

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

MONTHLY PROGRESS REPORT #22

FOR STANTEC CONSULTING SERVICES INC.

Period Covered:

11-August-2018 thru 5-October-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 1421663 totaling \$8,219.75 for tasks associated with the Hydraulic Improvements Design Supplemental (Han. Co. PO No. 1803994), is submitted for consideration. This invoice includes expenses applied by Stantec staff as well as subconsultant invoice from Hoff Consulting Services, LLC (\$5,302.25).
- A second, Invoice 1421664 totaling \$57,849.42 for tasks associated with the Hydraulic Improvements Construction Phase Services (Han. Co. PO No. 1803992), is submitted for consideration. This invoice includes time and expenses applied by Stantec as well as a subconsultant invoices from Hart Associates (\$9,667.21) and Hoff Consulting Services, LLC (\$4,952.25).
- To-date approximately 85.0% of the total authorized funds for the Program have been invoiced.

II. Major Issues and Decisions

Permitting

- Section 106 Consultation is complete.
- The 401 Water Quality Certification (WQC) permit was issued by Ohio EPA on 8/31/2018.
- The USACE 404 Permit was issued on 9/27/2018.
- The Rule 13 Application was approved by 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 shall be finalized by the Contractor during construction.
- The Ohio EPA issued the Permit to Install (PTI) on 7/16/2018.
- The City of Findlay has issued the Floodplain Permit.
- The Ohio EPA issued the NOI Permit on 9/24/2018.

Aerial & Ground-Based Survey

- Survey is complete for the current tasks.

Hydraulic Improvements Preliminary & Final Engineering

- Final design is complete.
- Contact was made with the Norfolk-Southern RR (NS) regarding recommended bridge modifications throughout final design. Additional follow-up will be required to obtain a 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.
- 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 Geotechnical exploration report was finalized and appended to the Draft Proof of Concept Update Report.
- The Draft Proof of Concept Update report is complete.

Hydraulic Improvement Construction Phase Services:

Bidding Phase Services

- This work is complete.
- The project was advertised on 7/31/2018, a pre-bid conference was held on 8/14/2018, two (2) addenda were issued, bids were received and evaluated on 8/30/2018, an award recommendation was provided on 9/4/2018, and the construction contract was awarded to Helms and Sons Excavating on 9/11/2018.

Construction Engineering Services

- This work is on-going.
- A pre-construction conference was held on 9/20/2018.
- Submittal reviews are on-going.

RPR Services

- This work has not begun.
- RPR services are expected to begin in the next period around 10/29/2018.

Mussel Survey and Relocation

- This work is on-going.
- Phase 1 commenced on 7/25/2018 and 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 and is schedule to begin 10/29/2018.

Norfolk Southern Railroad Underwater Bridge Inspection

- This work is complete.
- 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.
- An underwater bridge inspection report was submitted on 8/30/2018.

LOMR

- This work has not begun.
- A Letter of Map Revision (LOMR) will be completed following completion of Hydraulic Improvements construction.

Public Information & Outreach

- This work is on-going.
- A groundbreaking ceremony was held at the project site on 10/4/2018.
- 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 updated webpage and has submitted a preview for review. The new site is expected to launch in the next period.

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	5/9/2018	Field work for archaeological survey completed; Report submitted to OHPO. OHPO submitted findings to USACE.	N/A
D.3 – Program Management		Complete	N/A
E – Hydraulic Improvements (Final Design)			
E.1 – Site Assessment & Survey	9/22/2017	Coordination with OEPA complete.	N/A
E.2 – Preliminary Design Report	10/30/2017	Final report submitted on October 30 th	N/A
E.3 – Detailed Design	8/30/2018	Detailed design complete.	N/A
E.4 – NSRR Coordination	8/30/2018	In-stream bridge inspection complete and submitted to NS.	Additional follow-up required.
E.5 – Permitting	9/30/2018	Complete	N/A
E.6 – Program Management		Complete	N/A
F – Proof of Concept Update			
F.1 – H&H Model Simulations	4/30/2018	Revised H&H basis report complete.	N/A
F.2 – Data Collection	2/28/2018	Complete	N/A
F.3 – Concept Refinement	2/28/2018	Complete	N/A
F.4 – Updated Economic Analysis	4/30/2018	Complete	N/A
F.5 – Report Preparation	6/30/2018	Draft Proof of Concept Update report is complete.	N/A

Task	Proposed Timeline	Current Status	Anticipated Timeline
F.6 – Program Management		Complete	N/A
G – Construction Phase Services			
G.1 – Bidding Phase Services	9/11/2018	Complete	N/A
G.2 – Construction Engineering Services	2/1/2020	On-going. Preliminary submittals are under review.	2/1/2020
G.3 – Resident Project Representative (RPR) Services	12/31/2019	Has not begun.	12/31/2019
G.4 – Mussel Surveys & Relocation	9/1/2019	Phase 2 scheduled to begin 10/29/2018.	12/31/2018
G.5 – Letter of Map Revision (LOMR)	6/30/2020	To be performed within 6 months following completion of construction	6/30/2020
G.6 – Public Relations and Outreach	12/31/2019	On-Going	12/31/2019

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.
Senior Associate
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	1421663
Invoice Date	October 12, 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	3,597,175.00
Current Invoice Total (USD)	8,219.75	Amount Billed to Date	3,001,389.53
		For Period Ending	October 5, 2018

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

Professional Services

Category/Employee		Current Hours	Rate	Current Amount
	Taylor, Trana L	13.50	87.00	1,174.50
	Price, Taylor Alexis	13.25	108.00	1,431.00
	Dalton, Derek D	2.00	156.00	312.00
	Subtotal Professional Services	<u>28.75</u>		<u>2,917.50</u>

Subconsultants

Hoff Consulting Services, LLC	5,302.25
Subtotal Subconsultants	<u>5,302.25</u>

Top Task Subtotal	Hyd. Imp. Supplemental	8,219.75
	Total Fees & Disbursements	<u>8,219.75</u>
	INVOICE TOTAL (USD)	8,219.75

Due upon receipt or in accordance with terms of the contract



**HOFF CONSULTING
SERVICES, LLC**

4000 Magnolia Circle
Maumee, OH 43537

(419) 466-3343
adam@hoffcsllc.com

Coder; Trana Taylor

INVOICE

BILL TO

Mr. Derek D. Dalton PE
Stantec Consulting Services
Inc.
4540 Heatherdowns Boulevard,
Ste. A
Toledo, Ohio 43614 USA
Attn: Derek D. Dalton, PE

INVOICE # 1007

DATE 07/30/2018

DUE DATE 08/29/2018

TERMS Net 30

PROJECT NUMBER:

2018_004

PROJECT NAME:

HCFRF Flood Risk Reduction

DATE	STAFF MEMBER	QTY	RATE	AMOUNT
07/30/2018	Adam C. Hoff, PE	30	175.00	5,250.00
07/30/2018	Direct Expense (Mileage)	95	0.55	52.25

Floodplain Benching Design Reviews

BALANCE DUE

\$5,302.25

Daily hour record is attached.

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Current Invoice Total (USD)	57,849.42	Amount Billed to Date	3,059,238.95
		For Period Ending	October 5, 2018

Top Task	406	Construction Phase Services
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Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Johns, Curtis W	61.50	87.00	5,350.50
Taylor, Trana L	5.25	87.00	456.75
Dilbone, Elizabeth Kathryn	19.00	95.00	1,805.00
Symonds, Daniel	25.00	95.00	2,375.00
Ellison, Richard W (Doc)	2.00	102.00	204.00
McNulty, Dillon Albert	6.00	102.00	612.00
Price, Taylor Alexis	112.00	108.00	12,096.00
Van Horne, Siena	57.25	108.00	6,183.00
Gray, Michelle M (Shelly)	8.25	115.00	948.75
Sprague, Adam Carl	1.50	121.00	181.50
Hayson, David T	2.00	137.00	274.00
Uhl III, John N (Nick)	2.25	137.00	308.25
Dunlap, Robert D	1.50	144.00	216.00
Fleece, William C (Cody)	2.00	151.00	302.00
Reuschle, Stephen R (Steve)	8.00	151.00	1,208.00
Dalton, Derek D	55.00	156.00	8,580.00
Subtotal Professional Services	<u>368.50</u>		<u>41,100.75</u>

Disbursements

Direct - Expense	2,129.21
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Subtotal Disbursements	<u>2,129.21</u>
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Invoice Number	1421664
Invoice Date	October 12, 2018
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Project Number	174316204

Subconsultants

Hoff Consulting Services, LLC	4,952.25
Hart Associates, Inc.	9,667.21
Subtotal Subconsultants	<u>14,619.46</u>

Top Task Subtotal	Construction Phase Services	57,849.42
Total Fees & Disbursements		<u>57,849.42</u>
INVOICE TOTAL (USD)		57,849.42

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Toledo, Ohio 43614 USA
Attn: Derek D. Dalton, PE

INVOICE # 1011

DATE 08/31/2018

DUE DATE 09/30/2018

TERMS Net 30

PROJECT NUMBER:

2018_004

PROJECT NAME:

HCFRR Hyd. Imp. Phase 1

DATE	STAFF MEMBER	QTY	RATE	AMOUNT
08/31/2018	Adam C. Hoff, PE	28	175.00	4,900.00
08/31/2018	Direct Expense (Mileage)	95	0.55	52.25

Bidding Phase Services

BALANCE DUE

\$4,952.25

Daily hour record is attached.

HART

811 MADISON AVE.
TOLEDO, OH 43604
419.893.9600

INVOICE

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

DATE: August 30, 2018
CLIENT: Stantec
Invoice 54241

Findlay Flood Risk Reduction	BUDGET	HRS.	RATE	CURRENT INVOICE	INVOICE TO DATE	% COMPLETE
Public Relations Direction Contact		0.25	\$150.00	\$ 37.50		
Account Management		2.5	\$125.00	\$ 312.50		
Mechanical Production		1.75	\$125.00	\$ 218.75		
Production Coordination		0.5	\$85.00	\$ 42.50		
User Experience		3.5	\$140.00	\$ 490.00		
Content Entry		4	\$80.00	\$ 320.00		
Front End Software Developer		37	\$170.00	\$ 6,290.00		
Software Developer		9	\$145.00	\$ 1,305.00		
Sales Tax				\$ 650.96		
	59,450.00			\$ 9,667.21	\$ 9,667.21	16%
Amount Due				\$ 9,667.21		

Terms: NET 30



Stantec Consulting
August 30, 2018

Hart Status Report: July 21-August 22, 2018

Webpage Evolution

- Continue development of website

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Amount Due				\$ 9,667.21		

Terms: NET 30



Stantec Consulting
August 30, 2018

Hart Status Report: July 21-August 22, 2018

Webpage Evolution

- Continue development of website