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DEVELOPMENT

SURVEY

CONSTRUCTION
SERVICES

November 14, 2025

Abby Arnold
Deputy Mayor
City of Toledo – Office of the Mayor
One Government Center
Suite 2200
Toledo, Ohio 43604

Re: Secor Road Safety Study

Dear Ms. Arnold:

DGL is excited to partner with the City of Toledo on the subject project. The attached items detail the scope of work for a Safety Study along Secor Road between College Drive and Markway Road in Toledo, Ohio. The study limits will include the impacts of the major adjacent intersections, Dorr Street and Central Avenue, on the study area.

We appreciate the opportunity to collaborate with the City of Toledo, once again, on this important safety project. Please contact me directly should you have any questions related to the material included herein.

Sincerely,

DGL Consulting Engineers, LLC

Corrinne Lochtefeld, PE, PTOE, PTP, RSP₁
Principal, Project Manager

T: 419.535.1015 Ext. 236 | C: 330.203.9293 | E: clochtefeld@dgl-ltd.com
3455 Briarfield Blvd, Suite E | Maumee, Ohio 43537

Cc: Laurie Adams & Travis Jones, DGL

25371

Maumee, Ohio
419.535.1015

Dublin, Ohio
614.356.7150

Independence, Ohio
440.387.4113

Port Clinton, Ohio
419.635.7541

Wauseon, Ohio
419.330.1360

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Scope of Services

PROJECT UNDERSTANDING

The section of the Secor Road corridor in Toledo, Ohio located between Central Avenue and Dorr Street has been studied by the City of Toledo through various grants since the early 2010's. The City originally engaged with DGL to complete a widening study for the section of Secor Road between Bancroft Street and Central Avenue in 2017. The study included widening Secor Road from 9' to 12' lanes and the addition of a shared use path. The 2017 recommended alternative would have resulted in the loss of 13 homes. The study was surrounded with public outcry and eventually the funding for the project was returned to TMACOG.

Since the 2017 study, the City has applied for funding to reduce the high crash rates along the corridor and at the Kenwood intersection. Most recently, the widening of Secor between Markway and Kenwood along with a two lane roundabout was proposed and funding was obtained. Again, the public has not been supportive of the project, in particular the two lane Kenwood roundabout.

The most recent HSIP Priority List included the intersection of Secor Road and Bancroft Street at #468 on the Urban Intersection locations. The segment of Secor Road between Kenwood Blvd and Central Avenue was listed at #253 on the Urban Non-Freeway segments. With these safety listings and the history of roadway width concerns, the City would like a safety study performed with the potential to apply for ODOT Safety Funding for the corridor.

Safety funding applications types are Systemic, Abbreviated or Formal. DGL expects a Formal "traditional" safety study to be scoped. The Formal process is for higher cost, more complex safety improvements such as turn lanes, signal or roundabout. Should the study reveal a simpler, lower cost improvement, there are other types of Safety Funding that can be sought. The intent of this study will be to provide recommendations that can be translated into a fundable safety project.

SCOPE OF WORK

The scope of work will follow ODOT's most recent Safety Analysis Guidelines. Specifically, the tasks required to prepare the safety study will include the following items.

The fee has been arranged so that after the first three tasks, if the project is not favoring safety funding minimums the remaining tasks will not be authorized. Tasks 4 – 8 can be authorized individually as needed for the project's success.

1. Crash Data and Analysis

- Obtain and review AASHTOWare reports for the most recent five years (2020-2024) for the corridor. Study limits will include the intersections of College Drive to Markway Street including the influence of the intersection along Secor, approximately 250' along each approach of the roadway segment.
- Obtain additional crashes from various entities, if available.
- Complete collision diagrams for the study area for the same period.
- Develop crash data summaries, graphs, and tables, utilizing ODOT CAM (Crash Analysis Module) tool for the corridor.
- Develop summary of crashes and crash history to be included in final study report.

2. Existing Conditions Review and Analysis

- Perform field review of corridor. Coordinate with the City of Toledo. Document relevant corridor details or evidence of safety issues via photo, GoPro and/or drone.
- Develop existing/future year traffic volumes. Dates to be determined at Kickoff Meeting and available funding. Future volumes will be based on appropriate growth factors developed using ODOT's SHIFT tool, in coordination with District.
- Collect counts via video cameras. DGL will conduct an intersection turn count and two ATR's. Data will be collected with Toledo and Ottawa Hills schools in session. Data processed will satisfy the ODOT signal warrant requirements.
- Analyze existing and future intersection capacity performance of the existing corridor. Existing/future intersection performance will be considered in potential alternatives.
- Summarize existing corridor conditions in terms of capacity, geometrics, access control, and surrounding land use. Prepare Physical Conditions Diagram to document existing conditions. Aerial photography will be used as background with appropriate line work and information pertinent to the development of countermeasures.
- Develop physical conditions write-up including existing and future traffic conditions to be included in final study report.

3. Task Order Management

- Initial task-specific accounting setup.
- Monthly task status calls are not expected. However, DGL offers one call or in person meeting during various tasks to ensure that the project is on track for the funding application. The calls are anticipated at the following phases:
 - Project Kick-off Meeting
 - Safety Analysis & Existing Conditions Review
 - *If Authorized: Stakeholder Coordination*
 - *If Authorized: Alternatives Review*
 - *If Authorized: Final Safety Study Review and Application*
- DGL will also attend all public meeting planning and the event if the task is authorized by the City.

4. If Authorized: Stakeholder Coordination

If deemed necessary, our team will obtain stakeholder contact information from the City. DGL will participate in meetings and calls with these stakeholders as needed to gather information about the corridor and coordinate (as directed by the City) to obtain feedback on recommended countermeasures. ODOT will be kept apprised of the process to ensure that they are prepared for a potential Safety Study submission. It is anticipated that Ottawa Hills and the University of Toledo may participate in the study as stakeholders due to their proximity within the study area.

5. If Authorized: Develop Potential Alternatives

- Review and suggest appropriate countermeasures using the FHWA Safe System Roadway Hierarchy which will help characterize countermeasures and strategies for eliminating fatalities and serious injury crashes.
- Analyses associated with the proposed countermeasures.
- Provide a summary of conclusions and list of recommendations and improvements. Recommendations to be shown on a Conceptual Plan and prepared with sufficient detail to develop

planning level cost estimates for use in cost benefit analysis. An aerial photo will be used as background upon which will be shown the recommendations. An evaluation of environmental and utility impacts and associated cost implications are specifically excluded.

6. If Authorized: Public Involvement

DGL has teamed with TRC to perform the public involvement needed for this project. It is anticipated that one public meeting and will include a 30 day comment period. The following tasks will be provided:

- Meeting Invitation Packet
- Flyer Invitation Packet
- Mailing Lists and Mapping
- Public Meeting Items
- PI Summary
- Attendance at the Public Meeting

TRC's proposal has been included as an attachment for review.

7. If Authorized: Preferred Alternative Analysis & Prepare Safety Study Report

- Prepare ECAT analysis, including cost/benefit analysis for the preferred countermeasures.
- Create cost estimate for preferred alternative(s).
- Prepare draft study report along with executive summary with purpose and need statement, background, previously implemented countermeasures, probable causes, and recommended alternatives. The draft final report will be delivered to the City of Toledo and ODOT District 2 for review and comment. Reviews from other Stakeholders will be requested at the discretion of the City. All comments are anticipated to be received within two weeks of draft delivery.
- Prepare final study report addressing comments received from the City, ODOT D2. The final report will be delivered within 30 days of receipt of comments.

8. If Authorized: Develop/Submit Safety Funding Application

- Complete a formal application for safety funding for August 2026 Application. Prepare a formal safety funding application for the preferred safety recommendations and project concept.
- Prepare a one-page project summary. The preferred countermeasures eligible for safety funding will be summarized on a one-page summary format defined by ODOT.
- Prepare PowerPoint slide deck summarizing project background, crash history, proposed countermeasure, application summary including BC ratio, funding plan, and schedule, and construction cost estimates.
- Present the project to the ODOT Safety Committee as a part of the safety application process.

EXCEPTIONS

DGL understands that the scope of work excludes the following tasks:

- 1) Environmental documentation
- 2) Engineering/design of alternative concepts/designs.
- 3) Survey, utility, or right-of-way data collection.

PROJECT SCHEDULE AND COSTS

Completion of this study is anticipated to take eight (8) months to complete with a draft study available in mid-July 2026. Traffic counts will be collected in January of 2026 while Toledo Public, Ottawa Hills and the University of Toledo are in session.

Should the City move ahead with a Safety Application, the study will be submitted to ODOT by July 1, 2026. Following ODOT review, a final submittal will occur by August 31, 2026.

Cost estimates for each task group have been calculated. Tasks 1 thru 3 are tallied as one group. If the results are favorable to move forward, Tasks 4 thru 9 can be authorized as the project progresses. Critical points to determine moving forward are following Task 3 and then again after Task 6. The total proposed cost estimates for the consulting services as outlined herein total \$94,148.00. The costs are broken down on the enclosed Agreement for Professional Services on the following page.

An Agreement for the Provision of Limited Professional Services

DGL Consulting Engineers, LLC (DGL) 3455 Briarfield Blvd., Suite E Maumee, Ohio 43537 P: 419.535.1015		Client: City of Toledo Attn: Abby Arnold One Government Center Suite 2200 Toledo, Ohio 43604	
Project Name		Secor Road Safety Study	
Proposal/Project No.:		25371	
Location		Toledo, Ohio	
Scope of Services			
See Scope of Services Attachment for definitions			
Fee Arrangement			
See Scope of Services Attachment for additional information			
Tasks 1 – 3: Crash and Existing Conditions Analysis		\$22,445.00	
If Authorized: Task 4 – Stakeholder Coordination		\$7,509.00	
If Authorized: Task 5 – Develop Potential Alternatives		\$5,911.00	
If Authorized: Task 6 – Public Meeting		\$23,563.00	
If Authorized: Task 7 – Preferred Alternative Analysis & Prepare Safety Study		\$25,183.00	
If Authorized: Task 8 – Safety Application & Presentation		\$9,537.00	
Total Study:		\$94,148.00	
Note: DGL can accept credit card payments with an additional 3.5% service fee.			
Special Conditions			
Offered by: DGL Consulting Engineers, LLC		Accepted by: City of Toledo	
			
Signature		Signature	
Corinne Lochtefeld, PE, PTOE, PTP, RSP1 Principal Project Manager		Date	
Printed Name / Title		Printed Name / Title	
		Signature indicates the authority to bind the company to the terms herein	

The Terms and Conditions at the end of this price proposal are part of this Agreement.

DGL CONSULTING ENGINEERS, LLC (DGL) TERMS & CONDITIONS

These Terms and Conditions ("Terms and Conditions") are attached to and supplement the Proposal for Secor Road Safety Study dated November 14, 2025 (the "Proposal") between DGL Consulting Engineers, LLC ("DGL") and the City of Toledo (Client) (as defined in the Proposal). Together, these Terms and Conditions and the Proposal shall form the agreement between the parties (the "Agreement"). Defined terms in these Terms and Conditions shall have the same meaning as set forth in the Proposal unless otherwise defined herein. To the extent that these Terms and Conditions conflict with the Proposal, the Proposal shall control. In the event of a conflict between the terms of this Agreement and the terms of any other agreement entered into by the parties in connection with the project, whether written or oral, the terms of this Agreement shall control. The Proposal and the Terms and Conditions embody the entire agreement between DGL and Client in connection with the project. No prior or contemporaneous oral or written negotiations or understandings shall be of any force or effect with respect to this Agreement.

Standard of Care

In providing services under this agreement, DGL will endeavor to perform in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances at the same time and in the same or similar locality (the "Standard of Care"). Subject to the Standard of Care, DGL will perform its services as expeditiously as is consistent with professional skill and care and the orderly progress of DGL's part of the Project. Regardless of any other term or condition of this Agreement, nothing in this Agreement shall require DGL to perform professional services to a standard that exceeds the Standard of Care and DGL makes no express or implied warranty of any sort. All warranties, including warranty of merchantability or warranty of fitness for a particular purpose, are expressly disclaimed.

Fee

The total fee, except stated lump sum, shall be understood to be an estimate, based upon Scope of Service, and shall not be exceeded by more than ten percent, without written approval of the Client. Where the fee arrangement is to be on an hourly basis, the rates shall be those that prevail at the time services are rendered. Reimbursable expenses will include a mark-up of 1.10%. Any change in scope will be discussed prior to additional services being rendered.

Billings/Payments (Applies when Full Payment is not received prior to start of work)

Invoices for services and reimbursable expenses shall be submitted, at DGL's option, either upon completion of the services or on a monthly basis. Invoices shall be payable within 30 days after the invoice date. A service charge of 1.5% (or the maximum legal rate) per month will be applied to the unpaid balance after 30 days from the invoice date. DGL shall have the right to suspend/terminate services if payment is not received within 60 days after the invoice date and DGL shall have no liability for any resultant delays or damages incurred by Client as a result of such suspension/termination. Retainers shall be credited on the final invoice. The Client agrees to pay all costs of collection, including reasonable attorney's fees, resulting from Client's failure to make payment in accordance with the Agreement.

Cooperation & Client Directives

The Client agrees at all times to cooperate fully with the Consultant, and to proceed on the basis of trust and good faith. The Client shall perform its responsibilities, obligations and services in a manner to facilitate the Consultant's timely and efficient performance, and in order to ensure the Consultant's knowledge and understanding in all material respects so as to not delay, interfere with, or affect the Consultant's delivery, Standard of Care, or performance under the terms of this Agreement. The Consultant shall be entitled to rely on the accuracy and completeness of (1) the services and information furnished by the Client or Client's other consultants and (2) Client approvals or directives.

Indemnifications

The Client agrees, to the fullest extent permitted by law, to indemnify and hold DGL and its subconsultants harmless from and against any and all damage, losses or cost (including reasonable attorneys' fees and defense costs) caused in whole or in part by its acts, errors or omissions and those of anyone for whom they are legally liable. DGL further agrees, subject to the Limitation of Liability below, to indemnify the Client for damages to the extent arising from its own negligent errors acts or omissions.

Limitation of Liability

In recognition of the relative risks and benefits of the project to both the Client and DGL, the client agrees, to the fullest extent permitted by law, to limit the total aggregate liability of DGL and DGL's officers, directors, partners, employees, shareholders, owners and subconsultants to the client or anyone making claims through the client, for any and all damages or claim expenses (including attorney's fees) arising out of this agreement, from any and all causes, to the total amount of \$250,000 or the amount of DGL's fee, whichever is less (the "limitation amount"). In no event shall the limitation amount exceed the amount of insurance proceeds actually available to DGL for the claim at issue at the time of settlement or final judgment. This limitation shall apply regardless of the cause of action or legal theory pled, claimed, or asserted.

Hidden Conditions (Optional, use if existing structure on project)

A condition is hidden if concealed by existing finishes or structure or is not capable of investigation by reasonable visual observation. If DGL has reason to believe that a condition may exist, the Client shall authorize and pay for all costs associated with the investigation of such a condition. If (1) the Client fails to authorize such investigation after such notification, or (2) DGL has no reason to believe that such a condition exists, DGL shall not be responsible for the existing conditions or any resulting damages or losses resulting therefrom.

Hazardous Materials/Mold

DGL shall have no responsibility for the discovery, identification, presence, handling, removal, disposal, abatement or exposure of persons to hazardous materials of any form including mold. DGL shall have no responsibility for an existing or constructed building that may, as a result of post-construction, use, maintenance, operation or occupation, contain or be caused to contain mold substances which can present health hazards and result in bodily injury, property damage and/or necessary remedial measures and costs.

In the event the Consultant or any other person or entity involved in the Project encounters any Hazardous Materials, or should it become known to the Consultant that any Hazardous Material may be present on or about the jobsite or any adjacent areas that may affect the performance of the Consultant's services, the Consultant may, at its sole option and without liability for consequential or any other damages, suspend performance of its services under this Agreement until the Client retains appropriate qualified consultants and/or contractors to identify, abate or remove the Hazardous Materials and warrants that the jobsite is in full compliance with all applicable laws and regulations.

The Client agrees, notwithstanding any other provision of this Agreement, to the fullest extent permitted by law, to indemnify and hold harmless the Consultant, its officers, directors, employees, agents and subconsultants (collectively, Consultant) from and against any and all claims, suits, demands, liabilities, losses, damages or costs, including reasonable attorneys' fees and defense costs arising out of or in any way connected with the detection, presence, handling, removal, abatement, or disposal of any Hazardous Materials, products or materials that exist on, about or adjacent to the Project site, whether liability arises under breach of contract or warranty, tort, including negligence, strict liability or statutory liability, regulatory or any other cause of action, except for the sole negligence or willful misconduct of the Consultant.

Betterment

If a required item or component of the Project is omitted from DGL's deliverables, DGL shall not be responsible for paying the cost required to add or correct such item or component to the extent that the cost would have been incurred had such item or component been included or required in DGL's original deliverables. In no event will DGL be responsible for any costs or expense that provides betterment or upgrades or enhances the value of the Project.

Ownership of Documents

All reports, drawings, plans, specifications, electronic files, field data, notes and other documents and instruments produced by DGL under this agreement, including electronic files (collectively "Instruments of Service"), shall remain the property of DGL and DGL shall retain all common law, statutory and other reserved rights, including, without limitation, all copyrights thereto. Client agrees that the Instruments of Services are intended solely for this Project and may not

DGL CONSULTING ENGINEERS, LLC (DGL) TERMS & CONDITIONS

be used by this Client for any other purpose without the written consent of DGL. Client agrees to waive any and all claims against DGL, its officers, directors, employees and subconsultants arising out of unauthorized use of the Instruments of Service, and any such use or reuse shall be at the sole risk of Client who shall defend, indemnify and hold DGL its officers, directors, employees its subconsultants harmless from any and all claims and/or damages, including reasonable attorneys' fees and defense costs, arising therefrom. Electronic files are not contract documents and cannot be relied upon as identical to contract documents because of changes or errors induced by translation, transmission, or alterations while under the control of others. Use of information contained in the electronic files is at the user's sole risk and without liability to DGL and its subconsultants.

Mutual Waiver of Consequential Damages

Notwithstanding any other provision to the contrary, and to the fullest extent permitted by law, neither the Client nor DGL, their respective officers, directors, partners, employees, contractors or subconsultants shall be liable to the other for any incidental, indirect or consequential damages arising out of or connected in any way to the Project or this Agreement. This mutual waiver of consequential damages shall include, but not be limited to, loss of use, loss of profit, loss of reputation, loss of business or income or any other consequential damages that either party may have incurred from any cause of action whatsoever.

Information Provided by Others

The Client shall furnish, at the Client's expense, all information, requirements, reports, data, surveys and instructions required by this agreement. Consultant may use such information, requirements, reports, data, surveys and instructions in performing its services and is entitled to rely upon the accuracy and completeness thereof.

Construction Activities

DGL shall not be responsible for the acts or omissions of any person performing any construction Work or for instructions given by the Client or its representatives to any one performing any construction Work, nor for construction means and methods or job-site safety. Neither the professional activities of the Consultant, nor the presence of the Consultant, its employees or subconsultants at a construction/project site, shall impose any duty on the Consultant, nor relieve the General Contractor of its obligations, duties and responsibilities including, but not limited to, construction means, methods, sequences, techniques, procedures, or jobsite safety, including, but not limited to, injury and illness prevention programs or similar plans intended to mitigate or prevent injuries or exposure to pollutants, viruses, bacteria or pathogens of any kind, and necessary for performing, superintending or coordinating the Work in accordance with the Contract Documents and any health or safety precautions required by any regulatory agencies ("Contractor Duties"). The Consultant and its personnel have no authority to exercise any control over any construction contractor or its employees in connection with their work or any health or safety programs or procedures. The Client agrees that the Client, the Consultant and the Consultant's subconsultants shall be made additional insureds under the General Contractor's policies of general liability insurance.

Defects in Service

The Client shall promptly report to DGL any defects or suspected defects in DGL's services. The Client further agrees to impose a similar notification requirement on all contractors in its Client/Contractor contract and shall require all subcontracts at any level to contain a like agreement. Failure by the Client and the Client's contractors or subcontractors to notify DGL shall relieve DGL of the costs of remedying the defects above the sum such remedy would have cost had prompt notification been given when such defects were first discovered.

Termination of Services

This agreement may be terminated upon 10 days written notice by either party should the other fail to perform their obligations hereunder. Client's failure to timely pay invoices will constitute grounds for termination by DGL. In the event of termination, the Client shall pay DGL for all services rendered to the date of termination, all reimbursable expenses, and reasonable termination expenses. Final payment will be due immediately upon receipt of the final invoice.

Dispute Resolution

Any claim or dispute between the Client and DGL shall be submitted to mandatory non-binding mediation as a condition precedent to formal binding dispute resolution, with the parties agreeing to work in good faith to select a mutually agreeable mediator. If the Parties cannot agree upon a mediator the claim or dispute shall be submitted to the American Arbitration Association (AAA) for mediation in accordance with the Construction Arbitration and Mediation Rules of the AAA then in effect. Costs of mediation shall be equally borne by DGL and Client. The mediation shall be held in the place where the Project is located, unless another location is mutually agreed upon. If such matter relates to or is the subject of a lien arising out of DGL's services, DGL may proceed in accordance with applicable law to comply with the lien notice or filing deadlines prior to resolution of the matter by mediation or by binding dispute resolution. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof. Any action unresolved through mediation, shall be subject to litigation in a court of competent jurisdiction. This provision shall survive and continue after execution and delivery of this Agreement.

Relationship of the Parties

All services provided by DGL are for the sole use and benefit of the Client. Nothing in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Client or DGL. The Client and DGL agree to require a similar provision in all contracts with contractors, subcontractors, subconsultants, vendors and other entities involved in this Project to carry out the intent of this provision.

Force Majeure

If an event or circumstance beyond Consultant's reasonable control occurs, including without limitation an act of God, fire, flood, hurricane, wind event, storm, weather disturbance, earthquake, pandemic, disease, epidemic or other viral or bacterial outbreak, government-ordered shutdown, quarantine or shelter-in-place order, an act or omission of a third party, war, riot, terrorism or threat of terrorism, civil unrest, labor problems (including lockouts, strikes and slowdowns) of a third-party, inability to obtain power, internet connectivity or services interruptions, scarcity of ingredients or supplies, or court injunction or order, new laws or governmental regulations or other causes that are beyond the reasonable control of Consultant, whether similar or dissimilar to any of the foregoing, that cause Consultant delay or additional expense ("Force Majeure Event"), then Consultant is entitled to an equitable adjustment in the contract price or time for performance, or both. If a Force Majeure Event lasts more than thirty (30) days, upon written notice either party may terminate this Agreement without liability to the other for such termination.

Entire of Agreement

This Agreement constitutes the entire agreement between the parties and these Terms & Conditions may only be amended by written agreement by both parties. Should any portion of this Agreement be found to be illegal or enforceable, such portion shall be deleted and the balance shall remain in effect.

Applicable Law, Jurisdiction, and Venue

Client and DGL agree that this Agreement and any legal actions concerning its validity, interpretation, and performance shall be governed by the laws of Ohio without regard to any conflict of laws provisions, which may apply to the laws of other jurisdictions. It is further agreed that any legal action between the Client and the DGL arising out of this Agreement or the performance of the services shall be brought solely in a court of competent jurisdiction in Lucas County, Ohio.

Assignment. Neither party to this Agreement shall transfer, sublet, or assign any rights or duties under or interest in this Agreement, including but not limited to monies that are due or monies that may be due, without the prior written consent of the other party. Subcontracting to subconsultants, normally contemplated by DGL as a generally accepted business practice, shall not be considered an assignment for purposes of this Agreement.

Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be regarded as an original and all of which shall constitute but one and the same instrument.

Severability. If any provisions of this Agreement shall be held to be invalid or unenforceable, the remaining provisions of this Agreement shall remain valid and binding.

Waiver. The failure or delay of either party to insist upon a strict performance of any right hereunder shall not be deemed a waiver of any rights or remedies that either party may have and shall not be deemed a waiver of any subsequent breach or default in any of such agreements, terms, covenants, or conditions.



PROPOSAL COST SUMMARY - FORMAL STUDIES

			C/R/S:	Toledo - Secor Road Safety Plan Hours								
			PID NO:	TBD					Average DGL Overhead Percentage =		184.43%	
			CONSULTANT:	DGL CONSULTING ENGINEERS					Average ODOT Overhead for Net Fee =		n/a	
			DATE:	11/14/2025					Net Fee Percentage =		n/a	
									Cost of Money =		0.00%	
Task - Description				Hourly Rate	Total Hours	Labor Costs	Overhead Costs	Cost of Money	Direct Costs	Subcon. Costs	Net Fee	Total Cost
			1 Crash Data and Analyses									
1.3.B		1.1	Obtain crash reports (2019-2024)	\$ 40.45	44	\$ 1,780.00	\$ 3,282.85	\$ -	\$ -	\$ -	\$ -	\$ 5,062.85
		2	Crash Diagrams	\$ 40.45	22	\$ 890.00	\$ 1,641.43	\$ -	\$ -	\$ -	\$ -	\$ 2,531.43
		3	Camtool Analysis	\$ 39.93	14	\$ 559.00	\$ 1,030.96	\$ -	\$ -	\$ -	\$ -	\$ 1,589.96
1.2.C.G		4	Summary for study	\$ 44.75	8	\$ 358.00	\$ 660.26	\$ -	\$ -	\$ -	\$ -	\$ 1,018.26
			2 Existing Conditions Review and Analysis									
1.3.C.A		1	Traffic Data Collection	\$ 45.31	16	\$ 725.00	\$ 1,337.12	\$ -	\$ 34.80	\$ 1,445.00	\$ -	\$ 3,541.92
1.3.F		2	Create Traffic Model - TransModeler	\$ 41.27	33	\$ 1,362.00	\$ 2,511.94	\$ -	\$ -	\$ -	\$ -	\$ 3,873.94
1.2.B		3	Speed Study	\$ 38.00	12	\$ 456.00	\$ 841.00	\$ -	\$ -	\$ -	\$ -	\$ 1,297.00
		4	Field Review of corridor	\$ 44.00	3	\$ 132.00	\$ 243.45	\$ -	\$ -	\$ -	\$ -	\$ 375.45
1.3.G		5	Analyze existing/future capacity for exg conditions	\$ 41.38	8	\$ 331.00	\$ 610.46	\$ -	\$ -	\$ -	\$ -	\$ 941.46
			3 Task Order Management									
1.5.B		1	Initial task-specific accounting setup		2	\$ 130.00	\$ 239.76	\$ -	\$ -	\$ -	\$ -	\$ 369.76
		2	Task Status Calls		8	\$ 648.00	\$ 1,195.11	\$ -	\$ -	\$ -	\$ -	\$ 1,843.11
Tasks 1-3 Subtotal:				\$ 43.36	170	\$ 7,371.00	\$ 13,594.34	\$ -	\$ 34.80	\$ 1,445.00	\$ -	\$ 22,445.14
			4 Stakeholder Coordination									
1.5.A		1	Meetings/Virtual Calls	\$ 66.67	24	\$ 1,600.00	\$ 2,950.88	\$ -	\$ -	\$ -	\$ -	\$ 4,550.88
1.5.B		2	General Oversight	\$ 65.00	16	\$ 1,040.00	\$ 1,918.07	\$ -	\$ -	\$ -	\$ -	\$ 2,958.07
Task 4 Subtotal:				\$ 66.00	40	\$ 2,640.00	\$ 4,868.95	\$ -	\$ -	\$ -	\$ -	\$ 7,508.95
			5 Develop Potential Alternatives									
2.1.A.D		1	Develop potential countermeasures	\$ 44.75	16	\$ 716.00	\$ 1,320.52	\$ -	\$ -	\$ -	\$ -	\$ 2,036.52
2.1.A.C		3	Analyze future capacity	\$ 41.27	33	\$ 1,362.00	\$ 2,511.94	\$ -	\$ -	\$ -	\$ -	\$ 3,873.94
Task 5 Subtotal:				\$ 42.41	49	\$ 2,078.00	\$ 3,832.46	\$ -	\$ -	\$ -	\$ -	\$ 5,910.46
			6 Public Meetings & Prep									
2.1.A.J		1	Meeting Meetings	\$ 73.00	8	\$ 584.00	\$ 1,077.07	\$ -	\$ -	\$ -	\$ -	\$ 1,661.07
		2	Prepare visuals	\$ 52.64	22	\$ 1,158.00	\$ 2,135.70	\$ -	\$ -	\$ -	\$ -	\$ 3,293.70
		3	Attend Public Meetings	\$ 66.67	18	\$ 1,200.00	\$ 2,213.16	\$ -	\$ -	\$ -	\$ -	\$ 3,413.16
		3	TRC PI					\$ -	\$ -	\$ 15,195.00	\$ -	\$ 15,195.00
Task 6 Subtotal:				\$ 61.29	48	\$ 2,942.00	\$ 5,425.93	\$ -	\$ -	\$ 15,195.00	\$ -	\$ 23,562.93
			7 Prepare Safety Report									
2.1.A.K		1	ECAT Analysis	\$ 42.70	23	\$ 982.00	\$ 1,811.10	\$ -	\$ -	\$ -	\$ -	\$ 2,793.10
		2	Draft Study Report	\$ 48.61	62	\$ 3,014.00	\$ 5,558.72	\$ -	\$ -	\$ -	\$ -	\$ 8,572.72
		3	Concept Layouts	\$ 47.11	44	\$ 2,073.00	\$ 3,823.23	\$ -	\$ -	\$ -	\$ -	\$ 5,896.23
		4	Concept Typical Sections	\$ 51.18	22	\$ 1,126.00	\$ 2,076.68	\$ -	\$ -	\$ -	\$ -	\$ 3,202.68
		5	Final Study Report	\$ 47.40	35	\$ 1,659.00	\$ 3,059.69	\$ -	\$ -	\$ -	\$ -	\$ 4,718.69
Task 6 Subtotal:				\$ 47.60	186	\$ 8,854.00	\$ 16,329.43	\$ -	\$ -	\$ -	\$ -	\$ 25,183.43
			7 Safety Application & Presentation									
		1	Safety Funding Application	\$ 48.27	22	\$ 1,062.00	\$ 1,958.65	\$ -	\$ -	\$ -	\$ -	\$ 3,020.65
		2	One-Page Project Summary	\$ 50.56	18	\$ 910.00	\$ 1,678.31	\$ -	\$ -	\$ -	\$ -	\$ 2,588.31
		3	PowerPoint Slide Presentation	\$ 52.13	16	\$ 834.00	\$ 1,538.15	\$ -	\$ -	\$ -	\$ -	\$ 2,372.15
		4	Presentation Prep	\$ 54.70	10	\$ 547.00	\$ 1,008.83	\$ -	\$ -	\$ -	\$ -	\$ 1,555.83
Task 7 Subtotal:				\$ 50.80	66	\$ 3,353.00	\$ 6,183.94	\$ -	\$ -	\$ -	\$ -	\$ 9,536.94
Project Total				\$ 48.73	559	\$ 27,238.00	\$ 50,235.04	\$ -	\$ 34.80	\$ 16,640.00	\$ -	\$ 94,147.84



1382 W Ninth St., Suite 400
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November 11, 2025

Ms. Corrinne Lochtefeld, PE, PTOE, PTP, RSP1
DGL Consulting Engineers, LLC
3455 Briarfield Boulevard, Suite E
Maumee, Ohio 43537

Reference: Toledo – Secor Road from College Drive to Markway Road Safety Study Proposal

Dear Ms. Lochtefeld:

TRC Environmental Corporation (TRC) is pleased to submit this scope and fee for public involvement work on the Secor Road from College Drive to Markway Road Safety Study in Lucas County, City of Toledo, Ohio (Project). The following tasks are included in this proposal:

- One Public Meeting, Preparation, Materials Attendance, Summary
- Team Meetings, Project Set Up, General Oversight

If you have any questions or require anything further, please do not hesitate to contact me directly at 419.701.8188 or electronically at sschimmoeller@trccompanies.com. TRC looks forward working with DGL and the City of Toledo on this project.

Kind regards,

TRC Environmental Corporation

A handwritten signature in black ink, reading 'Stacy Schimmoeller'.

Stacy Schimmoeller
Senior Project Manager

A handwritten signature in black ink, reading 'Brad M. Falkinburg'.

Brad Falkinburg
Office Practice Leader

Attachments:

A – Suggested Parcels for Public Meeting Invitation Letters

SECOR ROAD SAFETY STUDY

SCOPE OF SERVICES

Upon authorization from DGL, TRC will conduct the following services as discussed below.

■ **TASK 1: Public Meeting and Associated Task**

Public Meeting activities will include the following for 1 public meeting.

- Meeting Invitation Packet to Include:
 - Invite Letter (2 hours)
 - Meeting Handout (8.5"x11"; double sided color) (6 hours)
 - Comment Sheet (8.5"x11"; double sided color) (1 hour)
 - Map/Exhibit (prepared by others and provided to TRC as a PDF) (11"x17", double sided color)
- Flyer Invitation Packet to include:
 - Preparation of a flyer invitation for the public meeting (2 hours)
 - Preparation of an invitation letter to include with the flyers requesting businesses, churches, and other locations open to the public to post the flyer in a public location (1 hour)
- Mailing Lists and Mapping (16 hours):
 - One mailing list will include addresses to receive the invitation letter packet which includes property owners and property addresses (tenants), including calling apartment complexes for unit addresses, emergency services, hospitals, and schools.
 - Second mailing list will include addresses receiving the flyer invitation packet including businesses, churches, laundromats, strip mall tenants, restaurants, and such.
 - Parcels without a mailbox will be removed from the mailing lists.
 - Attachment A includes a map of the general parcels where invitations are suggested to be sent.
- Printing, Addressing, Folding, Sending:
 - 300 packets (total with invite and flyer invites) with four 8.5"x11" and one 11"x17" (\$3 each invitation packet).
- Public Meeting (open house) Items for each open house:
 - Create the Press Release for the public meeting (1 hour).
 - Sign-in sheet creation and printing 4 (11"x17") for the meeting (1 hour) (4 prints x \$2.00 per print = \$8).
 - Meeting handout printing - print 500 sheets (double-sided) for the meeting (\$1.50 per print x 500 prints = \$750).
 - Comment Sheet printing - print 500 sheets (double sided) total for the meeting (\$1.50 per print x 500 prints = \$750).
 - Exhibit(s) - will be prepared and printed for the meeting by others.

- One TRC environmental staff will be in attendance at the PI Meeting (6 hours for travel, set up, and attendance at the meeting, plus mileage).
- TRC will provide outside and inside signage, name tags, a comment box, and pens for the meeting.
- A PI Summary spreadsheet will be prepared with a summary of public comments and questions with draft comment responses which the City of Toledo can use to respond to comments (24 hours) for the meeting. Comment responses will be updated with actual responses as received from the City.
- Public meeting materials will be organized and combined based on ODOT's requirements for documentation (invitation packets, flyer packets, all sign in sheets, exhibits, all comment sheets, all responses, and the PI Summary (6 hours)).

Cost Assumptions:

1. The City of Toledo will:
 - a) Receive the public comments, be the return address on the mailers, and will send comment responses.
 - b) Review and sign letters on City letterhead.
 - c) Reserve the venue for the PI meeting.
 - d) Send the press release to local media outlets, distribute, and post on social media outlets, as necessary.
2. Mailing lists at this time are assumed to be composed of addresses along the Secor Road corridor from College Drive to Markway Road with 2 parcels along each side for the purposes of this proposal, but may need to be expanded based on the residential nature of the area and the amount of traffic along Secor Road.
3. Others will provide the maintenance of traffic information and needed right of way information to be included in the public involvement materials.
4. Others will provide meeting exhibits (PDF and printed formats).
5. Public Engagement Plan is not included.
6. Hours include peer review and quality assurance/quality control.
7. This work falls within the medium level effort for a Path 2 or 3 project within the ODOT Consultant Fee Estimation Guidance (July 2025).
8. All deliverable submittals will be electronic and no hard copies will be provided.
9. If revised protocol or manuals are issued after authorization to proceed, a proposal modification will be prepared for any significant changes.

10. Should the schedule be changed, or Project be put on “hold” by the City of Toledo or DGL, all costs incurred by TRC up to the notification of change of schedule or “hold” status will be billed and a proposal modification will be prepared.
11. Our fee proposal and schedule do not anticipate delays beyond TRC’s control that will be encountered in performing the scope of services.

▪ **TASK 2: Project Management**

Project management includes project set up in TRC finance systems and folders, team meetings, general oversight for the proposed tasks including communications concerning timing and schedules with DGL and the TRC team, coordination, invoicing, monitoring of the schedules and budget, tracking Project progress, and other related activities throughout the anticipated task order schedule.

PROJECT COSTS

The estimated costs to complete the Scope of Work discussed above is:

- **\$15,195**, which includes a Net Fee of **\$1,217**.



ATTACHMENT A
SUGGESTED PARCELS FOR PUBLIC MEETING INVITATION LETTERS

