

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

***MONTHLY PROGRESS REPORT #36***

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

**Period Covered:**

**9-November-2019 thru 6-December-2019**

**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 1599085 totaling \$16,734.40 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 subconsultant invoices from Hoff Consulting Services, LLC (\$574.50), Hart Associates, Inc. (\$2,173.75) and TTL Associates, Inc. (\$152.00).
- Invoice 1599087 totaling \$3,203.70 for tasks associated with the Norfolk Southern Rail Bridge Preliminary Design is submitted for consideration. This invoice includes time and expenses applied by Stantec.
- To-date approximately 93% of the total authorized funds for the Program have been invoiced.

## **II. Progress Update, Major Issues and Decisions**

### **Proof of Concept Update**

- The Draft Proof of Concept Update report is complete.

### **Hydraulic Improvement Construction Phase Services:**

#### **Bidding Phase Services**

- This work is complete.

#### **Construction Engineering Services.**

- Submittals;
  - This period there were 0 pending submittals at the start, 0 submittals were received, 0 were reviewed and returned and 0 were pending at the end of the period.
- RFIs;
  - This period there were 0 RFIs pending at the start, 2 RFIs were received, 2 RFIs were reviewed and returned and 0 were pending at the end of the period.
- Change Proposals;
  - This period there were 0 change proposals pending at the start, 1 change proposal was received, 0 change proposal were reviewed and returned and 1 was pending at the end of the period.
- Progress Meetings and Site Visits;
  - Progress meetings were held on 11/19 and 12/3 and two site visits were performed for CE Services.

#### **RPR Services**

- RPR services are on-going.
- TTL remains on-call as-needed if additional PCM is discovered at the site and is performing compaction testing services
- Stantec provided part-time RPR service on-site during the excavation, culvert and plantings work this period.
- Four site visits were performed for RPR services this period.

#### **Mussel Survey and Relocation**

- This work is complete.

#### **LOMR**

- A Letter of Map Revision (LOMR) will be completed following completion of Hydraulic Improvements construction.

### **Public Information & Outreach**

- This work is on-going.
- Continued coordination with HART for the addition of documents to Program website (www.HancockCountyFlooding.com) to reflect the addition of program-related documents.
- Continued general monitoring of local media and public relations information.
- The website is live and is being updated regularly.
- Drone videos are being posted to the website quarterly.

### **Additional Blanchard River Hydraulic Improvements (Additional Benching):**

#### **Conceptual Design**

- This work is complete.

#### **Technical Memorandum Development and Presentations**

- The technical memo has been finalized.
- This work is considered complete pending a public presentation or any additional comments or requests.

### **Norfolk Southern Rail Bridge – Preliminary Design:**

#### **Project Coordination**

- This work is on-going.

#### **30% Design Alternatives**

- This work is on-going. Draft bridge layouts have been submitted to NS for review. NS review has been delayed due to staff turnover, but comments are expected next period.

#### **Supplemental Survey**

- This work is on-going. Right-of-entry (ROE) verification from NS is required prior to accessing the NS right-of-way (ROW). ROE approval from NS expected next period.

#### **Hydraulic and Hydrology**

- This work is complete. Recommendations from hydraulic and hydrology engineers have been provided to bridge engineers regarding the configuration of bridge piers and abutments.

#### **Permitting**

- This work is on-going. A matrix of permits that will be required for the project will be developed.

### **III. Schedule**

<b>Task</b>	<b>Proposed Timeline</b>	<b>Current Status</b>	<b>Anticipated Timeline</b>
<b>A. &amp; B. Proof of Concept Report</b>		Complete	
<b>C – Supplemental #1</b>			
C.1 – Wetland Delineation & Habitat Assessment	1/31/2017	Complete	N/A
C.2 – Archaeological Survey	1/31/2017	Complete	N/A
C.3 – Aerial Surveying	12/31/2016	Complete	N/A

Task	Proposed Timeline	Current Status	Anticipated Timeline
<b>D – Hydraulic Improvements (Preliminary Design)</b>			
D.1 – Site Assessment & Survey	7/31/2017	Complete	N/A
D.2 – Cultural and Historic Resources	5/9/2018	Complete	N/A
D.3 – Program Management		Complete	N/A
<b>E – Hydraulic Improvements (Final Design)</b>			
E.1 – Site Assessment & Survey	9/22/2017	Complete	N/A
E.2 – Preliminary Design Report	10/30/2017	Complete	N/A
E.3 – Detailed Design	8/30/2018	Complete	N/A
E.4 – NSRR Coordination	8/30/2018	Complete	N/A
E.5 – Permitting	9/30/2018	Complete	N/A
E.6 – Program Management		Complete	N/A
<b>F – Proof of Concept Update</b>			
F.1 – H&H Model Simulations	4/30/2018	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
F.6 – Program Management		Complete	N/A
<b>G – Construction Phase Services</b>			
G.1 – Bidding Phase Services	9/11/2018	Complete	N/A
G.2 – Construction Engineering Services	2/1/2020	On-going. Schedule extended due to AEP work.	4/1/2020
G.3 – Resident Project Representative (RPR) Services	12/31/2019	On-going. Schedule extended due to AEP work.	4/1/2020
G.4 – Mussel Surveys & Relocation	9/1/2019	Complete	N/A
G.5 – Letter of Map Revision (LOMR)	6/30/2020	To be performed within 6 months following completion of construction	9/30/2020
G.6 – Public Relations and Outreach	12/31/2019	On-Going	12/31/2019
<b>H – Additional Benching</b>			
H.1a – Hydraulic Improvements Conceptual Development	7/3/2019	Complete	N/A
H.1b – Project Alternatives hydraulic Modeling	7/3/2019	Complete	N/A

Task	Proposed Timeline	Current Status	Anticipated Timeline
H.1c – Preliminary Opinion of Probable Construction Cost	7/3/2019	Complete	N/A
H.2a – Technical Memo Development	9/1/2019	Complete	N/A
H.2b – Stakeholder Meeting	7/29/2019 & 10/7/2019	Complete	N/A
H.2c – Public Presentation (If-Authorized)	TBD	Has not commenced	TBD
<b>I – Norfolk Southern Rail Bridge – Preliminary Design</b>			
I.1 – Project Coordination	2/17/2020	On-Going. Delay with NS review.	2/24/2020
I.2 – 30% Design Alternatives	2/17/2020	On-Going. Delay with NS review.	2/24/2020
I.3 – Supplemental Survey	9/13/2019	On-Going, awaiting ROE from NS.	1/15/2019
I.4 – Hydraulic and Hydrology	10/11/2019	Complete	N/A
I.5 – Permitting	1/17/2020	On-Going	1/17/2020

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](mailto: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

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\_\_\_\_\_  
Clark Lynn Army, General Manager

\_\_\_\_\_  
Date

<b>Invoice Number</b>	1599085
<b>Invoice Date</b>	December 12, 2019
<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	Dalton, Derek D	Contract Upset	4,178,814.00
Current Invoice Total (USD)	16,734.40	Amount Billed to Date	3,774,897.25
		For Period Ending	<b>December 6, 2019</b>

**Top Task 406 Construction Phase Services**
**Professional Services**

Category/Employee		Current Hours	Rate	Current Amount
	Taylor, Trana L	3.75	100.00	375.00
	Price, Taylor Alexis	63.25	121.00	7,653.25
	Batt, Justin M	0.50	135.00	67.50
	Scheibly, Jonathan F	1.00	144.00	144.00
	Uhl III, John N (Nick)	26.25	144.00	3,780.00
	Dalton, Derek D	9.00	162.00	1,458.00
	<b>Subtotal Professional Services</b>	<u>103.75</u>		<u>13,477.75</u>

**Disbursements**

Direct - Expense	356.40
<b>Subtotal Disbursements</b>	<u>356.40</u>

**Subconsultants**

TTL Associates, Inc.	152.00
Hoff Consulting Services, LLC	574.50
Hart Associates, Inc.	2,173.75
<b>Subtotal Subconsultants</b>	<u>2,900.25</u>

Top Task Subtotal	Construction Phase Services	16,734.40
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<b>Total Fees &amp; Disbursements</b>	<u>16,734.40</u>
<b>INVOICE TOTAL (USD)</b>	<b>16,734.40</b>

**Due upon receipt or in accordance with terms of the contract**

<b>Invoice Number</b>	1599087
<b>Invoice Date</b>	December 12, 2019
<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	Dalton, Derek D	Contract Upset	4,178,814.00
Current Invoice Total (USD)	3,203.70	Amount Billed to Date For Period Ending	3,854,914.76 <b>December 6, 2019</b>

<b>Top Task</b>	<b>409</b>	<b>Norfolk Southern Rail Bridge - Preliminary Design</b>
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**Professional Services**

Category/Employee		Current Hours	Rate	Current Amount
	Price, Taylor Alexis	11.00	121.00	1,331.00
	Hayson, David T	6.25	150.00	937.50
	Dalton, Derek D	4.00	162.00	648.00
	White, Ross M	0.75	187.00	140.25
	Davis, Gene A	0.50	271.00	135.50
	<b>Subtotal Professional Services</b>	<u>22.50</u>		<u>3,192.25</u>

**Disbursements**

Direct - Expense	11.45
<b>Subtotal Disbursements</b>	<u>11.45</u>

Top Task Subtotal	Norfolk Southern Rail Bridge - Preliminary Design	3,203.70
<b>Total Fees &amp; Disbursements</b>		<u>3,203.70</u>
<b>INVOICE TOTAL (USD)</b>		<b>3,203.70</b>

**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 # 1099**

**DATE 11/23/2019**

**DUE DATE 12/23/2019**

**TERMS Net 30**

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<b>PROJECT NUMBER/NAME:</b>	<b>CONTRACT AMOUNT:</b>	<b>BALANCE REMAINING:</b>
2018_004/HCFRR Hydr. Imps Ph. 1	\$51,250.00	\$30,059.45

DATE	ACTIVITY	STAFF MEMBER	QTY	RATE	AMOUNT
11/23/2019	<b>Professional Services:Professional Services</b>	Adam C. Hoff, PE	3	175.00	525.00
11/23/2019	<b>Direct Expense Mileage</b>	Mileage Expense	90	0.55	49.50

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Construction phase services.

BALANCE DUE

**\$574.50**

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:** November 29, 2019  
**CLIENT:** Stantec  
**Invoice** G1607

Findlay Flood Risk Reduction	BUDGET	HRS.	RATE	CURRENT INVOICE	INVOICE TO DATE	% COMPLETE
Public Relations Direction Contact		3.75	\$150.00	\$ 562.50		
Account Management		4.5	\$125.00	\$ 562.50		
Project Management		0.25	\$125.00	\$ 31.25		
Quality Assurance		0.5	\$95.00	\$ 47.50		
Software Developer		2	\$145.00	\$ 290.00		
Front End Software Developer		4	\$170.00	\$ 680.00		
	<b>64,200.00</b>			<b>\$ 2,173.75</b>	<b>\$ 35,292.42</b>	<b>55%</b>
<b>Amount Due</b>				<b>\$ 2,173.75</b>		

Terms: NET 30



Stantec Consulting  
November 27, 2019

## Hart Status Report: October 19-November 22

### Website Maintenance

- Add video files to website
- Add news articles to website

### PR Engagement

- Monitor for media coverage regarding the program

INVOICE



1915 N. 12th St., Toledo 43604-5305  
T 419.324.2222 F 419.241.1808

Coder: Trana Taylor

Stantec Consulting Services Inc.  
Derek Dalton  
4540 Heatherdowns Blvd, Ste A  
Toledo, OH 43614

Invoice number 1689402-03  
Date 12/02/2019  
Project **1689402 Blanchard River Hydraulic Imp  
- Findlay, OH - CMT - Stantec**

Terms: Net 30 Days

Coimpaction Testing  
Blanchard River Hydraulic Improvement  
Findlay, Ohio

Labor  
Construction Materials Testing

10/11/2019

John H. Rust III  
Report Writing

Hours	Rate	Billed Amount
1.00	152.00	152.00
Invoice total		152.00