

Ohio Department of Transportation

Consultant Prequalification Training and Certification List

| Prequalification Category | Training/ Certification Required | Renewal/ Expiration | Training/Certifying Agency | Contact Information | Additional Contact Information |
|---|--|------------------------|---|---|---|
| BICYCLE FACILITIES & ENHANCEMENT DESIGN | | | | | |
| Bicycle Facilities & Enhancement Design | Certified as a Registered Landscape Architect or Professional Engineer | | Ohio Landscape Architect Board or Ohio State Board of Registration for Professional Engineers and Surveyors | 77 South High Street, 16th Floor Columbus, Ohio 43215 website: www.arc.ohio.gov/ 50 West Broad Street, Suite 1820 Columbus, Ohio 43215-5905 website: www.peps.ohio.gov | |
| | Designing for Pedestrian Safety FHWA - NHI - 380089 | | The Ohio Local Technical Assistance Program Center | http://www.dot.state.oh.us/Divisions/Planning/LocalPrograms/LTAP/Pages/default.aspx | |
| | Bicycle Facility Design FHWA - NHI - 142046 | | The Ohio Local Technical Assistance Program Center | http://www.dot.state.oh.us/Divisions/Planning/LocalPrograms/LTAP/Pages/default.aspx | |
| ROADWAY DESIGN | | | | | |
| Non-complex Roadway Design | | | | | |
| Non-complex Roadway Design | NONE | | NONE | | |
| Complex Roadway Design | Signing & Pavement Marking Module of Traffic Academy | | The Ohio Local Technical Assistance Program Center | http://www.dot.state.oh.us/Divisions/Planning/LocalPrograms/LTAP/Pages/default.aspx | For general Traffic Academy information and course descriptions: http://www.dot.state.oh.us/Divisions/Engineering/Roadway/TrafficAcademy/Pages/default.aspx |
| | Maintenance of Traffic Module of Traffic Academy | | The Ohio Local Technical Assistance Program Center | http://www.dot.state.oh.us/Divisions/Planning/LocalPrograms/LTAP/Pages/default.aspx | For general Traffic Academy information and course descriptions: http://www.dot.state.oh.us/Divisions/Engineering/Roadway/TrafficAcademy/Pages/default.aspx |
| INTERCHANGE JUSTIFICATION / MODIFICATION STUDY | | | | | |
| Interchange Justification/ Modification Study | Interchange Justification/ Modification Module of Traffic Academy | | The Ohio Local Technical Assistance Program Center | http://www.dot.state.oh.us/Divisions/Planning/LocalPrograms/LTAP/Pages/default.aspx | For general Traffic Academy information and course descriptions: http://www.dot.state.oh.us/Divisions/Engineering/Roadway/TrafficAcademy/Pages/default.aspx |
| SAFETY STUDY | | | | | |
| Safety Study | Safety Study Module of Traffic Academy | | The Ohio Local Technical Assistance Program Center | http://www.dot.state.oh.us/Divisions/Planning/LocalPrograms/LTAP/Pages/default.aspx | For general Traffic Academy information and course descriptions: http://www.dot.state.oh.us/Divisions/Engineering/Roadway/TrafficAcademy/Pages/default.aspx |

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| RIGHT OF WAY PLAN DEVELOPMENT | | | | | |
| Limited/Complex | Right of Way Plan Development Training Course | | ODOT Office of Real Estate | http://www.dot.state.oh.us/Divisions/ContractAdmin/Contracts/Pages | For training documents and handouts use the following link: http://www.dot.state.oh.us/Divisions/Engineering/RealEstate/Pages/Training.aspx |
| | Certified Professional Surveyor | | Ohio State Board of Registration for Professional Engineers and Surveyors | 50 West Broad Street, Suite 1820 Columbus, Ohio 43215-5905 website: www.peps.ohio.gov/Exams.aspx | |
| SUBSURFACE UTILITY ENGINEERING | | | | | |
| Subsurface Utility Engineering | NONE | | NONE | | |
| BRIDGE DESIGN | | | | | |
| Level 1 | NONE | | NONE | | |
| Level 2 | NONE | | NONE | | |
| BRIDGE INSPECTION | | | | | |
| Level 1/Level 2/Underwater Dive Bridge Inspection | Comprehensive Bridge Inspection Training | N/A | The Ohio Local Technical Assistance Program Center (ODOT Par 1 & Part 2) or National Highway Institute (Safety Inspection of In-service Bridges FHWA-NHI-130055) | http://www.dot.state.oh.us/Divisions/Planning/LocalPrograms/LTAP/Pages/TrainingCourseFlyers.aspx https://www.nhi.fhwa.dot.gov/course-search?course_no=130055 | These two courses are offered annually through LTAP. This course is offered nationwide continually through the NHI hyperlink. More regional or statewide trainings are offered as-needed depending upon demand. 2-3 are scheduled in Ohio's urban centers annually through LTAP. For those NHI courses hosted by ODOT either comprehensive training hyperlink will display the course offering. |
| | Bridge Inspection Refresher Training | 5-year | The Ohio Local Technical Assistance Program Center (various instructor lead bridge inspection training) or National Highway Institute (FHWA-NHI-various bridge inspection instructor lead training) | http://www.dot.state.oh.us/Divisions/Planning/LocalPrograms/LTAP/Pages/TrainingCourseFlyers.aspx https://www.nhi.fhwa.dot.gov/course-search?tab=0&key=bridge+inspection&typ=1&res=1 | 5-Year Renewal. For a list of previous classes see the Consultant Services Prequalification Guidebook. New classes and topics are created and added as demand changes. 4-6 one-day classes titled "Bridge Inspection Refresher Training" are offered through LTAP annually statewide. 5-Year Renewal. Bridge Inspection Instructor Lead trainings are offered nationwide continually through the NHI hyperlink. 2-4 Statewide trainings are scheduled annually as-needed through LTAP (ex. Fracture Critical Inspection Techniques, Underwater Dive Inspections, Inspection Refresher Training). For those NHI courses hosted by ODOT either hyperlink will display the course offering. |

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| | Dive Certified | | Ex. Association of Commercial Diving Educators (ACDE) | http://www.acde.us/index.htm | |
| | ODOT Bridge Inspection Training Course Part 1 and Part 2 | | The Ohio Local Technical Assistance Program Center | http://www.dot.state.oh.us/Divisions/Planning/LocalPrograms/LTAP/Pages/default.aspx | |
| | National Highway Institute Safety Inspection of In-service Bridges (FHWA-NHI-130055) | | The Ohio Local Technical Assistance Program Center | http://www.dot.state.oh.us/Divisions/Planning/LocalPrograms/LTAP/Pages/default.aspx | |
| | Stream Stability and Scour and Highway Bridges for Bridge Inspectors (FHWA-NHI-135046 or 135047) | | The Ohio Local Technical Assistance Program Center | http://www.dot.state.oh.us/Divisions/Planning/LocalPrograms/LTAP/Pages/default.aspx | Refresher Training |
| | Fracture Critical Inspection Techniques for Steel Bridges (FHWA-NHI-130078) | | The Ohio Local Technical Assistance Program Center | http://www.dot.state.oh.us/Divisions/Planning/LocalPrograms/LTAP/Pages/default.aspx | Refresher Training |
| | Bridge Inspection Refresher Training (FHWA-NHI-130053) | | The Ohio Local Technical Assistance Program Center | http://www.dot.state.oh.us/Divisions/Planning/LocalPrograms/LTAP/Pages/default.aspx | Refresher Training |
| | Underwater Bridge Inspection Course (FHWA-NHI-130091) | | The Ohio Local Technical Assistance Program Center | http://www.dot.state.oh.us/Divisions/Planning/LocalPrograms/LTAP/Pages/default.aspx | |
| | Bridge Inspection Non-Destructive Showcase (FHWA-NHI-130099) | | The Ohio Local Technical Assistance Program Center | http://www.dot.state.oh.us/Divisions/Planning/LocalPrograms/LTAP/Pages/default.aspx | Refresher Training |
| | Dive Certified | | Association of Commercial Diving Educators (ACDE) | http://www.acde.us/index.htm | |

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| SOILS/GEOTECHNICAL SERVICES | | | | | |
| Geotechnical Engineering Services | NONE | | NONE | | |
| Geotechnical Testing Laboratory | Various Tests | | AASHTO Materials Reference Laboratory (AMRL) | AASHTO Materials Reference Laboratory 4441 Buckeystown Pike Suite A Frederick, Maryland 21704 240-436-4900 or website: www.amrl.net | |
| Geotechnical Field Exploration | NHI Course 132079 Subsurface Investigation Qualification | | The Ohio Local Technical Assistance Program Center | http://www.dot.state.oh.us/Divisions/Planning/LocalPrograms/LTAP/Pages/default.aspx | National Highway Institute (NHI) 1310 N. Courthouse Road, Suite 300, Arlington, Virginia 22201 (703) 235-0500 or www.nhi.fhwa.dot.gov |
| Geotechnical Drilling Inspection | NHI Course 132079 Subsurface Investigation Qualification, and | | The Ohio Local Technical Assistance Program Center | http://www.dot.state.oh.us/Divisions/Planning/LocalPrograms/LTAP/Pages/default.aspx | National Highway Institute (NHI) 1310 N. Courthouse Road, Suite 300 Arlington, Virginia 22201 (703) 235-0500 or www.nhi.fhwa.dot.gov |
| | ODOT Soil and Rock Classification Course | | The Ohio Local Technical Assistance Program Center | http://www.dot.state.oh.us/Divisions/Planning/LocalPrograms/LTAP/Pages/default.aspx | |
| TRAFFIC SIGNAL DESIGN | | | | | |
| Basic Traffic Signal Design / Traffic Signal System Design | Traffic Signal Module of Traffic Academy | | The Ohio Local Technical Assistance Program Center | http://www.dot.state.oh.us/Divisions/Planning/LocalPrograms/LTAP/Pages/default.aspx | For general Traffic Academy information and course descriptions: http://www.dot.state.oh.us/Divisions/Engineering/Roadway/TrafficAcademy/Pages/default.aspx |
| HIGHWAY LIGHTING DESIGN | | | | | |
| Limited / Complex | Highway Lighting Module of Traffic Academy | | The Ohio Local Technical Assistance Program Center | http://www.dot.state.oh.us/Divisions/Planning/LocalPrograms/LTAP/Pages/default.aspx | For general Traffic Academy information and course descriptions: http://www.dot.state.oh.us/Divisions/Engineering/Roadway/TrafficAcademy/Pages/default.aspx |

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| ENVIRONMENTAL SERVICES | | | | | |
| Environmental Document Preparation - EA/EIS | Managing the Environmental and Project Development Process | 10 year | ODOT Office of Environmental Services | http://www.dot.state.oh.us/Divisions/Planning/Environment/training/Pages/default.aspx | |
| | Categorical Exclusion (CE) Class | 5 year | ODOT Office of Environmental Services | http://www.dot.state.oh.us/Divisions/Planning/Environment/training/Pages/default.aspx | |
| Environmental Document Preparation - CE | Categorical Exclusion (CE) Class | 5 year | ODOT Office of Environmental Services | http://www.dot.state.oh.us/Divisions/Planning/Environment/training/Pages/default.aspx | |
| Environmental Document Preparation - Section 4(f) | Section 4(f) Training Class | 5 year | ODOT Office of Environmental Services | http://www.dot.state.oh.us/Divisions/Planning/Environment/training/Pages/default.aspx | |
| Ecological Surveys | Ecological Training Class | 5 year | ODOT Office of Environmental Services | http://www.dot.state.oh.us/Divisions/Planning/Environment/training/Pages/default.aspx | |
| Stream and Wetland Mitigation | NONE | | NONE | http://www.dot.state.oh.us/Divisions/Planning/Environment/training/Pages/default.aspx | |
| Waterway Permits | Ecological Training Class | 5 year | ODOT Office of Environmental Services | http://www.dot.state.oh.us/Divisions/Planning/Environment/training/Pages/default.aspx | |
| | Waterway Permits Training Class | 5 year | ODOT Office of Environmental Services | http://www.dot.state.oh.us/Divisions/Planning/Environment/training/Pages/default.aspx | |
| Air Quality Analyses | NONE | | NONE | | |
| Noise Analyses and Abatement Design | NONE | | NONE | | |
| Archaeological Investigations | Section 106/National Register Eligibility Training | 5 year | ODOT Office of Environmental Services | http://www.dot.state.oh.us/Divisions/Planning/Environment/training/Pages/default.aspx | |
| History/Architectural Investigations | Section 106/National Register Eligibility Training | 5 year | ODOT Office of Environmental Services | http://www.dot.state.oh.us/Divisions/Planning/Environment/training/Pages/default.aspx | |
| ESA Screening, Phase I ESA and Phase II ESA | NONE | | NONE | | |
| ESA Remedial Design | Certified Professional in the Ohio Environmental Protection Agency's Voluntary Action Program (VAP) | Must be current | Ohio Environmental Protection Agency's Voluntary Action Program | http://www.epa.ohio.gov/derr/volunt/certification/cpapp.aspx | |

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| RIGHT OF WAY ACQUISITION SERVICES | | | | | |
| Project Management | NONE | | NONE | | |
| Title Research | Title Test and Demonstration Title Report Packet | | ODOT Office of Real Estate | http://www.dot.state.oh.us/Divisions/Engineering/RealEstate/Pages/Training.aspx | |
| Value Analysis | ODOT Right of Way Plan Reading | | ODOT Office of Real Estate | http://www.dot.state.oh.us/Divisions/Engineering/RealEstate/Pages/Training.aspx | |
| | ODOT Construction Plan Reading | | ODOT Office of Real Estate | http://www.dot.state.oh.us/Divisions/Engineering/RealEstate/Pages/Training.aspx | |
| | ODOT Appraisal 101 - Federal & State Acquisition Laws and the ODOT P & P Manual Sections 4100 thru 4500 | | ODOT Office of Real Estate | http://www.dot.state.oh.us/Divisions/Engineering/RealEstate/Pages/Training.aspx | |
| | ODOT Appraisal 102 - Valuation of Simplistic Acquisitions | | ODOT Office of Real Estate | http://www.dot.state.oh.us/Divisions/Engineering/RealEstate/Pages/Training.aspx | |
| | ODOT Appraisal 122 - ODOT Project Data Book | | ODOT Office of Real Estate | http://www.dot.state.oh.us/Divisions/Engineering/RealEstate/Pages/Training.aspx | |
| | ODOT Appraisal 105 - Appraisal Review - Introductory Course | | ODOT Office of Real Estate | http://www.dot.state.oh.us/Divisions/Engineering/RealEstate/Pages/Training.aspx | |
| Appraisal/Appraisal Review | Certified Appraiser | | Division of Real Estate and Professional Licensing, Ohio Department of Commerce | http://com.ohio.gov/real/ | |
| Negotiation | NONE | | NONE | | |
| Closing | NONE | | NONE | | |
| Relocation/Relocation Review | Relocation 101 | | ODOT Office of Real Estate | http://www.dot.state.oh.us/Divisions/Engineering/RealEstate/Pages/Training.aspx | |
| | Relocation 201 | | ODOT Office of Real Estate | http://www.dot.state.oh.us/Divisions/Engineering/RealEstate/Pages/Training.aspx | |
| | Relocation 202 | | ODOT Office of Real Estate | http://www.dot.state.oh.us/Divisions/Engineering/RealEstate/Pages/Training.aspx | |

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| CONSTRUCTION INSPECTION | | | | | |
| Project Inspector | ACI Level 1 | 5 years from the certification date. | American Concrete Institute | https://www.concrete.org/ | |
| | ODOT Flexible Pavement Test | 5 years from the passing date. | ODOT Office of Construction Administration | http://www.dot.state.oh.us/Divisions/ConstructionMgt/Admin/General%20Files/PrequalifiedInspectors/Consultant-Inspection-Prequalification-requirements-FAQ.pdf | |
| | ODOT Traffic Work Zone Test | 5 years from the passing date. | ODOT Office of Construction Administration | http://www.dot.state.oh.us/Divisions/ConstructionMgt/Admin/General%20Files/PrequalifiedInspectors/Consultant-Inspection-Prequalification-requirements-FAQ.pdf | |
| | Ohio Aggregate Level 1 | 5 years from the certification date. | Ohio Aggregates and Industrial Minerals Association 1-800-647-6257 or 614-428-7954 e-mail: alineg@oaima.org | http://oaima.org/aws/OAIMA/pt/sp/home_page | |
| | NICET Highway Construction Level II or Associates degree in Civil Engineering Technology, Construction Engineering Technology or Construction Management or degrees that exceed these requirements. | 3 years from the certification date. | National Institute for Certification in Engineering Technologies (NICET) | http://www.nicet.org | |
| Project Structure Inspector | ODOT Advanced Structures Test | | ODOT Office of Construction Administration | http://www.dot.state.oh.us/Divisions/ConstructionMgt/Admin/General%20Files/PrequalifiedInspectors/Consultant-Inspection-Prequalification-requirements-FAQ.pdf | |
| | or NICET Highway Construction Level III | 3 years from the certification date. | or National Institute for Certification in Engineering Technologies (NICET) | www.nicet.org | |

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| Coatings Inspector | ODOT Work Type 26 Structural Steel Painting Course | 4 years from the passing date | The Ohio Local Technical Assistance Program Center | http://www.dot.state.oh.us/Divisions/Planning/LocalPrograms/LTAP/FlyersJuly09/Work_Type_26 - Structural Steel Painting Class.pdf | |
| | ODOT Work Type 57 Sealing of Concrete Surfaces Course | 4 years from the passing date | The Ohio Local Technical Assistance Program Center | http://www.dot.state.oh.us/Divisions/Planning/LocalPrograms/LTAP/Pages/default.aspx | |
| | Certified Coatings Inspector Level 1 or Certified Protective Coatings Specialist Level 1 or Bridge Coating Inspector Level 1 | 3 years from the certification date. 4 years from the certification date. 4 years from the certification date. | National Association of Corrosion Engineers Society for Protective Coatings Society for Protective Coatings | NACE International 1440 South Creek Drive Houston, Texas Phone: 281-228-6200 or 1-800-797-6223 e-mail: firstservice@nace.org Society for Protective Coatings (SSPC) 1-877-281-7772 www.sspc.org Society for Protective Coatings (SSPC) 1-877-281-7772 www.sspc.org | |
| Traffic Signal and Lighting Inspector | Certification Traffic Signal Construction Technician Level II | 3 years from the certification date. | International Municipal Signal Association | www.imsafety.org | |
| | IMSA Roadway Lighting Technician Level I | 3 years from the certification date. | International Municipal Signal Association | www.imsafety.org | |
| | ODOT Traffic Work Zone Test | 5 years from the passing date. | ODOT Office of Construction Administration | http://www.dot.state.oh.us/Divisions/ConstructionMgt/Admin/GeneralFiles/PrequalifiedInspectors/Consultant-Inspection-Prequalification-requirements-FAQ.pdf | |
| Soils and Aggregate Inspector | ODOT Compaction of Unbound Materials Test | 5 years from the passing date. | ODOT Office of Construction Administration | http://www.dot.state.oh.us/Divisions/ConstructionMgt/Admin/GeneralFiles/PrequalifiedInspectors/Consultant-Inspection-Prequalification-requirements-FAQ.pdf | |
| | NICET Level II Construction Materials Testing Subfield Soils or NICET Level II Geotechnical Engineering Technology Subfield Construction | 3 years from the certification date. 3 years from the certification date. | National Institute for Certification in Engineering Technologies (NICET) National Institute for Certification in Engineering Technologies (NICET) | www.nicet.org www.nicet.org | |
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| | NorthEast Transportation Training and Certification Program's (NETTCP) Soils and Aggregate Inspector Certification | 5 years from the certification date. | NorthEast Transportation Training and Certification Program | https://www.nettcp.com/index2.php | |
| Construction Engineering Level 1 | Bachelor of Science degree in Engineering or Engineering Technology from a program accredited by ABET or a Bachelor of Science Degree in Construction Management accredited by ACCE (American Council for Construction Education). | | | | |
| Construction Engineering Level 2 | Certified as Professional Engineer | | Ohio State Board of Registration for Professional Engineers and Surveyors | 50 West Broad Street, Suite 1820 Columbus, Ohio 43215-5905 website: http://www.peps.ohio.gov/Exams.aspx | |
| | Bachelor of Science degree in Engineering from a school with ABET accredited program. | | | | |
| Construction Management Firm | Certificate of Authorization from the State Board of Registration for Professional Engineers and Surveyors | | Ohio State Board of Registration for Professional Engineers and Surveyors | 50 West Broad Street, Suite 1820 Columbus, Ohio 43215-5905 website: http://www.peps.ohio.gov | |