

March 26, 2026

City of Ann Arbor  
Office of Sustainability and Innovations (OSI)  
301 E. Huron Street  
Ann Arbor, MI 48104

Attention: Missy Stults, PhD., Sustainability and Innovations Director

Subject: **Amendment Request: CFI Projects NEPA Reviews – Professional Services**

Dear Ms. Stults:

OHM Advisors understands that the City of Ann Arbor has received a Charging and Fueling Infrastructure (CFI) grant, administered through the Federal Highway Administration (FHWA), for the installation of electric vehicle (EV) charging infrastructure. While OHM is currently providing the NEPA review components for an initial 35 sites, this proposal serves as an amendment to include 15 additional sites beyond the original scope of work.

The 15 additional sites will be included on the 5323 Form, with appropriate attachments. FHWA has also indicated that the project is exempt from Section 106 review through the State Historic Preservation Office (SHPO) due to the scope of work. An exemption was published in the Federal Register in November 2022 exempting electric vehicle supply equipment (EVSE) from Section 106 requirements. This exemption does not apply to facilities requiring solar panels, photovoltaic canopies, or locations which require significant changes to the facility's materials, features, spaces, etc., including landscapes and streetscapes. It is our understanding that the City wishes to install Level 2 and DC Fast Chargers only, which fall under the exemption.

Our amendment proposal for professional services contains our strategy to accomplish the required NEPA review for the 15 additional sites. The letter proposal includes our Scope of Services, Assumptions, and Project Fee & Schedule.

### **SCOPE OF SERVICES**

This scope provides the necessary professional engineering services to provide NEPA review components required for the federal CFI grant that the City has received. Specific tasks include:

#### **National Environmental Protection Act (NEPA) Clearances Form**

The following professional services are anticipated for the completion of an MDOT 5323 Form for NEPA reviews required for the CFI federal grant program:

- Completion of Project Details, Preparer Information, and Project Mapping section requirements in the 5323 Form. This information will be coordinated with City OSI staff.



- Review of potential environmental impacts, including required mapping and documentation and completion of each section of the 5323 Form. The following environmental focus areas will be reviewed for each site:
  - Natural Rivers
  - Commercially Navigable Rivers and Streams
  - Coastal Zones
  - Wetlands
  - 100-yr Floodplains
  - Inland Lakes and Streams
  - Water Quality
  - Soil Disturbance
  - Threatened and Endangered Species
  - Historic Properties and Archeological Resources
  - Section 4(f) and Section 6(f) Public Park, Recreation, and Refuges
  - Agricultural Properties
  - Contamination Sites
  - Traffic Impacts
  - Noise Impacts
  - Air Quality
  
- Document public involvement in the project in the 5323 Form. This information will be provided by City OSI staff.
  
- Assist the City with selection of a Project Classification (categorical exclusion, preparation of an EA, preparation of an EIS). Document in the 5323 Form.
  
- Engineer’s certification of the environmental clearance form.
  
- One (1) revision of the 5323 Form based on FHWA comments.

**Deliverables**

We propose to provide the following deliverables as part of the scope of services outlined above:

- Completed 5323 Form for submission to FHWA, including all required maps and attachments.
- One (1) revision of the submitted 5323 Form based on FHWA comments.

**ASSUMPTIONS**

The following assumptions are part of our proposal:

- No field surveys will be conducted for the NEPA review process.
- The City of Ann Arbor will conduct all public outreach, engagement and workshops associated with the project for NEPA submission and provide OHM with documentation of such efforts for inclusion in the 5323 Form.
- The City Parks Department will provide a letter concurring that all work on park properties impacted are considered an enhancement to the park.
- It is assumed that the project will qualify for a Section 106 exemption due to the scope of work of the project. The City will confirm this with the FHWA representative for the grant. Section 106 review, if required, can be provided for an additional fee.



- A Michigan Natural Features Inventory (MNFI) review of state listed species is assumed to not be required due to the funding source through FHWA. MNFI reviews could cost up to \$400 per site if required.

### PROJECT FEE & SCHEDULE

OHM Advisors will perform these services consistent with our scope of work and assumptions outlined above, for an additional Total Not-to-Exceed Fee of **\$30,000**. The terms of the contract will be in accordance with OHM's previously executed Professional Services Agreement (PSA) dated November 21, 2025, for Environmental Assessments. Hourly rates will be as established under the above-referenced PSA.

All costs for professional services are included and no reimbursable OHM expenses are expected. OHM Advisors bears the overhead costs for providing the services herein. Neither the fee nor the schedule reflects unforeseen conditions that may arise. Our fee is based on the above outlined scope of work.

Assuming we receive formal authorization to proceed by the City prior to April 3, 2026, we anticipate that the 5323 Form with the additional 15 sites would be complete by May 15, 2026, for submission to FHWA. One (1) revision after FHWA review is anticipated.

Should you have any questions regarding our proposal, please do not hesitate to contact me at 734-743-2359. We thank you for this opportunity to provide professional engineering services to the City of Ann Arbor for this project.

Sincerely,  
OHM Advisors

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Madison Merzlyakov, Client Representative  
Project Manager

cc: George Tsakoff, Principal, OHM  
Chris Elenbaas, Senior Project Manager, OHM