

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

MONTHLY PROGRESS REPORT #20

FOR STANTEC CONSULTING SERVICES INC.

Period Covered:

12-May-2018 thru 8-June-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 1372183 totaling \$31,329.82 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 Jack Faucett Associates, Inc. (\$11,490.00) and Storm Water Engineering LLC (\$750.00).
- A second invoice, Invoice 1372185 totaling \$26,544.12 for tasks associated with the Hydraulic Improvements (Han. Co. PO No. 1803994), is submitted for consideration. This invoice includes time and expenses applied by Stantec staff as well as subconsultant invoices from Mannik & Smith Group Inc. (\$5,381.98) and Hart Associates, Inc. (\$729.83)
- To-date approximately 99.1% 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. OHPO has provided comments to USACE for Section 106 Consultation.
- The 401 Water Quality Certification (WQC) application packet has been submitted to the Ohio EPA and we have coordinated several specific elements with the Agency, including the revised application fees. The 401 WQP Public Notice has been issued by the Ohio EPA, has been published in the local paper and a public hearing is scheduled for June 26th. The public comment period will close July 3rd.
- The public notice period for the USACE 404 Permit is closed. Comments from the USACE following the public notice period have been responded to. Coordination with USACE is ongoing, minor questions have been responded to and their final report is expected by early July.
- We have continued to coordinate the Rule 27-13 Application for the Brandman Site. Review comments and responses were coordinated with the Ohio EPA prior to submission of the final application packet. The final packet was submitted to the Ohio EPA on May 11th.
- The draft Stormwater Pollution Prevention Plan (SWP3) for the Hydraulic Improvements has been accepted by the OEPA and will be included within the final design package and formal Rule 13 submission.
- An Ohio EPA Permit to Install (PTI) is required for the proposed sanitary sewer replacements at the project site. The PTI application was submitted on May 31st. Coordination with Ohio EPA is ongoing and minor questions and requests have been responded to.

Aerial & Ground-Based Survey

- Survey is complete for the current tasks. Aerial survey data was shipped to MWCD via hard drive containing the final deliverables.

Hydraulic Improvements Preliminary & Final Engineering

- 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. The project drawings have been revised to avoid excavating around each AEP pole within the floodplain benching area. MWCD staff are continuing conversations regarding a possible resolution.
- The PTI design package of the Hydraulic Improvements Phase 1 efforts were delivered May 31st.

- Design elements impacted by the permitting review comments received thus far are being modified to reflect the review agency requirements.
- Continued contact with the Norfolk-Southern RR (NS) 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 is complete. Final payment to the contractor has been processed by MWCD.

Proof of Concept Update

- Jack Faucett Associates (JFA) completed the update and revision of property and structure impact estimates. JFA finalized the Benefit-Cost Analysis update report and provided Stantec with a draft of their document for incorporation into the overall report.
- Draft refined concepts, hydrology, risk review, and cost curves were provided in a Proof of Concept Update report submitted to MWCD as Draft for review on June 4th.
- MSG and Stantec staff provided information related to permitting expectations related to potential project sites.
- The Geotechnical report was finalized and incorporated into the overall report as an appendix.

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.
- Hart has started work on revising to the Program webpage, with a goal of launching the updated page in late July.
- As noted under the Permitting summary above, a local public hearing for the 401 WQC will occur on June 26th.

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	Complete	N/A
D.2 – Cultural and Historic Resources	12/31/2017	Coordination with SHPO, USACE and OEPA On-Going; Field work for archaeological	5/31/2018 (delayed due to OHPO)

Task	Proposed Timeline	Current Status	Anticipated Timeline
		survey completed; Report submitted to OHPO	
D.3 – Program Management	On-Going	On-Going	On-Going
E – Hydraulic Improvements (Final Design)			
E.1 – Site Assessment & Survey	9/22/2017	Coordination with OEPA complete; Results have been incorporated into the design package	N/A
E.2 – Preliminary Design Report	10/6/2017	Final report submitted on October 30 th	N/A
E.3 – Detailed Design	5/31/2018	PTI application was submitted on May 31 st ; Permit comments will be incorporated into bidding documents.	N/A
E.4 – NSRR Coordination	1/12/2018	Concept plan provided to NS, awaiting reply; Follow-up on-going	12/31/2018 (delayed 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; Rule 27-13 permit application submitted; 404 public notice period complete; 401 public notice has been issued; PTI for sanitary sewers late May	9/30/2018
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; Hydrology model is calibrated after incorporating AWA data. Report being finalized describing updates and risk assessment. Revising HEC-RAS model to steady-state to update floodplain development permit.	7/15/2018 (Submitting floodplain development permit application to coincide with 100% design of Hydraulic Improvements Phase 1.
F.2 – Data Collection	2/28/2018	LiDAR data processing complete; Soil borings complete; Desktop review of available environmental and cultural resource documents underway and nearly	N/A

Task	Proposed Timeline	Current Status	Anticipated Timeline
		complete. Draft Proof of Concept Update Report describing review submitted on June 4 for MWCD review.	
F.3 – Concept Refinement	2/28/2018	Concept refinement is complete; Modified concepts have been screened through the hydrology model and were processed through the hydraulic model. Cost curves and benefits/impacts tables have been compiled and submitted as Draft Proof of Concept Update Report on June 4 for MWCD review.	N/A
F.4 – Updated Economic Analysis	4/30/2018	Updated impacted parcel listing based upon recent purchases; Updated cost and benefit curves based upon current indices. Draft Benefit-Cost Analysis Update Report describing review submitted on June 4 for MWCD review.	N/A
F.5 – Report Preparation	6/30/2018	Draft Proof of Concept Update Report developed. Incorporated reports from others as appendices. Submitted to MWCD for review on June 4.	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.



Derek Dalton, P.E.
Project Manager
Tel: (419) 380-8910
Fax: (419) 380-8920
derek.dalton@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 \$_____.

Clark Lynn Army, General Manager

Date

Invoice Number	1372183
Invoice Date	June 20, 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	Dalton, Derek D	Contract Upset	2,920,275.00
Current Invoice Total (USD)	31,329.82	Amount Billed to Date	2,867,144.67
		For Period Ending	June 8, 2018

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

Professional Services

Category/Employee		Current Hours	Rate	Current Amount
	Taylor, Trana L	4.50	87.00	391.50
	Sprague, Adam Carl	16.00	115.00	1,840.00
	Durham, Paul J	0.50	129.00	64.50
	Hayson, David T	84.00	137.00	11,508.00
	Uhl III, John N (Nick)	5.25	137.00	719.25
	Caudill, Erman L	13.00	151.00	1,963.00
	Fleece, William C (Cody)	10.00	151.00	1,510.00
	LaRiviere, Laura Ann	6.25	151.00	943.75
	Subtotal Professional Services	<u>139.50</u>		<u>18,940.00</u>

Disbursements

Direct - Expenses	149.82
Subtotal Disbursements	<u>149.82</u>

Subconsultants

Jack Faucett Associates, Inc.	11,490.00
Storm Water Engineering LLC	750.00
Subtotal Subconsultants	<u>12,240.00</u>

Top Task Subtotal	POC Update	31,329.82
Total Fees & Disbursements		<u>31,329.82</u>
INVOICE TOTAL (USD)		31,329.82

Invoice Number	1372183
Invoice Date	June 20, 2018
Purchase Order	174316204
Customer Number	140260
Project Number	174316204

Due on Receipt

Invoice Number	1372185
Invoice Date	June 20, 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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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	Dalton, Derek D	Contract Upset	2,920,275.00
Current Invoice Total (USD)	26,544.12	Amount Billed to Date	2,893,688.79
		For Period Ending	June 8, 2018

Top Task **405** **Hyd. Imp. Supplemental**

Professional Services

Category/Employee		Current Hours	Rate	Current Amount
	Johns, Curtis W	63.50	87.00	5,524.50
	Price, Taylor Alexis	76.50	108.00	8,262.00
	Gray, Michelle M (Shelly)	6.75	115.00	776.25
	Scheibly, Jonathan F	4.00	129.00	516.00
	Dalton, Derek D	25.00	151.00	3,775.00
	Fleece, William C (Cody)	1.00	151.00	151.00
	Dalton, Derek D	9.00	156.00	1,404.00
	Subtotal Professional Services	<u>185.75</u>		<u>20,408.75</u>

Disbursements

Direct - Expenses	23.56
Subtotal Disbursements	<u>23.56</u>

Subconsultants

Mannik & Smith Group Inc.	5,381.98
Hart Associates, Inc.	729.83
Subtotal Subconsultants	<u>6,111.81</u>

Top Task Subtotal	Hyd. Imp. Supplemental	26,544.12
Total Fees & Disbursements		<u>26,544.12</u>
INVOICE TOTAL (USD)		26,544.12

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: May 21, 2018 Revised 6-13-2018
 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 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: April 2 - May18, 2018
 JFA Project No.: 783-1&2
 Invoice No.: 15
 Total Budget: \$27,500.00 Phase I
 \$100,000.00 Phase II
 \$12,600.00 Modification Change Order #1
 \$5,000.00 Modification Change Order #2
 \$74,570.00 Modification Change Order #3
 \$219,670.00 Total NTE

Item #	Staff	This Period	Rate	Current Amount Due	Cumulative Amount Billed
1	Michael Lawrence	0	\$ 230.00	\$0.00	\$41,630.00
2	Jon Skolnik	24.5	\$ 200.00	\$4,900.00	\$77,300.00
3	RA - Ira Silvergleit & Mathies Wahner	40	\$ 120.00	\$4,800.00	\$77,400.00
4	Data Analyst - Alan Hachey	12	\$ 150.00	\$1,800.00	\$21,900.00
	Misc. Costs Implan Model				\$1,470.00
				-\$10.00	
	Totals			\$11,490.00	\$219,670.00
TOTAL AMOUNT DUE				\$11,490.00	

Balance Unbilled \$0.00

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

Storm Water Engineering LLC



Invoice

Invoice No.: 2018204		May 30, 2018	
Customer ID: Stantec Consulting Services, Inc			
	Description	Date	Hours
	Bi-Weekly Conference Call	05/11/18	1.0
	Researched info on State rainfall increases. Obtained data	05/17/18	3.5
	from Miami Conservancy District. Sent info to Erman,		
	Scott and David		
	Bi-Weekly conference call	05/24/18	0.5
	Total Hours		5.0

Principal	5.0 Hours	\$150.00	\$ 750.00
Mileage	0 Miles		\$0.00
Expenses		\$ 0.50	
Total Invoice			\$750.00

PHONE

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

937 723 - 0802

Invoice



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

May 09, 2018

Project No: S3410003

Invoice No: MJ0013

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 April 27, 2018

Professional Personnel

	Hours	Rate	Amount
Administrative Assistant II			
Braxton, Karen	.25	45.00	11.25
Cultural Resource Specialist III			
Hayfield, Kate	2.75	65.00	178.75
Cultural Resource Specialist IV			
Chidester, Robert	8.75	77.00	673.75
Cultural Resource Specialist VI			
Johnson, Maura	25.75	109.00	2,806.75
Environmental Scientist VII			
Momenee, Michael	14.50	115.00	1,667.50
Totals	52.00		5,338.00
Total Labor			5,338.00

Reimbursable Expenses

Copies	43.98
Total Reimbursables	43.98

Total this Invoice \$5,381.98



Stantec: Phase I Hydraulic Improvements



MSG WORK DETAIL: MARCH 30 – APRIL 27, 2018

INVOICE NO.: MJ0013

- Project management – General project/budget/staff oversight.
- Report – Finalize and submit Phase 1 report. Conference call with Client re. SHPO comments on the need for deep testing in bench widening area. Research on history of river re-channelization. Review boring reports. Draft and circulate memo internally and send to SHPO. Report SHPO response.
- Brownfield/Environmental – Meet with client. Upload and review files. Review figures, attachments and text for 27-13 Request Review.
- Literature review – Finalize and submit AOC lit review letter report.



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: May 25, 2018
CLIENT: Stantec
Invoice G1496

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		2.75	\$90.00	\$ 247.50		
Digital Project Coordination			\$90.00	\$ -		
Content Entry			\$80.00	\$ -		
Quality Assurance			\$95.00	\$ -		
Front End Software Developer		1	\$170.00	\$ 170.00		
Sales Tax				\$ 12.33		
	45,865.00			\$ 729.83	\$ 41,143.25	90%
Amount Due				\$ 729.83		

Terms: NET 30



Stantec Consulting
May 24, 2018

Hart Status Report: March 27-May 23, 2018

Project Management

- Provide Hydraulic Improvements public notice files
- Calls with Stantec on status and planning
- 2018 public relations planning

Initial Webpage

- File upload

Webpage Evolution

- Discuss approaches for evolving webpage