

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

MONTHLY PROGRESS REPORT #17

FOR STANTEC CONSULTING SERVICES INC.

Period Covered:

10-February-2018 thru 2-March-2018

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 1327636 totaling \$5,799.47, for the authorized Supplemental Services related to field investigations for permitting and processing aerial survey (Han. Co. PO No. 01608968), is submitted for consideration. This invoice includes time and expenses applied by Stantec staff.
- A second invoice, Invoice 1327637 totaling \$4,376.25 for the preliminary engineering and Section 106 consultation related to the proposed Hydraulic Improvements (Han. Co. PO No. 01703439), is submitted for consideration. This invoice includes a subconsultant invoice from The Mannik & Smith Group (\$4,376.25).
- A third invoice, Invoice 1327638 totaling \$28,556.77 for tasks associated with the detailed design and agency coordination for 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 a subconsultant invoice from Hart Associates, Inc. (\$1,632.34).
- A fourth invoice, Invoice 1327639 totaling \$50,771.71 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 subconsultant invoices from Kucera International Inc. (\$22,530.00) and Storm Water Engineering LLC (\$2,055.00).
- To-date approximately 93.0% of the total authorized funds for the Program have been invoiced.

II. Major Issues and Decisions

Permitting

- Continued coordination with The Mannik & Smith Group (MSG) for permitting consultation with OHPO related to the Hydraulic Improvements. Comments received to-date have been minor and MSG has provided responses in a timely manner.
- Stantec staff responded to questions and comments provided by USACE for the 404 Permit Application and supplementary documentation. The Public notice for the 404 permit application was issued by USACE and the public comment period will close the week of March 12th. To our knowledge, no significant comments in opposition of the proposed plan have been submitted. This is a key project milestone.
- The 401 Water Quality Certification (WQC) packet was submitted to the Ohio EPA. Stantec staff responded to several questions and comments, including a revision to the application form itself. We have addressed all items presented to-date and will be submitting a revised application packet the week of March 12th. It is anticipated that the 401 WQC will be advertised for Public Notice by March 31st and a local public hearing will be established within 45-days thereafter. The Public notice will require publication in a local paper at the cost of project.
- We continue to coordinate the draft Rule 27-13 Application and Stormwater Pollution Prevention Plan (SWP3) for the Hydraulic Improvements that have been submitted to the Ohio EPA. We anticipate completing the final Rule 27-13 Application and related documents by March 31st.
- Based upon continued coordination with the City of Findlay for gravity sewers within the project area that will need to be upgraded, an Ohio EPA Permit to Install (PTI) will also be required for the proposed sanitary sewer replacements at the project site. Stantec staff have been working with the City of Findlay to ensure a complete understanding of the City's needs and will be submitting the PTI application once the plans have been refined. We anticipate completing the detailed design for these improvements and submitting the PTI application in late April.

Aerial & Ground-Based Survey

- Survey data collection should be complete. Minor efforts to assist in defining the limits of private property impacts may occur as negotiations with private landowners continue.
- Kucera has completed the aerial survey post-processing for creation of 0.5-foot contours within the watershed for refinement of prior concepts. This data allows us to better estimate the impacts of proposed concepts, as well as the potential positive results.

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.
- Continued coordination with MWCD staff regarding proposed impacts to the existing AEP transmission system through Swale Park. Stantec staff have reviewed potential options and impacts. MWCD staff are continuing conversations regarding a possible resolution.
- Stantec staff will be commencing design refinement for the proposed 95% design package of the Hydraulic Improvements Phase 1 efforts and are targeting a deliverable by mid-May, depending on utility coordination issues related to the AEP transmission poles.
- MWCD staff and the design team have been working collaboratively with the Hancock County Landfill to accept the solid waste that will be generated from the excavations within the floodplain benching footprint.
- 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.
- The tree clearing contract has been signed and all required submittals have been presented and accepted, including filing the Notice of Intent (NOI) for the Construction SWP3 related to the project. It is our understanding that H&H Land Clearing will be mobilizing into the site the week of March 12th and anticipate completion of tree clearing efforts prior to the March 31st deadline.

Proof of Concept Update

- Jack Faucett Associates (JFA) has continued update and revision of property and structure impact estimates. New data resulting from the improved aerial survey is being developed. Water surface profiles for existing conditions have been provided to JFA for processing and final set up of the HEC-FDA model.
- Updates to the hydrology model are progressing for screening of alternative solutions and "cost curves" for comparison of refined conceptual solutions. Update to the hydraulic model is also continuing to reflect the new hydrology output. Draft refined concepts should be available for review with MWCD staff in April. Numerous iterations and combinations of improvements have been reviewed.

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.
- A copy of the Q&A responses received from the local presentation on January 24th has been posted to the program webpage.

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 ~ 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
D – Hydraulic Improvements (Preliminary Design)			
D.1 – Site Assessment & Survey	7/31/2017	Geotech report complete and submitted; Survey scope complete, including with additional efforts on NSRR ROW	2/28/2018 (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; Report submitted to OHPO	2/08/2018
D.3 – Program Management	On-Going	On-Going	On-Going
E – Hydraulic Improvements (Final Design)			
E.1 – Site Assessment & Survey	9/22/2017	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 th	10/6/2017 (Final Report Submitted)
E.3 – Detailed Design	3/23/2018	Design iterations generally completed; Utility coordination on-going; Grading plans and property impacts nearing completion; Permit comments will likely impact detailed design completion.	5/15/2018 (95% design delayed due to utility and permit coordination)

Task	Proposed Timeline	Current Status	Anticipated Timeline
E.4 – NSRR Coordination	1/12/2018	Concept plan provided to NS, awaiting reply; Follow-up on-going	12/31/2018 (this effort will be prolonged due to lack 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; 404 public notice issued on February 13 th	9/30/2018 (401/404 Permit Packages to Submitted in Dec. 2017; Rule 27-13 application in Mar. 2018)
E.6 – Program Management	On-Going	Efforts are 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; Continuing additional review; AWA in data provided for July 2017 event and hydrology model is calibrated	4/30/2018
F.2 – Data Collection	2/28/2018	Additional LiDAR data processing underway and nearly complete; Soil borings completed; Desktop review of available environmental and cultural resource documents underway	2/28/2018
F.3 – Concept Refinement	2/28/2018	Concept refinement is continuing; Modified concepts have been screened through the hydrology model and will need confirmation through the hydraulic model	3/31/2018 (delayed due to time required to complete hydrology model)
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	Minimal activity to develop outline.	6/30/2018
F.6 – Program Management	On-Going	On-Going	On-Going

Please contact us should you have any questions or comments. Thank you for the opportunity to be of service.

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

\$ 89,504.20.

Clark Lynn Army, General Manager

Date

Invoice Number	1327636
Invoice Date	March 8, 2018
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	2,875,275.00
Current Invoice Total (USD)	5,799.47	Amount Billed to Date	2,588,885.23
		For Period Ending	March 2, 2018

Top Task	401	Supplemental Task 1
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Professional Services

Category/Employee		Current Hours	Rate	Current Amount
	Taylor, Trana L	0.25	87.00	21.75
	Price, Taylor Alexis	25.00	108.00	2,700.00
	Bolliger, Richard F	2.00	144.00	288.00
	Dalton, Derek D	7.00	151.00	1,057.00
	Bedross, Steven T	7.00	156.00	1,092.00
	Hoff, Adam C	3.50	180.00	630.00
	Subtotal Professional Services	<u>44.75</u>		<u>5,788.75</u>

Disbursements

Direct - Expenses	10.72
Subtotal Disbursements	<u>10.72</u>

Top Task Subtotal	Supplemental Task 1	5,799.47
Total Fees & Disbursements		<u>5,799.47</u>
INVOICE TOTAL (USD)		5,799.47

Due on Receipt

Invoice Number	1327637
Invoice Date	March 8, 2018
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

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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	2,875,275.00
Current Invoice Total (USD)	4,376.25	Amount Billed to Date	2,593,261.48
		For Period Ending	March 2, 2018

Top Task	402	Hyd. Imps. Ph 1	
Subconsultants			
		The Mannik & Smith Group Inc.	4,376.25
		Subtotal Subconsultants	<u>4,376.25</u>

Top Task Subtotal	Hyd. Imps. Ph 1	4,376.25
	Total Fees & Disbursements	<u>4,376.25</u>
	INVOICE TOTAL (USD)	4,376.25

Due on Receipt

Invoice Number	1327638
Invoice Date	March 8, 2018
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	2,875,275.00
Current Invoice Total (USD)	28,556.77	Amount Billed to Date	2,621,818.25
		For Period Ending	March 2, 2018

Top Task	403	Hydraulic Improvements Design
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Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Johns, Curtis W	36.50	87.00	3,175.50
Taylor, Trana L	0.75	87.00	65.25
Price, Taylor Alexis	59.75	108.00	6,453.00
Gray, Michelle M (Shelly)	34.75	115.00	3,996.25
Scheibly, Jonathan F	3.00	129.00	387.00
Hayson, David T	3.00	137.00	411.00
Dunlap, Robert D	6.25	144.00	900.00
Dalton, Derek D	31.50	151.00	4,756.50
Fleece, William C (Cody)	4.50	151.00	679.50
Serazin, Hallie J	17.00	151.00	2,567.00
Hoff, Adam C	19.50	180.00	3,510.00
Subtotal Professional Services	<u>216.50</u>		<u>26,901.00</u>

Disbursements

Direct - Expenses	23.43
Subtotal Disbursements	<u>23.43</u>

Subconsultants

Hart Associates, Inc.	1,632.34
Subtotal Subconsultants	<u>1,632.34</u>

Top Task Subtotal	Hydraulic Improvements Design	28,556.77
Total Fees & Disbursements		<u>28,556.77</u>
INVOICE TOTAL (USD)		28,556.77

Due on Receipt

Invoice Number	1327639
Invoice Date	March 8, 2018
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	2,875,275.00
Current Invoice Total (USD)	50,771.71	Amount Billed to Date	2,672,589.96
		For Period Ending	March 2, 2018

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

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Taylor, Trana L	3.00	87.00	261.00
Wicks, Catherine A (Cathy)	4.75	108.00	513.00
Sova, Troy M	3.00	115.00	345.00
Sprague, Adam Carl	21.50	115.00	2,472.50
Durham, Paul J	3.50	129.00	451.50
Hayson, David T	96.25	137.00	13,186.25
Hoffman, Daniel E	1.00	137.00	137.00
Uhl III, John N (Nick)	0.25	137.00	34.25
Caudill, Erman L	24.00	151.00	3,624.00
Shadix, Steven N (Steve)	1.00	156.00	156.00
Hoff, Adam C	16.00	180.00	2,880.00
Peyton, Scott D	10.00	210.00	2,100.00
Subtotal Professional Services	184.25		26,160.50

Disbursements

Direct - Expenses	26.21
Subtotal Disbursements	26.21

Subconsultants

Kucera International Inc.	22,530.00
Storm Water Engineering LLC	2,055.00
Subtotal Subconsultants	24,585.00

Top Task Subtotal	POC Update	50,771.71
Total Fees & Disbursements		50,771.71
INVOICE TOTAL (USD)		50,771.71

Invoice Number	1327639
Invoice Date	March 8, 2018
Purchase Order	174316204
Customer Number	140260
Project Number	174316204

Due on Receipt



1915 INDIAN WOOD CIRCLE
MAUMEE OH 43537
419.893.9600
WWW.HARTINC.COM

INVOICE

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

DATE: February 28, 2018
CLIENT: Stantec
Invoice G1473

Findlay Flood Risk Reduction	BUDGET	HRS.	RATE	CURRENT INVOICE	INVOICE TO DATE	% COMPLETE
Public Relations Direction Contact		2.25	\$150.00	\$ 337.50		
Public Relations Coordination		10	\$90.00	\$ 900.00		
Digital Project Coordination		0.25	\$90.00	\$ 22.50		
Content Entry		1.25	\$80.00	\$ 100.00		
Quality Assurance		0.5	\$95.00	\$ 47.50		
Front End Software Developer		1	\$170.00	\$ 170.00		
Go Daddy			\$1.00	\$ 30.19		
Sales Tax				\$ 24.65		
	40,865.00			\$ 1,632.34	\$ 40,413.42	99%
Amount Due				\$ 1,632.34		

Terms: NET 30

Hart Status Report: January 23 – February 27, 2018

- Project Management
 - 2018 public relations planning
- Initial Webpage
 - File uploads
 - Back end testing and updates
- Media Reporting
 - Monitor news media
 - Monitor social media
 - Prepare media report



GoDaddy.com, LLC
14455 N. Hayden Rd.
Suite 219
Scottsdale, AZ 85260
(480) 505-8877

PO #
41903

Receipt

Date: Jan 3, 2018 12:35 PM

Receipt #: 1244521426

Customer #: 19214002

Bill To:

Angela Beardsley
Hart Associates

1915 Indian Wood Circle
Maumee, OH 43537
+1.4198939600

Payment Information:

Hart Associates

Visa #####5139

Paid: \$25.16

STC-100

Items

.COM Domain Renewal
HANCOCKCOUNTYFLOODING.COM

Item Number: 10101

Quantity: 1

Term: 1

List Price: \$14.99

Purchase Price: \$14.99

ICANN Fee: \$0.18

Discount: \$0.00

Subtotal: \$15.17

Tax: \$0.00

Total: \$15.17

Private Domain Registration Renewal
HANCOCKCOUNTYFLOODING.COM

Item Number: 17001

Quantity: 1

Term: 1

List Price: \$9.99

Purchase Price: \$9.99

ICANN Fee: \$0.00

Discount: \$0.00

Subtotal: \$9.99

Tax: \$0.00

Total: \$9.99

Subtotal: \$24.98

Fees: \$0.18

Taxes: \$0.00

Total: \$25.16 USD

KUCERA INTERNATIONAL INC
38133 WESTERN PARKWAY
WILLOUGHBY OHIO 44094-7589

Invoice

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

DATE

INVOICE #

2/13/2018

23760

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	2/11/2018	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 4 - 75.1 SQ. MI. @ \$300 P/MI			22,530.00	22,530.00
		PLEASE NOTE PAYMENT IS DUE ON OR BEFORE 3/13/18 - THANK YOU!				
		LUCAS COUNTY SALES TAX			7.00%	0.00
CORPORATE ACCOUNTING OFFICE 1-800-745-8237					Total	USD 22,530.00

Invoice



1800 Indian Wood Circle
Maumee, Ohio 43537
Tel: (419) 891-2222
Fax: (419) 891-8976

February 07, 2018

Project No: S3410003

Invoice No: MJ0010

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 January 26, 2018

Professional Personnel

	Hours	Rate	Amount	
Administrative Assistant II				
Braxton, Karen	1.25	45.00	56.25	
Cultural Resource Specialist II				
Bauschard, Phillip	6.00	56.00	336.00	
Cultural Resource Specialist III				
Hershberger, Daniel	7.00	65.00	455.00	
Cultural Resource Specialist IV				
Chidester, Robert	11.25	77.00	866.25	
Cultural Resource Specialist VI				
Johnson, Maura	20.75	109.00	2,261.75	
Environmental Scientist VII				
Momenee, Michael	1.00	115.00	115.00	
Technician VI				
Agosti, Bryan	2.00	99.00	198.00	
Totals	49.25		4,288.25	
Total Labor				4,288.25

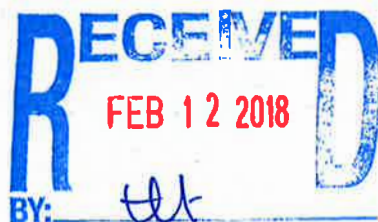
Subconsultants

Historical Information Gatherers, Inc.	88.00	
Total Subconsultants	88.00	88.00

Budget

	Current	Prior	To-Date
Total Billings	4,376.25	40,825.47	45,201.72
Budget			46,347.00
Remaining			1,145.28

Total this Invoice \$4,376.25



Stantec: Phase I Hydraulic Improvements



MSG WORK DETAIL: DECEMBER 29 – JANUARY 26, 2018

INVOICE NO.: MJ0010

- Project management – General project/budget/staff oversight.
- Archaeology survey – Photograph artifacts. Incorporate photos/maps in final OAI forms.
- Architecture survey – Incorporate client revisions and photos/maps in final OHI form.
- Report – Prepare text, figures and mapping for draft Phase I report. Submit to Client for review.
- Brownfield/Environmental – Review Ohio EPA 27–13 comments.

Storm Water Engineering LLC



Invoice

Invoice No.: 2018202 Customer ID: Stantec Consulting Services, Inc		March 1, 2018	
	Description	Date	Hours
	Conference call w/ Adam, search for Alternative examples	2/14/2018	4.5
	Call to Dan Hoffman, revised Alternative Spreadsheet	2/15/2018	5.0
	Completed response to Adam	2/16/2018	3.0
	Reviewed Handout from Conference Call, discussed w/ Erman	2/19/2018	1.2
	Total Hours		13.5

Principal	13.7 Hours	\$150.00	\$ 2,055.00
Mileage	0 Miles		\$0.00
Expenses		\$ 0.50	
Total Invoice			\$2,055.00

PHONE

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

937 723 - 0802