

**Maumee Watershed Conservancy District
Hancock County Flood Diversion**

MONTHLY PROGRESS REPORT #13

FOR STANTEC CONSULTING SERVICES INC.

Period Covered:

7-October-2017 thru 3-November-2017

Submitted by:

**Stantec Consulting Services Inc.
4540 Heatherdowns Boulevard, Suite A
Toledo, Ohio 43614**

**Telephone: (419) 380-8910
Fax: (419) 380-8920**

I. Invoice Summary and Project Financial Status

- An invoice, Invoice 1277348 totaling \$4,879.75 for the preliminary engineering related to the proposed Hydraulic Improvements (Han. Co. PO No. 01703439), is submitted for consideration. This invoice includes time and expenses applied by Stantec staff as well as a subconsultant invoice from The Mannik & Smith Group (\$4,486.00).
- A second invoice, Invoice 1277349 totaling \$87,924.39 for tasks associated with the detailed design and permitting of the Hydraulic Improvements (Han. Co. PO No. 01705464), is submitted for consideration. This invoice includes time and expenses applied by Stantec staff as well as subconsultant invoices from TTL Associates (\$3,850.00), Hart Associates (\$1,824.68) and Storm Water Engineering (\$791.50).
- A third invoice, Invoice 1277350 totaling \$14,691.25 for tasks associated with the Proof of Concept Update (Han. Co. PO No. 01707430), is submitted for consideration. This invoice includes time applied by Stantec staff as well as a subconsultant invoice from Jack Faucett Associates, Inc. (\$9,080.00).
- The recently authorized efforts for the update of the Proof of Concept Report has increased the overall program budget. To-date approximately 72.9% of the total authorized funds for the Program have been invoiced.

II. Major Issues and Decisions

Proof of Concept

- The original tasks associated with the Proof of Concept Report are completed and no invoicing will occur for those tasks moving forward.

Hydrology & Hydraulics (H&H) Modeling

- Finalization for the "typical storm" event is complete and incorporated into the HEC-HMS (hydrology) and HEC-RAS (hydraulics) models that can be utilized for the basis of design moving forward. Calibrated data has been incorporated into the lower reaches of the model for use and confirmation of the Hydraulic Improvement design efforts.
- Continued to examine the effects of the in-line structure removals and iterations of possible floodplain bench widening extents for anticipated impacts on the future water surface elevations and provided feedback to the design team. A defined limit for the bench widening has been developed and the proposed grading and slopes are being incorporated into the 60% design.
- Performed a scour analysis on the NS railroad bridge using the 30% preliminary design to confirm design details for incorporation in the 60% design package.

Permitting

- Continued coordination with Mannik & Smith Group (MSG) for permitting consultation with SHPO related to the Hydraulic Improvements. The 30-day review period for SHPO to review the final consultation plan and formal work plan for the additional fieldwork related to the Hydraulic Improvements. The supplemental archaeological surveys at Meeks Court and just west of Swale Park will be completed yet in November.
- Submitted the wetland delineation report and related figures to USACE and OEPA for a preliminary jurisdictional determination. Continued contact and coordination with the agencies, including a local site meeting to review the findings on Nov. 9th.
- The 401/404 Permit package will be created and refined concurrent with the development of the 60% design package. Anticipate submitting the permit application in mid-December.

Aerial & Ground-Based Survey

- Bockrath continues to assist with the acquisition of all deed, survey and plat records.
- Preliminary limits of private property impacts have been provided to Steve Wilson to begin contact with local property owners. Once a decision is made for the final limits, we will coordinated with Bockrath for the creation of boundary descriptions for easements as design progresses.
- Bockrath continues to follow up on the right of entry request to Norfolk-Southern (NS) to allow detailed survey of the railroad right-of-way through the project area. The request was submitted to NS on August 31st. We had hoped to complete this field work in October or early November. Bockrath will continue to press NS and obtain permission to enter their property.
- Kucera has been authorized to complete the post-processing for creation of 0.5-foot contours throughout the entire watershed for refinement of prior concepts. Areas of processing will first focus on the areas of the conceptual storage basins and an initial round of deliverables is due from Kucera in mid-November.

Geotechnical & Brownfields

- Several sediment samples were acquired from within the Blanchard River. Samples were taken at each in-stream structure location that is slated for modification and analytical analyses performed by Pace Analytical. Preliminary results indicate that the sediment should not require special removal and disposal.
- Development of a Rule 27-13 Permit application and related coordination for construction phase stormwater permitting is on-going as 60% design advances. It is anticipated that the Rule 27-13 application, establishing material handling, sampling and disposal protocols for the floodplain bench areas will be ready to submit to the OEPA in December or January.

Hydraulic Improvements Preliminary & Final Engineering

- Continued tracking and coordination of utility information gathered from the City of Findlay and local utility companies. Discussions and local meetings to discuss potential impacts to the local sewers within Swale Park ("Brandman Area Sewers") are on-going and will continue to be refined through the 60% and 95% plan development.
- A local meeting was held on October 3rd with AEP to discuss options of modifying and relocating existing poles within the bench area. Project drawings were sent to AEP on October 10th and a recommended scope and cost from AEP is expected in mid-November.
- Field investigations were performed on October 19th, including in-stream investigations for proposed river bank design, tree clearing preparation, structure removal preparation, and additional topographic survey.
- A draft of the Preliminary Design Report and 30% design drawing was submitted the week of October 9th. Review comments were incorporated and the final Preliminary Design Report and 30% design drawing was submitted October 30th.
- Continued bi-weekly coordination conference calls with the project team and efforts toward 60% design package to be submitted in early December.
- Continued contact with the Norfolk-Southern RR regarding recommended bridge modifications. Additional follow-up will be on-going for the next several months to obtain an estimate for the cost of the anticipated cooperative agreement with NS. Additional contact has been made by the MWCD Project Manager to the NS Railroad Government Affairs Coordinator.

Proof of Concept Update

- Finalized coordination of subconsultant agreements for execution of efforts, per the scope of work.

- Conducted kickoff/coordination calls with the various subs to expedite the development of the work. As noted above, Kucera is underway processing targeted areas of the watershed for 0.5-foot contour.
- Jack Faucett Associates (JFA) has begun update and revision of property and structure impact analyses in anticipation of the revised water surface profiles that may be generated from the new H&H modeling. They have also begun the process of updating the anticipated cost impacts and benefit values.
- Applied Weather Associates (AWA) is currently underway acquiring the radar data for the July 2017 event and have commenced with processing the data for use within the updated H&H modeling.
- Geotechnical staff are in the process of coordinating field work to obtain additional soil borings in the vicinity of the conceptual storage areas. It is anticipated that the borings will occur the week of November 13th. All borings will be taken from within the public rights-of-way.

Public Information & Outreach

- Continued coordination with HART for the addition of documents to Program webpage (www.HancockCountyFlooding.com) to reflect the addition of program-related documents.
- Continued general monitoring of local media and public relations information.
- Met with the Blanchard River Watershed Solutions (BRWS) and Hancock United for a Better Blanchard (HUBB) groups on October 17th to provide a local update of the Program.

III. Schedule

Task	Proposed Timeline	Current Status	Anticipated Timeline
A. & B. Proof of Concept Report		Complete	
C – Supplemental #1			
C.1 – Wetland Delineation & Habitat Assessment	1/31/2017	Field Work and Report Complete for Diversion Channel	N/A
C.2 – Archaeological Survey	1/31/2017	Field Work and Report for Diversion Channel Complete for areas East of I75 ~ On Hold	N/A
C.3 – Aerial Surveying	12/31/2016	Aerial Imagery Complete; Processing Required for Hydraulic Improvements Complete and Submitted; Additional processing for the watershed area is currently underway	N/A
D – Hydraulic Improvements (Preliminary Design)			
D.1 – Site Assessment & Survey	7/31/2017	Geotech report complete and submitted; Original field survey scope complete, with additional effort on NSRR ROW forthcoming.	12/31/2017 (delayed due to NS RR)
D.2 – Cultural and Historic Resources	12/31/2017	Coordination with SHPO, USACE and OEPA On-Going; Field work for archaeological	12/31/2017

Task	Proposed Timeline	Current Status	Anticipated Timeline
		survey anticipated in mid-November	
D.3 – Program Management	On-Going	On-Going	On-Going
E – Hydraulic Improvements (Final Design)			
E.1 – Site Assessment & Survey	9/22/2017	Brownfield data acquired and reviewed; Sediment sampling & analysis completed; Geomorphic assessment completed; All results being incorporated into the 60% design package	N/A
E.2 – Preliminary Design Report	10/6/2017	Final report submitted on October 30 th	10/6/2017 (Final Report By 10/31)
E.3 – Detailed Design	3/23/2018	Design iterations underway; Utility coordination on-going; Grading plans and property impacts being developed and nearing completion	3/23/2018 (60% design due Dec. 15 th)
E.4 – NSRR Coordination	1/12/2018	Concept plan provided to NS, awaiting reply; Follow-up on-going	1/12/2018 (this effort may be prolonged due to lack of response from NS)
E.5 – Permitting	9/30/2018	Wetland delineation field work complete; Report developed and submitted to USACE & OEPA; Additional coordination with USACE, OEPA, ODNR and USFWS on-going; Final development of Rule 27-13 permit application package underway	9/30/2018 (Rule 27-13 and 401/404 Permit Packages to be Submitted in Dec. 2017)
E.6 – Program Management	On-Going	On-Going	On-Going
F – Proof of Concept Update			
F.1 – H&H Model Simulations	4/30/2018	Revised H&H basis report finalized and submitted; Beginning additional review; AWA in process of acquiring July 2017 data	4/30/2018
F.2 – Data Collection	2/28/2018	Additional LiDAR data processing underway; Soil borings to be completed in November; Desktop review of available environmental documents underway	2/28/2018

Task	Proposed Timeline	Current Status	Anticipated Timeline
F.3 – Concept Refinement	2/28/2018	No activity ~ Waiting for LiDAR data	2/28/2018
F.4 – Updated Economic Analysis	4/30/2018	Updating impacted parcel listing based upon recent purchases; Updating cost and benefit curves based upon current indices	4/30/2018
F.5 – Report Preparation	6/30/2018	No activity.	6/30/2018
F.6 – Program Management	On-Going	On-Going	On-Going

Respectfully Submitted

STANTEC CONSULTING SERVICES INC.



Adam C. Hoff, P.E.
Principal
Tel: (419) 380-8910
Fax: (419) 380-8920
adam.hoff@stantec.com

APPROVAL OF PAYMENT:

On behalf of the Maumee Watershed Conservancy District and in accordance with the Memorandum of Agreement, I hereby recommend payment in favor of Stantec Consulting Services Inc. by the Hancock County Commissioners in the amount of

\$ 107,495.39.

Clark Lynn Army, General Manager

Date

Invoice Number	1277348
Invoice Date	November 9, 2017
Purchase Order	174316204
Customer Number	140260
Project Number	174316204

Bill To

Maumee Watershed Conservancy District
Steve Wilson, Project Manager
1464 Pinehurst Drive
Defiance OH 43512
United States

Please Remit To

Stantec Consulting Services Inc. (SCSI)
13980 Collections Center Drive
Chicago IL 60693
United States

Project	Hancock County Flood Diversion - Phase II Work Plan - Proof of Concept		
Project Manager	Hoff, Adam C	Contract Upset	2,875,000.00
Current Invoice Total (USD)	4,879.75	Amount Billed to Date	1,993,680.80
		For Period Ending	November 3, 2017

Top Task **402** **Hyd. Imps. Ph 1**

Professional Services

Category/Employee		Current Hours	Rate	Current Amount
	Taylor, Trana L	1.00	80.00	80.00
	Hayson, David T	0.25	133.00	33.25
	Hoff, Adam C	1.50	177.00	265.50
	Subtotal Professional Services	<u>2.75</u>		<u>378.75</u>

Disbursements

Direct - Expense	15.00
Subtotal Disbursements	<u>15.00</u>

Subconsultants

The Mannik & Smith Group Inc.	4,486.00
Subtotal Subconsultants	<u>4,486.00</u>

Top Task Subtotal	Hyd. Imps. Ph 1	4,879.75
Total Fees & Disbursements		<u>4,879.75</u>
INVOICE TOTAL (USD)		4,879.75

Due on Receipt

Invoice



1800 Indian Wood Circle
Maumee, Ohio 43537
Tel: (419) 891-2222
Fax: (419) 891-6976

October 12, 2017

Project No: S3410003

Invoice No: MJ0006

Adam Hoff
Principal
Stantec Consulting Services, Inc.
4540 Heatherdowns Blvd.
Suite A
Toledo, OH 43614

Project S3410003 CR Studies, Blanchard River Flood Mitiga

Authorization: Signed Agreement; Change Order #02

Work Description: See attached work detail.

Professional Services thru September 29, 2017

Professional Personnel

	Hours	Rate	Amount
Cultural Resource Specialist II			
Bauschard, Phillip	9.25	56.00	518.00
Cultural Resource Specialist III			
Hayfield, Kate	17.25	65.00	1,121.25
Cultural Resource Specialist IV			
Chidester, Robert	20.50	77.00	1,578.50
Cultural Resource Specialist VI			
Johnson, Maura	10.50	109.00	1,144.50
Technician VI			
Agosti, Bryan	1.25	99.00	123.75
Totals	58.75		4,486.00
Total Labor			4,486.00

Budget	Current	Prior	To-Date
Total Billings	4,486.00	16,861.50	21,347.50
Budget			40,387.00
Remaining			19,039.50

Total this Invoice \$4,486.00



Stantec: Phase I Hydraulic Improvements



MSG WORK DETAIL: AUGUST 26 – SEPTEMBER 29, 2017

INVOICE NO.: MJ0006

- Project management – Provide project updates via email and conference call (9/11 and 9/13). Meeting in Findlay to discuss dam features, history, project impacts, etc.
- Consultation Plan – Complete draft Section 106 Project Summary Form (PSF) and Public Involvement Plan (PIP), and circulate internally for review and comment.
- Work Plan – Finalize artifact analysis and summarize previous survey results for development of Work Plan. Submit draft Work Plan to client for review and comment, revise as needed, and submit to SHPO.

Invoice Number	1277349
Invoice Date	November 9, 2017
Purchase Order	174316204
Customer Number	140260
Project Number	174316204

Bill To

Maumee Watershed Conservancy District
Steve Wilson, Project Manager
1464 Pinehurst Drive
Defiance OH 43512
United States

Please Remit To

Stantec Consulting Services Inc. (SCSI)
13980 Collections Center Drive
Chicago IL 60693
United States

Project	Hancock County Flood Diversion - Phase II Work Plan - Proof of Concept		
Project Manager	Hoff, Adam C	Contract Upset	2,875,000.00
Current Invoice Total (USD)	87,924.39	Amount Billed to Date	2,081,605.19
		For Period Ending	November 3, 2017

Top Task	403	Hydraulic Improvements Design
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Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Johns, Curtis W	135.00	80.00	10,800.00
McNulty, Dillon Albert	11.00	88.00	968.00
Brown, Joshua J (Josh)	0.50	101.00	50.50
Price, Taylor Alexis	155.00	101.00	15,655.00
Seamands, Joseph T (Joey)	30.50	101.00	3,080.50
Gray, Michelle M (Shelly)	28.50	108.00	3,078.00
Huston, Davis	4.00	108.00	432.00
Pooler, Adam N	1.50	117.00	175.50
de Villiers, Michael David	6.50	125.00	812.50
Davis, Rita E	0.50	125.00	62.50
Leopold, William Ralph (Bill)	5.00	125.00	625.00
Scheibly, Jonathan F	9.50	125.00	1,187.50
Hayson, David T	23.00	133.00	3,059.00
Uhl III, John N (Nick)	60.00	133.00	7,980.00
Lawson, Wanda H	0.25	140.00	35.00
Dalton, Derek D	70.00	147.00	10,290.00
Fleece, William C (Cody)	16.00	147.00	2,352.00
Serazin, Hallie J	48.50	147.00	7,129.50
Adams Jr, Michael F	2.50	177.00	442.50
Hoff, Adam C	26.50	177.00	4,690.50
Peyton, Scott D	10.00	177.00	1,770.00
Ringley, Bryon F	11.00	207.00	2,277.00
Subtotal Professional Services	<u>655.25</u>		<u>76,952.50</u>

Disbursements

Direct - Expense	1,406.71
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Invoice Number	1277349
Invoice Date	November 9, 2017
Purchase Order	174316204
Customer Number	140260
Project Number	174316204

Pace Analytical	3,099.00
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Subtotal Disbursements	<u>4,505.71</u>
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Subconsultants

Storm Water Engineering LLC	791.50
Hart Associates, Inc.	1,824.68
TTL Associates, Inc.	3,850.00

Subtotal Subconsultants	<u>6,466.18</u>
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Top Task Subtotal	Hydraulic Improvements Design	87,924.39
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Total Fees & Disbursements	<u>87,924.39</u>
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INVOICE TOTAL (USD)	87,924.39
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Due on Receipt

Storm Water Engineering LLC



Invoice

Invoice No.: 2017207 Customer ID: Stantec Consulting Services, Inc		October 27, 2017	
	Description	Date	Hours
	Participated in Project Conference Call	09/01/2017	0.7
	Participated in Project Conference Call	10/13/2017	1.0
	Reviewed Hydrologic Report	10/24/2017	2.25
	Participated in Project Conference Call	10/27/2017	1.0
	Total Hours		4.95

Principal	4.95 Hours	\$150.00	\$742.50
Mileage	0 Miles		\$0.00
Expenses	Copies (98 pages)	\$ 0.50	49.00
Total Invoice			\$ 791.50

PHONE

7061 Corporate Way Ste 105,
Centerville, OH 45459-8901

937 723 - 0802



INVOICE

Stantec
Adam Hoff
4540 Heatherdowns Blvd.
Suite A
Toledo, OH 43614

DATE: October 26, 2017
CLIENT: Stantec
Invoice G1444

Findlay Flood Risk Reduction	BUDGET	HRS.	RATE	CURRENT INVOICE	INVOICE TO DATE	% COMPLETE
Public Relations Direction Contact		4.5	\$150.00	\$ 675.00		
Public Relations Coordination		8.75	\$90.00	\$ 787.50		
Public Relations Writing		1	\$145.00	\$ 145.00		
Digital Project Coordination		0.25	\$90.00	\$ 22.50		
Content Entry		2.25	\$80.00	\$ 180.00		
Sales Tax				\$ 14.68		
	45,865.00			\$ 1,824.68	\$ 33,653.94	73%
Amount Due				\$ 1,824.68	kh	

Terms: NET 30

Hart Status Report: September 27 – October 20, 2017

- Project Management
 - Project status call – Oct. 13
 - Future PR planning
- Webpage Management
 - MWCD Meeting minutes upload
 - Analytics report
- Media Reporting
 - Monitor news media
 - Monitor social media
 - Prepare media reports for August and September

INVOICE



Coder: Trana Taylor

1915 N. 12th St., Toledo 43604-5305
T 419.324.2222 F 419.241.1808

Stantec, Inc.
Adam Hoff
4540 Heatherdowns Blvd
Suite A
Toledo, OH 43614

Invoice number 15336-02
Date 09/27/2017
Project **15336 Hancock County Flood Risk Reduction**

Terms: Net 30 Days

Hancock County Flood Risk Reduction
Hancock County, Ohio
Client Project No. 174316204
Change Order No. 01

Description

01 Geotechnical Drilling

GeoProbe Drilling Services:

GeoProbe Equipment and Operator to Perform Borings to a Maximum Depth of 10 Feet Unless Groundwater Encountered or Probe Refusal Per Day - 1.00 Day at \$1,500.00 Per Day = \$1,500.00

Technician to Log and Jar GeoProbe Samples - 1.00 Day at \$950.00 Per Day = \$950.00

GeoProbe Equipment, Operator and Technician - 0.50 Day = \$1,400.00

Total

Invoice total **3,850.00**

Invoice Number	1277350
Invoice Date	November 9, 2017
Purchase Order	174316204
Customer Number	140260
Project Number	174316204

Bill To

Maumee Watershed Conservancy District
Steve Wilson, Project Manager
1464 Pinehurst Drive
Defiance OH 43512
United States

Please Remit To

Stantec Consulting Services Inc. (SCSI)
13980 Collections Center Drive
Chicago IL 60693
United States

Project	Hancock County Flood Diversion - Phase II Work Plan - Proof of Concept		
Project Manager	Hoff, Adam C	Contract Upset	2,875,000.00
Current Invoice Total (USD)	14,691.25	Amount Billed to Date	2,096,296.44
		For Period Ending	November 3, 2017

Top Task **404** **POC Update**

Professional Services

Category/Employee		Current Hours	Rate	Current Amount
	Forrai, Matthew Hunter (Matt)	6.00	73.00	438.00
	Lopina, Robert E	16.00	101.00	1,616.00
	Sprague, Adam Carl	2.00	108.00	216.00
	Blakley, Kyle R	11.00	125.00	1,375.00
	Hayson, David T	7.25	133.00	964.25
	Caudill, Erman L	2.00	147.00	294.00
	Hoff, Adam C	4.00	177.00	708.00
	Subtotal Professional Services	<u>48.25</u>		<u>5,611.25</u>

Subconsultants

Jack Faucett Associates, Inc.	9,080.00
Subtotal Subconsultants	<u>9,080.00</u>

Top Task Subtotal	POC Update	14,691.25
Total Fees & Disbursements		<u>14,691.25</u>
INVOICE TOTAL (USD)		14,691.25

Due on Receipt

Jack Faucett Associates

4915 Saint Elmo Avenue, Suite 205
 Bethesda, Maryland 20814
 Phone (301) 961-8800 Fax (301) 469-3001 TIN:52-0787743

INVOICE

Date: November 1, 2017

Client: Stantec
 11687 Lebanon Road,
 Cincinnati, Ohio 45241-2012
 Attn: David Haysen
 Email: David.Haysen@stantec.com
 Tel: (513) 842-8214

Contract: Hancock County Flood Risk Reduction, Findlay, Ohio

Contract # Letter Agreement 9/12/2016
 Change Order #1, 12/1/2016
 Change Order #4, 10/16/2017

Invoice Period: Oct-17

JFA Project No.: 783-1&2

Invoice No.: 9

Total Budget: \$27,500.00 Phase I
 \$100,000.00 Phase II Change Order #1
 \$12,600.00 Modification Change Order #2
 \$5,000.00 Modification Change Order #3
 \$74,570.00 Modification Change Order #4
 \$219,670.00 Total NTE

Item #	Staff	This Period	Rate	Current Amount Due	Cumulative Amount Billed
1	Michael Lawrence	4	\$ 230.00	\$920.00	\$35,420.00
2	Jon Skolnik	18	\$ 200.00	\$3,600.00	\$49,600.00
3	RA - Ira Silvergielt & Mathies Wahner	35.5	\$ 120.00	\$4,260.00	\$53,160.00
4	Data Analyst - Alan Hachey	2	\$ 150.00	\$300.00	\$14,550.00
	Misc Costs	Implan Model			\$1,470.00
	Totals			\$9,080.00	\$154,200.00
TOTAL AMOUNT DUE				\$9,080.00	

Balance Unbilled \$65,470.00

Please Remit To:

Note New Address and Banking Information, phone & email unchanged.

Electronic (Preferred Method):

Capital One Bank
 ABA # 065000090
 A/C # 1360659999

Mail: Accounts Receivable
 Jack Faucett Associates, Inc.
 4915 Saint Elmo Ave, #205
 Bethesda, Maryland 20814

Contact:

Michael F. Lawrence, Project Officer
 Tel: 301-961-8835
 Email: lawrence@jfaucett.com