Pleas | 2022070911 | closed | OPD use                                       |
| e-22-0346     | Box of Browning 12 ga. Shotgun shells (20)                           | 22-0521  | Thrasher      | Common Pleas | 2022070911 | closed | OPD use                                       |
| e-22-0354     | Twelve rounds 9mm ammunition                                         | 22-0521  | Thrasher      | Common Pleas | 2022070911 | closed | OPD use                                       |
| e-22-0354     | Twelve Winchester 9mm hollow point rounds                            | 22-0521  | Thrasher      | Common Pleas | 2022070911 | closed | OPD use                                       |
| e-22-0355     | Box of Streak 9mm ball rounds--not counted (labeled for 200)         | 22-0521  | Thrasher      | Common Pleas | 2022070911 | closed | OPD use                                       |
| e-22-0401     | Box containing assorted 9mm ammo                                     | 22-0521  | Thrasher      | Common Pleas | 2022070911 | closed | OPD use                                       |
| e-22-0401     | Black nylon zippered bag holding ammunition                          | 22-0521  | Thrasher      | Common Pleas | 2022070911 | closed | OPD use                                       |
| e-22-0402     | Box containing assorted 9mm/.380 ammo                                | 22-0521  | Thrasher      | Common Pleas | 2022070911 | closed | OPD use                                       |
| e-22-1326     | Marine fire extinguisher                                             | 22-1525  | Butler        | Area 1       | 2200771    | closed | OPD use                                       |
| e-23-0576     | Baggie containing 24 9mm cartridges                                  | 23-0375  | Price         | Common Pleas | 2023030435 | closed | OPD use                                       |
| e-23-0578     | One 9mm cartridge                                                    | 23-0375  | Price         | Common Pleas | 2023030435 | closed | OPD use                                       |
| e-23-0589     | Extended Pro magazine w/ 16 9mm rounds and round from weapon chamber | 23-0375  | Price         | Common Pleas | 2023030435 | closed | OPD use                                       |
| e-23-1563     | Sharps container (empty and new/unused)                              | L&F      | Dsp. Anderson | n/a          | n/a        | n/a    | OPD use                                       |
| 20-p-04680007 | Opened box of Zip-lock baggies                                       | 20-1332  | Campbell      | n/a          | n/a        | n/a    | OPD use or disposal                           |
| 20-p-04680025 | Opened box of Zip-lock baggies                                       | 20-1332  | Campbell      | n/a          | n/a        | n/a    | OPD use or disposal                           |
| 20-p-04680048 | Three (3) bic disposable lighters                                    | 20-1332  | Campbell      | n/a          | n/a        | n/a    | OPD use or disposal                           |
| 22-p-00030021 | Roll of black Gorilla Tape                                           | 22-0009  | Hardin        | Common Pleas | 2022010090 | closed | OPD use or disposal                           |
| 22-p-00030024 | Gray package containing 42 rounds .22 ammo                           | 22-0009  | Hardin        | Common Pleas | 2022010090 | closed | OPD use or disposal                           |
| 22-p-00030025 | Nine (9) .22 cartridge rounds                                        | 22-0009  | Hardin        | Common Pleas | 2022010090 | closed | OPD use or disposal                           |
| e-22-1129     | Automotive door/window inflation wedge (criminal tool)               | 22-1326  | S. Sikora     | Common Pleas | 2022111538 | closed | OPD use or disposal                           |
| 23-p-00070001 | Three boxes rifle ammo, three boxes .22 ammo                         | n/a      | King          | n/a          | n/a        | n/a    | OPD use or disposal                           |
| 17-p-06280004 | Red plastic gasoline can                                             | 17-1648  | King          | n/a          | n/a        | n/a    | OPD use--unclaimed                            |
| 17-p-06280007 | Blue 2.5 gallon plastic bucket w/ white nylon rope handle            | 17-1648  | King          | n/a          | n/a        | n/a    | OPD use--unclaimed                            |
| e-22-0207     | Small can containing uncounted change                                | 22-0395  | Campbell      | Common Pleas | 2022040503 | closed | OPD use--unclaimed                            |
| e-22-0582     | Package of Duracell AA batteries                                     | 22-0740  | Ledermeier    | Common Pleas | 2022060849 | closed | OPD use--unclaimed                            |
| e-22-0586     | Package of binder clips                                              | 22-0740  | Ledermeier    | Common Pleas | 2022060849 | closed | OPD use--unclaimed                            |
| e-22-0836     | Five (5) rounds .45 ACP ammunition                                   | 22-1016  | Hellwarth     | n/a          | n/a        | n/a    | OPD use--unclaimed                            |
| e-22-0854     | One dollar bill US                                                   | 22-1035  | Ledermeier    | n/a          | n/a        | n/a    | OPD use--unclaimed                            |
| e-23-1195     | .40 S&W Winchester hollow point cartridge                            | L&F      | Dsp. Anderson | n/a          | n/a        | n/a    | OPD use--unclaimed                            |
| 23-p-00130001 | Stanley Light Duty Sharpshooter staple gun                           | n/a      | Combs         | n/a          | n/a        | n/a    | OPD use--unclaimed                            |
| 20-p-00260002 | Blue/white bag containing assorted tools                             | 20-0045  | Blauvelt      | n/a          | n/a        | n/a    | transfer to Streets/Maintenance               |
| 20-p-00260003 | Metal pliers                                                         | 20-0045  | Blauvelt      | n/a          | n/a        | n/a    | transfer to Streets/Maintenance               |
| 20-p-00260005 | Red pliers, model 47ACF                                              | 20-0045  | Blauvelt      | n/a          | n/a        | n/a    | transfer to Streets/Maintenance               |
| 20-p-00260006 | Stanley hacksaw                                                      | 20-0045  | Blauvelt      | n/a          | n/a        | n/a    | transfer to Streets/Maintenance               |
| 20-p-04440001 | Estwing DFH 'Sure Strike' hammer                                     | 20-1266  | Campbell      | n/a          | n/a        | n/a    | transfer to Streets/Maintenance               |
| 22-p-00030020 | Red/black bolt cutters                                               | 22-0009  | Hardin        | Common Pleas | 2022010090 | closed | transfer to Streets/Maintenance               |
| 22-p-01450001 | Gray Adidas bag containing assorted tools                            | n/a      | Hool          | n/a          | n/a        | n/a    | transfer to Streets/Maintenance               |
| e-22-1125     | Rural King car battery                                               | 22-1326  | S. Sikora     | n/a          | n/a        | n/a    | transfer to Streets/Maintenance for recycling |



The City of Oxford  
(513) 524-5200  
15 S. College Ave.  
Oxford, OH 45056

## STAFF REPORT

|                                         |                                                                                                                                                                                                                                                                    |
|-----------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>ORIGINATING DEPARTMENT:</b>          | Police Division                                                                                                                                                                                                                                                    |
| <b>PREPARED BY:</b>                     | John Jones                                                                                                                                                                                                                                                         |
| <b>DATE PREPARED:</b>                   | 2/27/2024                                                                                                                                                                                                                                                          |
| <b>COUNCIL MEETING DATE:</b>            | March 5, 2024                                                                                                                                                                                                                                                      |
| <b>AGENDA TITLE:</b>                    | A Resolution Declaring Certain Property in the Police Division's Possession as Surplus and Not Needed for Any Municipal Purpose and Authorizing its Advertisement and Sale to the Highest Bidder at Public Auction or Internet Auction. (John Jones, Police Chief) |
| <b>COUNCIL GOAL AREA:</b>               | Essential Operations                                                                                                                                                                                                                                               |
| <b>BUDGETED AMOUNT:</b>                 | N/A                                                                                                                                                                                                                                                                |
| <b>ACCOUNT CODE:</b>                    | N/A                                                                                                                                                                                                                                                                |
| <b>RECOMMENDATION:</b>                  | Approve                                                                                                                                                                                                                                                            |
| <b>CITY MANAGER/DEPT HEAD APPROVAL:</b> | JAJ DRE                                                                                                                                                                                                                                                            |

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### DISCUSSION:

The items on the attached spreadsheet are in the possession of the Police Division. These items were either found property or they were seized during a criminal investigation. Reasonable efforts have been made to identify owners and notify owners to claim their property. These items have gone unclaimed and are not of use to the Police Division. It is the recommendation of the Police Chief that these items be sold at public auction, to include internet auction, to the highest bidder for cash. The proceeds from the auction will be placed in the general fund of the City. In accordance with OCC Section 127.11, an ad will be placed in the local newspaper describing the nature of the property and inviting persons to claim the property.

**RESOLUTION NO.**

A RESOLUTION DECLARING CERTAIN PROPERTY IN THE POLICE DIVISION'S POSSESSION AS SURPLUS AND NOT NEEDED FOR ANY MUNICIPAL PURPOSE AND AUTHORIZING ITS ADVERTISEMENT AND SALE TO THE HIGHEST BIDDER AT PUBLIC AUCTION OR INTERNET AUCTION.

WHEREAS, the City Manager and the Police Chief recommend certain property in the Police Division's possession be sold to the highest bidder at public auction or internet auction.

THE COUNCIL OF THE CITY OF OXFORD, OHIO, HEREBY RESOLVES THAT:

SECTION 1: Pursuant to Oxford Codified Ordinance Section 127.11, the items set forth in Exhibit 'A' attached hereto and incorporated herein, are hereby declared surplus for City purposes and not needed for any municipal purpose, and the same may be sold at auction.

SECTION 2: Council hereby authorizes such sale of said items to the highest bidder at public auction or internet auction with the proceeds thereof deposited into the general fund.

SECTION 3: This resolution shall take effect at the earliest date allowed by law.

---

MAYOR

ADOPTED:

ATTEST:

---

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: WILLIAM SNAVELY

PREPARED BY: LAW (STAFF)

# Memo

To: John A. Jones, Chief of Police  
From: Perry M. Gordon, Property Technician   
Subject: Auction of Unclaimed Property by City of Oxford  
Date: 24 January 2024

I have attached an inventory of items for which no person has claimed ownership, and I recommend through a resolution of Oxford City Council that we offer the items on public online auction via GovDeals with the City collecting the proceeds.

Additionally, several bicycles currently are "On Hold," pending the expiration of the ninety-day holding and claim period, in accordance with ORC section 737.29. At the end of their individual 90-day holding period, I recommend that we add each to the GovDeals auction.

Thank you.

# HOLD FOR AUCTION

| El/Property # | Description                                                         | Report # | Officer      | Court        | Case #     | Court Disposition | Recommended Disposition of Property |
|---------------|---------------------------------------------------------------------|----------|--------------|--------------|------------|-------------------|-------------------------------------|
| 17-p-06280010 | Silver pendant w/ dark blue stones                                  | 17-1648  | King         | n/a          | n/a        | n/a               | action--unclaimed                   |
| 17-p-06280011 | Black 8-in-1 tool kit/flashlight                                    | 17-1648  | King         | n/a          | n/a        | n/a               | action--unclaimed                   |
| 21-p-06780009 | SONY X-Box 360E game console                                        | 21-1712  | King         | Area 1       | 2100947    | closed            | action--unclaimed                   |
| 21-p-06780010 | Black X-Box hand control unit                                       | 21-1712  | King         | Area 1       | 2100947    | closed            | action--unclaimed                   |
| 21-p-06780013 | Amazon Firestick w/ remote control unit                             | 21-1712  | King         | Area 1       | 2100947    | closed            | action--unclaimed                   |
| 21-p-06780014 | SONY X-Box hand controller unit, green                              | 21-1712  | King         | Area 1       | 2100947    | closed            | action--unclaimed                   |
| 21-p-06780015 | Game Cube X@ hand controller unit, red                              | 21-1712  | King         | Area 1       | 2100947    | closed            | action--unclaimed                   |
| 21-p-06780017 | PS4 Call of Duty/black Ops III video game                           | 21-1712  | King         | Area 1       | 2100947    | closed            | action--unclaimed                   |
| 21-p-06780018 | Activision X-box360 Wipeout in the Zone video game                  | 21-1712  | King         | Area 1       | 2100947    | closed            | action--unclaimed                   |
| 21-p-06780020 | PS3 NBA2K10 video game                                              | 21-1712  | King         | Area 1       | 2100947    | closed            | action--unclaimed                   |
| 21-p-06780021 | Bracelet bag containing three pairs gold and/or beaded earrings     | 21-1712  | King         | Area 1       | 2100947    | closed            | action--unclaimed                   |
| 21-p-06780024 | Google Chromecast streaming device, cord                            | 21-1712  | King         | Area 1       | 2100947    | closed            | action--unclaimed                   |
| 21-p-06780026 | Roku 3810x streaming stick                                          | 21-1712  | King         | Area 1       | 2100947    | closed            | action--unclaimed                   |
| 21-p-06780029 | Wired Fight Pad Pro hand controller unit, red/black                 | 21-1712  | King         | Area 1       | 2100947    | closed            | action--unclaimed                   |
| e-22-0208     | Samsung S630 digital camera                                         | 22-0395  | Campbell     | Common Pleas | 2022040503 | closed            | action--unclaimed                   |
| e-22-0329     | Long range rifle scope (unknown owner)                              | 22-0521  | Thrasher     | Common Pleas | 2022070911 | closed            | action--unclaimed                   |
| e-22-0571     | Small multi-tool w/ mini-axe attached                               | 22-0711  | Thrasher     | n/a          | n/a        | n/a               | action--unclaimed                   |
| e-22-0583     | Stainless steel gold-plated bracelet                                | 22-0740  | Ledermeier   | Common Pleas | 2022060849 | closed            | action--unclaimed                   |
| e-22-1280     | Mongoose bicycle--spray-painted over original color                 | 22-1506  | Hartwig      | n/a          | n/a        | n/a               | action--unclaimed                   |
| e-22-1280     | Mongoose bicycle--spray-painted black and gray                      | 22-1506  | Hartwig      | n/a          | n/a        | n/a               | action--unclaimed                   |
| e-22-1312     | Flashlight                                                          | 22-1526  | Morgan       | n/a          | n/a        | n/a               | action--unclaimed                   |
| e-23-0177     | Blue box w/ assorted jewelry                                        | 23-0077  | S. Sikora    | n/a          | n/a        | n/a               | action--unclaimed                   |
| e-23-0190     | Collector coins and stamps                                          | 23-0077  | S. Sikora    | n/a          | n/a        | n/a               | action--unclaimed                   |
| e-23-0889     | Silver folding knife (safekeeping)                                  | 23-0789  | Thrasher     | Area 1       | 2300373    | closed            | action--unclaimed                   |
| e-23-1801     | Golf crucifix pendant                                               | L&F      | PSA Schatzle | n/a          | n/a        | n/a               | action--unclaimed                   |
| e-23-1806     | Gold earring, app. 2" hoop                                          | L&F      | PSA Schatzle | n/a          | n/a        | n/a               | action--unclaimed                   |
| e-23-1811     | Three (3) pairs sterling silver gold plated cubic zirconia earrings | L&F      | PSA Schatzle | n/a          | n/a        | n/a               | action--unclaimed                   |
| 22-p-01120002 | Next Power Climber bicycle                                          | n/a      | Hellwarth    | n/a          | n/a        | n/a               | action--unclaimed                   |
| 22-p-01310001 | Hyper bicycle                                                       | n/a      | Hartwig      | n/a          | n/a        | n/a               | action--unclaimed                   |
| 22-p-01320001 | Schwinn bicycle                                                     | n/a      | Thrasher     | n/a          | n/a        | n/a               | action--unclaimed                   |
| 22-p-01330001 | BMX bicycle                                                         | n/a      | Thrasher     | n/a          | n/a        | n/a               | action--unclaimed                   |
| 22-p-01360001 | Genesis V2100 bicycle                                               | n/a      | Wagers       | n/a          | n/a        | n/a               | action--unclaimed                   |
| 22-p-01380001 | Roadmaster bicycle                                                  | n/a      | Hartwig      | n/a          | n/a        | n/a               | action--unclaimed                   |
| 22-p-01420001 | Giant Boulder SE bicycle                                            | n/a      | Thrasher     | n/a          | n/a        | n/a               | action--unclaimed                   |
| 22-p-01440001 | Trek 4300 bicycle                                                   | n/a      | Thissen      | n/a          | n/a        | n/a               | action--unclaimed                   |
| 22-p-01500001 | GT Altera bicycle                                                   | n/a      | Morgan       | n/a          | n/a        | n/a               | action--unclaimed                   |
| 22-p-01510001 | Black Nishiki Colorado bicycle                                      | n/a      | A. Jones     | n/a          | n/a        | n/a               | action--unclaimed                   |
| 22-p-01550001 | Gray/green Genesis bicycle                                          | n/a      | Thrasher     | n/a          | n/a        | n/a               | action--unclaimed                   |
| 22-p-01560001 | Fictitious IL OL+C347:G349                                          | n/a      | Thissen      | n/a          | n/a        | n/a               | action--unclaimed                   |
| 23-p-00040001 | Roadmaster Granite Peak bicycle                                     | n/a      | PSA Schatzle | n/a          | n/a        | n/a               | action--unclaimed                   |
| 23-p-00040001 | Roadmaster Granite Peak bicycle                                     | n/a      | PSA Schatzle | n/a          | n/a        | n/a               | action--unclaimed                   |
| 23-p-00130001 | Kobalt PVC pipe cutter                                              | n/a      | Combs        | n/a          | n/a        | n/a               | action--unclaimed                   |



The City of Oxford  
(513) 524-5200  
15 S. College Ave.  
Oxford, OH 45056

## STAFF REPORT

|                                         |                                                                                                                                                                                |
|-----------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>ORIGINATING DEPARTMENT:</b>          | Police Division                                                                                                                                                                |
| <b>PREPARED BY:</b>                     | John Jones                                                                                                                                                                     |
| <b>DATE PREPARED:</b>                   | 2/27/2024                                                                                                                                                                      |
| <b>COUNCIL MEETING DATE:</b>            | March 5, 2024                                                                                                                                                                  |
| <b>AGENDA TITLE:</b>                    | A Resolution Declaring Certain City Property No Longer Needed for Any Municipal Purpose and Authorizing its Trade to An Authorized Firearms Dealer. (John Jones, Police Chief) |
| <b>COUNCIL GOAL AREA:</b>               | Essential Operations                                                                                                                                                           |
| <b>BUDGETED AMOUNT:</b>                 | N/A                                                                                                                                                                            |
| <b>ACCOUNT CODE:</b>                    | N/A                                                                                                                                                                            |
| <b>RECOMMENDATION:</b>                  | Approve                                                                                                                                                                        |
| <b>CITY MANAGER/DEPT HEAD APPROVAL:</b> | JAJ                                                                                                                                                                            |

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### DISCUSSION:

The Division of Police has in its possession weapons and ammunition (see attached list) that are of no use to the police department. In accordance with O.C.C. 127.11, we respectfully request to sell or trade these weapons to a federally licensed firearms dealer in exchange for credit.

**RESOLUTION NO.**

A RESOLUTION DECLARING CERTAIN CITY PROPERTY NO LONGER NEEDED FOR ANY MUNICIPAL PURPOSE AND AUTHORIZING ITS TRADE TO AN AUTHORIZED FIREARMS DEALER.

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF OXFORD, BUTLER COUNTY, STATE OF OHIO, THAT:

SECTION 1: In accordance with the Memorandum from the Chief of Police, certain firearms are hereby declared of no evidentiary value and no longer needed for any municipal purpose, and the same may be sold or traded in exchange for credit to an authorized law enforcement firearms dealer as allowed by Oxford Codified Ordinances, Section 127.11. The items are those as set forth on Attachment 'A' incorporated herein.

SECTION 2: Council hereby authorizes the sale or trade of those items listed on Attachment 'A' to an authorized law enforcement firearms dealer.

SECTION 3: This resolution shall take effect at the earliest date allowed by law.

\_\_\_\_\_  
MAYOR

ADOPTED:

ATTEST:

\_\_\_\_\_  
CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: WILLIAM SNAVELY

PREPARED BY: LAW(STAFF)

# Memorandum

**To:** John A. Jones, Chief of Police  
**From:** Perry M. Gordon, Property Technician   
**RE:** Sale of Firearms to a Licensed FFL Dealer  
**Date:** 24 January 2024

The firearms and related items on the attached spreadsheet are in the possession of the Oxford Division of Police, and have been either judged by the court to be forfeit to the City of Oxford's Division of Police for destruction or agency use, or unclaimed by the owner.

I recommend that they be approved for sale to a duly authorized and licensed firearms dealer through a resolution of the Oxford City Council.

Area I Court

|           |                                                                   |         |           |     |     |     |                            |
|-----------|-------------------------------------------------------------------|---------|-----------|-----|-----|-----|----------------------------|
| e-22-0835 | Glock 30 .45 semi-auto pistol                                     | 22-1016 | Hellwarth | n/a | n/a | n/a | FFL dealer sale--unclaimed |
| e-23-0798 | SigSauer P320 semi-auto 9mm pistol, 3 9mm magazines, 50-round box | 23-0716 | Campbell  | n/a | n/a | n/a | FFL dealer sale--unclaimed |



The City of Oxford  
(513) 524-5200  
15 S. College Ave.  
Oxford, OH 45056

## STAFF REPORT

|                                         |                                                                                                                                                                         |
|-----------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>ORIGINATING DEPARTMENT:</b>          | Community Development                                                                                                                                                   |
| <b>PREPARED BY:</b>                     | Sam Perry                                                                                                                                                               |
| <b>DATE PREPARED:</b>                   | 2/26/2024                                                                                                                                                               |
| <b>COUNCIL MEETING DATE:</b>            | March 5, 2024                                                                                                                                                           |
| <b>AGENDA TITLE:</b>                    | A Resolution Placing A Moratorium, Not To Exceed Six (6) Months, On New Short-Term Rentals Within The City Of Oxford, Ohio. (Sam Perry, Community Development Director) |
| <b>COUNCIL GOAL AREA:</b>               | Housing for All                                                                                                                                                         |
| <b>BUDGETED AMOUNT:</b>                 |                                                                                                                                                                         |
| <b>ACCOUNT CODE:</b>                    |                                                                                                                                                                         |
| <b>RECOMMENDATION:</b>                  | Approve as drafted                                                                                                                                                      |
| <b>CITY MANAGER/DEPT HEAD APPROVAL:</b> | SP DRE                                                                                                                                                                  |

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### DISCUSSION:

Based on Councilor inquiry, the Planning Commission and Housing Advisory Commission held a joint session in October 2023 regarding short-term rentals. Concern has been raised regarding possible conversion of traditional homes to short-term-only homes. The Housing Advisory Commission followed up by recommending a change to the Zoning Code text drafted by Councilor Prytherch. On January 30 and February 20, the topic was discussed by City Council. More research and data collection is needed in order for staff to draft a proposed policy change that would minimize the likelihood of existing homes being purchased to be used solely for short-term rentals. The proposed moratorium is for six months, which is the appropriate time for staff to research policy options, purchase historical lodging data and prepare Zoning Code text amendments for consideration by Planning Commission and City Council.

**RESOLUTION NO.**

**A RESOLUTION PLACING A MORATORIUM, NOT TO EXCEED SIX (6) MONTHS, ON NEW SHORT-TERM RENTALS WITHIN THE CITY OF OXFORD, OHIO.**

**WHEREAS**, pursuant to the Ohio Constitution and the Ohio Revised Code, municipalities have the power to enact planning and zoning laws that are for the health, safety, welfare, comfort, and peace of the citizens of the municipality; and

**WHEREAS**, the City of Oxford (“City”) has set goals to increase the supply of housing units within the City of Oxford; and

**WHEREAS**, the 2020 Housing Needs Assessment identified a critical need for housing units for household incomes that are below 80% of the Area Median Income; and

**WHEREAS**, the City of Oxford adopted new regulations for short-term rentals in 2019, 2020 and 2021; and

**WHEREAS**, there are approximately 380 hotel rooms currently within the City of Oxford; and

**WHEREAS**, there are 178 new hotel rooms planned for construction within the City of Oxford; and

**WHEREAS**, there are approximately 75 short-term rentals within the City of Oxford; and

**WHEREAS**, short-term rentals provide supplementary income to home owners and a lodging service to visitors during high-demand times; and

**WHEREAS**, the City has observed homes being purchased for the sole purpose of short-term rental usage; and

**WHEREAS**, existing regulations do not prohibit homes being purchased for the sole purpose of short-term rental usage; and

**WHEREAS**, the City will research and develop regulations, including, but not limited to a primary-residency-only requirement; and

**WHEREAS**, the City Staff shall make periodic reports to Council regarding the status of the regulations and the impact on the supply of housing units within the City of Oxford; and

**WHEREAS**, the Moratorium will expire automatically after six (6) months unless extended for good cause by Council.

**BE IT RESOLVED BY THE COUNCIL OF THE CITY OF OXFORD, BUTLER COUNTY, STATE OF OHIO, THAT:**

**SECTION 1:** Oxford City Council hereby approves the moratorium, not to exceed six (6) months.

**SECTION 2:** No new short-term rentals shall be permitted or licensed within the City of Oxford.

**SECTION 3:** It is hereby found and determined that all formal actions of this Council relating to the adoption of this Resolution have been taken at an open meeting of this Council; and that any and all deliberations of this Council and of any of its committees, resulting in such formal action, took place in meetings open to the public, in compliance with all statutory requirements including requirements of Section 121.22 of the Ohio Revised Code.

**SECTION 4:** This Resolution is hereby declared to be a measure immediately necessary for the preservation of the public peace, health, safety, and welfare of the City of Oxford and shall be in full force and effect immediately upon adoption.

---

MAYOR

ADOPTED:

ATTEST:

---

CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: COUNCILOR DAVID PRYTHERCH

PREPARED BY: COMMUNITY DEVELOPMENT (STAFF)

CHECKED BY: LAW (STAFF)



The City of Oxford  
(513) 524-5200  
15 S. College Ave.  
Oxford, OH 45056

## STAFF REPORT

|                                         |                                                                                                                                                                                                                                                    |
|-----------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>ORIGINATING DEPARTMENT:</b>          | City Manager                                                                                                                                                                                                                                       |
| <b>PREPARED BY:</b>                     | Reena Murphy                                                                                                                                                                                                                                       |
| <b>DATE PREPARED:</b>                   | 2/28/2024                                                                                                                                                                                                                                          |
| <b>COUNCIL MEETING DATE:</b>            | March 5, 2024                                                                                                                                                                                                                                      |
| <b>AGENDA TITLE:</b>                    | A Resolution Authorizing the City Manager to Enter into a New Commitment with the Electrification Coalition to Receive Technical Assistance Related to Electric Vehicle (EV) Infrastructure and Policy (Sam Perry, Community Development Director) |
| <b>COUNCIL GOAL AREA:</b>               | A Sustainable Oxford                                                                                                                                                                                                                               |
| <b>BUDGETED AMOUNT:</b>                 |                                                                                                                                                                                                                                                    |
| <b>ACCOUNT CODE:</b>                    |                                                                                                                                                                                                                                                    |
| <b>RECOMMENDATION:</b>                  | Approval                                                                                                                                                                                                                                           |
| <b>CITY MANAGER/DEPT HEAD APPROVAL:</b> | JG DRE SP                                                                                                                                                                                                                                          |

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### DISCUSSION:

The Electrification Coalition (EC) is a non-partisan non-profit that provides technical assistance to local governments to develop and implement strategies to facilitate the widespread adoption of electric vehicles. EC has supported the adoption of EV smart policies and ordinances in multiple cities, such as Columbus, Ohio, Charlotte, North Carolina, and Orlando, Florida.

Due to Oxford's Power a Clean Future Ohio membership, we will receive free technical assistance from the Electrification Coalition. Their assistance will support progress on the EV-ready goals established in the 2024 Action Items, the Climate Action Plan, and the Comprehensive Plan.

To receive technical assistance, the Electrification Coalition requires communities to sign an EV Smart Commitment Letter (Exhibit "A") and report EV-related metrics (i.e., number of installed chargers).

In 2024, staff and the Electrification Coalition will prioritize the exploration of an EV-ready ordinance in alignment with the adopted 2024 Action Items. This will require outreach to builders and developers to discuss costs and benefits. In the future, the City of Oxford may utilize assistance with fleet electrification if in alignment with Council's annual goals.

The EV Smart Commitment does not require Oxford to convert to a fully electric fleet. Oxford maintains flexibility for determining the best low-carbon technologies for our fleet, and making conversions when appropriate, ensuring all expected functions can be performed.

## RESOLUTION NO.

### **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A NEW COMMITMENT WITH THE ELECTRIFICATION COALITION TO RECEIVE TECHNICAL ASSISTANCE RELATED TO ELECTRIC VEHICLE (EV) INFRASTRUCTURE AND POLICY**

WHEREAS, *Oxford Tomorrow* Comprehensive Plan and the *Towards a Sustainable Future* Climate Action Plan identified the following actions:

- Adopt EV charging infrastructure requirements for new multi-family and commercial developments (S1-A5)
- Convert the city vehicle fleet to hybrid and/or electric vehicles, where appropriate, ensuring the fleet is able to carry out all expected functions (S1-A7)
- Install EV charging stations in places for public use (S1-A6)
- Explore private partnerships to support EV infrastructure; and

WHEREAS, “By September 2024, research, develop and adopt EV charging infrastructure requirements for new residential and commercial developments” is a measure of success outlined in the 2024 Adopted Action Items adopted by Council; and

WHEREAS, The Electrification Coalition is a nonpartisan, non-profit organization that provides technical assistance to local governments to develop and implement strategies to facilitate the widespread adoption of electric vehicles; and

WHEREAS, The Electrification Coalition requires participating governments to adopt an EV Smart Commitment; and

WHEREAS, The City of Oxford is eligible for free technical assistance from the Electrification Coalition, due to the City’s membership in Power a Clean Future Ohio; and

WHEREAS, the Director of Community Development and Sustainability Coordinator recommends Council authorize the City Manager to enter into an EV Smart commitment with the Electrification Coalition to receive technical assistance related to Electric Vehicle Infrastructure and Policy, pursuant to a commitment in a form substantially similar to the agreement attached hereto as Exhibit “A” and acceptable to the Law Director.

THE COUNCIL OF THE CITY OF OXFORD, OHIO, HEREBY RESOLVES THAT:

SECTION 1: Council accepts the recommendation of the Director of Community Development and Sustainability Coordinator to authorize the City Manager to enter into an EV Smart commitment with the Electrification Coalition to receive technical assistance related to Electric Vehicle Infrastructure and Policy, pursuant to a commitment in a form substantially similar to the agreement attached hereto as Exhibit “A” and acceptable to the Law Director.

SECTION 2: This resolution shall take effect at the earliest date allowed by law.

\_\_\_\_\_  
MAYOR

ADOPTED:

ATTEST:

\_\_\_\_\_  
CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: DAVID PRYTHERCH AND JASON BRACKEN

PREPARED BY: LAW (STAFF)

# Exhibit A



The City of Oxford  
(513) 524-5200  
15 S. College Ave.  
Oxford, OH 45056

March 9th, 2024

To: EV Smart Program Administrators

On behalf of the City of Oxford, I am proud to announce our commitment to become an EV Smart certified community. In partnership with the EV Smart team, the City of Oxford's dedicated staff members will work to accelerate local adoption of EVs and ensure equitable deployment of EV charging infrastructure.

The EV Smart program builds upon our community's participation in the Global Covenant of Mayors, which resulted in the adoption of a Climate Action Plan, which includes EV goals.

The City of Oxford will leverage EV Smart to achieve the following actions:

- Expand electric vehicle (EV) charging and infrastructure
- Adopt EV charging infrastructure requirements for new multi-family and commercial developments (S1-A5)
- Adopt EV charging infrastructure requirements for new residential developments
- Convert the city vehicle fleet to hybrid and/or electric vehicles, where appropriate ensuring fleet is able to carry out all expected functions (S1-A7)
- Install EV charging stations in places for public use (S1-A6)
- Explore private partnerships to support EV infrastructure

These efforts demonstrate that our community is committed to driving continual improvement in our community's EV readiness, and in the process of doing so, all the related areas identified as community priorities in our Oxford Tomorrow Comprehensive Plan and the Climate Action Plan.

In order to measure progress along the way, the City of Oxford will track key metrics related to EV and infrastructure deployment, such as the number of installed EV chargers and greenhouse gas emissions mitigated.

Inquiries related to the City of Oxford's EV Smart participation can be directed to Reena Murphy at [rmurphy@cityofoxford.org](mailto:rmurphy@cityofoxford.org) or 513-524-5234.

Sincerely,

---

Douglas R. Elliott, Jr.  
City Manager



The City of Oxford  
(513) 524-5200  
15 S. College Ave.  
Oxford, OH 45056

## STAFF REPORT

|                                         |                                                                                                                                                                                                                                                                                                                                                                                                 |
|-----------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>ORIGINATING DEPARTMENT:</b>          | Service                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>PREPARED BY:</b>                     | Mike Dreisbach                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>DATE PREPARED:</b>                   | 2/26/2024                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>COUNCIL MEETING DATE:</b>            | March 5, 2024                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>AGENDA TITLE:</b>                    | A Resolution Authorizing the City Manager to Amend the Professional Services Project Contract with Bayer Becker, Inc. for the Re-alignment and Design of Oxford Area Trail System (OATS) Phase V at a Cost of \$798,164.00 (Including Contingency) Plus Additional Expenses in the Amount of \$113,267.00 for a Total Cost Not to Exceed \$911,431.00. (Jessica Greene, Assistant City Manager) |
| <b>COUNCIL GOAL AREA:</b>               | Safe and Efficient Travel for All Modes of Transportation                                                                                                                                                                                                                                                                                                                                       |
| <b>BUDGETED AMOUNT:</b>                 | \$1,100,000 (FY23)                                                                                                                                                                                                                                                                                                                                                                              |
| <b>ACCOUNT CODE:</b>                    | 144.490.64702                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>RECOMMENDATION:</b>                  | Approve                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>CITY MANAGER/DEPT HEAD APPROVAL:</b> | DRE MBD 2/26/24                                                                                                                                                                                                                                                                                                                                                                                 |

### DISCUSSION:

The Oxford City Council approved Resolution No. 7481 on March 7, 2023 approving a contract with Bayer Becker, Inc. for the design and engineering of Oxford Area Trail System (OATS) Phase V. This phase of the trail system will connect Talawanda High School (Phase III - ready for asphalt placement in April) and Talawanda Middle School (Phase IV currently under construction with completion in August). \$1,100,000 was budgeted (FY23) for the engineering, and ultimately, a contract for \$725,604.00 was awarded to Bayer Becker, Inc. This segment of the OATS trail is approximately 1.9 miles long and has already been awarded over \$2.76M in federal grant funding.

The City received significant feedback from residents in the Silverleaf / Gardenia Dr. neighborhood regarding the proposed alignment, particularly along the N/S right of way for Silverleaf Drive. Engineering staff worked with Bayer Becker, Inc. to identify an alternate route further to the east of currently developed areas; this route not only takes property owners' comments into consideration, but

also yields a more scenic route closer to woodlines and the Collins Run water feature.

Because the City is using Federal funds for this project, we must follow federal rules for the scope, survey, design, environmental investigation, and outside agency review of plan submittals. This process is projected to cost an additional \$113,267 in professional service expenses for the proposed alternate route. Details of the expenses are explained in the attached proposal from Bayer Becker, Inc. and their professional consultants.

This Resolution will authorize the City Manager to amend the existing contract with Bayer Becker, Inc. to allow for an additional \$113,267 in expenses for Phase V of the OATS trail project. The new not to exceed amount for this contract will now be the original maximum authorization of \$798,164 (including contingency) plus additional expenses of \$113,267. Therefore, the new not to exceed contract amount shall be \$911,431.00. While the original budget (FY23) was \$1.1M, a supplemental appropriation will be required because the additional funds will be expensed from FY24 capital funds.

## **RESOLUTION NO. 7481**

A RESOLUTION AUTHORIZING THE CITY MANAGER TO AMEND THE PROFESSIONAL SERVICES PROJECT CONTACT WITH BAYER & BECKER, INC. FOR THE RE-ALIGNMENT AND DESIGN OF THE OXFORD AREA TRAIL SYSTEM (OATS) PHASE V AT A COST OF \$798,164.00 (INCLUDING CONTINGENCY) PLUS ADDITIONAL EXPENSES IN THE AMOUNT OF \$113,267.00 FOR A TOTAL COST NOT TO EXCEED \$911,431.00.

WHEREAS, the 2023 Budget includes \$1,100,000.00 for updating the Oxford Area Trails route planning and cost estimations for Phase V; and

WHEREAS, the City received significant feedback from residents in the Silverleaf / Gardenia Dr. neighborhood regarding the proposed alignment, particularly along the N/S right of way for Silverleaf Dr. worked with Bayer Becker, Inc. to identify an alternate route further to the east of currently developed areas; this route not only takes property owners' comments into consideration but also yields a more scenic route closer to woodlines and the Collins Run water feature; and

WHEREAS, the Assistant City Manager and the Service Director recommend Council authorize the City Manager to amend the professional services project agreement with Bayer & Becker, Inc. for the re-alignment and design of the Oxford Area Trails Phase V at a cost of \$798,164.00 (including contingency) plus additional expenses in the amount of \$113,267.00 for a total cost not to exceed \$911,431.00.

THE COUNCIL OF THE CITY OF OXFORD, OHIO, HEREBY RESOLVES THAT:

SECTION 1: Council hereby accepts the recommendation of the Assistant City Manager and the Service Director to amend the contract with Bayer & Becker, Inc. for the re-alimented and design of the Oxford Area Trails Phase V at a cost of \$798,164.00 (including contingency) plus additional expenses in the amount of \$113,267.00 for a total cost not to exceed \$911,431.00.

SECTION 2: Council further authorizes the City Manager to amend the professional services project agreement with Bayer & Becker, Inc. for the re-alignment and design of the Oxford Area Trail System Phase V at a cost of \$798,164.00 (including contingency) plus additional expenses in the amount of \$113,267.00 for a total cost not to exceed \$911,431.00.

SECTION 3: This resolution shall take effect at the earliest date allowed by law.

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MAYOR

ADOPTED:

ATTEST:

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CLERK OF OXFORD CITY COUNCIL

INTRODUCED BY: WILLIAM SNAVELY

PREPARED BY: LAW (STAFF)

# FUTURE OXFORD AREA TRAILS SYSTEM

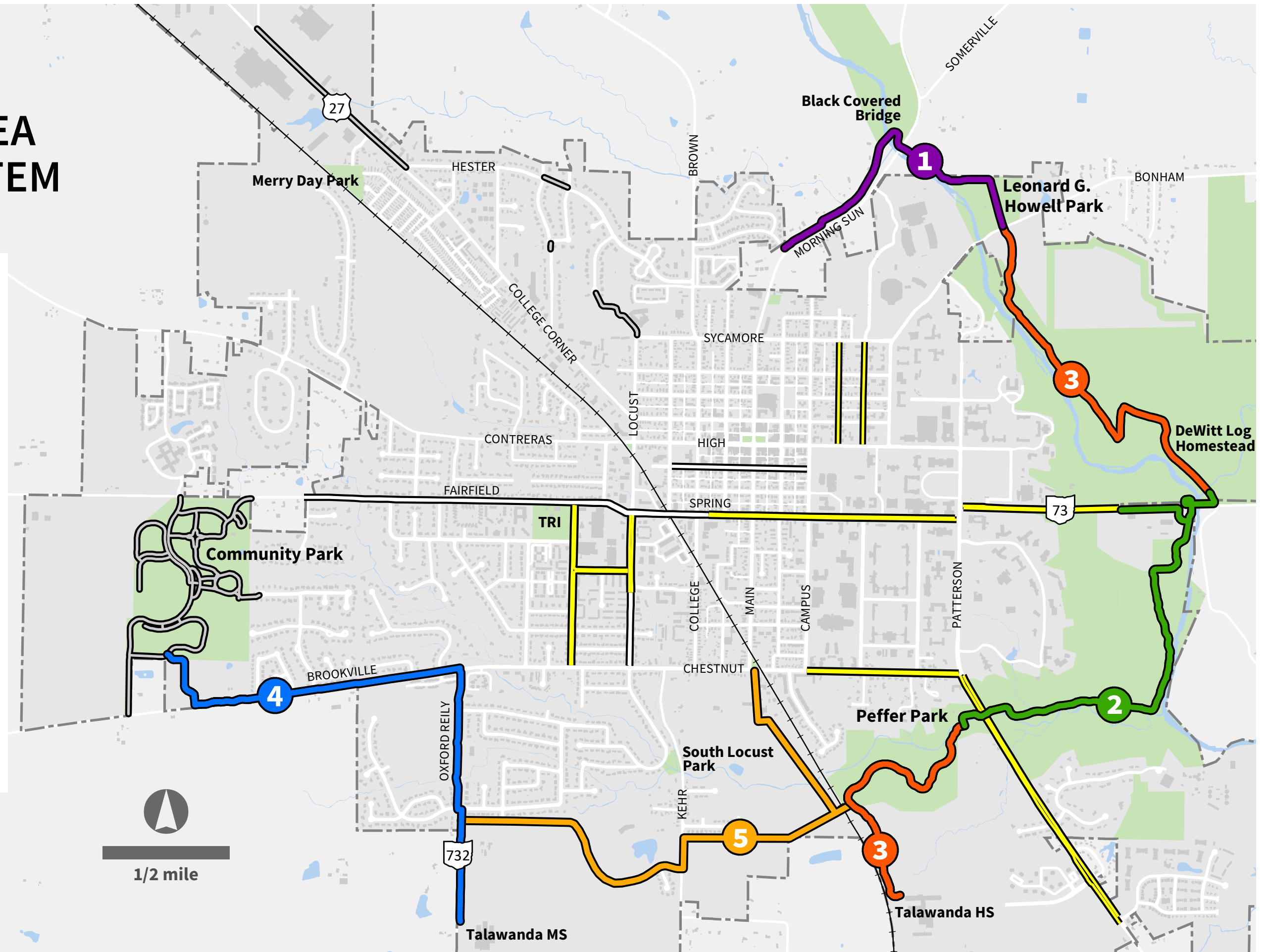
## LEGEND

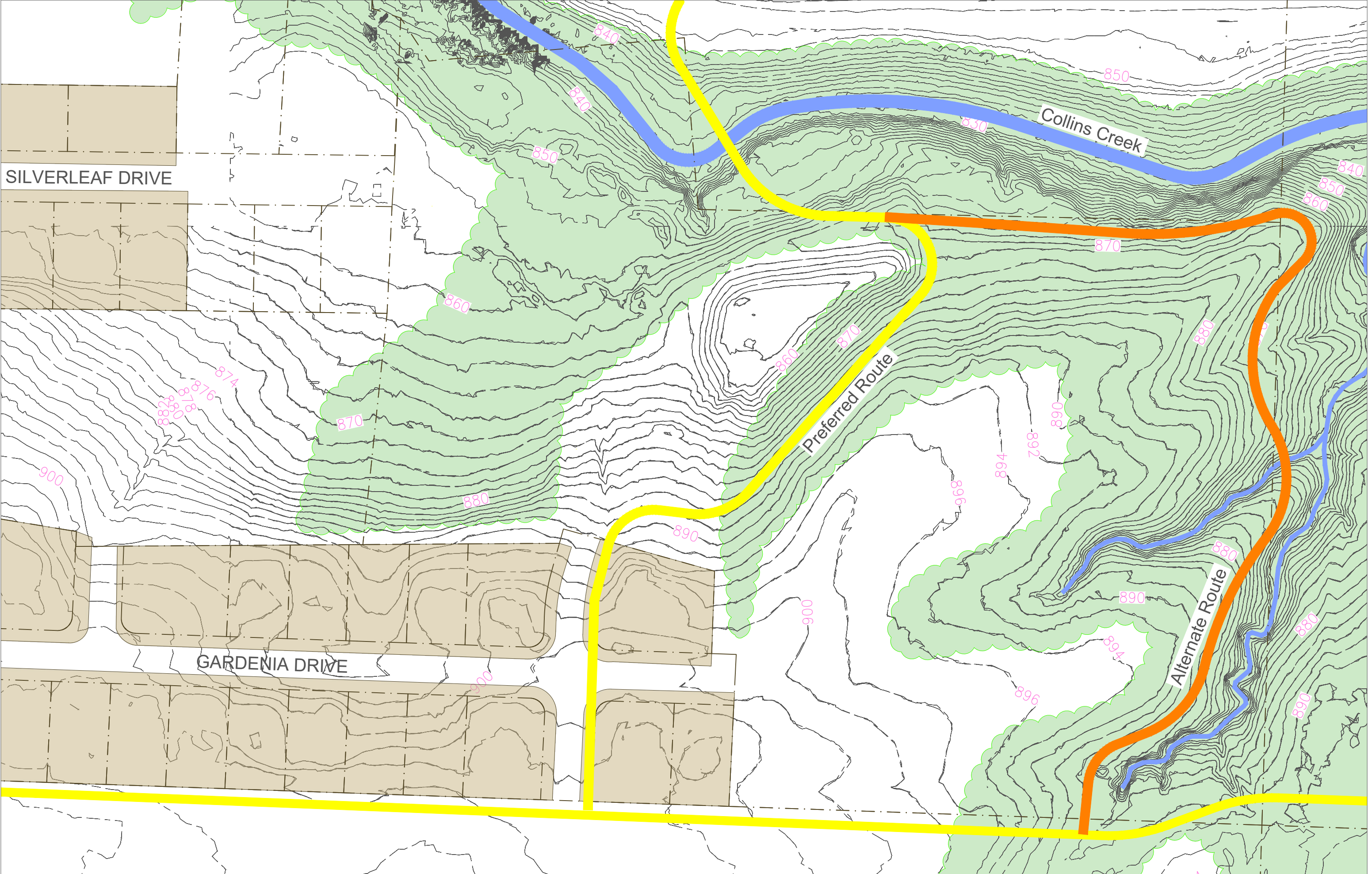
### OATS Phases

-  Completed **2017**
-  Completed **2020**
-  Est. Completion **2023-2024**
-  Est. Completion **2023-2024**
-  Est. Completion **2025-2026**

### Other Existing Bikeways

-  Paved Trails
-  Marked Bike Lanes
-  Sharrows





## PROFESSIONAL SERVICES PROJECT AGREEMENT – AMENDMENT #1

**DATE – February 16, 2024**

This project agreement amendment between Bayer & Becker, Inc. (BB) and the CLIENT identified herein provides for the professional services described herein of this project agreement.

|                                                 |                                 |
|-------------------------------------------------|---------------------------------|
| <b>CLIENT:</b>                                  | City of Oxford                  |
| <b>BILLING CONTACT COMPANY DBA (INVOICING):</b> | City of Oxford                  |
| <b>BILLING CONTACT REPRESENTATIVE:</b>          | Scott Otto, PE<br>City Engineer |
| <b>BILLING CONTACT REPRESENTATIVE'S Email:</b>  | sotto@cityofoxford.org          |
| <b>PROJECT TITLE:</b>                           | Oxford Area Trail – Phase V     |
| <b>PROJECT NUMBER:</b>                          | 22-0273                         |
| <b>AMENDMENT NUMBER:</b>                        | #1                              |
| <b>REVISES ORIGINAL AGREEMENT DATED:</b>        | March 22, 2023                  |

### DESCRIPTION OF AMENDMENT:

Based upon feedback received during the Public Involvement process, it is BB's understanding that CLIENT has decided to revise portions of the alignment of Phase V of the Oxford Area Trail. More specifically, the Chestnut Connector as it traverses from the main trail in the Kuranga property and heads north thru the eastern portion of the Osborne Property; and the portion of the trail located east of the CSX Railroad. This amendment revises the original professional services agreement as follows:

#### Topographic Survey

Bayer Becker will prepare a topographic survey of the new trail alignments showing existing contours at a maximum two (2)-foot contour interval. The topographic survey will consist of a 100' wide corridor which follows the proposed trail alignment. Existing visible features of the site including pavement, structures, visible or as-marked (underground) utilities marked by the City of Oxford, Miami University and the Ohio Utility Protection Service, treelines and isolated trees larger than 10 inches in diameter, fences, and water features shall also be located. Existing utilities that are visible from the ground surface, or marked by (OUPS), will be located in the field and shown on the drawings. Utilities not visible from the surface or marked in the field that are shown on construction drawings provided by the City or Miami University will be depicted on the drawings and labeled as "approximate" locations. Utilities not marked in the field or shown on any construction drawings provided by the City or Miami University will not be shown on the drawings.

Property boundaries and right of way lines will be tied to the topographic survey based on readily available records at the Butler County Courthouse.

Bayer Becker shall stake the boring locations for Stantec, once an alignment has been selected.

#### Construction Drawing Revisions

BB shall revise the Stage 2 plans to reflect the alignment changes outlined above and advance the plans for the revised portions of the trail to Stage 3 level plans. Since the alignment has been revised, another Public Involvement meeting will need to be conducted to notify the public of the changes and to meet the environmental requirements. Bayer Becker shall assist the CLIENT with a presentation to City Council.

#### Geotechnical Services

Based upon correspondence with ODOT, additional soil borings and geotechnical exploration are only required for the change in alignment through the Osborne property. Stantec will perform 2 soil borings for said alignment change.

## Environmental Services

As a result of the review of the environmental work performed to date, ODOT has determined that additional environmental assessments will be required. In particular,

- *Phase 1 Archaeological Survey* - In response to the Section 106 Scoping Request, the ODOT Office of Environmental Services has indicated that a Phase 1 Archaeological survey/disturbance assessment is required to assess the undisturbed portion of the Area of Potential Effects (APE) for the presence or absence of archaeological sites.
- *D1 Categorical Exclusion* - The original contract included fees for the preparation of a C2 Level Categorical Exclusion. Upon review of the Level 1 Ecological Survey, ODOT has determined that the impacts to the Suitable Wooded Habitat (SWH) exceed the thresholds for the Indiana Bat and/or the Northern Long-Eared Bat. As such, the project must be elevated to a D1 Level Categorical Exclusion.
- *Public Involvement Technical Memo* - As part of the D1 Level Categorical Exclusion, a summary of the public involvement activities in the form of a technical memo is to be provided. Bayer Becker will provide Stantec with the public involvement materials to be included in their memo.
- *Environmental Commitment Plan Notes* – Additional time has been provided to account for the preparation of environmental commitment notes above and beyond those typically needed for a C2 level categorical exclusion.
- *Regulated Materials Review (RMR) Assessment (if authorized)* – Upon review of the RMR screening document, should ODOT determine that an RMR assessment is required, Stantec will work with their consultant WSP to have the RMR assessment performed.

The changes in the trail alignment will require that the environmental documentation previously prepared be updated to reflect the new alignment. Fees provided include such revisions.

Scope does not include time to develop mitigation alternatives due to additional tree clearing required for the revised trail alignments.

A detailed summary of the work to be performed is attached.

## Right of Way Acquisition Services

In addition to revising their scope for the Osborne property, OR Colan has included a fee to update the appraisal for the EVR Property, as the current appraisal is over 2 years old.

## COMPENSATION TO BE PAID TO BB FOR PROFESSIONAL SERVICES:

This amendment will increase the original agreement by the amount specified below.

|                                                           |              |
|-----------------------------------------------------------|--------------|
| • Topographic Survey                                      | \$ 8,475.00  |
| • Construction Drawing and Right of Way Plan Revisions    | \$ 42,176.00 |
| • Stantec Consulting Services Inc.                        |              |
| o Geotechnical Services                                   | \$ 13,769.00 |
| o Environmental Services                                  | \$ 36,912.00 |
| o RMR Assessment, if authorized                           | \$ 7,710.00  |
| • OR Colan – Additional Right of Way Acquisition Services | \$ 4,225.00  |

Basis of payment: Percent complete billed on a monthly basis except for those items designated as an allowance which shall be billed hourly and on a cost basis such as expenses.

Bayer Becker is hereby authorized to proceed with this above described work in accordance with the terms stated above. All terms and conditions of the original agreement and all prior amendments shall remain in full force and effect unless otherwise revised by this amendment.

**Note: This project agreement amendment becomes void if not signed within 30 days of above date.**

Each party agrees that any electronic signatures of the parties included in this Agreement are intended to authenticate this writing and to have the same force and effect as manual signatures. Electronic signature means any electronic process attached to or logically associated with a record and executed and adopted by a party with the intent to sign such record, including, but not limited to typed signatures or email electronic signatures.



I understand that by Electronically signing this document, it is covered by the Uniform Electronic Transactions Act (UETA), eSign Act, and State eSign laws. These laws define that a document or signature cannot be denied legal effect or enforceability because it is in electronic form.

Electronically signed and dated by:

**APPROVED:**

**Bayer & Becker, Inc.**

**PROJECT CLIENT:** City of Oxford

**Title:**

**Title:**



**Stantec Consulting Services Inc.**

11200 Alliance Road  
Cincinnati OH 45242

February 7, 2024

**Etta Reed, PE**

President  
Bayer Becker  
110 South College Avenue  
Suite 101  
Oxford, OH 45056

**Reference: Oxford Area Rec Trail, Phase 5  
Revised Modification 1 to Contract**

Dear Etta,

Stantec is pleased to present this revised modification to the original contract to Bayer Becker for additional environmental work required by ODOT based on their review of submittals made thus far. This proposal includes all environmental work required to meet these requirements. We have removed hours from our original modification for addressing the tree clearing/bat survey mitigation as it is our understanding the City has opted to utilize the In-Lieu Fee Program.

We have included time in the proposal for an RMR assessment as an "if-authorized" task since it is not known at this time if it will be required. Our subconsultant WSP will be performing this work. The need for this will be determined by the RMR Screening which was included in our original fee.

Included in this proposal for your reference are the following items:

- Overview of the reasons the modification is required
- Proposed schedule modification
- Documentation of the tasks along with the cost and hours required for each task
- Narratives for the tasks

Our proposed lump sum fee for providing the additional environmental services for this project is \$39,339, including the "if-authorized" task. The hours are generally based on the ODOT Consultant Fee Guidance Manual.

Thank you for the opportunity to submit this fee modification. Should you have any questions regarding this proposal, please do not hesitate to contact us.

Regards,

**STANTEC CONSULTING SERVICES INC.**

**Michael Sturdevant** PE  
Structural Engineering Manager  
Phone: (513) 619-6479  
Mobile: (513) 312-1965

**Steven Shadix**, PE, PS  
Principal  
Phone: (513) 619-6470  
Mobile: (513) 218-4895

**Reference:** Oxford Area Rec Trail, Phase 5

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## Background and Overview of Tasks

Stantec was originally scoped to provide environmental services for the OAT Phase 5 project to satisfy environmental requirements. The environmental services were expected to result in a C2 Level Categorical Exclusion. In review of work completed thus far, ODOT has identified two issues that will cause additional work.

### *Archaeology*

ODOT Office of Environmental Services (OES) provided Archaeological Resources Scoping Guidance on October 12, 2023, in response to the Section 106 Scoping Request Form completed by ODOT on August 25, 2023. This guidance indicated that a Phase I archaeological survey / disturbance assessment was needed to assess the undisturbed portions of the Area of Potential Effects (APE) for the presence or absence of archaeological sites.

### *Ecological*

The Level 1 Ecological Survey was performed and submitted to ODOT for review. ODOT determined the identified impacts in the survey to Suitable Wooded Habitat (SWH) exceed the threshold for impacts laid out in the *Framework Programmatic Biological Opinion for Ohio Department of Transportation's (ODOT) Federal Aid Highway Program That May Affect the Federally Endangered Indiana Bat and/or Federally Threatened Northern Long-Eared Bat*.

The proposed trail work will impact more than one acre of SWH located beyond 100 feet from the edge of pavement and/or active railroad, and the project is in the Western Management Unit. As such, the project "May Affect and is Likely to Adversely Affect (MALAA)" the Indiana Bat (endangered) and the northern long-eared bat (threatened). As such, mitigation is required. Additionally, projects with a MALAA determination exceed the limitations of a C2 Level Categorical Exclusion and the project must be elevated a D1 Level Categorical Exclusion.

This scope modification includes the additional hours necessary for the completion of the higher level D1 Categorical Exclusion, including a Purpose and Need statement, and a Phase I Archaeological Survey. We understand the City of Oxford has chosen to address the bat mitigation issue by using the United States Fish and Wildlife Service (USFWS) Range-Wide Indiana Bat and Northern Long-Eared Bat In-Lieu Fee Program. Costs for mitigation are based on acreage and type of habitat.

Following, please find a summary of the additional scope tasks covered by this modification.

**2.6.A - Public Involvement Technical Memo:** No Public Engagement Plan is required for this project. The City of Oxford is completing Public Involvement for the project. Stantec proposes to provide a summary of public involvement activities in the form of a technical memo to be included in the D1 Categorical Exclusion. Hours include time for coordination and obtaining copies of public involvement materials from Oxford, including public comments and responses.

**3.1.A - Phase 1 Archaeological Survey:** The ODOT Office of Environmental Services (OES) determined a Phase 1 archaeological survey / disturbance assessment was necessary to assess the undisturbed portions of the APE for the presence or absence of archaeological sites. The APE encompasses

approximately 7 acres. The scope of work for this task was determined using Archaeological Resources Scoping Guidance provided by OES on October 12, 2023, and ODOT's Consultant Fee Estimation Guidance. The task includes an initial desktop review, fieldwork, analysis of any artifacts identified, and report production. It assumes that all coordination with the Ohio State Historic Preservation Office (SHPO) will be completed by ODOT. Field work is weather dependent. Survey will be delayed by inclement weather and shovel testing cannot occur if the ground is frozen. Task assumes landowner coordination/right-of-entry letters will be completed by the City of Oxford.

**3.5.A - D1 Categorical Exclusion:** A D1 Categorical Exclusion will be completed in accordance with ODOT's Categorical Exclusion Guidance. This task includes development of a Purpose and Need Statement, Project Location Mapping and supporting documentation, and a summary of technical study reports including RMR, ESR, and Cultural Resources. A D1 requires more environmental coordination and documentation, and the project information and description will require more time and resources to develop than a C2. The scope of work for this task was determined using ODOT's Consultant Fee Estimation Guidance and were reduced based on hours already provided for the C2 Categorical Exclusion (no longer needed).

**3.6.A - Environmental Commitment Plan Notes:** Additional hours were added for development of environmental commitment plan notes above and beyond what would typically be needed for a C2 level document.

**3.1.D – Regulated Materials Review (RMR) Assessment (If Authorized):** An RMR Assessment will be performed upon notification from ODOT that such an assessment is required. This determination will be made based upon the results of the RMR Screening submittal. Work will be performed by our subconsultant, WSP.

### **Project Schedule**

Stantec will begin work immediately upon authorization to proceed. For schedule of work, please see the schedule provided with Stantec Modification 2 for the revised trail alignments.

| C-R-S                                                              | OATS Ph. 5                                        | PROPOSAL COST SUMMARY     |                             |             |                   |                  |                 |                 |         | Version:<br>Feb 2017 |
|--------------------------------------------------------------------|---------------------------------------------------|---------------------------|-----------------------------|-------------|-------------------|------------------|-----------------|-----------------|---------|----------------------|
| Consultant:                                                        | Stantec Consulting Services Inc.                  |                           |                             |             |                   |                  |                 |                 |         |                      |
| Agreement No.                                                      | 0                                                 |                           | State Average Overhead Rate |             | 157.79%           |                  |                 |                 |         |                      |
| Modification No.                                                   | 1 - Additional environmental work for D1 document |                           | Consultant Overhead Rate:   |             | 159.48%           |                  |                 |                 |         |                      |
| PID No.                                                            | 117001                                            |                           | Cost of Money:              |             | 0.42%             |                  |                 |                 |         |                      |
| Proposal Date                                                      | 2/5/2024                                          |                           | Net Fee Percentage:         |             | 11%               |                  |                 |                 |         |                      |
| Task Description                                                   |                                                   | Average<br>Hourly<br>Rate | Total Hours                 | Labor Costs | Overhead<br>Costs | Cost of<br>Money | Direct<br>Costs | Subcon<br>Costs | Net Fee | Total Cost           |
| <b>AUTHORIZED TASKS:</b>                                           |                                                   |                           |                             |             |                   |                  |                 |                 |         |                      |
| <b>1 - Planning Phase</b>                                          |                                                   |                           |                             |             |                   |                  |                 |                 |         |                      |
|                                                                    |                                                   |                           |                             |             |                   |                  |                 |                 |         |                      |
|                                                                    | <b>TOTAL 1- Planning Phase</b>                    | #DIV/0!                   | 0                           | \$0         | \$0               | \$0              | \$0             | \$0             | \$0     | \$0                  |
| <b>2 - Preliminary Engineering Phase</b>                           |                                                   |                           |                             |             |                   |                  |                 |                 |         |                      |
| <b>2.1 - Develop Preliminary Alternatives</b>                      |                                                   |                           |                             |             |                   |                  |                 |                 |         |                      |
| <b>2.2 - Perform Environmental Field Studies</b>                   |                                                   |                           |                             |             |                   |                  |                 |                 |         |                      |
| <b>2.3 - AER Design</b>                                            |                                                   |                           |                             |             |                   |                  |                 |                 |         |                      |
| <b>2.4 - Prepare Cost Estimates</b>                                |                                                   |                           |                             |             |                   |                  |                 |                 |         |                      |
| <b>2.5 - AER Submittal and Other Studies</b>                       |                                                   |                           |                             |             |                   |                  |                 |                 |         |                      |
| <b>2.6 - Public Involvement/Coordination</b>                       |                                                   |                           |                             |             |                   |                  |                 |                 |         |                      |
| 2.6.A - Public Involvement / Coordination                          |                                                   | \$50.00                   | 10                          | \$500       | \$797             | \$2              | \$0             | \$0             | \$142   | \$1,441              |
| <b>TOTAL 2.6 - Public Involvement/Coordination</b>                 |                                                   | \$50.00                   | 10                          | \$500       | \$797             | \$2              | \$0             | \$0             | \$142   | \$1,441              |
| <b>2.7 - Stage 1 Design</b>                                        |                                                   |                           |                             |             |                   |                  |                 |                 |         |                      |
| <b>2.8 - Project Management for Preliminary Engineering Phase</b>  |                                                   |                           |                             |             |                   |                  |                 |                 |         |                      |
| <b>2.9 - Limited Review</b>                                        |                                                   |                           |                             |             |                   |                  |                 |                 |         |                      |
|                                                                    |                                                   |                           |                             |             |                   |                  |                 |                 |         |                      |
|                                                                    | <b>Total - 2 Preliminary Engineering Phase</b>    | \$50.00                   | 10                          | \$500       | \$797             | \$2              | \$0             | \$0             | \$142   | \$1,441              |
| <b>3 - Environmental Engineering Phase</b>                         |                                                   |                           |                             |             |                   |                  |                 |                 |         |                      |
| <b>3.1 - Environmental Field Studies and Refined Impacts</b>       |                                                   |                           |                             |             |                   |                  |                 |                 |         |                      |
| 3.1.A - Phase I Cultural Archaeological                            |                                                   | \$33.59                   | 137                         | \$4,602     | \$7,340           | \$19             | \$1,956         | \$0             | \$1,305 | \$15,222             |
| 3.1.B - Phase II Cultural Resource History/Architecture Survey     |                                                   | #DIV/0!                   | 0                           | \$0         | \$0               | \$0              | \$0             | \$0             | \$0     | \$0                  |
| 3.1.C - Section 4 (f) Determination                                |                                                   | #DIV/0!                   | 0                           | \$0         | \$0               | \$0              | \$0             | \$0             | \$0     | \$0                  |
| 3.1.D - Regulated Materials Review Assessment                      |                                                   | #DIV/0!                   | 0                           | \$0         | \$0               | \$0              | \$0             | \$0             | \$0     | \$0                  |
| 3.1.E - Farmland Studies                                           |                                                   | #DIV/0!                   | 0                           | \$0         | \$0               | \$0              | \$0             | \$0             | \$0     | \$0                  |
| 3.1.F - Indirect Effects and Cumulative Impacts (ICE) Analysis     |                                                   | #DIV/0!                   | 0                           | \$0         | \$0               | \$0              | \$0             | \$0             | \$0     | \$0                  |
| 3.1.G - Address NEPA Specific Underserved Populations Concerns     |                                                   | #DIV/0!                   | 0                           | \$0         | \$0               | \$0              | \$0             | \$0             | \$0     | \$0                  |
| 3.1.H - Relocation Assistance Program Conceptual Survey            |                                                   | #DIV/0!                   | 0                           | \$0         | \$0               | \$0              | \$0             | \$0             | \$0     | \$0                  |
| 3.1.I - Biological Assessment for Federally Listed Species         |                                                   | #DIV/0!                   | 0                           | \$0         | \$0               | \$0              | \$0             | \$0             | \$0     | \$0                  |
| 3.1.K- Determine Right of Way Encroachments                        |                                                   | #DIV/0!                   | 0                           | \$0         | \$0               | \$0              | \$0             | \$0             | \$0     | \$0                  |
| 3.1.L - Determine Potential Right of Way from Railway              |                                                   | #DIV/0!                   | 0                           | \$0         | \$0               | \$0              | \$0             | \$0             | \$0     | \$0                  |
| 3.1.M- Waterway Permit - PDR                                       |                                                   | #DIV/0!                   | 0                           | \$0         | \$0               | \$0              | \$0             | \$0             | \$0     | \$0                  |
| 3.1.N- Stream and Wetland Opportunities Inventory Report           |                                                   | #DIV/0!                   | 0                           | \$0         | \$0               | \$0              | \$0             | \$0             | \$0     | \$0                  |
| 3.1.O- Regulated Materials Review Investigation                    |                                                   | #DIV/0!                   | 0                           | \$0         | \$0               | \$0              | \$0             | \$0             | \$0     | \$0                  |
| 3.1.P- Air Quality Analyses                                        |                                                   | #DIV/0!                   | 0                           | \$0         | \$0               | \$0              | \$0             | \$0             | \$0     | \$0                  |
| 3.1.Q - Mussel Survey                                              |                                                   | #DIV/0!                   | 0                           | \$0         | \$0               | \$0              | \$0             | \$0             | \$0     | \$0                  |
| 3.1.R – FIS Analysis, Revisions, and Coordination                  |                                                   | #DIV/0!                   | 0                           | \$0         | \$0               | \$0              | \$0             | \$0             | \$0     | \$0                  |
| <b>TOTAL 3.1 - Environmental Field Studies and Refined Impacts</b> |                                                   | \$33.59                   | 137                         | \$4,602     | \$7,340           | \$19             | \$1,956         | \$0             | \$1,305 | \$15,222             |
| <b>3.2 - Stage 1 Value Engineering</b>                             |                                                   |                           |                             |             |                   |                  |                 |                 |         |                      |
| <b>3.3 - Stage2</b>                                                |                                                   |                           |                             |             |                   |                  |                 |                 |         |                      |
| <b>3.4 - Right of Way Plans</b>                                    |                                                   |                           |                             |             |                   |                  |                 |                 |         |                      |
| <b>3.5 - Prepare Environmental Document</b>                        |                                                   |                           |                             |             |                   |                  |                 |                 |         |                      |
| 3.5.A - Prepare Environmental Document                             |                                                   | \$49.40                   | 93                          | \$4,594     | \$7,326           | \$19             | \$0             | \$0             | \$1,303 | \$13,241             |



|                                                                    |                                                   |                                                 |                    |                   |                       |                   |                                                   |                            |                      |                |
|--------------------------------------------------------------------|---------------------------------------------------|-------------------------------------------------|--------------------|-------------------|-----------------------|-------------------|---------------------------------------------------|----------------------------|----------------------|----------------|
| <b>C-R-S</b>                                                       | <b>OATS Ph. 5</b>                                 | <b>PROPOSAL LABOR SUMMARY</b>                   |                    |                   |                       |                   |                                                   |                            | Version:<br>Feb 2017 |                |
| <b>Consultant:</b>                                                 | Stantec Consulting Services Inc.                  |                                                 |                    |                   |                       |                   |                                                   |                            |                      |                |
| <b>Agreement No.</b>                                               |                                                   |                                                 |                    |                   |                       |                   |                                                   |                            |                      |                |
| <b>Modification No.</b>                                            | 1 - Additional environmental work for D1 document |                                                 |                    |                   |                       |                   |                                                   |                            |                      |                |
| <b>PID No.</b>                                                     | 117001                                            |                                                 |                    |                   |                       |                   |                                                   |                            |                      |                |
| <b>Proposal Date</b>                                               | 2/5/2024                                          |                                                 |                    |                   |                       |                   |                                                   |                            |                      |                |
|                                                                    |                                                   | <b>Project Manager/ Sr. Structural Engineer</b> | <b>Engineer II</b> | <b>Engineer I</b> | <b>Sr. Technician</b> | <b>Technician</b> | <b>Env. Scientist/ Graphic Designer/Historian</b> | <b>Env. Mgr. / Planner</b> | <b>Total</b>         |                |
| <b>Task Description</b>                                            |                                                   | <b>\$74.50</b>                                  | <b>\$51.50</b>     | <b>\$47.00</b>    | <b>\$39.25</b>        | <b>\$33.50</b>    | <b>\$46.25</b>                                    | <b>\$50.00</b>             | <b>Hours</b>         | <b>Cost</b>    |
| <b>AUTHORIZED TASKS:</b>                                           |                                                   |                                                 |                    |                   |                       |                   |                                                   |                            |                      |                |
| <b>1 - Planning Phase</b>                                          |                                                   |                                                 |                    |                   |                       |                   |                                                   |                            |                      |                |
|                                                                    | <b>TOTAL 1- Planning Phase</b>                    | <b>0</b>                                        | <b>0</b>           | <b>0</b>          | <b>0</b>              | <b>0</b>          | <b>0</b>                                          | <b>0</b>                   | <b>0</b>             | <b>\$0</b>     |
| <b>2 - Preliminary Engineering Phase</b>                           |                                                   |                                                 |                    |                   |                       |                   |                                                   |                            |                      |                |
| <b>2.1 - Develop Preliminary Alternatives</b>                      |                                                   |                                                 |                    |                   |                       |                   |                                                   |                            |                      |                |
| <b>2.2 - Perform Environmental Field Studies</b>                   |                                                   |                                                 |                    |                   |                       |                   |                                                   |                            |                      |                |
| <b>2.3 - AER Design</b>                                            |                                                   |                                                 |                    |                   |                       |                   |                                                   |                            |                      |                |
| <b>2.4 - Prepare Cost Estimates</b>                                |                                                   |                                                 |                    |                   |                       |                   |                                                   |                            |                      |                |
| <b>2.5 - AER Submittal and Other Studies</b>                       |                                                   |                                                 |                    |                   |                       |                   |                                                   |                            |                      |                |
| <b>2.6 - Public Involvement/Coordination</b>                       |                                                   |                                                 |                    |                   |                       |                   |                                                   |                            |                      |                |
| 2.6.A - Public Involvement / Coordination                          |                                                   |                                                 |                    |                   |                       |                   |                                                   | 10                         | 10                   | \$500          |
| <b>TOTAL 2.6 - Public Involvement/Coordination</b>                 | <b>0</b>                                          | <b>0</b>                                        | <b>0</b>           | <b>0</b>          | <b>0</b>              | <b>0</b>          | <b>0</b>                                          | <b>10</b>                  | <b>10</b>            | <b>\$500</b>   |
| <b>2.7 - Stage 1 Design</b>                                        |                                                   |                                                 |                    |                   |                       |                   |                                                   |                            |                      |                |
| <b>2.8 - Project Management for Preliminary Engineering Phase</b>  |                                                   |                                                 |                    |                   |                       |                   |                                                   |                            |                      |                |
| <b>2.9 - Limited Review</b>                                        |                                                   |                                                 |                    |                   |                       |                   |                                                   |                            |                      |                |
| <b>Total - 2 Preliminary Engineering Phase</b>                     | <b>0</b>                                          | <b>0</b>                                        | <b>0</b>           | <b>0</b>          | <b>0</b>              | <b>0</b>          | <b>0</b>                                          | <b>10</b>                  | <b>10</b>            | <b>\$500</b>   |
| <b>3 - Environmental Engineering Phase</b>                         |                                                   |                                                 |                    |                   |                       |                   |                                                   |                            |                      |                |
| <b>3.1 - Environmental Field Studies and Refined Impacts</b>       |                                                   |                                                 |                    |                   |                       |                   |                                                   |                            |                      |                |
| 3.1.A - Phase I Cultural Archaeological                            |                                                   |                                                 |                    |                   |                       | 136               | 1                                                 |                            | 137                  | \$4,602        |
| 3.1.B - Phase II Cultural Resource History/Architecture Survey     |                                                   |                                                 |                    |                   |                       |                   |                                                   |                            | 0                    | \$0            |
| 3.1.C - Section 4 (f) Determination                                |                                                   |                                                 |                    |                   |                       |                   |                                                   |                            | 0                    | \$0            |
| 3.1.D - Regulated Materials Review Assessment                      |                                                   |                                                 |                    |                   |                       |                   |                                                   |                            | 0                    | \$0            |
| 3.1.E - Farmland Studies                                           |                                                   |                                                 |                    |                   |                       |                   |                                                   |                            | 0                    | \$0            |
| 3.1.F - Indirect Effects and Cumulative Impacts (ICE) Analysis     |                                                   |                                                 |                    |                   |                       |                   |                                                   |                            | 0                    | \$0            |
| 3.1.G - Address NEPA Specific Underserved Populations Concerns     |                                                   |                                                 |                    |                   |                       |                   |                                                   |                            | 0                    | \$0            |
| 3.1.H - Relocation Assistance Program Conceptual Survey            |                                                   |                                                 |                    |                   |                       |                   |                                                   |                            | 0                    | \$0            |
| 3.1.I - Biological Assessment for Federally Listed Species         |                                                   |                                                 |                    |                   |                       |                   |                                                   |                            | 0                    | \$0            |
| 3.1.K- Determine Right of Way Encroachments                        |                                                   |                                                 |                    |                   |                       |                   |                                                   |                            | 0                    | \$0            |
| 3.1.L - Determine Potential Right of Way from Railway              |                                                   |                                                 |                    |                   |                       |                   |                                                   |                            | 0                    | \$0            |
| 3.1.M- Waterway Permit - PDR                                       |                                                   |                                                 |                    |                   |                       |                   |                                                   |                            | 0                    | \$0            |
| 3.1.N- Stream and Wetland Opportunities Inventory Report           |                                                   |                                                 |                    |                   |                       |                   |                                                   |                            | 0                    | \$0            |
| 3.1.O- Regulated Materials Review Investigation                    |                                                   |                                                 |                    |                   |                       |                   |                                                   |                            | 0                    | \$0            |
| 3.1.P- Air Quality Analyses                                        |                                                   |                                                 |                    |                   |                       |                   |                                                   |                            | 0                    | \$0            |
| 3.1.Q - Mussel Survey                                              |                                                   |                                                 |                    |                   |                       |                   |                                                   |                            | 0                    | \$0            |
| 3.1.R - FIS Analysis, Revisions, and Coordination                  |                                                   |                                                 |                    |                   |                       |                   |                                                   |                            | 0                    | \$0            |
| <b>TOTAL 3.1 - Environmental Field Studies and Refined Impacts</b> | <b>0</b>                                          | <b>0</b>                                        | <b>0</b>           | <b>0</b>          | <b>0</b>              | <b>136</b>        | <b>1</b>                                          | <b>0</b>                   | <b>137</b>           | <b>\$4,602</b> |
| <b>3.2 - Stage 1 Value Engineering</b>                             |                                                   |                                                 |                    |                   |                       |                   |                                                   |                            |                      |                |
| <b>3.3 - Stage2</b>                                                |                                                   |                                                 |                    |                   |                       |                   |                                                   |                            |                      |                |
| <b>3.4 - Right of Way Plans</b>                                    |                                                   |                                                 |                    |                   |                       |                   |                                                   |                            |                      |                |
| <b>3.5 - Prepare Environmental Document</b>                        |                                                   |                                                 |                    |                   |                       |                   |                                                   |                            |                      |                |
| 3.5.A - Prepare Environmental Document                             |                                                   |                                                 |                    |                   |                       |                   | 15                                                | 78                         | 93                   | \$4,594        |
| <b>TOTAL 3.5 - Prepare Environmental Document</b>                  | <b>0</b>                                          | <b>0</b>                                        | <b>0</b>           | <b>0</b>          | <b>0</b>              | <b>0</b>          | <b>15</b>                                         | <b>78</b>                  | <b>93</b>            | <b>\$4,594</b> |
| <b>3.6 - Environmental Commitments and Plan Notes</b>              |                                                   |                                                 |                    |                   |                       |                   |                                                   |                            |                      |                |
| 3.6.A - Environmental Commitment Plan Notes                        |                                                   |                                                 |                    |                   |                       |                   |                                                   | 2                          | 2                    | \$100          |
| <b>TOTAL 3.6 - Environmental Commitments and Plan Notes</b>        | <b>0</b>                                          | <b>0</b>                                        | <b>0</b>           | <b>0</b>          | <b>0</b>              | <b>0</b>          | <b>0</b>                                          | <b>2</b>                   | <b>2</b>             | <b>\$100</b>   |
| <b>3.7 - Final Mitigation Plans Coordination</b>                   |                                                   |                                                 |                    |                   |                       |                   |                                                   |                            |                      |                |
| <b>TOTAL 3.7 - Final Mitigation Plans Coordination</b>             | <b>0</b>                                          | <b>0</b>                                        | <b>0</b>           | <b>0</b>          | <b>0</b>              | <b>0</b>          | <b>0</b>                                          | <b>0</b>                   | <b>0</b>             | <b>\$0</b>     |

|                                                                           |                                                   |                                                 |                    |                   |                       |                   |                                                   |                            |                      |             |
|---------------------------------------------------------------------------|---------------------------------------------------|-------------------------------------------------|--------------------|-------------------|-----------------------|-------------------|---------------------------------------------------|----------------------------|----------------------|-------------|
| <b>C-R-S</b>                                                              | <b>OATS Ph. 5</b>                                 | <b>PROPOSAL LABOR SUMMARY</b>                   |                    |                   |                       |                   |                                                   |                            | Version:<br>Feb 2017 |             |
| <b>Consultant:</b>                                                        | Stantec Consulting Services Inc.                  |                                                 |                    |                   |                       |                   |                                                   |                            |                      |             |
| <b>Agreement No.</b>                                                      |                                                   |                                                 |                    |                   |                       |                   |                                                   |                            |                      |             |
| <b>Modification No.</b>                                                   | 1 - Additional environmental work for D1 document |                                                 |                    |                   |                       |                   |                                                   |                            |                      |             |
| <b>PID No.</b>                                                            | 117001                                            |                                                 |                    |                   |                       |                   |                                                   |                            |                      |             |
| <b>Proposal Date</b>                                                      | 2/5/2024                                          |                                                 |                    |                   |                       |                   |                                                   |                            |                      |             |
|                                                                           |                                                   | <b>Project Manager/ Sr. Structural Engineer</b> | <b>Engineer II</b> | <b>Engineer I</b> | <b>Sr. Technician</b> | <b>Technician</b> | <b>Env. Scientist/ Graphic Designer/Historian</b> | <b>Env. Mgr. / Planner</b> | <b>Total</b>         |             |
| <b>Task Description</b>                                                   |                                                   | \$74.50                                         | \$51.50            | \$47.00           | \$39.25               | \$33.50           | \$46.25                                           | \$50.00                    | <b>Hours</b>         | <b>Cost</b> |
| <b>3.8 - Prepare Cost Estimates and Revise Milestone</b>                  |                                                   |                                                 |                    |                   |                       |                   |                                                   |                            |                      |             |
| <b>3.9 - Project Management for Environmental Engineering Phase</b>       |                                                   |                                                 |                    |                   |                       |                   |                                                   |                            |                      |             |
| 3.9.A - Meetings                                                          |                                                   |                                                 |                    |                   |                       |                   |                                                   |                            | 0                    | \$0         |
| 3.9.B - General Oversight                                                 | 4                                                 |                                                 |                    |                   |                       |                   |                                                   | 4                          | 8                    | \$498       |
| 3.9.C - Project Set Up                                                    |                                                   |                                                 |                    |                   |                       |                   |                                                   |                            | 0                    | \$0         |
| <b>TOTAL 3.9 - Project Management for Environmental Engineering Phase</b> |                                                   | 4                                               | 0                  | 0                 | 0                     | 0                 | 0                                                 | 4                          | 8                    | \$498       |
| <b>3.10 - Limited Review</b>                                              |                                                   |                                                 |                    |                   |                       |                   |                                                   |                            |                      |             |
| <b>Total - 3 Environmental Engineering Phase</b>                          |                                                   | 4                                               | 0                  | 0                 | 0                     | 136               | 16                                                | 84                         | 240                  | \$9,794     |
| <b>4 - Final Engineering and R/W Phase</b>                                |                                                   |                                                 |                    |                   |                       |                   |                                                   |                            |                      |             |
| <b>TOTAL - Final Engineering Phase</b>                                    |                                                   | 0                                               | 0                  | 0                 | 0                     | 0                 | 0                                                 | 0                          | 0                    | \$0         |
| <b>5 - Construction Phase</b>                                             |                                                   |                                                 |                    |                   |                       |                   |                                                   |                            |                      |             |
| <b>TOTAL 5.1 - On-going Services during Construction</b>                  |                                                   | 0                                               | 0                  | 0                 | 0                     | 0                 | 0                                                 | 0                          | 0                    | \$0         |
| <b>TOTAL - Construction Phase</b>                                         |                                                   | 0                                               | 0                  | 0                 | 0                     | 0                 | 0                                                 | 0                          | 0                    | \$0         |
| <b>TOTAL AUTHORIZED PARTS</b>                                             |                                                   | 4                                               | 0                  | 0                 | 0                     | 136               | 16                                                | 94                         | 250                  | \$10,294    |
| <b>IF-AUTHORIZED TASKS:</b>                                               |                                                   |                                                 |                    |                   |                       |                   |                                                   |                            |                      |             |
| 3.1.D - Regulated Materials Review Assessment                             |                                                   |                                                 |                    |                   |                       |                   |                                                   | 2                          | 2                    | \$100       |
| <b>TOTAL IF-AUTHORIZED PARTS</b>                                          |                                                   | 0                                               | 0                  | 0                 | 0                     | 0                 | 0                                                 | 2                          | 2                    | \$100       |
| <b>GRAND TOTAL</b>                                                        |                                                   | 4                                               | 0                  | 0                 | 0                     | 136               | 16                                                | 96                         | 252                  | \$10,394    |

| C-R-S                                                             |                                                                    | DIRECT COSTS |                     |                    |                    |                |                 |                |          | Version:<br>Feb 2017 |
|-------------------------------------------------------------------|--------------------------------------------------------------------|--------------|---------------------|--------------------|--------------------|----------------|-----------------|----------------|----------|----------------------|
| <b>Consultant:</b>                                                | Stantec Consulting Services Inc.                                   |              |                     |                    |                    |                |                 |                |          |                      |
| <b>Agreement No.</b>                                              | 0                                                                  |              |                     |                    |                    |                |                 |                |          |                      |
| <b>Modification No.</b>                                           | 1 - Additional environmental work for D1 document                  |              |                     |                    |                    |                |                 |                |          |                      |
| <b>PID No.</b>                                                    | 117001                                                             |              |                     |                    |                    |                |                 |                |          |                      |
| <b>Proposal Date</b>                                              | 2/5/2024                                                           |              |                     |                    |                    |                |                 |                |          |                      |
|                                                                   |                                                                    | Mileage      | Printing (8.5"x11") | Printing (11"x17") | Postage (Packages) | Exhibit Boards | Traffic Control | Per Diem-Hotel | Per Diem | Total                |
| <b>Task Description</b>                                           | Unit Cost:                                                         | \$0.62       | \$0.16              | \$0.36             | \$10.00            | \$100.00       | \$800.00        | \$122.00       | \$59.00  |                      |
|                                                                   |                                                                    | Mile         | Each                | Each               | Each               | Each           | Units           |                | Units    | \$                   |
| <b>AUTHORIZED TASKS:</b>                                          |                                                                    |              |                     |                    |                    |                |                 |                |          |                      |
| <b>1 - Planning Phase</b>                                         |                                                                    |              |                     |                    |                    |                |                 |                |          |                      |
|                                                                   |                                                                    |              |                     |                    |                    |                |                 |                |          |                      |
|                                                                   | <b>TOTAL 1- Planning Phase</b>                                     | 0            | 0                   | 0                  | 0                  | 0              | 0               |                | 0        | \$0                  |
| <b>2 - Preliminary Engineering Phase</b>                          |                                                                    |              |                     |                    |                    |                |                 |                |          |                      |
| <b>2.1 - Develop Preliminary Alternatives</b>                     |                                                                    |              |                     |                    |                    |                |                 |                |          |                      |
|                                                                   |                                                                    |              |                     |                    |                    |                |                 |                |          |                      |
| <b>2.2 - Perform Environmental Field Studies</b>                  |                                                                    |              |                     |                    |                    |                |                 |                |          |                      |
|                                                                   |                                                                    |              |                     |                    |                    |                |                 |                |          |                      |
| <b>2.3 - AER Design</b>                                           |                                                                    |              |                     |                    |                    |                |                 |                |          |                      |
|                                                                   |                                                                    |              |                     |                    |                    |                |                 |                |          |                      |
| <b>2.4 - Prepare Cost Estimates</b>                               |                                                                    |              |                     |                    |                    |                |                 |                |          |                      |
|                                                                   |                                                                    |              |                     |                    |                    |                |                 |                |          |                      |
| <b>2.5 - AER Submittal and Other Studies</b>                      |                                                                    |              |                     |                    |                    |                |                 |                |          |                      |
|                                                                   |                                                                    |              |                     |                    |                    |                |                 |                |          |                      |
| <b>2.6 - Public Involvement/Coordination</b>                      |                                                                    |              |                     |                    |                    |                |                 |                |          |                      |
| 2.6.A - Public Involvement / Coordination                         |                                                                    |              |                     |                    |                    |                |                 |                |          | \$0.00               |
|                                                                   | <b>TOTAL 2.6 - Public Involvement/Coordination</b>                 | 0            | 0                   | 0                  | 0                  | 0              | 0               |                | 0        | \$0.00               |
| <b>2.7 - Stage 1 Design</b>                                       |                                                                    |              |                     |                    |                    |                |                 |                |          |                      |
|                                                                   |                                                                    |              |                     |                    |                    |                |                 |                |          |                      |
| <b>2.8 - Project Management for Preliminary Engineering Phase</b> |                                                                    |              |                     |                    |                    |                |                 |                |          |                      |
|                                                                   |                                                                    |              |                     |                    |                    |                |                 |                |          |                      |
| <b>2.9 - Limited Review</b>                                       |                                                                    |              |                     |                    |                    |                |                 |                |          |                      |
|                                                                   |                                                                    |              |                     |                    |                    |                |                 |                |          |                      |
|                                                                   | <b>Total - 2 Preliminary Engineering Phase</b>                     | 0            | 0                   | 0                  | 0                  | 0              | 0               |                | 0        | \$0                  |
| <b>3 - Environmental Engineering Phase</b>                        |                                                                    |              |                     |                    |                    |                |                 |                |          |                      |
| <b>3.1 - Environmental Field Studies and Refined Impacts</b>      |                                                                    |              |                     |                    |                    |                |                 |                |          |                      |
| 3.1.A - Phase I Cultural Archaeological                           |                                                                    | 236          |                     |                    |                    |                |                 | 10             | 10       | \$1,956.32           |
| 3.1.B - Phase II Cultural Resource History/Architecture Survey    |                                                                    |              |                     |                    |                    |                |                 |                |          | \$0.00               |
| 3.1.C - Section 4 (f) Determination                               |                                                                    |              |                     |                    |                    |                |                 |                |          | \$0.00               |
| 3.1.D - Regulated Materials Review Assessment                     |                                                                    |              |                     |                    |                    |                |                 |                |          | \$0.00               |
| 3.1.E - Farmland Studies                                          |                                                                    |              |                     |                    |                    |                |                 |                |          | \$0.00               |
| 3.1.F - Indirect Effects and Cumulative Impacts (ICE) Analysis    |                                                                    |              |                     |                    |                    |                |                 |                |          | \$0.00               |
| 3.1.G - Address NEPA Specific Underserved Populations Concerns    |                                                                    |              |                     |                    |                    |                |                 |                |          | \$0.00               |
| 3.1.H - Relocation Assistance Program Conceptual Survey           |                                                                    |              |                     |                    |                    |                |                 |                |          | \$0.00               |
| 3.1.I - Biological Assessment for Federally Listed Species        |                                                                    |              |                     |                    |                    |                |                 |                |          | \$0.00               |
| 3.1.K - Determine Right of Way Encroachments                      |                                                                    |              |                     |                    |                    |                |                 |                |          | \$0.00               |
| 3.1.L - Determine Potential Right of Way from Railway             |                                                                    |              |                     |                    |                    |                |                 |                |          | \$0.00               |
| 3.1.M- Waterway Permit - PDR                                      |                                                                    |              |                     |                    |                    |                |                 |                |          | \$0.00               |
| 3.1.N- Stream and Wetland Opportunities Inventory Report          |                                                                    |              |                     |                    |                    |                |                 |                |          | \$0.00               |
| 3.1.O- Regulated Materials Review Investigation                   |                                                                    |              |                     |                    |                    |                |                 |                |          | \$0.00               |
| 3.1.P- Air Quality Analyses                                       |                                                                    |              |                     |                    |                    |                |                 |                |          | \$0.00               |
| 3.1.Q - Mussel Survey                                             |                                                                    |              |                     |                    |                    |                |                 |                |          | \$0.00               |
| 3.1.R - FIS Analysis, Revisions, and Coordination                 |                                                                    |              |                     |                    |                    |                |                 |                |          | \$0.00               |
|                                                                   | <b>TOTAL 3.1 - Environmental Field Studies and Refined Impacts</b> | 236          | 0                   | 0                  | 0                  | 0              | 0               | 10             | 10       | \$1,956.32           |
| <b>3.2 - Stage 1 Value Engineering</b>                            |                                                                    |              |                     |                    |                    |                |                 |                |          |                      |
|                                                                   |                                                                    |              |                     |                    |                    |                |                 |                |          |                      |
| <b>3.3 - Stage2</b>                                               |                                                                    |              |                     |                    |                    |                |                 |                |          |                      |
|                                                                   |                                                                    |              |                     |                    |                    |                |                 |                |          |                      |

| C-R-S                                                                     |                                                   | OATS Ph. 5 |         | DIRECT COSTS        |                    |                    |                |                 |                |          | Version:<br>Feb 2017 |
|---------------------------------------------------------------------------|---------------------------------------------------|------------|---------|---------------------|--------------------|--------------------|----------------|-----------------|----------------|----------|----------------------|
| <b>Consultant:</b>                                                        | Stantec Consulting Services Inc.                  |            |         |                     |                    |                    |                |                 |                |          |                      |
| <b>Agreement No.</b>                                                      | 0                                                 |            |         |                     |                    |                    |                |                 |                |          |                      |
| <b>Modification No.</b>                                                   | 1 - Additional environmental work for D1 document |            |         |                     |                    |                    |                |                 |                |          |                      |
| <b>PID No.</b>                                                            | 117001                                            |            |         |                     |                    |                    |                |                 |                |          |                      |
| <b>Proposal Date</b>                                                      | 2/5/2024                                          |            |         |                     |                    |                    |                |                 |                |          |                      |
|                                                                           |                                                   |            | Mileage | Printing (8.5"x11") | Printing (11"x17") | Postage (Packages) | Exhibit Boards | Traffic Control | Per Diem-Hotel | Per Diem | Total                |
| <b>Task Description</b>                                                   |                                                   | Unit Cost: | \$0.62  | \$0.16              | \$0.36             | \$10.00            | \$100.00       | \$800.00        | \$122.00       | \$59.00  |                      |
| <b>3.4 - Right of Way Plans</b>                                           |                                                   |            |         |                     |                    |                    |                |                 |                |          |                      |
| <b>3.5 - Prepare Environmental Document</b>                               |                                                   |            |         |                     |                    |                    |                |                 |                |          |                      |
| 3.5.A - Prepare Environmental Document                                    |                                                   |            |         |                     |                    |                    |                |                 |                |          |                      |
| <b>TOTAL 3.5 - Prepare Environmental Document</b>                         |                                                   |            | 0       | 0                   | 0                  | 0                  | 0              | 0               | 0              | 0        | \$0.00               |
| <b>3.6 - Environmental Commitments and Plan Notes</b>                     |                                                   |            |         |                     |                    |                    |                |                 |                |          |                      |
| 3.6.A - Environmental Commitment Plan Notes                               |                                                   |            |         |                     |                    |                    |                |                 |                |          |                      |
| <b>TOTAL 3.6 - Environmental Commitments and Plan Notes</b>               |                                                   |            | 0       | 0                   | 0                  | 0                  | 0              | 0               | 0              | 0        | \$0.00               |
| <b>3.7 - Final Mitigation Plans Coordination</b>                          |                                                   |            |         |                     |                    |                    |                |                 |                |          |                      |
| <b>TOTAL 3.7 - Final Mitigation Plans Coordination</b>                    |                                                   |            | 0       | 0                   | 0                  | 0                  | 0              | 0               | 0              | 0        | \$0.00               |
| <b>3.8 - Prepare Cost Estimates and Revise Milestone</b>                  |                                                   |            |         |                     |                    |                    |                |                 |                |          |                      |
| <b>3.9 - Project Management for Environmental Engineering Phase</b>       |                                                   |            |         |                     |                    |                    |                |                 |                |          |                      |
| 3.9.A - Meetings                                                          |                                                   |            |         |                     |                    |                    |                |                 |                |          |                      |
| 3.9.B - General Oversight                                                 |                                                   |            |         |                     |                    |                    |                |                 |                |          |                      |
| 3.9.C - Project Set Up                                                    |                                                   |            |         |                     |                    |                    |                |                 |                |          |                      |
| <b>TOTAL 3.9 - Project Management for Environmental Engineering Phase</b> |                                                   |            | 0       | 0                   | 0                  | 0                  | 0              | 0               | 0              | 0        | \$0.00               |
| <b>3.10 - Limited Review</b>                                              |                                                   |            |         |                     |                    |                    |                |                 |                |          |                      |
| <b>Total - 3 Environmental Engineering Phase</b>                          |                                                   |            | 236     | 0                   | 0                  | 0                  | 0              | 0               | 10             | 10       | \$1,956              |
| <b>4 - Final Engineering and R/W Phase</b>                                |                                                   |            |         |                     |                    |                    |                |                 |                |          |                      |
| <b>TOTAL - Final Engineering Phase</b>                                    |                                                   |            | 0       | 0                   | 0                  | 0                  | 0              | 0               | 0              | 0        | \$0                  |
| <b>5 - Construction Phase</b>                                             |                                                   |            |         |                     |                    |                    |                |                 |                |          |                      |
| <b>TOTAL 5.1 - On-going Services during Construction</b>                  |                                                   |            | 0       | 0                   | 0                  | 0                  | 0              | 0               | 0              | 0        | \$0.00               |
| <b>TOTAL - Construction Phase</b>                                         |                                                   |            | 0       | 0                   | 0                  | 0                  | 0              | 0               | 0              | 0        | \$0                  |
| <b>TOTAL AUTHORIZED PARTS</b>                                             |                                                   |            | 236     | 0                   | 0                  | 0                  | 0              | 0               | 10             | 10       | \$1,956              |
| <b>IF-AUTHORIZED TASKS:</b>                                               |                                                   |            |         |                     |                    |                    |                |                 |                |          |                      |
| 3.1.D - Regulated Materials Review Assessment                             |                                                   |            |         |                     |                    |                    |                |                 |                |          |                      |
| <b>TOTAL IF-AUTHORIZED PARTS</b>                                          |                                                   |            | 0       | 0                   | 0                  | 0                  | 0              | 0               | 0              | 0        | \$0                  |
| <b>GRAND TOTAL</b>                                                        |                                                   |            | 236     | 0                   | 0                  | 0                  | 0              | 0               | 10             | 10       | \$1,956              |

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| C-R-S            | OATS Ph. 5                                        |  |  |  |  |  |
| Consultant:      | Stantec Consulting Services Inc.                  |  |  |  |  |  |
| Agreement No.    | 0                                                 |  |  |  |  |  |
| Modification No. | 1 - Additional environmental work for D1 document |  |  |  |  |  |
| PID No.          | 117001                                            |  |  |  |  |  |
| Proposal Date    | 2/5/2024                                          |  |  |  |  |  |
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Stantec Consulting Services Inc.  
11200 Alliance Road  
Cincinnati OH 45242

February 7, 2024

**Etta Reed, PE**  
President  
Bayer Becker  
110 South College Avenue  
Suite 101  
Oxford, OH 45056

**Reference: Oxford Area Rec Trail, Phase 5  
Modification 2 to Contract  
Additional Work for New Alignments**

Dear Etta,

Stantec is pleased to present this modification to the original contract to Bayer Becker for additional environmental and geotechnical work required by the revision to the trail alignment through the Osborne property (see Appendix A – Fig. 1) and east of the railroad (see Appendix A – Fig. 2). This proposal includes all environmental and geotechnical work required for these new trail alignments.

- Documentation of the tasks along with the cost and hours required for each task
- Narratives for the tasks
- Proposed schedule modification

This proposal assumes that the Collins Creek tributary crossed by the revised Osborne alignment does not require a bridge structure and instead a culvert will be used. No design or geotechnical services are provided for this crossing. This proposal does not include time for providing exhibits for, or participating in, the additional public involvement activities which will be required due to the changes in alignment. We assume Bayer Becker and the City will address the additional public involvement, similar to what was done with the initial public involvement.

We understand the City has opted to pursue the fee mitigation option to resolve the environmental issue with the tree clearing. It should be noted the new trail alignments will increase the area of trees being cleared which will increase the cost of the mitigation fee. This proposal does not include time for considering or developing mitigation alternatives due to the additional tree clearing required by the new trail alignments.

Our proposed lump sum fee for providing the additional environmental and geotechnical services for the new trail alignments on this project is \$19,052. The hours are generally based on the current ODOT Consultant Fee Guidance Manual.

Thank you for the opportunity to submit this fee modification. Should you have any questions regarding this proposal, please do not hesitate to contact us.

Reference: Oxford Area Rec Trail, Phase 5 – Modification 2

Regards,

**STANTEC CONSULTING SERVICES INC.**



**Michael Sturdevant** PE  
Structural Engineering Manager  
Phone: (513) 619-6479  
Mobile: (513) 312-1965  
michael.sturdevant@stantec.com



**Steven Shadix**, PE, PS  
Principal  
Phone: (513) 619-6470  
Mobile: (513) 218-4895  
Steve.Shadix@stantec.com

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| C-R-S                                                              | OATS Ph. 5                                               | PROPOSAL COST SUMMARY     |                             |             |                   |                  |                 |                 |         | Version:<br>Feb 2017 |
|--------------------------------------------------------------------|----------------------------------------------------------|---------------------------|-----------------------------|-------------|-------------------|------------------|-----------------|-----------------|---------|----------------------|
| Consultant:                                                        | Stantec Consulting Services Inc.                         |                           |                             |             |                   |                  |                 |                 |         |                      |
| Agreement No.                                                      | 0                                                        |                           | State Average Overhead Rate |             | 157.79%           |                  |                 |                 |         |                      |
| Modification No.                                                   | 2 - New trail alignment on Osborne Property & east of RR |                           | Consultant Overhead Rate:   |             | 159.48%           |                  |                 |                 |         |                      |
| PID No.                                                            | 117001                                                   |                           | Cost of Money:              |             | 0.42%             |                  |                 |                 |         |                      |
| Proposal Date                                                      | 2/5/2024                                                 |                           | Net Fee Percentage:         |             | 11%               |                  |                 |                 |         |                      |
| Task Description                                                   |                                                          | Average<br>Hourly<br>Rate | Total Hours                 | Labor Costs | Overhead<br>Costs | Cost of<br>Money | Direct<br>Costs | Subcon<br>Costs | Net Fee | Total Cost           |
| TOTAL 3.2 - Stage 1 Value Engineering                              |                                                          | #DIV/0!                   | 0                           | \$0         | \$0               | \$0              | \$0             | \$0             | \$0     | \$0                  |
| 3.3 - Stage2                                                       |                                                          |                           |                             |             |                   |                  |                 |                 |         |                      |
| TOTAL 3.3 - Stage2                                                 |                                                          | #DIV/0!                   | 0                           | \$0         | \$0               | \$0              | \$0             | \$0             | \$0     | \$0                  |
| 3.4 - Right of Way Plans                                           |                                                          |                           |                             |             |                   |                  |                 |                 |         |                      |
| TOTAL 3.4 - Right of Way Plans                                     |                                                          | #DIV/0!                   | 0                           | \$0         | \$0               | \$0              | \$0             | \$0             | \$0     | \$0                  |
| 3.5 - Prepare Environmental Document                               |                                                          |                           |                             |             |                   |                  |                 |                 |         |                      |
| 3.5.A - Prepare Environmental Document                             |                                                          | \$41.40                   | 10                          | \$414       | \$660             | \$2              | \$0             | \$0             | \$117   | \$1,193              |
| TOTAL 3.5 - Prepare Environmental Document                         |                                                          | \$41.40                   | 10                          | \$414       | \$660             | \$2              | \$0             | \$0             | \$117   | \$1,193              |
| 3.6 - Environmental Commitments and Plan Notes                     |                                                          |                           |                             |             |                   |                  |                 |                 |         |                      |
| TOTAL 3.6 - Environmental Commitments and Plan Notes               |                                                          | #DIV/0!                   | 0                           | \$0         | \$0               | \$0              | \$0             | \$0             | \$0     | \$0                  |
| 3.7 - Final Mitigation Plans Coordination                          |                                                          |                           |                             |             |                   |                  |                 |                 |         |                      |
| TOTAL 3.7 - Final Mitigation Plans Coordination                    |                                                          | #DIV/0!                   | 0                           | \$0         | \$0               | \$0              | \$0             | \$0             | \$0     | \$0                  |
| 3.8 - Prepare Cost Estimates and Revise Milestone                  |                                                          |                           |                             |             |                   |                  |                 |                 |         |                      |
| TOTAL 3.8 - Prepare Cost Estimates and Revise Milestone            |                                                          | #DIV/0!                   | 0                           | \$0         | \$0               | \$0              | \$0             | \$0             | \$0     | \$0                  |
| 3.9 - Project Management for Environmental Engineering Phase       |                                                          |                           |                             |             |                   |                  |                 |                 |         |                      |
| TOTAL 3.9 - Project Management for Environmental Engineering Phase |                                                          | #DIV/0!                   | 0                           | \$0         | \$0               | \$0              | \$0             | \$0             | \$0     | \$0                  |
| 3.10 - Limited Review                                              |                                                          |                           |                             |             |                   |                  |                 |                 |         |                      |
| Total - 3 Environmental Engineering Phase                          |                                                          | \$41.40                   | 10                          | \$414       | \$660             | \$2              | \$0             | \$0             | \$117   | \$1,193              |
| 4 - Final Engineering and R/W Phase                                |                                                          |                           |                             |             |                   |                  |                 |                 |         |                      |
| 5 - Construction Phase                                             |                                                          |                           |                             |             |                   |                  |                 |                 |         |                      |
| TOTAL AUTHORIZED PARTS                                             |                                                          | \$48.06                   | 44                          | \$2,115     | \$3,372           | \$9              | \$12,957        | \$0             | \$600   | \$19,052             |
| IF-AUTHORIZED TASKS:                                               |                                                          |                           |                             |             |                   |                  |                 |                 |         |                      |
| TOTAL IF-AUTHORIZED PARTS                                          |                                                          | #DIV/0!                   | 0                           | \$0         | \$0               | \$0              | \$0             | \$0             | \$0     | \$0                  |
| GRAND TOTAL                                                        |                                                          | \$48.06                   | 44                          | \$2,115     | \$3,372           | \$9              | \$12,957        | \$0             | \$600   | \$19,052             |

|                                                                         |                                                          |                               |                                                 |                    |                   |                       |                                                   |                            |                      |             |
|-------------------------------------------------------------------------|----------------------------------------------------------|-------------------------------|-------------------------------------------------|--------------------|-------------------|-----------------------|---------------------------------------------------|----------------------------|----------------------|-------------|
| <b>C-R-S</b>                                                            | <b>OATS Ph. 5</b>                                        | <b>PROPOSAL LABOR SUMMARY</b> |                                                 |                    |                   |                       |                                                   |                            | Version:<br>Feb 2017 |             |
| <b>Consultant:</b>                                                      | Stantec Consulting Services Inc.                         |                               |                                                 |                    |                   |                       |                                                   |                            |                      |             |
| <b>Agreement No.</b>                                                    |                                                          |                               |                                                 |                    |                   |                       |                                                   |                            |                      |             |
| <b>Modification No.</b>                                                 | 2 - New trail alignment on Osborne Property & east of RR |                               |                                                 |                    |                   |                       |                                                   |                            |                      |             |
| <b>PID No.</b>                                                          | 117001                                                   |                               |                                                 |                    |                   |                       |                                                   |                            |                      |             |
| <b>Proposal Date</b>                                                    | 2/5/2024                                                 |                               |                                                 |                    |                   |                       |                                                   |                            |                      |             |
|                                                                         |                                                          | <b>Project Exec</b>           | <b>Project Manager/ Sr. Structural Engineer</b> | <b>Engineer II</b> | <b>Engineer I</b> | <b>Sr. Technician</b> | <b>Env. Scientist/ Graphic Designer/Historian</b> | <b>Env. Mgr. / Planner</b> | <b>Total</b>         |             |
| <b>Task Description</b>                                                 |                                                          | \$100.00                      | \$74.50                                         | \$51.50            | \$47.00           | \$39.25               | \$46.25                                           | \$50.00                    | <b>Hours</b>         | <b>Cost</b> |
| <b>AUTHORIZED TASKS:</b>                                                |                                                          |                               |                                                 |                    |                   |                       |                                                   |                            |                      |             |
| <b>1 - Planning Phase</b>                                               |                                                          |                               |                                                 |                    |                   |                       |                                                   |                            |                      |             |
| <b>2 - Preliminary Engineering Phase</b>                                |                                                          |                               |                                                 |                    |                   |                       |                                                   |                            |                      |             |
| <b>2.1 - Develop Preliminary Alternatives</b>                           |                                                          |                               |                                                 |                    |                   |                       |                                                   |                            |                      |             |
| <b>TOTAL 2.1 - Develop Preliminary Alternatives</b>                     |                                                          | 0                             | 0                                               | 0                  | 0                 | 0                     | 0                                                 | 0                          | 0                    | \$0         |
| <b>2.2 - Perform Environmental Field Studies</b>                        |                                                          |                               |                                                 |                    |                   |                       |                                                   |                            |                      |             |
| <b>2.2.A - Property Owner Notification</b>                              |                                                          |                               |                                                 |                    |                   |                       |                                                   |                            | 0                    | \$0         |
| <b>2.2.B - Cultural Resources Scoping Request Form</b>                  |                                                          |                               |                                                 |                    |                   |                       |                                                   |                            | 0                    | \$0         |
| <b>2.2.C - Level 1 Ecological Survey Report</b>                         |                                                          |                               |                                                 |                    |                   |                       | 26                                                | 4                          | 30                   | \$1,403     |
| <b>2.2.D - Regulated Materials Review Screening</b>                     |                                                          |                               |                                                 |                    |                   |                       |                                                   |                            | 0                    | \$0         |
| <b>2.2.E - Social and Economic Resources</b>                            |                                                          |                               |                                                 |                    |                   |                       |                                                   |                            | 0                    | \$0         |
| <b>2.2.F - Section 4(f)/6(f) Determination</b>                          |                                                          |                               |                                                 |                    |                   |                       |                                                   |                            | 0                    | \$0         |
| <b>2.2.G - Noise Analysis</b>                                           |                                                          |                               |                                                 |                    |                   |                       |                                                   |                            | 0                    | \$0         |
| <b>2.2.H - Noise Analysis - Public Involvement</b>                      |                                                          |                               |                                                 |                    |                   |                       |                                                   |                            | 0                    | \$0         |
| <b>2.2.I - Phase I Cultural Resource History/Architecture Survey</b>    |                                                          |                               |                                                 |                    |                   |                       |                                                   |                            | 0                    | \$0         |
| <b>TOTAL 2.2 - Perform Environmental Field Studies</b>                  |                                                          | 0                             | 0                                               | 0                  | 0                 | 0                     | 26                                                | 4                          | 30                   | \$1,403     |
| <b>2.3 - AER Design</b>                                                 |                                                          |                               |                                                 |                    |                   |                       |                                                   |                            |                      |             |
| <b>TOTAL 2.3 - AER Design</b>                                           |                                                          | 0                             | 0                                               | 0                  | 0                 | 0                     | 0                                                 | 0                          | 0                    | \$0         |
| <b>2.4 - Prepare Cost Estimates</b>                                     |                                                          |                               |                                                 |                    |                   |                       |                                                   |                            |                      |             |
| <b>TOTAL 2.4 - Prepare Cost Estimates</b>                               |                                                          | 0                             | 0                                               | 0                  | 0                 | 0                     | 0                                                 | 0                          | 0                    | \$0         |
| <b>2.5 - AER Submittal and Other Studies</b>                            |                                                          |                               |                                                 |                    |                   |                       |                                                   |                            |                      |             |
| <b>TOTAL 2.5 - AER Submittal and Other Studies</b>                      |                                                          | 0                             | 0                                               | 0                  | 0                 | 0                     | 0                                                 | 0                          | 0                    | \$0         |
| <b>2.6 - Public Involvement/Coordination</b>                            |                                                          |                               |                                                 |                    |                   |                       |                                                   |                            |                      |             |
| <b>TOTAL 2.6 - Public Involvement/Coordination</b>                      |                                                          | 0                             | 0                                               | 0                  | 0                 | 0                     | 0                                                 | 0                          | 0                    | \$0         |
| <b>2.7 - Stage 1 Design</b>                                             |                                                          |                               |                                                 |                    |                   |                       |                                                   |                            |                      |             |
| <b>2.7.A - Roadway</b>                                                  |                                                          |                               |                                                 |                    |                   |                       |                                                   |                            |                      |             |
| <b>2.7.B - Drainage</b>                                                 |                                                          |                               |                                                 |                    |                   |                       |                                                   |                            |                      |             |
| <b>2.7.C - Utilities</b>                                                |                                                          |                               |                                                 |                    |                   |                       |                                                   |                            |                      |             |
| <b>2.7.D - Geotechnical Services</b>                                    |                                                          |                               |                                                 |                    |                   |                       |                                                   |                            |                      |             |
| <b>2.7.D.A - Geotechnical Services and Report</b>                       |                                                          |                               | 4                                               |                    |                   |                       |                                                   |                            | 4                    | \$298       |
| <b>2.7.E - Retaining Wall Plans</b>                                     |                                                          |                               |                                                 |                    |                   |                       |                                                   |                            | 0                    | \$0         |
| <b>2.7.F - Structures - Design Report</b>                               |                                                          |                               |                                                 |                    |                   |                       |                                                   |                            |                      |             |
| <b>2.7.G - Miscellaneous</b>                                            |                                                          |                               |                                                 |                    |                   |                       |                                                   |                            |                      |             |
| <b>2.7.H - Prepare C2 Cost Estimates and Update Milestones</b>          |                                                          |                               |                                                 |                    |                   |                       |                                                   |                            |                      |             |
| <b>2.7.J - Maintenance of Traffic</b>                                   |                                                          |                               |                                                 |                    |                   |                       |                                                   |                            |                      |             |
| <b>TOTAL - 2.7 - Stage 1 Design</b>                                     |                                                          | 0                             | 4                                               | 0                  | 0                 | 0                     | 0                                                 | 0                          | 4                    | \$298       |
| <b>2.8 - Project Management for Preliminary Engineering Phase</b>       |                                                          |                               |                                                 |                    |                   |                       |                                                   |                            |                      |             |
| <b>TOTAL 2.8 - Project Management for Preliminary Engineering Phase</b> |                                                          | 0                             | 0                                               | 0                  | 0                 | 0                     | 0                                                 | 0                          | 0                    | \$0         |
| <b>2.9 - Limited Review</b>                                             |                                                          |                               |                                                 |                    |                   |                       |                                                   |                            |                      |             |
| <b>Total - 2 Preliminary Engineering Phase</b>                          |                                                          | 0                             | 4                                               | 0                  | 0                 | 0                     | 26                                                | 4                          | 34                   | \$1,701     |
| <b>3 - Environmental Engineering Phase</b>                              |                                                          |                               |                                                 |                    |                   |                       |                                                   |                            |                      |             |
| <b>3.1 - Environmental Field Studies and Refined Impacts</b>            |                                                          |                               |                                                 |                    |                   |                       |                                                   |                            |                      |             |
| <b>TOTAL 3.1 - Environmental Field Studies and Refined Impacts</b>      |                                                          | 0                             | 0                                               | 0                  | 0                 | 0                     | 0                                                 | 0                          | 0                    | \$0         |
| <b>3.2 - Stage 1 Value Engineering</b>                                  |                                                          |                               |                                                 |                    |                   |                       |                                                   |                            |                      |             |
| <b>TOTAL 3.2 - Stage 1 Value Engineering</b>                            |                                                          | 0                             | 0                                               | 0                  | 0                 | 0                     | 0                                                 | 0                          | 0                    | \$0         |
| <b>3.3 - Stage2</b>                                                     |                                                          |                               |                                                 |                    |                   |                       |                                                   |                            |                      |             |
| <b>TOTAL 3.3 - Stage2</b>                                               |                                                          | 0                             | 0                                               | 0                  | 0                 | 0                     | 0                                                 | 0                          | 0                    | \$0         |
| <b>3.4 - Right of Way Plans</b>                                         |                                                          |                               |                                                 |                    |                   |                       |                                                   |                            |                      |             |
| <b>TOTAL 3.4 - Right of Way Plans</b>                                   |                                                          | 0                             | 0                                               | 0                  | 0                 | 0                     | 0                                                 | 0                          | 0                    | \$0         |
| <b>3.5 - Prepare Environmental Document</b>                             |                                                          |                               |                                                 |                    |                   |                       |                                                   |                            |                      |             |
| <b>3.5.A - Prepare Environmental Document</b>                           |                                                          |                               |                                                 |                    |                   | 8                     |                                                   | 2                          | 10                   | \$414       |
| <b>TOTAL 3.5 - Prepare Environmental Document</b>                       |                                                          | 0                             | 0                                               | 0                  | 0                 | 8                     | 0                                                 | 2                          | 10                   | \$414       |
| <b>3.6 - Environmental Commitments and Plan Notes</b>                   |                                                          |                               |                                                 |                    |                   |                       |                                                   |                            |                      |             |
| <b>TOTAL 3.6 - Environmental Commitments and Plan Notes</b>             |                                                          | 0                             | 0                                               | 0                  | 0                 | 0                     | 0                                                 | 0                          | 0                    | \$0         |



| C-R-S                                                            | OATS Ph. 5                                               | DIRECT COSTS |                     |         |                     |                    |                    |                |                 |               | Version:<br>Feb 2017 |
|------------------------------------------------------------------|----------------------------------------------------------|--------------|---------------------|---------|---------------------|--------------------|--------------------|----------------|-----------------|---------------|----------------------|
| Consultant:                                                      | Stantec Consulting Services Inc.                         |              |                     |         |                     |                    |                    |                |                 |               |                      |
| Agreement No.                                                    | 0                                                        |              |                     |         |                     |                    |                    |                |                 |               |                      |
| Modification No.                                                 | 2 - New trail alignment on Osborne Property & east of RR |              |                     |         |                     |                    |                    |                |                 |               |                      |
| PID No.                                                          | 117001                                                   |              |                     |         |                     |                    |                    |                |                 |               |                      |
| Proposal Date                                                    | 2/5/2024                                                 |              |                     |         |                     |                    |                    |                |                 |               |                      |
|                                                                  |                                                          | Mileage      | Geotech Exploration | Postage | Printing (8.5"x11") | Printing (11"x17") | Postage (Packages) | Exhibit Boards | Traffic Control | Direct Cost 9 | Total                |
| Task Description                                                 | Unit Cost:                                               | \$0.58       | \$12,910.00         | \$66.00 | \$0.16              | \$0.36             | \$10.00            | \$100.00       | \$800.00        |               |                      |
|                                                                  |                                                          | Mile         | Lump                | Each    | Each                | Each               | Each               | Each           | Units           | Units         | \$                   |
| AUTHORIZED TASKS:                                                |                                                          |              |                     |         |                     |                    |                    |                |                 |               |                      |
| 1 - Planning Phase                                               |                                                          |              |                     |         |                     |                    |                    |                |                 |               |                      |
| 2 - Preliminary Engineering Phase                                |                                                          |              |                     |         |                     |                    |                    |                |                 |               |                      |
| 2.1 - Develop Preliminary Alternatives                           |                                                          |              |                     |         |                     |                    |                    |                |                 |               |                      |
| TOTAL 2.1 - Develop Preliminary Alternatives                     |                                                          | 0            | 0                   | 0       | 0                   | 0                  | 0                  | 0              | 0               | 0             | \$0.00               |
| 2.2 - Perform Environmental Field Studies                        |                                                          |              |                     |         |                     |                    |                    |                |                 |               |                      |
| 2.2.A - Property Owner Notification                              |                                                          |              |                     |         |                     |                    |                    |                |                 |               | \$0.00               |
| 2.2.B - Cultural Resources Scoping Request Form                  |                                                          |              |                     |         |                     |                    |                    |                |                 |               | \$0.00               |
| 2.2.C - Level 1 Ecological Survey Report                         |                                                          | 76           |                     |         | 5                   | 5                  |                    |                |                 |               | \$46.68              |
| 2.2.D - Regulated Materials Review Screening                     |                                                          |              |                     |         |                     |                    |                    |                |                 |               | \$0.00               |
| 2.2.E - Social and Economic Resources                            |                                                          |              |                     |         |                     |                    |                    |                |                 |               | \$0.00               |
| 2.2.F - Section 4(f)/6(f) Determination                          |                                                          |              |                     |         |                     |                    |                    |                |                 |               | \$0.00               |
| 2.2.G - Noise Analysis                                           |                                                          |              |                     |         |                     |                    |                    |                |                 |               | \$0.00               |
| 2.2.H - Noise Analysis - Public Involvement                      |                                                          |              |                     |         |                     |                    |                    |                |                 |               | \$0.00               |
| 2.2.I - Phase I Cultural Resource History/Architecture Survey    |                                                          |              |                     |         |                     |                    |                    |                |                 |               | \$0.00               |
| TOTAL 2.2 - Perform Environmental Field Studies                  |                                                          | 76           | 0                   | 0       | 5                   | 5                  | 0                  | 0              | 0               | 0             | \$46.68              |
| 2.3 - AER Design                                                 |                                                          |              |                     |         |                     |                    |                    |                |                 |               |                      |
| TOTAL 2.3 - AER Design                                           |                                                          | 0            | 0                   | 0       | 0                   | 0                  | 0                  | 0              | 0               | 0             | \$0.00               |
| 2.4 - Prepare Cost Estimates                                     |                                                          |              |                     |         |                     |                    |                    |                |                 |               |                      |
| TOTAL 2.4 - Prepare Cost Estimates                               |                                                          | 0            | 0                   | 0       | 0                   | 0                  | 0                  | 0              | 0               | 0             | \$0.00               |
| 2.5 - AER Submittal and Other Studies                            |                                                          |              |                     |         |                     |                    |                    |                |                 |               |                      |
| TOTAL 2.5 - AER Submittal and Other Studies                      |                                                          | 0            | 0                   | 0       | 0                   | 0                  | 0                  | 0              | 0               | 0             | \$0.00               |
| 2.6 - Public Involvement/Coordination                            |                                                          |              |                     |         |                     |                    |                    |                |                 |               |                      |
| TOTAL 2.6 - Public Involvement/Coordination                      |                                                          | 0            | 0                   | 0       | 0                   | 0                  | 0                  | 0              | 0               | 0             | \$0.00               |
| 2.7 - Stage 1 Design                                             |                                                          |              |                     |         |                     |                    |                    |                |                 |               |                      |
| 2.7.A - Roadway                                                  |                                                          |              |                     |         |                     |                    |                    |                |                 |               |                      |
| 2.7.B - Drainage                                                 |                                                          |              |                     |         |                     |                    |                    |                |                 |               |                      |
| 2.7.C - Utilities                                                |                                                          |              |                     |         |                     |                    |                    |                |                 |               |                      |
| 2.7.D - Geotechnical Services                                    |                                                          |              |                     |         |                     |                    |                    |                |                 |               |                      |
| 2.7.D.A - Geotechnical Services and Report                       |                                                          |              | 1                   |         |                     |                    |                    |                |                 |               | \$12,910.00          |
| 2.7.E - Retaining Wall Plans                                     |                                                          |              |                     |         |                     |                    |                    |                |                 |               | \$0.00               |
| 2.7.F - Structures - Design Report                               |                                                          |              |                     |         |                     |                    |                    |                |                 |               |                      |
| 2.7.G - Miscellaneous                                            |                                                          |              |                     |         |                     |                    |                    |                |                 |               |                      |
| 2.7.H - Prepare C2 Cost Estimates and Update Milestones          |                                                          |              |                     |         |                     |                    |                    |                |                 |               |                      |
| 2.7.J - Maintenance of Traffic                                   |                                                          |              |                     |         |                     |                    |                    |                |                 |               |                      |
| TOTAL - 2.7 - Stage 1 Design                                     |                                                          | 0            | 1                   | 0       | 0                   | 0                  | 0                  | 0              | 0               | 0             | \$12,910.00          |
| 2.8 - Project Management for Preliminary Engineering Phase       |                                                          |              |                     |         |                     |                    |                    |                |                 |               |                      |
| TOTAL 2.8 - Project Management for Preliminary Engineering Phase |                                                          | 0            | 0                   | 0       | 0                   | 0                  | 0                  | 0              | 0               | 0             | \$0.00               |
| 2.9 - Limited Review                                             |                                                          |              |                     |         |                     |                    |                    |                |                 |               |                      |
| Total - 2 Preliminary Engineering Phase                          |                                                          | 76           | 1                   | 0       | 5                   | 5                  | 0                  | 0              | 0               | 0             | \$12,957             |
| 3 - Environmental Engineering Phase                              |                                                          |              |                     |         |                     |                    |                    |                |                 |               |                      |
| 3.1 - Environmental Field Studies and Refined Impacts            |                                                          |              |                     |         |                     |                    |                    |                |                 |               |                      |
| TOTAL 3.1 - Environmental Field Studies and Refined Impacts      |                                                          | 0            | 0                   | 0       | 0                   | 0                  | 0                  | 0              | 0               | 0             | \$0.00               |
| 3.2 - Stage 1 Value Engineering                                  |                                                          |              |                     |         |                     |                    |                    |                |                 |               |                      |

| C-R-S                                                                     |                                                          | DIRECT COSTS |                     |         |                     |                    |                    |                |                 |               | Version:<br>Feb 2017 |
|---------------------------------------------------------------------------|----------------------------------------------------------|--------------|---------------------|---------|---------------------|--------------------|--------------------|----------------|-----------------|---------------|----------------------|
| <b>Consultant:</b>                                                        | Stantec Consulting Services Inc.                         |              |                     |         |                     |                    |                    |                |                 |               |                      |
| <b>Agreement No.</b>                                                      | 0                                                        |              |                     |         |                     |                    |                    |                |                 |               |                      |
| <b>Modification No.</b>                                                   | 2 - New trail alignment on Osborne Property & east of RR |              |                     |         |                     |                    |                    |                |                 |               |                      |
| <b>PID No.</b>                                                            | 117001                                                   |              |                     |         |                     |                    |                    |                |                 |               |                      |
| <b>Proposal Date</b>                                                      | 2/5/2024                                                 |              |                     |         |                     |                    |                    |                |                 |               |                      |
|                                                                           |                                                          | Mileage      | Geotech Exploration | Postage | Printing (8.5"x11") | Printing (11"x17") | Postage (Packages) | Exhibit Boards | Traffic Control | Direct Cost 9 | Total                |
| <b>Task Description</b>                                                   | Unit Cost:                                               | \$0.58       | \$12,910.00         | \$66.00 | \$0.16              | \$0.36             | \$10.00            | \$100.00       | \$800.00        |               |                      |
| <b>TOTAL 3.2 - Stage 1 Value Engineering</b>                              |                                                          | 0            | 0                   | 0       | 0                   | 0                  | 0                  | 0              | 0               | 0             | \$0.00               |
| <b>3.3 - Stage2</b>                                                       |                                                          |              |                     |         |                     |                    |                    |                |                 |               |                      |
| <b>TOTAL 3.3 - Stage2</b>                                                 |                                                          | 0            | 0                   | 0       | 0                   | 0                  | 0                  | 0              | 0               | 0             | \$0.00               |
| <b>3.4 - Right of Way Plans</b>                                           |                                                          |              |                     |         |                     |                    |                    |                |                 |               |                      |
| <b>TOTAL 3.4 - Right of Way Plans</b>                                     |                                                          | 0            | 0                   | 0       | 0                   | 0                  | 0                  | 0              | 0               | 0             | \$0.00               |
| <b>3.5 - Prepare Environmental Document</b>                               |                                                          |              |                     |         |                     |                    |                    |                |                 |               |                      |
| <b>3.5.A - Prepare Environmental Document</b>                             |                                                          |              |                     |         |                     |                    |                    |                |                 |               | \$0.00               |
| <b>TOTAL 3.5 - Prepare Environmental Document</b>                         |                                                          | 0            | 0                   | 0       | 0                   | 0                  | 0                  | 0              | 0               | 0             | \$0.00               |
| <b>3.6 - Environmental Commitments and Plan Notes</b>                     |                                                          |              |                     |         |                     |                    |                    |                |                 |               |                      |
| <b>TOTAL 3.6 - Environmental Commitments and Plan Notes</b>               |                                                          | 0            | 0                   | 0       | 0                   | 0                  | 0                  | 0              | 0               | 0             | \$0.00               |
| <b>3.7 - Final Mitigation Plans Coordination</b>                          |                                                          |              |                     |         |                     |                    |                    |                |                 |               |                      |
| <b>TOTAL 3.7 - Final Mitigation Plans Coordination</b>                    |                                                          | 0            | 0                   | 0       | 0                   | 0                  | 0                  | 0              | 0               | 0             | \$0.00               |
| <b>3.8 - Prepare Cost Estimates and Revise Milestone</b>                  |                                                          |              |                     |         |                     |                    |                    |                |                 |               |                      |
| <b>TOTAL 3.8 - Prepare Cost Estimates and Revise Milestone</b>            |                                                          | 0            | 0                   | 0       | 0                   | 0                  | 0                  | 0              | 0               | 0             | \$0.00               |
| <b>3.9 - Project Management for Environmental Engineering Phase</b>       |                                                          |              |                     |         |                     |                    |                    |                |                 |               |                      |
| <b>TOTAL 3.9 - Project Management for Environmental Engineering Phase</b> |                                                          | 0            | 0                   | 0       | 0                   | 0                  | 0                  | 0              | 0               | 0             | \$0.00               |
| <b>3.10 - Limited Review</b>                                              |                                                          |              |                     |         |                     |                    |                    |                |                 |               |                      |
| <b>Total - 3 Environmental Engineering Phase</b>                          |                                                          | 0            | 0                   | 0       | 0                   | 0                  | 0                  | 0              | 0               | 0             | \$0                  |
| <b>4 - Final Engineering and R/W Phase</b>                                |                                                          |              |                     |         |                     |                    |                    |                |                 |               |                      |
| <b>5 - Construction Phase</b>                                             |                                                          |              |                     |         |                     |                    |                    |                |                 |               |                      |
| <b>TOTAL AUTHORIZED PARTS</b>                                             |                                                          | 76           | 1                   | 0       | 5                   | 5                  | 0                  | 0              | 0               | 0             | \$12,957             |
| <b>IF-AUTHORIZED TASKS:</b>                                               |                                                          |              |                     |         |                     |                    |                    |                |                 |               |                      |
| <b>TOTAL IF-AUTHORIZED PARTS</b>                                          |                                                          | 0            | 0                   | 0       | 0                   | 0                  | 0                  | 0              | 0               | 0             | \$0                  |
| <b>GRAND TOTAL</b>                                                        |                                                          | 76           | 1                   | 0       | 5                   | 5                  | 0                  | 0              | 0               | 0             | \$12,957             |



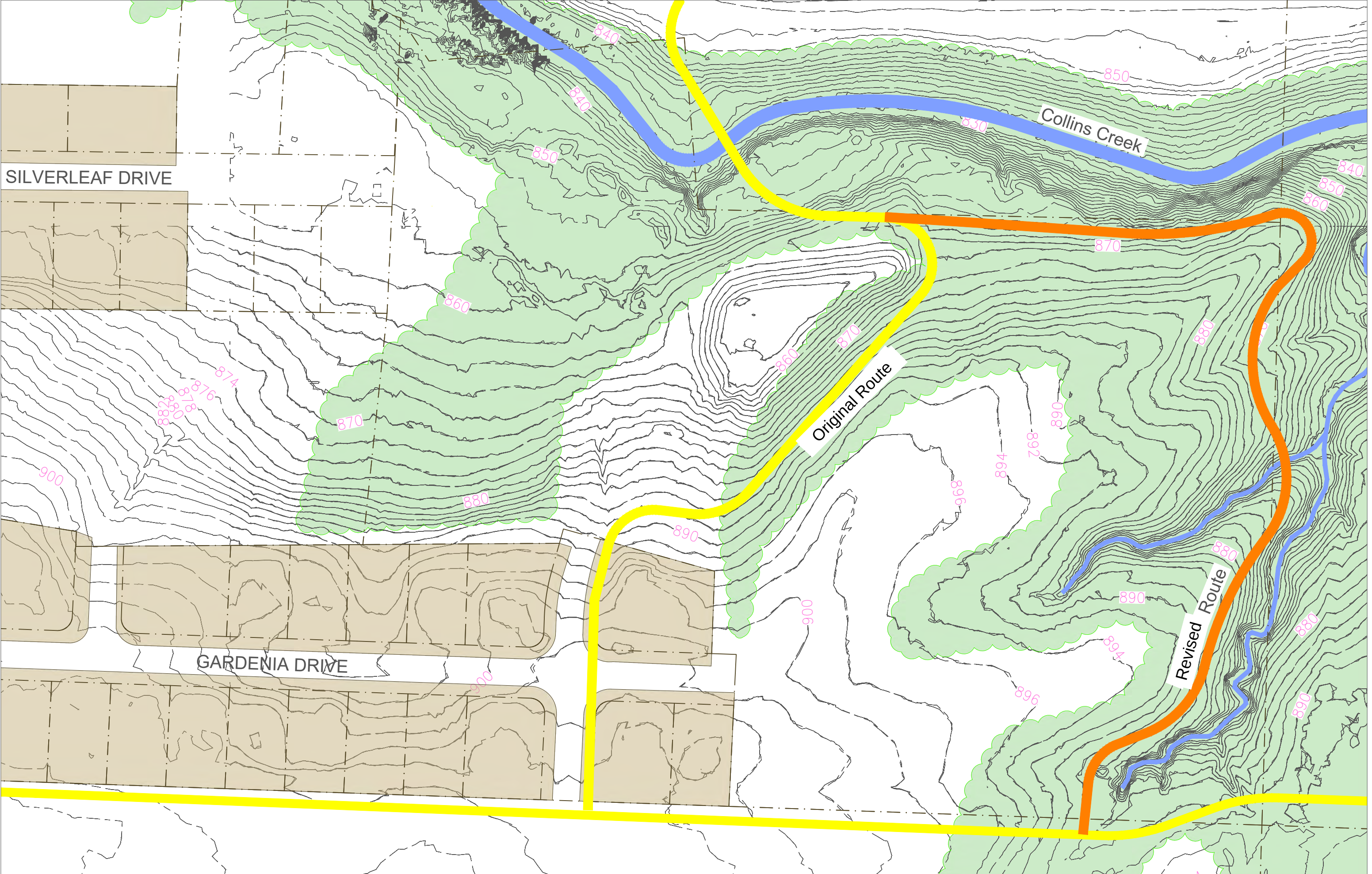
## Schedule

|                                                      |                               |
|------------------------------------------------------|-------------------------------|
| Authorization to proceed                             | March 1, 2024                 |
| Worst-case construction limits provided to Stantec   | March 1, 2024                 |
| Level 1 ESR completed                                | May 1, 2024                   |
| RMR Screening completed                              | May 1, 2024                   |
| Section 106 Scoping Request Form completed (by ODOT) | May 1, 2024                   |
| Public involvement Technical Memo completed          | One month after PI activities |
| Mitigation Plan complete / credits purchased         | June 1, 2024                  |
| Phase 1 Archaeological Survey completed              | September 1, 2024             |
| D1 Categorical Exclusion completed                   | November 1, 2024              |
| Environmental Commitment plan notes completed        | December 1, 2024              |
| Environmental Clearance completed                    | December 1, 2024              |

This schedule is based on receiving construction limits or a worst-case impact footprint for the new alignment section by March 1, 2024, as shown. Stantec must have this limit prior to initiating/amending environmental studies, including the ESR and the RMR Screening, for the new trail alignments. ODOT will also use the new footprint to complete the Section 106 Scoping Request Form, which must be complete and approved by SHPO prior to initiation of the Phase 1 Archaeological Survey.

The change in trail alignment will also require an update to public involvement activities. This scope assumes that the City of Oxford and/or Bayer Becker will complete the required public involvement, and documentation will be provided at least one month prior to NEPA submittal and two months prior to the Environmental Commitment date.

## APPENDIX A





SCALE: 1" = 100'

Ex. Railroad

Ex. Ropes Course

OATS Phase 3

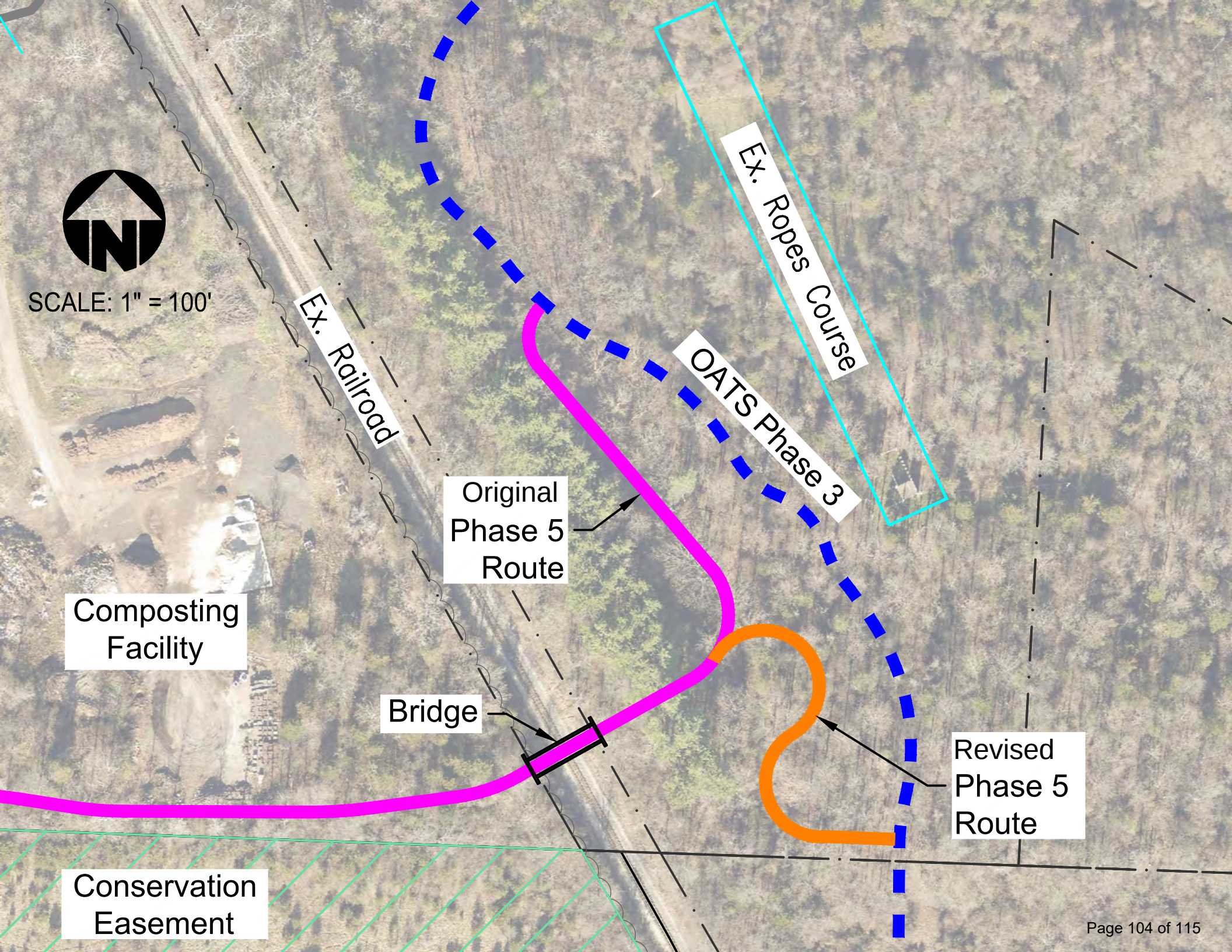
Original  
Phase 5  
Route

Composting  
Facility

Bridge

Revised  
Phase 5  
Route

Conservation  
Easement



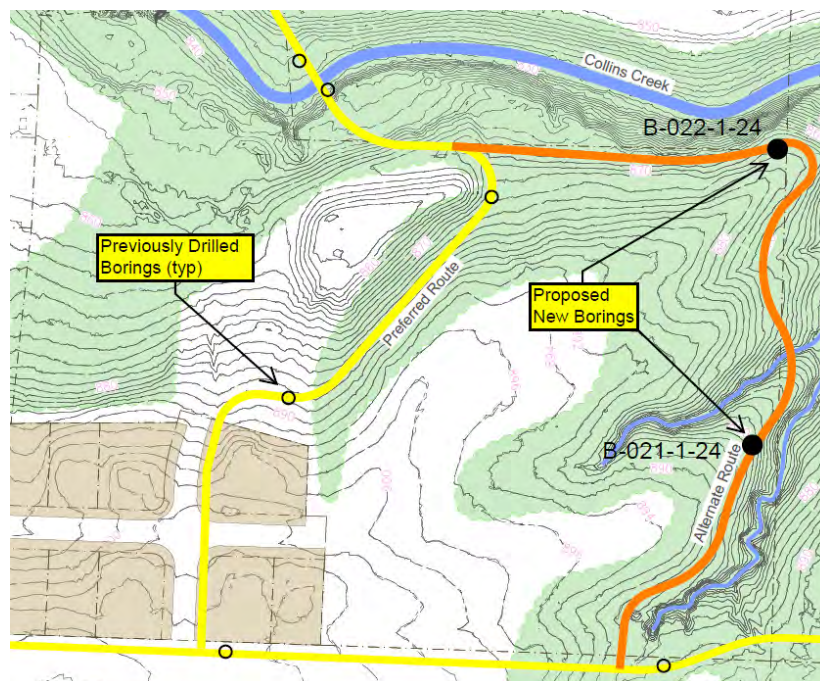
## APPENDIX B

|       |                                         |       |                                      |
|-------|-----------------------------------------|-------|--------------------------------------|
| To:   | Mike Sturdevant, PE<br>Cincinnati, Ohio | From: | Eric Kistner, PE<br>Cincinnati, Ohio |
| File: | 950770                                  | Date: | January 26, 2024                     |

**Reference: Cost Proposal for Additional Borings  
Oxford Area Trail – Phase 5, Osborne Realignment  
Oxford, Butler County, Ohio**

Stantec will perform two additional borings for realignments of the Phase 5 trails. Soil sampling and laboratory testing will be performed in accordance with ODOT Specifications for Geotechnical Explorations (SGE). The locations of the additional borings are shown in Figure 1.

A site reconnaissance will be performed to observe site conditions and drill rig access, assess logistical considerations, assuming that the boring locations will be staked by others. After topsoil is penetrated and measured, 6 continuous standard penetration test (SPT) samples will be obtained. Stantec will contact Ohio811 to have existing utilities marked. Existing roads, paths, or cleared areas will be utilized to access boring locations as much as possible. It has been assumed that 1 day of bulldozer work will be needed to access the boring locations because both borings shown in Figure 1 are in wooded areas. The borings will be backfilled and patched in accordance with the ODOT SGE. Soil sampling will be performed with a drill rig equipped with an automatic hammer, calibrated to provide  $N_{60}$  values for SPTs. The boreholes will be checked during drilling and after completion for the presence of groundwater and be backfilled according to the SGE. Laboratory testing consisting of water contents, soil classifications, gradations, and sulfate contents will be conducted in accordance with the SGE.



**Figure 1 Boring Plan for Osborne Property Realignment**



January 26, 2024  
Mike Sturdevant, PE  
Page 2 of 2

**Reference: Cost Proposal for Additional Borings**

The previously prepared subgrade analysis, soil profile sheets, and geotechnical report will be revised to include the data from the additional borings. The cost proposal for the work described herein and a boring summary is attached.

A handwritten signature in blue ink that reads "Eric M. Kistner".

**Eric M. Kistner, PE**  
Geotechnical Project Manager  
Phone: 513-842-8213  
Eric.Kistner@stantec.com

**Attachment: Geotechnical Cost Proposal, Boring Summary**

*OHIO DEPARTMENT OF TRANSPORTATION*  
*OFFICE OF GEOTECHNICAL ENGINEERING*

*PROPOSAL*  
*for the*  
*GEOTECHNICAL EXPLORATION*

**BUT-Oxford Area-Trail Phase 5**

**117001**

**Geotechnical exploration for trail - three additional borings for planned  
realignments.**

***Stantec Consulting Services Inc.***

Prepared By: **Eric M. Kistner, PE**

Date prepared: **January 26, 2024**

**Eric M. Kistner, PE  
Stantec Consulting Services Inc.  
10200 Alliance Road, Suite 300  
Cincinnati, Ohio 45242  
513-842-8213  
Eric.Kistner@stantec.com**

| GEOTECHNICAL EXPLORATION PROPOSAL      |                                  |             |                    |                | COST SUMMARY  |                                         |               |         |            |                       |
|----------------------------------------|----------------------------------|-------------|--------------------|----------------|---------------|-----------------------------------------|---------------|---------|------------|-----------------------|
| C/R/S :                                | BUT-Oxford Area-Trail Phase 5    |             |                    |                |               | Overhead Percentage =                   |               | 159.48% |            |                       |
| PID NO.:                               | 117001                           |             |                    |                |               | ODOT Statewide Percentage for Net Fee = |               | 157.25% |            |                       |
| CONSULTANT:                            | Stantec Consulting Services Inc. |             |                    |                |               | Net Fee Percentage =                    |               | 11.00%  |            |                       |
| DATE:                                  | January 26, 2024                 |             |                    |                |               | Cost of Money =                         |               | 0.42%   |            |                       |
| Task                                   | Hourly Rate                      | Total Hours | Direct Labor Costs | Overhead Costs | Cost of Money | Other Direct Costs                      | Subcon. Costs | Net Fee | Total Cost | Percent of Total Cost |
| RECONNAISSANCE AND PLANNING            |                                  |             |                    |                |               |                                         |               |         |            |                       |
| Office Reconnaissance                  | \$48.33                          | 3           | \$145              | \$231          | \$1           |                                         |               | \$41    | \$418      |                       |
| Field Reconnaissance                   | \$30.50                          | 8           | \$244              | \$389          | \$1           |                                         |               | \$69    | \$703      |                       |
| Exploration Plan                       | \$39.40                          | 5           | \$197              | \$314          | \$1           | \$44                                    |               | \$56    | \$612      |                       |
| Subtotal                               | \$36.63                          | 16          | \$586              | \$934          | \$3           | \$44                                    | \$0           | \$166   | \$1,733    | 13%                   |
| Avg. Rate                              |                                  |             |                    |                |               |                                         |               |         |            |                       |
| FIELD COORDINATION                     |                                  |             |                    |                |               |                                         |               |         |            |                       |
| Field Coordination                     | \$32.09                          | 11          | \$353              | \$563          | \$1           | \$3,544                                 |               | \$100   | \$4,561    | 35%                   |
| Logging (if drilling is subcontracted) | \$0.00                           | 0           | \$0                | \$0            | \$0           | \$0                                     |               | \$0     | \$0        | 0%                    |
| Subtotal                               | \$32.09                          | 11          | \$353              | \$563          | \$1           | \$3,544                                 |               | \$100   | \$4,561    |                       |
| Avg. Rate                              |                                  |             |                    |                |               |                                         |               |         |            |                       |
| FIELD EXPLORATION                      |                                  |             |                    |                |               |                                         |               |         |            |                       |
| Subtotal                               |                                  |             |                    |                |               |                                         |               |         | \$2,862    | 22%                   |
| LABORATORY TESTING                     |                                  |             |                    |                |               |                                         |               |         |            |                       |
| Subtotal                               |                                  |             |                    |                |               |                                         |               |         | \$1,092    | 8%                    |
| GEOTECHNICAL EXPLORATION REPORT        |                                  |             |                    |                |               |                                         |               |         |            |                       |
| Subgrade and Roadway                   | \$38.50                          | 24          | \$924              | \$1,474        | \$4           | \$0                                     | \$0           | \$261   | \$2,663    |                       |
| Bridge                                 | \$0.00                           | 0           | \$0                | \$0            | \$0           |                                         | \$0           | \$0     | \$0        |                       |
| Other Structures (describe)            | \$0.00                           | 0           | \$0                | \$0            | \$0           |                                         | \$0           | \$0     | \$0        |                       |
| Geohazard (describe)                   | \$0.00                           | 0           | \$0                | \$0            | \$0           |                                         | \$0           | \$0     | \$0        |                       |
| Stage 2 Plan Review                    | \$0.00                           | 0           | \$0                | \$0            | \$0           |                                         | \$0           | \$0     | \$0        |                       |
| Final Plan Review                      | \$0.00                           | 0           | \$0                | \$0            | \$0           |                                         | \$0           | \$0     | \$0        |                       |
| Subtotal                               | \$38.50                          | 24          | \$924              | \$1,474        | \$4           | \$0                                     | \$0           | \$261   | \$2,663    | 21%                   |
| Avg. Rate                              |                                  |             |                    |                |               |                                         |               |         |            |                       |
| GRAND TOTAL ALL PARTS                  |                                  |             |                    |                |               |                                         |               |         |            | Cost per foot*        |
| Total                                  | \$36.53                          | 51          | \$1,863            | \$2,971        | \$8           | \$3,587                                 | \$0           | \$527   | \$12,910   | \$993                 |
| Avg. Rate                              |                                  |             |                    |                |               |                                         |               |         |            |                       |

\*Cost per foot does not include sub-contracted traffic maintenance

| GEOTECHNICAL EXPLORATION PROPOSAL      |                                  |                  |                | LABOR HOURS               |                  |            |           |                    |             |             |
|----------------------------------------|----------------------------------|------------------|----------------|---------------------------|------------------|------------|-----------|--------------------|-------------|-------------|
| C/R/S :                                | BUT-Oxford Area-Trail Phase 5    |                  |                | HOURLY RATES              |                  |            |           |                    |             |             |
| PID NO.:                               | 117001                           |                  |                | <u>Personnel Category</u> |                  |            |           | <u>Salary Rate</u> |             |             |
| CONSULTANT:                            | Stantec Consulting Services Inc. |                  |                | Manager, P.E.             |                  |            |           | \$75.00            |             |             |
| DATE:                                  | January 26, 2024                 |                  |                | Project Engineer, P.E.    |                  |            |           | \$45.00            |             |             |
|                                        |                                  |                  |                | Staff Engineer            |                  |            |           | \$35.00            |             |             |
|                                        |                                  |                  |                | CADD Technician           |                  |            |           | \$33.00            |             |             |
|                                        |                                  |                  |                | Field Supervisor          |                  |            |           | \$26.00            |             |             |
|                                        |                                  |                  |                | Technician                |                  |            |           | \$25.00            |             |             |
|                                        |                                  |                  |                | Geologist                 |                  |            |           | \$26.00            |             |             |
|                                        |                                  |                  |                | Secretary                 |                  |            |           | \$23.00            |             |             |
| HOURS BY PERSONNEL CATEGORY            |                                  |                  |                |                           |                  |            |           |                    |             |             |
| Task                                   | Manager                          | Project Engineer | Staff Engineer | CADD Technician           | Field Supervisor | Technician | Geologist | Secretary          | Total Hours | Labor Costs |
| RECONNAISSANCE AND PLANNING            |                                  |                  |                |                           |                  |            |           |                    |             |             |
| Office Reconnaissance                  | 1                                |                  | 2              |                           |                  |            |           |                    | 3           | \$145       |
| Field Reconnaissance                   |                                  |                  | 4              |                           | 4                |            |           |                    | 8           | \$244       |
| Exploration Plan                       | 1                                |                  | 2              |                           | 2                |            |           |                    | 5           | \$197       |
| Subtotal                               | 2                                | 0                | 8              | 0                         | 6                | 0          | 0         | 0                  | 16          | \$586       |
| FIELD COORDINATION                     |                                  |                  |                |                           |                  |            |           |                    |             |             |
| Field Coordination                     | 1                                |                  | 2              |                           | 8                |            |           |                    | 11          | \$353       |
| Logging (if drilling is subcontracted) |                                  |                  |                |                           |                  |            |           |                    | 0           | \$0         |
| Subtotal                               | 1                                | 0                | 2              | 0                         | 8                | 0          | 0         | 0                  | 11          | \$353       |
| GEOTECHNICAL EXPLORATION REPORT        |                                  |                  |                |                           |                  |            |           |                    |             |             |
| Subgrade and Roadway                   | 2                                | 2                | 12             | 8                         |                  |            |           |                    | 24          | \$924       |
| Bridge                                 |                                  |                  |                |                           |                  |            |           |                    | 0           | \$0         |
| Other Structures (describe)            |                                  |                  |                |                           |                  |            |           |                    | 0           | \$0         |
| Geohazard (describe)                   |                                  |                  |                |                           |                  |            |           |                    | 0           | \$0         |
| Stage 2 Plan Review                    |                                  |                  |                |                           |                  |            |           |                    | 0           | \$0         |
| Final Plan Review                      |                                  |                  |                |                           |                  |            |           |                    | 0           | \$0         |
| Subtotal                               | 2                                | 2                | 12             | 8                         | 0                | 0          | 0         | 0                  | 24          | \$924       |
| LABOR TOTAL ALL PARTS                  | Total                            | 5                | 2              | 22                        | 8                | 14         | 0         | 0                  | 51          | \$1,863     |

| GEOTECHNICAL EXPLORATION PROPOSAL                |                                  |            | FIELD EXPLORATION |         |                                                                                                                                                                                                                                                                                                                                                                                                |
|--------------------------------------------------|----------------------------------|------------|-------------------|---------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| C/R/S :                                          | BUT-Oxford Area-Trail Phase 5    |            |                   |         |                                                                                                                                                                                                                                                                                                                                                                                                |
| PID NO.:                                         | 117001                           |            |                   |         |                                                                                                                                                                                                                                                                                                                                                                                                |
| CONSULTANT:                                      | Stantec Consulting Services Inc. |            |                   |         |                                                                                                                                                                                                                                                                                                                                                                                                |
| DATE:                                            | January 26, 2024                 |            |                   |         |                                                                                                                                                                                                                                                                                                                                                                                                |
| Task                                             | Quantity                         | Unit       | Unit Cost         | Cost    | Task Description                                                                                                                                                                                                                                                                                                                                                                               |
| Mobilization/Demobilization                      | 1                                | lump       | \$2,200.00        | \$2,200 | Getting the necessary equipment and personnel to and from the project site. Includes crew travel time and mileage to and from the site, at the start and upon completion.                                                                                                                                                                                                                      |
| Subtotal                                         |                                  |            |                   | \$2,200 |                                                                                                                                                                                                                                                                                                                                                                                                |
| Traffic Maintenance                              |                                  |            |                   |         | Describe each traffic control set-up, as referenced in the Ohio Manual of Uniform Traffic Control Devices, by the Typical Application No. Includes all flaggers, law enforcement, per diem, mileage, and equipment and personnel to set-up, maintain, and tear down traffic control zones.<br>(Assumed 11 hours per day per day for 2 flaggers. 11 hrs. x \$38/hour x 2 flaggers = \$836/day.) |
| Typical Application No.                          |                                  | days       |                   | \$0     |                                                                                                                                                                                                                                                                                                                                                                                                |
| Typical Application No.                          |                                  | days       |                   | \$0     |                                                                                                                                                                                                                                                                                                                                                                                                |
| Railroad Traffic Control                         |                                  | days       |                   | \$0     |                                                                                                                                                                                                                                                                                                                                                                                                |
| Subtotal                                         |                                  |            |                   | \$0     |                                                                                                                                                                                                                                                                                                                                                                                                |
| Subsurface Exploration                           |                                  |            |                   |         | Includes all necessary equipment, materials, and personnel to move equipment and crew between borings, set-up, drill, sample, supply water, perform visual descriptions of rock samples, prepare field logs, backfill borehole, and contain, preserve and transport samples. All drilling footage measured from the ground surface or the bottom of the body of water, as applicable.          |
| Hand Sampling                                    |                                  |            |                   |         | Includes all equipment and personnel to excavate, sample, log and backfill each hand sampling method                                                                                                                                                                                                                                                                                           |
| Method Description                               |                                  | feet       |                   | \$0     |                                                                                                                                                                                                                                                                                                                                                                                                |
| Method Description                               |                                  | feet       |                   | \$0     |                                                                                                                                                                                                                                                                                                                                                                                                |
| Test Pits                                        |                                  | each       |                   | \$0     | Includes all equipment and personnel to excavate, sample, log and backfill test pit                                                                                                                                                                                                                                                                                                            |
| Pavement/Bridge Deck Coring                      |                                  |            |                   |         | Includes all equipment, personnel, and material to core and patch pavement/bridge deck and either handle or dispose of core.                                                                                                                                                                                                                                                                   |
| Core Diameter                                    |                                  | in.        |                   |         |                                                                                                                                                                                                                                                                                                                                                                                                |
| Core Diameter                                    |                                  | each       |                   | \$0     |                                                                                                                                                                                                                                                                                                                                                                                                |
| Core Diameter                                    |                                  | in.        |                   |         |                                                                                                                                                                                                                                                                                                                                                                                                |
|                                                  |                                  | each       |                   | \$0     |                                                                                                                                                                                                                                                                                                                                                                                                |
| Truck/ATV/Trailer Mounted Rotary Drilling        |                                  |            |                   |         | Includes all methods of rotary drilling on land, except skid rig                                                                                                                                                                                                                                                                                                                               |
| Number of Drill Rig Days                         | 1                                | days       |                   |         |                                                                                                                                                                                                                                                                                                                                                                                                |
| Total Soil Footage (ft)                          | 13                               | 13 ft/day  |                   |         |                                                                                                                                                                                                                                                                                                                                                                                                |
| Total Rock Footage (ft)                          | 0                                | 0 ft/day   |                   |         |                                                                                                                                                                                                                                                                                                                                                                                                |
| No Sampling                                      |                                  | feet       | \$21.00           | \$0     |                                                                                                                                                                                                                                                                                                                                                                                                |
| 5-ft SPT                                         |                                  | feet       | \$25.00           | \$0     |                                                                                                                                                                                                                                                                                                                                                                                                |
| 2.5-ft SPT                                       |                                  | feet       | \$30.00           | \$0     |                                                                                                                                                                                                                                                                                                                                                                                                |
| Continuous SPT                                   | 13                               | feet       | \$34.00           | \$442   |                                                                                                                                                                                                                                                                                                                                                                                                |
| Undisturbed Samples                              |                                  | each       | \$60.00           | \$0     |                                                                                                                                                                                                                                                                                                                                                                                                |
| Rock Coring                                      |                                  | feet       | \$65.00           | \$0     |                                                                                                                                                                                                                                                                                                                                                                                                |
| Permanent Borehole Sealing                       |                                  | feet       | \$9.00            | \$0     |                                                                                                                                                                                                                                                                                                                                                                                                |
| Skid Drilling                                    |                                  |            |                   |         |                                                                                                                                                                                                                                                                                                                                                                                                |
| Number of Drill Rig Days                         |                                  | days       |                   |         |                                                                                                                                                                                                                                                                                                                                                                                                |
| Total Soil Footage (ft)                          | 0                                | 0 ft/day   |                   |         |                                                                                                                                                                                                                                                                                                                                                                                                |
| Total Rock Footage (ft)                          | 0                                | 0 ft/day   |                   |         |                                                                                                                                                                                                                                                                                                                                                                                                |
| No Sampling                                      |                                  | feet       |                   | \$0     |                                                                                                                                                                                                                                                                                                                                                                                                |
| 5-ft SPT                                         |                                  | feet       |                   | \$0     |                                                                                                                                                                                                                                                                                                                                                                                                |
| 2.5-ft SPT                                       |                                  | feet       |                   | \$0     |                                                                                                                                                                                                                                                                                                                                                                                                |
| Continuous SPT                                   |                                  | feet       |                   | \$0     |                                                                                                                                                                                                                                                                                                                                                                                                |
| Undisturbed Samples                              |                                  | each       |                   | \$0     |                                                                                                                                                                                                                                                                                                                                                                                                |
| Rock Coring                                      |                                  | feet       |                   | \$0     |                                                                                                                                                                                                                                                                                                                                                                                                |
| Permanent Borehole Sealing                       |                                  | feet       |                   | \$0     |                                                                                                                                                                                                                                                                                                                                                                                                |
| Barge Drilling                                   |                                  |            |                   |         | Includes press, preservation, transport, and extraction, minimum 50% recovery                                                                                                                                                                                                                                                                                                                  |
| Number of Drill Rig Days                         |                                  | days       |                   |         |                                                                                                                                                                                                                                                                                                                                                                                                |
| Total Soil Footage (ft)                          | 0                                | 0 ft/day   |                   |         |                                                                                                                                                                                                                                                                                                                                                                                                |
| Total Rock Footage (ft)                          | 0                                | 0 ft/day   |                   |         |                                                                                                                                                                                                                                                                                                                                                                                                |
| 5-ft SPT                                         |                                  | feet       |                   | \$0     |                                                                                                                                                                                                                                                                                                                                                                                                |
| 2.5-ft SPT                                       |                                  | feet       |                   | \$0     |                                                                                                                                                                                                                                                                                                                                                                                                |
| Continuous SPT                                   |                                  | feet       |                   | \$0     |                                                                                                                                                                                                                                                                                                                                                                                                |
| Undisturbed Samples                              |                                  | each       |                   | \$0     |                                                                                                                                                                                                                                                                                                                                                                                                |
| Rock Coring                                      |                                  | feet       |                   | \$0     |                                                                                                                                                                                                                                                                                                                                                                                                |
| Permanent Borehole Sealing                       |                                  | feet       |                   | \$0     |                                                                                                                                                                                                                                                                                                                                                                                                |
| Barge                                            |                                  | days       |                   | \$0     |                                                                                                                                                                                                                                                                                                                                                                                                |
| Other Exploratory Methods                        |                                  |            |                   |         |                                                                                                                                                                                                                                                                                                                                                                                                |
| Method Description                               |                                  | days       |                   | \$0     |                                                                                                                                                                                                                                                                                                                                                                                                |
| Method Description                               |                                  | days       |                   | \$0     |                                                                                                                                                                                                                                                                                                                                                                                                |
| In-situ Testing                                  |                                  |            |                   |         | CPT, DCP, Geophysical, etc. Propose a daily rate to include all costs associated with performing the described exploratory method.                                                                                                                                                                                                                                                             |
| Test:                                            |                                  | days       |                   | \$0     |                                                                                                                                                                                                                                                                                                                                                                                                |
| Test:                                            |                                  | days       |                   | \$0     |                                                                                                                                                                                                                                                                                                                                                                                                |
| Installation/Reading of Geotechnical Instruments |                                  |            |                   |         | Includes all mobilization/demobilization, equipment, material, labor, travel, per diem, calibration, and data reduction                                                                                                                                                                                                                                                                        |
| Open Standpipe Piezometer                        |                                  | feet       |                   | \$0     |                                                                                                                                                                                                                                                                                                                                                                                                |
| Monitoring Well                                  |                                  | feet       |                   | \$0     |                                                                                                                                                                                                                                                                                                                                                                                                |
| Inclinometer                                     |                                  | feet       |                   | \$0     |                                                                                                                                                                                                                                                                                                                                                                                                |
| Misc (describe)                                  |                                  | each       |                   | \$0     |                                                                                                                                                                                                                                                                                                                                                                                                |
| Instrument Readings                              |                                  | trips      |                   | \$0     | Excludes cost of drilling - present above. Includes all material and labor for installation                                                                                                                                                                                                                                                                                                    |
| Subtotal                                         |                                  |            |                   | \$442   | pneumatic or vibrating wire piezometers, strain gages, extensometers, TDR cable, etc.                                                                                                                                                                                                                                                                                                          |
| Direct Costs                                     |                                  |            |                   |         | Includes all equipment, material, labor, travel, per diem, calibration, and data reduction                                                                                                                                                                                                                                                                                                     |
| Drill Crew Lodging                               | 1                                | nights     | \$117.00          | \$117   |                                                                                                                                                                                                                                                                                                                                                                                                |
| Drill Crew Meals                                 | 1                                | travel day | \$44.25           | \$44    |                                                                                                                                                                                                                                                                                                                                                                                                |
| Drill Crew Meals                                 | 1                                | full day   | \$59.00           | \$59    |                                                                                                                                                                                                                                                                                                                                                                                                |
| Subtotal                                         |                                  |            |                   | \$220   |                                                                                                                                                                                                                                                                                                                                                                                                |
| FIELD EXPLORATION TOTAL ALL PARTS                |                                  |            | Total             | \$2,862 |                                                                                                                                                                                                                                                                                                                                                                                                |

| GEOTECHNICAL EXPLORATION PROPOSAL  |                                                                                   |             | LABORATORY TESTING |          |          |           |       |                                                                      |         |  |
|------------------------------------|-----------------------------------------------------------------------------------|-------------|--------------------|----------|----------|-----------|-------|----------------------------------------------------------------------|---------|--|
| C/R/S :                            | BUT-Oxford Area-Trail Phase 5                                                     |             |                    |          |          |           |       |                                                                      |         |  |
| PID NO.:                           | 117001                                                                            |             |                    |          |          |           |       |                                                                      |         |  |
| CONSULTANT:                        | Stantec Consulting Services Inc.                                                  |             |                    |          |          |           |       |                                                                      |         |  |
| DATE:                              | January 26, 2024                                                                  |             |                    |          |          |           |       |                                                                      |         |  |
|                                    | Test                                                                              | Test Method |                    | Quantity | Unit     | Unit Cost | Cost  | Remarks                                                              |         |  |
|                                    |                                                                                   | AASHTO      | ASTM               |          |          |           |       |                                                                      |         |  |
| Soil Testing                       |                                                                                   |             |                    |          |          |           |       |                                                                      |         |  |
|                                    | Complete Classification                                                           | Multiple    | Multiple           | 4        | each     | \$199     | \$796 | Includes Visual Description per SGE Section 602, T265, T88, T89, T90 |         |  |
|                                    | Water Content Test and Visual Description                                         | T265        | D2216              | 4        | each     | \$16      | \$62  | Visual Description per SGE Section 602                               |         |  |
|                                    | Particle Size Analysis - Sieve Only                                               | T88         | D422               |          | each     | \$86      | \$0   | As modified per SGE Section 603.3                                    |         |  |
|                                    | Particle Size Analysis - Sieve and 2-hour Hydrometer                              | T88         | D422               |          | each     | \$113     | \$0   | As modified per SGE Section 603.3                                    |         |  |
|                                    | Liquid Limit Test                                                                 | T89         | D4318              |          | each     | \$44      | \$0   | As modified per SGE Section 603.3                                    |         |  |
|                                    | Plastic Limit Test                                                                | T90         | D4318              |          | each     | \$43      | \$0   | As modified per SGE Section 603.3                                    |         |  |
|                                    | Organic Content by Loss on Ignition                                               | T267        | D2974              |          | each     | \$60      | \$0   |                                                                      |         |  |
|                                    | Soil Unconfined Compression Test                                                  | T208        | D2166              |          | each     | \$91      | \$0   |                                                                      |         |  |
|                                    | Unconsolidated-Undrained Triaxial Compression Test                                | T296        | D2850              | 1        | point    | \$193     | \$0   |                                                                      |         |  |
|                                    | Consolidated-Undrained Triaxial Compression Test (with pore pressure measurement) | T297        | D4767              |          | 3 points | \$1,032   | \$0   |                                                                      |         |  |
|                                    | One-Dimensional Consolidation Test                                                | T216        | D2435              |          | each     | \$585     | \$0   |                                                                      |         |  |
|                                    | Specific Gravity Test                                                             | T100        | D854               |          | each     | \$76      | \$0   |                                                                      |         |  |
|                                    | Direct Shear Test                                                                 | T236        | D3080              |          | 3 points | \$580     | \$0   |                                                                      |         |  |
|                                    | Sulfate Content in Soils, Colorimetric Method                                     | ODOT S1122  | NA                 | 2        | each     | \$117     | \$234 |                                                                      |         |  |
|                                    | Misc. (identify test)                                                             |             |                    |          |          |           | \$0   | Identify the test and test method for any tests not listed above     |         |  |
|                                    | Misc. (identify test)                                                             |             |                    |          |          |           | \$0   | Identify the test and test method for any tests not listed above     |         |  |
| Subtotal                           |                                                                                   |             |                    |          |          |           |       | \$1,092                                                              |         |  |
| Rock Testing                       |                                                                                   |             |                    |          |          |           |       |                                                                      |         |  |
|                                    | Unconfined Compressive Strength of Intact Rock Core Specimen                      | NA          | D7012, Method C    |          | each     | \$110     | \$0   |                                                                      |         |  |
|                                    | Slake Durability of Shales and Similar Weak Rocks                                 | NA          | D4644              |          | each     | \$243     | \$0   |                                                                      |         |  |
|                                    | Determination of the Point Load Strength Index of Rock                            | NA          | D5731              |          | each     | \$75      | \$0   |                                                                      |         |  |
|                                    | Elastic Moduli of Intact Rock Core Specimens in Uniaxial Compression              | NA          | D7012, Method D    |          | each     | \$278     | \$0   |                                                                      |         |  |
|                                    | Misc. (identify test)                                                             |             |                    |          |          |           | \$0   | Identify the test and test method for any tests not listed above     |         |  |
|                                    | Misc. (identify test)                                                             |             |                    |          |          |           | \$0   | Identify the test and test method for any tests not listed above     |         |  |
|                                    | Misc. (identify test)                                                             |             |                    |          |          |           | \$0   | Identify the test and test method for any tests not listed above     |         |  |
| Subtotal                           |                                                                                   |             |                    |          |          |           |       | \$0                                                                  |         |  |
| LABORATORY TESTING TOTAL ALL PARTS |                                                                                   |             |                    |          |          |           |       | Total                                                                | \$1,092 |  |

| GEOTECHNICAL EXPLORATION PROPOSAL                |                                  | DIRECT COSTS |            |           |            |
|--------------------------------------------------|----------------------------------|--------------|------------|-----------|------------|
| C/R/S :                                          | BUT-Oxford Area-Trail Phase 5    |              |            |           |            |
| PID NO.:                                         | 117001                           |              |            |           |            |
| CONSULTANT:                                      | Stantec Consulting Services Inc. |              |            |           |            |
| DATE:                                            | January 26, 2024                 |              |            |           |            |
| Task                                             |                                  | Quantity     | Unit       | Unit Cost | Cost       |
| RECONNAISSANCE AND PLANNING                      |                                  |              |            |           |            |
| Mileage                                          | 75                               | miles        | \$0.58     |           | \$43.50    |
|                                                  |                                  |              |            |           | \$0.00     |
|                                                  |                                  |              |            |           | \$0.00     |
| Subtotal                                         |                                  |              |            |           | \$43.50    |
| FIELD COORDINATION                               |                                  |              |            |           |            |
| Field Coordination                               |                                  |              |            |           |            |
| Meals and Lodging                                |                                  | day          | \$157.00   |           | \$0.00     |
| Mileage                                          | 75                               | mile         | \$0.58     |           | \$43.50    |
| Permits                                          |                                  | each         | \$0.00     |           | \$0.00     |
| Dozer and Operator (site access and restoration) | 8                                | hour         | \$200.00   |           | \$1,600.00 |
| Site Restoration (not including Dozer)           | 2                                | site         | \$200.00   |           | \$400.00   |
| Railroad Permits                                 |                                  | each         | \$0.00     |           | \$0.00     |
| Dozer Mobilization                               | 1                                | each         | \$1,500.00 |           | \$1,500.00 |
|                                                  |                                  |              |            |           | \$0.00     |
| Subtotal                                         |                                  |              |            |           | \$3,543.50 |
| Logging (If drilling is subcontracted)           |                                  |              |            |           |            |
| Meals and Lodging                                |                                  | day          |            |           | \$0.00     |
| Mileage                                          |                                  | mile         | \$0.58     |           | \$0.00     |
|                                                  |                                  |              |            |           | \$0.00     |
| Subtotal                                         |                                  |              |            |           | \$0.00     |
| Subtotal                                         |                                  |              |            |           | \$3,543.50 |
| GEOTECHNICAL EXPLORATION REPORT                  |                                  |              |            |           |            |
|                                                  |                                  |              |            |           | \$0.00     |
|                                                  |                                  |              |            |           | \$0.00     |
| Subtotal                                         |                                  |              |            |           | \$0.00     |
| DIRECT COSTS TOTAL ALL PARTS                     |                                  |              |            | Total     | \$3,587.00 |

Summary of Borings  
Oxford Area Trail - Phase 5 (2024 Realignment)  
Geotechnical Exploration  
Proposed Boring Plan

| Boring ID  | Approximate Station | Approximate Offset | Estimated Soil Drilling (feet) | Continuous Sampling (feet) | 2.5-Foot Sampling (feet) | 5-Foot Sampling (feet) | No Sampling (feet) | Rock Coring (feet) | Borehole Sealing | Undisturbed Samples | Boring Type                  |
|------------|---------------------|--------------------|--------------------------------|----------------------------|--------------------------|------------------------|--------------------|--------------------|------------------|---------------------|------------------------------|
| B-021-1-24 | NA                  | NA                 | 6.5                            | 6.5                        |                          |                        |                    |                    |                  |                     | Subgrade Evaluation (Type A) |
| B-022-1-24 | NA                  | NA                 | 6.5                            | 6.5                        |                          |                        |                    |                    |                  |                     | Subgrade Evaluation (Type A) |

|                      |     |   |   |   |   |   |   |   |   |
|----------------------|-----|---|---|---|---|---|---|---|---|
| 13                   | 13  | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Est. Samples         | 12  |   |   |   |   |   |   |   |   |
| Est. Classifications | 6   |   |   |   |   |   |   |   |   |
| Boxes of Jars        | 1.0 |   |   |   |   |   |   |   |   |
| Core Boxes           | 0   |   |   |   |   |   |   |   |   |

## Schedule

|                                                      |                               |
|------------------------------------------------------|-------------------------------|
| Authorization to proceed                             | March 1, 2024                 |
| Worst-case construction limits provided to Stantec   | March 1, 2024                 |
| Level 1 ESR completed                                | May 1, 2024                   |
| RMR Screening completed                              | May 1, 2024                   |
| Section 106 Scoping Request Form completed (by ODOT) | May 1, 2024                   |
| Public involvement Technical Memo completed          | One month after PI activities |
| Mitigation Plan complete / credits purchased         | June 1, 2024                  |
| Phase 1 Archaeological Survey completed              | September 1, 2024             |
| D1 Categorical Exclusion completed                   | November 1, 2024              |
| Environmental Commitment plan notes completed        | December 1, 2024              |
| Environmental Clearance completed                    | December 1, 2024              |

This schedule is based on receiving construction limits or a worst-case impact footprint for the new alignment section by March 1, 2024, as shown. Stantec must have this limit prior to initiating/amending environmental studies, including the ESR and the RMR Screening, for the new trail alignments. ODOT will also use the new footprint to complete the Section 106 Scoping Request Form, which must be complete and approved by SHPO prior to initiation of the Phase 1 Archaeological Survey.

The change in trail alignment will also require an update to public involvement activities. This scope assumes that the City of Oxford and/or Bayer Becker will complete the required public involvement, and documentation will be provided at least one month prior to NEPA submittal and two months prior to the Environmental Commitment date.