

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

MONTHLY PROGRESS REPORT #21

FOR STANTEC CONSULTING SERVICES INC.

Period Covered:

9-June-2018 thru 10-August-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 1404308 totaling \$7,926.67 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 Hart Associates, Inc. (\$1,204.92) and Storm Water Engineering LLC (\$975.00).
- A second invoice, Invoice 1403678 totaling \$9,468.25 for tasks associated with the Hydraulic Improvements Design Supplemental (Han. Co. PO No. 1803994), is submitted for consideration. This invoice includes time and expenses applied by Stantec staff.
- A third invoice, Invoice 1403679 totaling \$80,186.07 for tasks associated with the Hydraulic Improvements Construction Engineering Services (Han. Co. PO No. 1803992), is submitted for consideration. This invoice includes time and expenses applied by Stantec staff as well as a subconsultant invoice from Hart Associates, Inc. (\$2,700.83).
- To-date approximately 83.2% of the total authorized funds for the Program have been invoiced.

II. Major Issues and Decisions

Permitting

- OHPO has provided comments to USACE for Section 106 Consultation.
- The 401 Water Quality Certification (WQC) permit was received from Ohio EPA on 8/31/2018.
- The USACE 404 Permit was issued contingent on the 401 WQC on 7/17/2018. The 404 permit became final on the executed date of the 401 WQC (8/31/2018).
- The letter of approval for the Rule 13 Application was received from OEPA division of Solid Waste on 8/21/2018.
- The draft Stormwater Pollution Prevention Plan (SWP3) for the Hydraulic Improvements has been accepted by the OEPA and was included within the bid documents.
- The Ohio EPA issued the Permit to Install (PTI) on 7/16/2018.

Aerial & Ground-Based Survey

- Survey is complete for the current tasks.

Hydraulic Improvements Preliminary & Final Engineering

- Final permitting submittals were issued, Owner review comments were incorporated in the documents, and the final design package was submitted.
- 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.

Proof of Concept Update

- Jack Faucett Associates (JFA) completed a Draft version of the Updated Benefit Cost Analysis Report for the Hancock County Flood Risk Reduction Program using new data resulting from the improved aerial survey and the revised structure inventory to reflect properties that have been acquired. Water surface profiles for existing and future conditions were provided to JFA for simulation of the HEC-FDA model.
- The Draft Proof of Concept Update report was submitted to MWCD in July 2018 and posted to the program webpage following the MWCD monthly board meeting.
- The Draft Proof of Concept Update report was discussed with MWCD to incorporate review and comment.

- MSG and Stantec staff assembled information related to permitting expectations related to potential project sites. Preliminary review documents were appended to the Draft Proof of Concept Update Report for the environmental and cultural resources review.
- The Geotechnical exploration report was finalized and appended to the Draft Proof of Concept Update Report.

Mussel Survey and Relocation

- This work commenced on 7/25/2018 and Phase 1 of the mussel relocation work was completed in early August.
- These efforts included a dive team using SCUBA gear to salvage and relocate freshwater mussels from in-water construction areas.
- A summary report will be submitted to ODNR at the end of 2018 per the permitting requirements, and again at the end of Phase 2 (if completed in 2019).
- Phase 2 of the mussel relocation efforts will occur concurrently with the in-stream work of the Hydraulic Improvements Project.

Norfolk Southern Railroad Underwater Bridge Inspection

- This work was requested by Norfolk Southern and was performed on 7/26/2018, concurrently with Phase 1 of the mussel relocation work described above.
- The purpose of the inspection was to provide an assessment of the present conditions beneath the water surface at each substructure element located within the limits of the waterway.
- An underwater bridge inspection report was submitted on 8/30/2018. The report concluded the structure Inventory and Appraisal (SI&A) rating for this structure is 5 – Fair Condition. The report also concluded that damage or deterioration which may have significantly affected the integrity, stability or load bearing capacity of the observed substructure elements was not detected below the water surface.

Hydraulic Improvements Bidding Assistance

- A coordination meeting was held at the Hancock County Sanitary Landfill on 7/12/2018 to review disposal requirements of material from the site and logistics with the landfill.
- Bidding documents were finalized, and the project was advertised on 7/31/2018.
- A pre-bid conference was held on 8/14/2018.
- Addendum 1 was issued on 8/21/2018
- Addendum 2 was issued on 8/27/2018
- Bids were received on 8/30/2018.

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.
- HART has developed the framework for the updated webpage, and coordination is ongoing to finalize these updates.

III. Schedule

Task	Proposed Timeline	Current Status	Anticipated Timeline
A. & B. Proof of Concept Report		Complete	
C – Supplemental #1			

Task	Proposed Timeline	Current Status	Anticipated Timeline
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	5/9/2018	Field work for archaeological survey completed; Report submitted to OHPO. OHPO submitted findings to USACE.	N/A
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	7/20/2018	Detailed design complete.	N/A
E.4 – NSRR Coordination	1/12/2018	Concept plan provided to NS, reply received requesting additional investigation; In-stream inspection complete.	12/31/2018 (this effort will be prolonged due to lack of response from NS)
E.5 – Permitting	9/30/2018	401/404 permits approved; Rule 13 permit approved; PTL approved; Flood-plain permit ongoing; NOI submittal ongoing	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.	N/A

Task	Proposed Timeline	Current Status	Anticipated Timeline
		Report being finalized describing updates and risk assessment.	
F.2 – Data Collection	2/28/2018	LiDAR data processing complete; Soil borings complete; Desktop review of available environmental and cultural resource documents complete.	N/A
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.	N/A
F.4 – Updated Economic Analysis	4/30/2018	Draft Benefit Cost Analysis Report Complete.	N/A
F.5 – Report Preparation	6/30/2018	Draft Proof of Concept Update report is complete.	N/A
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
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 \$_____.

Clark Lynn Army, General Manager

Date

Invoice Number	1404308
Invoice Date	August 31, 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	3,595,275.00
Current Invoice Total (USD)	7,926.67	Amount Billed to Date	2,991,269.78
		For Period Ending	August 10, 2018

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

Professional Services

Category/Employee		Current Hours	Rate	Current Amount
	Taylor, Trana L	4.25	87.00	369.75
	Hayson, David T	21.00	137.00	2,877.00
	Hoffman, Daniel E	1.00	137.00	137.00
	Fleece, William C (Cody)	3.50	151.00	528.50
	LaRiviere, Laura Ann	4.50	151.00	679.50
	Peyton, Scott D	5.50	210.00	1,155.00
	Subtotal Professional Services	<u>39.75</u>		<u>5,746.75</u>

Subconsultants

Hart Associates, Inc.	1,204.92
Storm Water Engineering LLC	975.00
Subtotal Subconsultants	<u>2,179.92</u>

Top Task Subtotal	POC Update	7,926.67
Total Fees & Disbursements		<u>7,926.67</u>
INVOICE TOTAL (USD)		7,926.67

Due upon receipt or in accordance with terms of the contract



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

INVOICE

Stantec
Derek Dalton
4540 Heatherdowns Blvd.
Suite A
Toledo, OH 43614

DATE: July 24, 2018
CLIENT: Stantec
Invoice G1512

Findlay Flood Risk Reduction	BUDGET	HRS.	RATE	CURRENT INVOICE	INVOICE TO DATE	% COMPLETE
Public Relations Direction Contact		2	\$150.00	\$ 300.00		
Account Management		6.75	\$125.00	\$ 843.75		
Sales Tax				\$ 61.17		
	45,865.00			\$ 1,204.92	\$ 45,842.73	100%
Amount Due				\$ 1,204.92		

Terms: NET 30



Stantec Consulting
July 25, 2018

Hart Status Report: June 26-July 20, 2018

Webpage Maintenance

- Post file to webpage

Webpage Evolution

- Discuss wireframes and next steps
- Begin development of website

Storm Water Engineering LLC



Invoice

Invoice No.: 2018205		July, 2018	
Customer ID: Stantec Consulting Services, Inc			
	Description	Date	Hours
	Bi-Weekly conference call	06/08/18	0.7
	Reviewed Proof of Concept Draft and JFA Draft BCA Report	06/09/18	4.0
	Completed Review of POC & e-mailed comments to Scott & David	06/11/18	1.2
	Bi-Weekly Conference Call	07/06/18	0.6
	Total Hours		6.5

6.5

Principal	Hours	\$150.00	\$ 975.00
Mileage	0 Miles		\$0.00
Expenses		\$ 0.50	
Total Invoice			\$975.00

PHONE

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

937 723 - 0802

Invoice Number	1403678
Invoice Date	August 31, 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	3,595,275.00
Current Invoice Total (USD)	9,468.25	Amount Billed to Date	2,911,222.27
		For Period Ending	August 10, 2018

Top Task	405	Hyd. Imp. Supplemental
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Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Taylor, Trana L	11.00	87.00	957.00
Price, Taylor Alexis	56.25	108.00	6,075.00
Seamands, Joseph T (Joey)	0.50	108.00	54.00
Huston, Davis	1.50	121.00	181.50
Uhl III, John N (Nick)	4.75	137.00	650.75
Serazin, Hallie J	2.00	151.00	302.00
Dalton, Derek D	8.00	156.00	1,248.00
Subtotal Professional Services	84.00		9,468.25

Top Task Subtotal	Hyd. Imp. Supplemental	9,468.25
Total Fees & Disbursements		9,468.25
INVOICE TOTAL (USD)		9,468.25

Due upon receipt or in accordance with terms of the contract

Invoice Number	1403679
Invoice Date	August 31, 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	3,595,275.00
Current Invoice Total (USD)	80,186.07	Amount Billed to Date	2,991,408.34
		For Period Ending	August 10, 2018

Top Task	406	Construction Phase Services
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Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Johns, Curtis W	67.00	87.00	5,829.00
Kidney, Ian Thomas	92.00	87.00	8,004.00
Taylor, Trana L	1.25	87.00	108.75
Dilbone, Elizabeth Kathryn	18.25	95.00	1,733.75
Symonds, Daniel	47.50	95.00	4,512.50
McNulty, Dillon Albert	91.00	102.00	9,282.00
Kwolk, Aaron J	16.00	108.00	1,728.00
Noland, Nathan T	0.50	108.00	54.00
Price, Taylor Alexis	62.50	108.00	6,750.00
Seamands, Joseph T (Joey)	6.00	108.00	648.00
Van Horne, Siena	9.50	108.00	1,026.00
Gray, Michelle M (Shelly)	9.25	115.00	1,063.75
Sova, Troy M	3.00	115.00	345.00
Kivi, Timothy Michael (Tim)	82.00	129.00	10,578.00
Scheibly, Jonathan F	3.50	129.00	451.50
Hayson, David T	14.00	137.00	1,918.00
Hoffman, Daniel E	3.00	137.00	411.00
Uhl III, John N (Nick)	2.00	137.00	274.00
Fleece, William C (Cody)	55.50	151.00	8,380.50
Serazin, Hallie J	5.00	151.00	755.00
Dalton, Derek D	45.00	156.00	7,020.00
Peyton, Scott D	6.00	210.00	1,260.00
Subtotal Professional Services	639.75		72,132.75

Disbursements

Direct - Expense	5,352.49
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Invoice Number	1403679
Invoice Date	August 31, 2018
Purchase Order	174316204
Customer Number	140260
Project Number	174316204

Subtotal Disbursements	<u>5,352.49</u>
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Subconsultants

Hart Associates, Inc.	2,700.83
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Subtotal Subconsultants	<u>2,700.83</u>
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Top Task Subtotal	Construction Phase Services	80,186.07
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Total Fees & Disbursements	<u>80,186.07</u>
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INVOICE TOTAL (USD)	80,186.07
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1915 INDIAN WOOD CIRCLE
MAUMEE OH 43537
419.893.9600
WWW.HARTINC.COM

INVOICE

Stantec
Derek Dalton
4540 Heatherdowns Blvd.
Suite A
Toledo, OH 43614

DATE: June 28, 2018
CLIENT: Stantec
Invoice G1504

Findlay Flood Risk Reduction	BUDGET	HRS.	RATE	CURRENT INVOICE	INVOICE TO DATE	% COMPLETE
Public Relations Direction Contact		3.5	\$150.00	\$ 525.00		
Account Management		3	\$125.00	\$ 375.00		
Proofreading		0.75	\$115.00	\$ 86.25		
Digital Project Management		0.5	\$125.00	\$ 62.50		
User Experience		10.75	\$140.00	\$ 1,505.00		
Sales Tax				\$ 147.08		
	45,865.00			\$ 2,700.83	\$ 44,637.81	97%
Amount Due				\$ 2,700.83		

Terms: NET 30



Stantec Consulting
June 28, 2018

Hart Status Report: May 24-June 25, 2018

Project Management

- Attend bi-weekly status calls

Webpage Evolution

- Refine approach to website evolution
- Develop wireframes and present to client