

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

MONTHLY PROGRESS REPORT #12

FOR STANTEC CONSULTING SERVICES INC.

Period Covered:

9-September-2017 thru 6-October-2017

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 1265175 totaling \$13,777.97 for the initial stages of preliminary engineering related to the proposed Hydraulic Improvements (Han. Co. PO No. 01703439), is submitted for consideration. This invoice includes time and expenses applied by Stantec staff as well as a subconsultant invoice from Mannik & Smith Group (\$3,627.75).
- A second invoice, Invoice 1265176 totaling \$101,509.66 for tasks associated with the detailed design and permitting of 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 (\$616.45).
- The recently authorized efforts for the update of the Proof of Concept Report has increased the overall program budget. To-date approximately 69.2% of the total authorized funds for the Program have been invoiced.

II. Major Issues and Decisions

Proof of Concept

- The original tasks associated with the Proof of Concept Report are completed and no invoicing will occur for those tasks moving forward. Additional efforts related to the update of the Proof of Concept, as authorized, will commence in the next period.

Hydrology & Hydraulics (H&H) Modeling

- Finalization for the “typical storm” event is complete and incorporated into the HEC-HMS (hydrology) and HEC-RAS (hydraulics) models that can be utilized for the basis of design moving forward. Calibrated data has been incorporated into the lower reaches of the model for use and confirmation of the Hydraulic Improvement design efforts.
- Examined in-line structure removals and iterations of possible floodplain bench widening extents for impacts on the future water surface elevations and provided feedback to the design team.
- Performed a scour analysis on the NS railroad bridge using the 30% preliminary design.

Permitting

- Continued coordination with Mannik & Smith Group (MSG) for permitting consultation with OEPA, USACE and SHPO related to the Hydraulic Improvements. The final consultation plan has been submitted to the regulatory agencies. A formal work plan and public involvement plan for supplemental archaeological surveys at Meeks Court and just west of Swale Park will be completed and submitted prior to commencing field efforts in early November.
- Completed the draft wetland delineation report and related figures. A copy of the report will be submitted to the OEPA and USACE for concurrence and a formal jurisdictional determination.
- The 401/404 Permit package will be created and refined concurrent with the development of the 60% design package. Anticipate submitting the permit application in mid-December.

Aerial & Ground-Based Survey

- Bockrath will be assisting in the creation of boundary descriptions for easements as design progresses. We have also requested that they submit a right of entry request to Norfolk-Southern (NS) to allow detailed survey of the railroad right-of-way through the project area. The request was submitted to NS on August 31st. This field work should occur in October or early November.

Geotechnical & Brownfields

- Nine (9) geoprobe sample locations were taken in August. Elevated lead levels were noted in some of the samples. Coordination within the design of the hydraulic improvements will be required for permitting, as well as material handling, stockpiling, additional sampling and ultimate disposal during construction.
- Continued coordination of geomorphology within the design efforts for the Hydraulic Improvements.
- A Rule 27-13 Permit application and related coordination for construction phase stormwater permitting will occur in the coming months as 60% design advances.

Hydraulic Improvements Preliminary & Final Engineering

- Continued tracking and coordination of utility information gathered from the City of Findlay and local utility companies. A local meeting was held the week of September 18th to discuss potential impacts to the local sewers within Swale Park. A local meeting was held on October 3 with AEP to discuss options of modifying and relocating existing poles within the bench area. Project drawings were sent to AEP on October 10, and a recommended scope and cost from AEP is expected within 2-3 weeks from receipt of the project drawings.
- Continued development of design basis/preliminary design memorandum to confirm design criteria and refine project estimates. The draft report and 30% design drawings and estimate were provided for review on October 6th.
- Continued bi-weekly coordination conference calls with the project team and efforts toward 60% design package to be submitted in early December.
- 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. Additional contact has been made by the MWCD Project Manager to the NS Railroad Government Affairs Coordinator.

Proof of Concept Update

- Received formal authorization to proceed for these tasks. Began coordination of subconsultant agreements for execution of efforts, per the scope of work.

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.

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 | 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; Processing Required for | N/A |

| Task | Proposed Timeline | Current Status | Anticipated Timeline |
|--|-------------------|--|---|
| | | Hydraulic Improvements Complete and Submitted | |
| D – Hydraulic Improvements (Preliminary Design) | | | |
| D.1 – Site Assessment & Survey | 7/31/2017 | Geotech report complete and submitted; Original field survey scope complete, with additional effort on NSRR ROW forthcoming. | 8/31/2017 |
| D.2 – Cultural and Historic Resources | 12/31/2017 | Coordination with SHPO, USACE and OEPA On-Going; Field work for archaeological survey anticipated in October/November | 12/31/2017 |
| D.3 – Program Management | On-Going | On-Going | On-Going |
| E – Hydraulic Improvements (Final Design) | | | |
| E.1 – Site Assessment & Survey | 9/22/2017 | Brownfield data acquired and reviewed; Beginning development of Rule 27-13 permit application package | 9/22/2017 |
| E.2 – Preliminary Design Report | 10/6/2017 | Continuing consolidating data and updating model runs; Text under development | 10/6/2017 (Final Report By 10/31) |
| E.3 – Detailed Design | 3/23/2018 | Design iterations underway; Utility coordination on-going; Preliminary grading plans and property impacts being developed | 3/23/2018 |
| E.4 – NSRR Coordination | 1/12/2018 | Concept plan provided to NS, awaiting reply; Follow-up on-going | 1/12/2018 |
| E.5 – Permitting | 9/30/2018 | Wetland delineation field work complete; Report developed and submitted to USACE & OEPA; Additional coordination with USACE, OEPA, ODNR and USFWS on-going | 9/30/2018 (401/404 Permit Packages to be Submitted in Dec. 2017) |
| E.6 – Program Management | On-Going | On-Going | On-Going |
| F – Proof of Concept Update | | | |
| F.1 – H&H Model Simulations | 4/30/2018 | | 4/30/2018 |
| F.2 – Data Collection | 2/28/2018 | | 2/28/2018 |
| F.3 – Concept Refinement | 2/28/2018 | | 2/28/2018 |
| F.4 – Updated Economic Analysis | 4/30/2018 | | 4/30/2018 |

| Task | Proposed Timeline | Current Status | Anticipated Timeline |
|--------------------------|-------------------|----------------|----------------------|
| F.5 – Report Preparation | 6/30/2018 | | 6/30/2018 |
| F.6 – Program Management | On-Going | On-Going | On-Going |

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

\$ 115,287.63.

Clark Lynn Army, General Manager

Date

Invoice Number 1265175
Invoice Date October 12, 2017
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 | 2,875,000.00 |
| Current Invoice Total (USD) | 13,777.97 | Amount Billed to Date | 1,887,291.39 |
| | | For Period Ending | October 6, 2017 |

| Top Task | 402 | Hyd. Imps. Ph 1 | | | |
|------------------------------|-----|---------------------------------------|---------------|--------------|-----------------|
| <u>Professional Services</u> | | | | | |
| Category/Employee | | | Current Hours | Current Rate | Current Amount |
| | | Forrai, Matthew Hunter (Matt) | 18.50 | 73.00 | 1,350.50 |
| | | McNulty, Dillon Albert | 10.00 | 88.00 | 880.00 |
| | | Urich, Seth Thomas Yukio | 2.00 | 88.00 | 176.00 |
| | | de Villiers, Michael David | 37.50 | 125.00 | 4,687.50 |
| | | Hayson, David T | 5.25 | 133.00 | 698.25 |
| | | Fleece, William C (Cody) | 5.00 | 147.00 | 735.00 |
| | | Hoff, Adam C | 5.50 | 177.00 | 973.50 |
| | | Subtotal Professional Services | <u>83.75</u> | | <u>9,500.75</u> |

Disbursements

| | | |
|--|-------------------------------|---------------|
| | Direct - Expense | 649.47 |
| | Subtotal Disbursements | <u>649.47</u> |

Subconsultants

| | | |
|--|--------------------------------|-----------------|
| | The Mannik & Smith Group Inc. | 3,627.75 |
| | Subtotal Subconsultants | <u>3,627.75</u> |

| | | |
|-------------------|---------------------------------------|------------------|
| Top Task Subtotal | Hyd. Imps. Ph 1 | 13,777.97 |
| | Total Fees & Disbursements | <u>13,777.97</u> |
| | INVOICE TOTAL (USD) | 13,777.97 |

| | |
|------------------------|------------------|
| Invoice Number | 1265175 |
| Invoice Date | October 12, 2017 |
| Purchase Order | 174316204 |
| Customer Number | 140260 |
| Project Number | 174316204 |

Due on Receipt

Invoice



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

September 08, 2017
 Project No: S3410003
 Invoice No: MJ0005

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

Work Description: See attached work detail.

Professional Services thru August 25, 2017

Professional Personnel

| | Hours | Rate | Amount |
|---|--------------|--------|-----------------|
| Cultural Resource Specialist II Bauschard, Phillip | 5.00 | 56.00 | 280.00 |
| Cultural Resource Specialist III Hayfield, Kate | 14.50 | 65.00 | 942.50 |
| Cultural Resource Specialist IV Chidester, Robert | 21.75 | 77.00 | 1,674.75 |
| Cultural Resource Specialist VI Johnson, Maura | 3.75 | 109.00 | 408.75 |
| Technician VI Agosti, Bryan | 3.25 | 99.00 | 321.75 |
| Totals | 48.25 | | 3,627.75 |
| Total Labor | | | 3,627.75 |

| Budget | Current | Prior | To-Date |
|---------------------------|----------|-----------|-------------------|
| Total Billings | 3,627.75 | 13,233.75 | 16,861.50 |
| Budget | | | 40,387.00 |
| Remaining | | | 23,525.50 |
| Total this Invoice | | | \$3,627.75 |

*OK
 Apply to
 174316204
 402.2/SUB*



Stantec: Phase I Hydraulic Improvements



MSG WORK DETAIL: JULY 28 – AUGUST 25, 2017

INVOICE NO.: MJ0005

- Project management – Generate previous study maps; review in relation to location of current work phase activities to ensure everything is covered.
- Consultation Plan – Prepare Section 106 Project Summary Form (PSF) to initiate consultation with SHPO. Prepare draft Public Involvement Plan (PIP) for client review and comment.
- Work Plan – Finalize artifact catalogue and OAI forms as the basis for Work Plan. Along with a predictive model, the Work Plan will be submitted after PSF.

Invoice Number 1265176
Invoice Date October 12, 2017
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 | 2,875,000.00 |
| Current Invoice Total (USD) | 101,509.66 | Amount Billed to Date | 1,988,801.05 |
| | | For Period Ending | October 6, 2017 |

Top Task 403 Hydraulic Improvements Design

Professional Services

| Category/Employee | Current Hours | Rate | Current Amount |
|---------------------------------------|---------------|--------|-------------------|
| Forrai, Matthew Hunter (Matt) | 3.50 | 73.00 | 255.50 |
| McClure, Connor Davis | 3.00 | 73.00 | 219.00 |
| Johns, Curtis W | 156.00 | 80.00 | 12,480.00 |
| Lenehan, Sherry L | 2.00 | 88.00 | 176.00 |
| Price, Taylor Alexis | 150.00 | 101.00 | 15,150.00 |
| Seamands, Joseph T (Joey) | 95.75 | 101.00 | 9,670.75 |
| Wicks, Catherine A (Cathy) | 10.50 | 101.00 | 1,060.50 |
| Gray, Michelle M (Shelly) | 14.50 | 108.00 | 1,566.00 |
| Huston, Davis | 36.50 | 108.00 | 3,942.00 |
| Neupane, Sagar | 0.50 | 108.00 | 54.00 |
| Sulman, Joshua D | 2.00 | 108.00 | 216.00 |
| Pooler, Adam N | 1.50 | 117.00 | 175.50 |
| Scheibly, Jonathan F | 24.00 | 125.00 | 3,000.00 |
| Hayson, David T | 74.75 | 133.00 | 9,941.75 |
| Uhl III, John N (Nick) | 110.50 | 133.00 | 14,696.50 |
| Dalton, Derek D | 73.00 | 147.00 | 10,731.00 |
| Fleece, William C (Cody) | 12.50 | 147.00 | 1,837.50 |
| Serazin, Hallie J | 40.50 | 147.00 | 5,953.50 |
| Hoff, Adam C | 27.00 | 177.00 | 4,779.00 |
| Peyton, Scott D | 2.00 | 177.00 | 354.00 |
| Ringley, Bryon F | 20.50 | 207.00 | 4,243.50 |
| Subtotal Professional Services | 860.50 | | 100,502.00 |

Disbursements

| | |
|-------------------------------|---------------|
| Direct - Expense | 391.21 |
| Subtotal Disbursements | 391.21 |

| | |
|-----------------|------------------|
| Invoice Number | 1265176 |
| Invoice Date | October 12, 2017 |
| Purchase Order | 174316204 |
| Customer Number | 140260 |
| Project Number | 174316204 |

Subconsultants

| | |
|-----------------------|--------|
| Hart Associates, Inc. | 616.45 |
|-----------------------|--------|

| | |
|--------------------------------|---------------|
| Subtotal Subconsultants | 616.45 |
|--------------------------------|---------------|

| | | |
|-------------------|-------------------------------|------------|
| Top Task Subtotal | Hydraulic Improvements Design | 101,509.66 |
|-------------------|-------------------------------|------------|

| | |
|---------------------------------------|-------------------|
| Total Fees & Disbursements | 101,509.66 |
|---------------------------------------|-------------------|

| | |
|----------------------------|-------------------|
| INVOICE TOTAL (USD) | 101,509.66 |
|----------------------------|-------------------|

Due on Receipt

HART

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: September 27, 2017
CLIENT: Stantec
Invoice G1439

| Findlay Flood Risk Reduction | BUDGET | HRS. | RATE | CURRENT INVOICE | INVOICE TO DATE | % COMPLETE |
|------------------------------------|-----------|------|----------|-----------------|-----------------|------------|
| Public Relations Direction Contact | | 1.25 | \$150.00 | \$ 187.50 | | |
| Public Relations Coordination | | 3.5 | \$90.00 | \$ 315.00 | | |
| Digital Project Coordination | | 0.25 | \$90.00 | \$ 22.50 | | |
| Content Entry | | 0.5 | \$120.00 | \$ 60.00 | | |
| Quality Assurance | | 0.25 | \$95.00 | \$ 23.75 | | |
| | | | | | | |
| | | | | | | |
| Sales Tax | | | | \$ 7.70 | | |
| | | | | | | |
| | 40,865.00 | | | \$ 616.45 | \$ 30,768.26 | 75% |
| Amount Due | | | | \$ 616.45 | | |

Terms: NET 30

Hart Status Report: August 22 – September 26, 2017

- Project Management
 - September 1 – project status call
 - Monitor media coverage
 - Monitor social media
- Webpage Management
 - May meeting Q/A file addition