

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

***MONTHLY PROGRESS REPORT #15***

***FOR STANTEC CONSULTING SERVICES INC.***

**Period Covered:**

**9-December-2017 thru 29-December-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**

- Invoice Number 1303339 totaling \$5,500.00, for the authorized Supplemental Services related to field investigations for permitting and aerial survey (Han. Co. PO No. 01608968), is submitted for consideration. This invoice a subconsultant invoice from Kucera International Inc. (\$5,500.00).
- A second invoice, Invoice 1303340 totaling \$11,387.98 for the preliminary engineering related to the proposed Hydraulic Improvements (Han. Co. PO No. 01703439), is submitted for consideration. This invoice includes time applied by Stantec staff as well as subconsultant invoices from The Mannik & Smith Group (\$7,125.48) and Hart Associates, Inc. (\$930.00).
- A third invoice, Invoice 1303341 totaling \$30,811.75 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.
- A fourth invoice, Invoice 1303342 totaling \$29,473.89 for tasks associated with the Proof of Concept Update (Han. Co. PO No. 01707430), is submitted for consideration. This invoice includes time and expenses applied by Stantec staff as well as a subconsultant invoice from Kucera International Inc. (\$9,050.00).
- To-date approximately 82.9% 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**

- Continued iterative review of fine details in collaboration with the design team for the 60% design development to confirm that the preliminary design parameters and expectations will be retained.
- Began iterative analyses for the Proof of Concept Update related to prior conceptual designs and related impacts.

### **Permitting**

- Continued coordination with The Mannik & Smith Group (MSG) for permitting consultation with SHPO related to the Hydraulic Improvements. The supplemental archaeological surveys at Meeks Court and just west of Swale Park have been completed with minor findings that will not impact the first phase of work at the site. The archaeological survey report will be provided to SHPO yet in January.
- Submitted the 401 and 404 permit applications to the respective agencies the week of December 18<sup>th</sup>. A completeness review is currently underway and preliminary contacts and comments have commenced.

### **Aerial & Ground-Based Survey**

- Limits of private property impacts and draft easement descriptions for two (2) parcels have been provided to the MWCD Project Manager to begin contact with local property owners.
- Bockrath received the right of entry requested from Norfolk-Southern (NS) to allow detailed survey of the railroad right-of-way through the project area and completed the field work the week of January 9<sup>th</sup>.

- Kucera has continued the next stages of aerial survey post-processing for creation of 0.5-foot contours within the watershed for refinement of prior concepts. Their second round of deliverables was provided on December 15<sup>th</sup> and a third deliverable is due on January 19<sup>th</sup>. Areas of processing are first focusing on the areas of the conceptual storage basins.

#### **Geotechnical & Brownfields**

- Development of a Rule 27-13 Permit application and related coordination for construction phase stormwater permitting is on-going and a local meeting was held with OEPA to review the preliminary draft documents. 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 early February.

#### **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 95% plan development.
- AEP provided a preliminary scope and cost for utility pole relocations within the floodplain benching areas. Stantec staff have reviewed potential options and impacts. MWCD staff are continuing conversations regarding a possible resolution.
- The 60% design package was submitted to the MWCD Project Manager on December 8<sup>th</sup>. Refinement of the design details will continue as the permit applications are reviewed by the respective agencies.
- 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.

#### **Proof of Concept Update**

- Jack Faucett Associates (JFA) has continued 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 in advance of model outputs.
- Geotechnical investigations related to the Proof of Concept Update are complete and no significant surprises or anomalies have been identified. A draft report for these investigations will be provided yet in January.
- It is our belief that the current model is closely calibrated and acceptable to continued refinement of conceptual solutions throughout the watershed. Stantec modeling staff are currently working through alternative solutions and "cost curves" for comparison of conceptual solutions.

#### **Public Information & Outreach**

- Continued coordination with HART for the addition of documents to Program webpage ([www.HancockCountyFlooding.com](http://www.HancockCountyFlooding.com)) to reflect the addition of program-related documents.
- Continued general monitoring of local media and public relations information.
- Began preliminary coordination for a local stakeholder meeting to occur in late-January, including development of a draft presentation.

### III. Schedule

Task	Proposed Timeline	Current Status	Anticipated Timeline
<b>A. &amp; B. Proof of Concept Report</b>		Complete	
<b>C – Supplemental #1</b>			
C.1 – Wetland Delineation & Habitat Assessment	1/31/2017	Field Work and Report Complete for Diversion Channel ~ On Hold	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; Additional processing for the watershed area is currently underway	N/A
<b>D – Hydraulic Improvements (Preliminary Design)</b>			
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.	1/31/2018 (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 survey completed with draft report due in January	1/31/2018 (delayed due to OHPO review)
D.3 – Program Management	On-Going	On-Going	On-Going
<b>E – Hydraulic Improvements (Final Design)</b>			
E.1 – Site Assessment & Survey	9/22/2017	Brownfield data acquired; Local meeting and coordination with OEPA on-going; All results being incorporated into the 95% design package	N/A
E.2 – Preliminary Design Report	10/6/2017	Final report submitted on October 30 <sup>th</sup>	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 nearing completion	3/23/2018 (60% design submitted Dec. 15 <sup>th</sup> )
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

Task	Proposed Timeline	Current Status	Anticipated Timeline
			of response from NS)
E.5 – Permitting	9/30/2018	401/404 permit submitted; Coordination with USACE, OEPA, ODNR and USFWS on-going; Final development of Rule 27-13 permit application package underway	9/30/2018 (401/404 Permit Packages to be Submitted in Dec. 2017; Rule 27-13 application in Jan. 2018)
E.6 – Program Management	On-Going	Local presentation planning underway; Efforts are On-Going	On-Going
<b>F – Proof of Concept Update</b>			
F.1 – H&H Model Simulations	4/30/2018	Revised H&H basis report finalized and submitted; Continuing additional review; AWA in data provided for July 2017 event and model is calibrated	4/30/2018
F.2 – Data Collection	2/28/2018	Additional LiDAR data processing underway; Soil borings completed; Desktop review of available environmental documents underway	2/28/2018
F.3 – Concept Refinement	2/28/2018	Initial concept refinement has started	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 \$ 77,173.62.

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Clark Lynn Army, General Manager

Date

<b>Invoice Number</b>	1303339
<b>Invoice Date</b>	January 11, 2018
<b>Purchase Order</b>	174316204
<b>Customer Number</b>	140260
<b>Project Number</b>	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

<b>Project Hancock County Flood Diversion - Phase II Work Plan - Proof of Concept</b>			
Project Manager	Hoff, Adam C	Contract Upset	2,875,000.00
Current Invoice Total (USD)	5,500.00	Amount Billed to Date	2,312,936.62
		For Period Ending	<b>December 29, 2017</b>
<b>Top Task</b>	<b>401</b>	<b>Supplemental Task 1</b>	
<b>Subconsultants</b>			
	Kucera International Inc.		5,500.00
	<b>Subtotal Subconsultants</b>		<u>5,500.00</u>
Top Task Subtotal	Supplemental Task 1		5,500.00
	<b>Total Fees &amp; Disbursements</b>		<u>5,500.00</u>
	<b>INVOICE TOTAL (USD)</b>		<b>5,500.00</b>

**Due on Receipt**

<b>Invoice Number</b>	1303340
<b>Invoice Date</b>	January 11, 2018
<b>Purchase Order</b>	174316204
<b>Customer Number</b>	140260
<b>Project Number</b>	174316204

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13980 Collections Center Drive  
Chicago IL 60693  
United States

<b>Project</b>	<b>Hancock County Flood Diversion - Phase II Work Plan - Proof of Concept</b>		
Project Manager	Hoff, Adam C	Contract Upset	2,875,000.00
Current Invoice Total (USD)	11,387.98	Amount Billed to Date	2,324,324.60
		For Period Ending	<b>December 29, 2017</b>

**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	0.50	133.00	66.50
	Hoff, Adam C	18.00	177.00	3,186.00
	<b>Subtotal Professional Services</b>	<b>19.50</b>		<b>3,332.50</b>

**Subconsultants**

The Mannik & Smith Group Inc.	7,125.48
Hart Associates, Inc.	930.00
<b>Subtotal Subconsultants</b>	<b>8,055.48</b>

Top Task Subtotal	Hyd. Imps. Ph 1	11,387.98
<b>Total Fees &amp; Disbursements</b>		<b>11,387.98</b>
<b>INVOICE TOTAL (USD)</b>		<b>11,387.98</b>

**Due on Receipt**



<b>Invoice Number</b>	1303341
<b>Invoice Date</b>	January 11, 2018
<b>Purchase Order</b>	174316204
<b>Customer Number</b>	140260
<b>Project Number</b>	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

<b>Project</b>	<b>Hancock County Flood Diversion - Phase II Work Plan - Proof of Concept</b>		
Project Manager	Hoff, Adam C	Contract Upset	2,875,000.00
Current Invoice Total (USD)	30,811.75	Amount Billed to Date	2,355,136.35
		For Period Ending	<b>December 29, 2017</b>

<b>Top Task</b>	<b>403</b>	<b>Hydraulic Improvements Design</b>
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**Professional Services**

Category/Employee	Current Hours	Rate	Current Amount
McClure, Connor Davis	2.00	73.00	146.00
Bunyon, Michele D	2.50	80.00	200.00
Johns, Curtis W	37.00	80.00	2,960.00
Taylor, Trana L	2.50	80.00	200.00
Dilbone, Elizabeth Kathryn	3.50	88.00	308.00
McNulty, Dillon Albert	1.00	88.00	88.00
Gupta, Mridula	4.00	95.00	380.00
Nietz, Jennifer G	7.50	101.00	757.50
Price, Taylor Alexis	46.00	101.00	4,646.00
Seamands, Joseph T (Joey)	78.50	101.00	7,928.50
Gray, Michelle M (Shelly)	4.75	108.00	513.00
Armstrong, Matthew I (Matthew)	0.50	117.00	58.50
Scheibly, Jonathan F	8.50	125.00	1,062.50
Hayson, David T	4.50	133.00	598.50
Uhl III, John N (Nick)	2.00	133.00	266.00
Dalton, Derek D	19.00	147.00	2,793.00
Fleece, William C (Cody)	17.75	147.00	2,609.25
LaRiviere, Laura Ann	1.25	147.00	183.75
Serazin, Hallie J	8.00	147.00	1,176.00
Hoff, Adam C	3.50	177.00	619.50
Ringley, Bryon F	11.00	207.00	2,277.00
<b>Subtotal Professional Services</b>	<b>265.25</b>		<b>29,771.00</b>

**Disbursements**

Direct - Expenses	520.75
Permit Fee	520.00
<b>Subtotal Disbursements</b>	<b>1,040.75</b>

<b>Invoice Number</b>	1303341
<b>Invoice Date</b>	January 11, 2018
<b>Purchase Order</b>	174316204
<b>Customer Number</b>	140260
<b>Project Number</b>	174316204

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Top Task Subtotal	Hydraulic Improvements Design	30,811.75
<b>Total Fees &amp; Disbursements</b>		<b>30,811.75</b>
<b>INVOICE TOTAL (USD)</b>		<b>30,811.75</b>

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**Due on Receipt**

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<b>Invoice Number</b>	1303342
<b>Invoice Date</b>	January 11, 2018
<b>Purchase Order</b>	174316204
<b>Customer Number</b>	140260
<b>Project Number</b>	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

<b>Project</b>	<b>Hancock County Flood Diversion - Phase II Work Plan - Proof of Concept</b>		
Project Manager	Hoff, Adam C	Contract Upset	2,875,000.00
Current Invoice Total (USD)	29,473.89	Amount Billed to Date	2,384,610.24
		For Period Ending	<b>December 29, 2017</b>

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

**Professional Services**

Category/Employee		Current Hours	Rate	Current Amount
Laboratory Services		6,501.30	1.00	6,501.30
Richardson, Jillian M (Jill)		4.00	95.00	380.00
Lopina, Robert E		23.00	101.00	2,323.00
Sova, Troy M		0.50	108.00	54.00
Sprague, Adam Carl		43.00	108.00	4,644.00
Blakley, Kyle R		9.00	125.00	1,125.00
Hayson, David T		10.25	133.00	1,363.25
Caudill, Erman L		20.00	147.00	2,940.00
Hoff, Adam C		5.00	177.00	885.00
<b>Subtotal Professional Services</b>		<u>6,616.05</u>		<u>20,215.55</u>

**Disbursements**

Direct - Expenses	208.34
<b>Subtotal Disbursements</b>	<u>208.34</u>

**Subconsultants**

Kucera International Inc.	9,050.00
<b>Subtotal Subconsultants</b>	<u>9,050.00</u>

Top Task Subtotal	POC Update	29,473.89
<b>Total Fees &amp; Disbursements</b>		<u>29,473.89</u>
<b>INVOICE TOTAL (USD)</b>		<b>29,473.89</b>

**Due on Receipt**

Coder: Trana Taylor

# Invoice

KUCERA INTERNATIONAL INC  
38133 WESTERN PARKWAY  
WILLOUGHBY OHIO 44094-7589

Divisions: HENDERSON AERIAL SURVEY \*  
KEDDAL AERIAL MAPPING \* KUCERA SOUTH

DATE

INVOICE #

12/22/2017

23717

BILL TO

STANTEC CONSULTING SERVICES, INC.  
4540 HEATHERDOWNS BLVD.  
SUITE A  
TOLEDO, OHIO 43614  
ADAM C HOFF

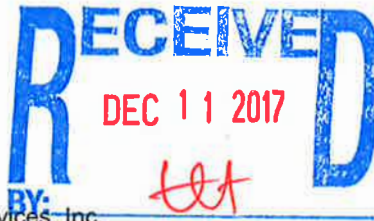
SHIP TO

STANTEC CONSULTING SERVICES, INC.  
4540 HEATHERDOWNS BLVD.  
SUITE A  
TOLEDO, OHIO 43614  
ADAM C HOFF

P.O. NUMBER	TERMS	REP	SHIP	VIA	F.O.B.	PROJECT
SEE BELOW	NET 30	H	12/20/2017	FTP SITE	DESTINATION	60690
QUANTITY	ITEM CODE	DESCRIPTION			PRICE EACH	AMOUNT
	PRO	PROFESSIONAL SERVICES/ PHOTOGRAMMETRIC SERVICES			0.00	0.00
	LOCATION	FINDLAY, OHIO - FLOOD DIVERSION / RISK REDUCTION			0.00	0.00
		STANTEC SUBCONSULTANT AGREEMENT - 10/16/17 STANTEC REFERENCE 174316204 - HCFRR				
	DTM	HYDRO DTM / LIDAR MAPPING FOR AREA 2 - 48.5 SQ.MI. @ \$300			14,550.00	14,550.00
		PLEASE NOTE PAYMENT IS DUE ON OR BEFORE 1/22/18 - THANK YOU!				
		LUCAS COUNTY SALES TAX			7.00%	0.00
CORPORATE ACCOUNTING OFFICE 1-800-745-8237					<b>Total</b>	USD 14,550.00

**Invoice**

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



December 04, 2017

Project No: S3410003

Invoice No: MJ0008

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, Direction from Adam Hoff via email**

**Work Description: See attached work detail.**

**Professional Services thru November 24, 2017**

**Professional Personnel**

	Hours	Rate	Amount	
Cultural Resource Specialist I				
NEWBURN, KATRINA	24.50	37.00	906.50	
YATES, BILL	24.50	37.00	906.50	
Cultural Resource Specialist II				
Bauschard, Phillip	22.50	56.00	1,260.00	
Cultural Resource Specialist III				
Hayfield, Kate	5.50	65.00	357.50	
Cultural Resource Specialist IV				
Chidester, Robert	32.00	77.00	2,464.00	
Cultural Resource Specialist VI				
Johnson, Maura	.25	109.00	27.25	
Environmental Scientist VII				
Momenee, Michael	2.50	115.00	287.50	
Technician VI				
Agosti, Bryan	.50	99.00	49.50	
Totals	112.25		6,258.75	
<b>Total Labor</b>				<b>6,258.75</b>

**Reimbursable Expenses**

Mileage		110.98	
Lodging / Per Diem		954.80	
<b>Total Reimbursables</b>		<b>1,065.78</b>	<b>1,065.78</b>

**Standard Expenses**

Truck Miles			
11/19/2017	PIJ8652	89.0 Miles @ 0.55	48.95
<b>Total Standard Expenses</b>		<b>48.95</b>	<b>48.95</b>

**Additional Fees**

Unused Per Diem		-248.00	
<b>Total Additional Fees</b>		<b>-248.00</b>	<b>-248.00</b>

Project	S3410003	CR Studies, Blanchard River Flood Mitiga		Invoice	MJ0008
<b>Budget</b>		<b>Current</b>	<b>Prior</b>	<b>To-Date</b>	
Total Billings		7,373.48	24,823.69	32,197.17	
Budget				46,347.00	
Remaining				14,149.83	
			<b>Total this Invoice</b>		<b>\$7,125.48</b>

Stantec: Phase I Hydraulic Improvements



MSG WORK DETAIL: OCTOBER 27 – NOVEMBER 24, 2017

INVOICE NO.: MJ0008

- Project management – General project/staff oversight.
- Archaeology survey – Pre-field mapping and equipment prep. Coordinate OUPS order. Mobilize and complete archaeological fieldwork.
- Architecture survey – Site visit for photos and field notes of dam remnants, raw water intake and CSO. View bridge from public ROW.
- Report – Collect historic/Sanborn maps.
- Brownfield/Environmental -- Kickoff meeting. Provide technical specs, soil guidance, Rule 13 review.



**INVOICE**

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

**DATE:** December 28, 2017  
**CLIENT:** Stantec  
**Invoice** G1462

Findlay Flood Risk Reduction	BUDGET	HRS.	RATE	CURRENT INVOICE	INVOICE TO DATE	% COMPLETE
Public Relations Direction Contact		2	\$150.00	\$ 300.00		
Public Relations Coordination		7	\$90.00	\$ 630.00		
Sales Tax						
	45,865.00			\$ 930.00	\$ 36,180.36	79%
Amount Due				\$ 930.00		

Terms: NET 30



## Hart Status Report: November 29 – December 27, 2017

- Project Management
  - Project status call – Dec. 11
  - Stakeholder meeting planning call – Dec. 19
- Media Reporting
  - Monitor news media
  - Monitor social media
  - Prepare media report