

City of Seward, NE

Tuesday, May 5, 2015

Regular Session

Item G8

CONSIDERATION OF A CHANGE OF WORK ORDER ADDING THE WETLAND MITIGATION REPORT AND DESIGN SERVICES TO THE KAROL KAY BLVD AGREEMENT - John Hughes

Administrative Report: This change of work order adds the wetland mitigation report and design services to the Karol Kay Agreement. Since the NEPA process has resulted in the selection of Alternative #1 as the preferred alignment, wetlands must be mitigated. Following discussion, a motion to approve the change order would be in order

Staff Contact:

Consultant Work Order

(Local Projects)


Project No.: URB-6763(1)		Control No.: 13161	
Consultant: (Name and Representative) JEO Consulting Group, Inc. Julie Ogden		Agreement No.: BK1329	
LPA: (Name and Representative) City of Seward, Melvin Aldrich		Work Order No.: 1	
		Constr. Change Order No.: (If applicable) NA	
<p>All parties agree the following described work needs to be performed by the consultant as part of the referenced project. All parties concur and hereby give notice to proceed based on the following: justification to modify contract, scope of services, deliverables, schedule, and estimated total fee. All other terms of existing agreements between the parties are still in effect. It is understood by all parties that the work described herein will become part of a future supplement to the agreement indicated above.</p> <p>Justification to modify agreement: (Include scope of services, deliverables, and schedule)</p> <p>Wetland mitigation will be required as part of the project, the attached scope of work will provide for the mitigation plan and design of the on-site wetland mitigation for the project.</p>			
Work Title		Summary of Fee	
Preliminary Engineering		A. Total Direct Labor Cost	= 2,736.66
		B. Overhead (Factor * x A)	= 5,437.47
		C. A + B	= 8,174.13
		D. Profit/Fee (Factor ** x C)	= 1,078.99
*Overhead Factor:	198.69%	E. Direct Non-Labor Cost	= 10.40
**Profit/Fee Factor:	13.20%	F. Subconsultant Services	= 0.00
Total Fee Notes: Direct Non-Labor cost includes the facility capital cost (which is 0.38% of direct labor)		TOTAL FEE: C + D + E + F	= \$9,263.52
		<input type="checkbox"/> ESTIMATED TOTAL FEE:	
		<input type="checkbox"/> FINAL TOTAL FEE:	

Work Order Authorization – May be granted by email and attached to this document.

Consultant:

Julie Ogden
Name

Name _____


Signature

Signature

4/13/15
Date

Date _____

LPA:

Name Signature Date

LPS PC (for Preliminary Engineering) and State Rep. (for Construction Engineering):

Name

Signature

Date _____

LPS PC (for Preliminary Engineering) and State Rep. (for Construction Engineering):

Name _____ Signature _____ Date _____

Name _____

Signature

Date _____

LPS Unit Head Review (for PE Phase):

Name *Signature* *Date*
LPS Engineer or Construction Engineer (*Construction Phase*): _____

Name _____

Signature

Date _____

LPS Engineer or Construction Engineer (Construction Phase):

Name _____ Signature _____ Date _____

Name _____

Signature

Date _____

FHWA: (FHWA Approval on Full Oversight Projects Only)

Name _____ Signature _____ Date _____

Name _____

Signature

Date _____

Notice to Proceed Date:

Distribution: Consultant, LPA – RC, State Rep., FHWA, LPS PC, NDOR Agreements Engineer, Highway Funds Manager, CD PC

DR Form 250, March 2014

Exhibit A
SCOPE OF SERVICES

Amendment #1 (wetland mitigation)

Project Name: Karol Kay Boulevard, Bader-Hillcrest in Seward

Project Number: URB-6763(1)

Control Number: 13161

A. DESCRIPTION OF WORK

The proposed project will impact wetlands and will require mitigation. A mitigation plan and construction details will need to be prepared in order to obtain a US Army Corps of Engineers Permit. Wetland mitigation was not part of the original scope of work but now is required due to the selection of the preferred alternate.

B. SCOPE OF WORK:

- 1 12 Point Mitigation Plan. The Consultant will prepare a mitigation plan for the wetland impacts. This document will be included as part of the Army Corps of Engineers 404 permit submittal. One meeting with NDOR, FHWA and /or Corps of Engineers is included in this scope of work.
 - 1.1 Site selection. Describe the factors considered during the site selection process including onsite alternatives and watershed needs. Provide baseline information of the proposed mitigation project site.
 - 1.2 Determination of credits. Determination of the number of credits to be provided.
 - 1.3 Mitigation plan. Provide work descriptions for the mitigation project, including: construction methods, timing, source of water, plans to control invasive plant species, and erosion control measures.
 - 1.4 Maintenance plan. Description and schedule of maintenance requirements to ensure the continued viability of the resource once initial construction is completed.
 - 1.5 Monitoring requirements. Develop parameters to be monitored and a schedule for monitoring and reporting monitoring results.
 - 1.6 Long-term management plan. Provide a description of how the mitigation project will be managed after performance standards have been met, including long-term financing mechanisms and the party responsible for long-term management.
 - 1.7 Adaptive management plan. Provide a plan to address unforeseen changes in site conditions and identify the party responsible for implementing adaptive management measures.
 - 1.8 Financial assurances. Provide financial assurances and how they are sufficient to ensure a high level of confidence that the mitigation project will be successfully completed.
- 2 Design of mitigation site: layout site to be used for mitigation and provide construction details so it can be built concurrent with project. Items of work would include: Excavation of mitigation area, Seeding and erosion control for mitigation area

C. DELIVERABLES:

1. 12 Point Mitigation Plan
2. Meeting Minutes

D. SCHEDULE

1. Notice to Proceed: May 1, 2015
2. 12 Point Mitigation Plan: June 1, 2015
3. Mitigation Site Design: June 19, 2015

Project Number: URB-6763(1)
Control Number: 13161
Project Name: Karol Kay Boulevard, Bader-Hillcrest in Seward

Exhibit A
Sheet 1 of 1

Amendment #1 (wetland mitigation)
Consultant Estimate of Hours

Project Name: Karol Kay Boulevard, Bader-Hillcrest in Seward
Project Number: URB-6763(1)
Control Number: 13161
Location (City, County): Seward, Seward County
Firm Name: JEO Consulting Group Inc.
Consultant Project Manager: Julie Ogden, PE
Phone/Email: 402.443.7483 jogden@jeo.com
LPA Responsible Charge: John Hughes
Phone/Email: 402.643.4000 x4 / John.Hughes@cityofsewardne.com
NDOR Project Coordinator: Raitis Tigeris
Phone/Email: 402.479.3843 / raitis.tigeris@nebraska.gov
Date: April 8, 2015



Table with 14 columns: TASKS, PM, SENV, ENV, SENG, ENG, SDES, EE/UC, ADM, QC, SCC, SCM, Total. Rows include tasks like '1. 12 Point Mitigation Plan' and '2. Design of Mitigation Site' with associated personnel counts and a final 'Total Hours' row.

CLASSIFICATIONS*:
PM = Project Manager, SENV = Senior Environmental Scientist, ENV = Environmental Scientist, ADM = Administrative, SENG = Associate/ Senior Engineer, ENG = Engineer, SDES = Senior Designer/Technician, EE/UC = Electrical Engineer/Utility Coordinator, QC = Quality Control Reviewer, SCC = Survey Crew Chief, SCM = Survey Crew Member
* For Project Manager, use one of the technical classifications
** For User-Defined Classifications, you will need to edit the Classifications Legend located above. To enter a new classification, replace "UD1" with its abbreviation (ex. GRA) and replace "User Defined 1" with the corresponding title (ex. Graphic Artist).

Amendment #1 (wetland mitigation)
Labor Rates

Project Name: Karol Kay Boulevard, Bader-Hillcrest in Se
Project Number: URB-6763(1)
Control Number: 13161
Location (City, County): Seward, Seward County
Firm Name: JEO Consulting Group Inc.
Consultant Project Manager: Julie Ogden, PE
Phone/Email: 402.443.7483 jogden@jeo.com
LPA Responsible Charge: John Hughes
Phone/Email: 402.643.4000 x4 / John.Hughes@cityofsewardne.com
NDOR Project Coordinator: Raitis Tigeris
Phone/Email: 402.479.3843 / raitis.tigeris@nebraska.gov
Date: April 8, 2015



Table with 4 columns: Code, Classification Title, Hours, Blended Rate, Amount. Rows include PM, SENV, ENV, SENG, ENG, SDES, EE/UC, ADM, QC, SCC, SCM, and a TOTALS row.

Overhead Rate: 198.69%
Fixed Fee: 13.20%

CLASSIFICATIONS:
PM = Project Manager
SENV = Senior Environmental Scientist
ENV = Environmental Scientist
ADM = Administrative
SENG = Associate/ Senior Engineer
ENG = Engineer
SDES = Senior Designer/Technician
EE/UC = Electrical Engineer/Utility Coordinator
QC = Quality Control Review
SCC = Survey Crew Chief
SCM = Survey Crew Member

Blended Rates Worksheet

Table with 4 columns: EMPLOYEE NAME, CLASSIFICATION¹, SALARY RATE, % ASSIGNED². Rows are categorized by job type: Project Manager, Senior Environmental Scientist, Environmental Scientist, Associate/ Senior Engineer, Engineer, Senior Designer/Technician, Electrical Engineer/Utility Coordinator, Administrative, Quality Control Reviewer, Survey Crew Chief, and Survey Crew Member.

¹ Input actual employee classification as designated by firm.
² Total of "% Assigned" must equal 100% for each personnel classification category. If one person in classification, list them as 100% for "% Assigned".

Amendment #1 (wetland mitigation)
Direct Expenses

Project Name: Karol Kay Boulevard, Bader-Hillcrest in Seward
Project Number: URB-6763(1)
Control Number: 13161
Location (City, County): Seward, Seward County
Firm Name: JEO Consulting Group Inc.
Consultant Project Manager: Julie Ogden, PE
Phone/Email: 402.443.7483 jogden@jeo.com
LPA Responsible Charge: John Hughes
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Date: April 8, 2015



Subconsultants:	Quantity	Unit Cost	Amount
Subtotal			

Printing and Reproduction:	Quantity	Unit Cost	Amount
Subtotal			

Mileage/Travel:	Quantity	Unit Cost	Amount
Subtotal			

Lodging/Meals:	Quantity	Unit Cost	Amount
Subtotal			

Other Miscellaneous Costs:	Quantity	Unit Cost	Amount
Facilities Capital (0.38% of Direct Labor)	1	\$10.40	\$10.40
Subtotal			\$10.40
TOTAL DIRECT EXPENSES			\$10.40

2011 Standard Rates*			
Type	Rate		
Company Automobile	Prevailing standard rate as established by the IRS, currently \$0.51 /mi		
Survey Vehicle	Prevailing standard rate as established by the IRS, currently \$0.535 /mi		
Black and White Copies	Actual reasonable cost		
Color Copies	Actual reasonable cost		
Miscellaneous Postage, Mailing, Deliveries Etc.	Actual reasonable cost		
Equipment	Actual reasonable cost		
Privately Owned Vehicle	Actual reimbursement amount to employee, not to exceed rates for company vehicles outlined above		
Automobile Rental	Actual reasonable cost		
Air fare	Actual reasonable cost, giving the State all discounts		
Lodging	Actual cost, (excluding taxes & fees), not to exceed federal GSA reimbursement guidelines, not to exceed \$77 per person daily statewide; not to exceed \$104 in Omaha/Douglas County.		
Meals	Actual cost, not to exceed federal GSA reimbursement guidelines, currently:		
	Statewide	Omaha/Douglas County	
Breakfast	\$7.00	\$10.00	
Lunch	\$11.00	\$15.00	
Dinner	\$23.00	\$31.00	
Incidentals	\$5.00	\$5.00	
Totals	\$46.00	\$61.00	

* A full list of rates can be found at the following website: www.gsa.gov/perdiem

Amendment #1 (wetland mitigation)
Project Cost

Project Name: Karol Kay Boulevard, Bader-Hillcrest in Seward

Project Number: URB-6763(1)

Control Number: 13161

Location (City, County): Seward, Seward County

Firm Name: JEO Consulting Group Inc.

Consultant Project Manager: Julie Ogden, PE

Phone/Email: 402.443.7483 jogden@jeo.com

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Phone/Email: 402.479.3843 / raitis.tigeris@nebraska.gov

Date: April 8, 2015



Direct Labor Costs:	Hours	Rate	Amount
Personnel Classification			
Project Manager	10	\$39.68	\$396.80
Senior Environmental Scientist	12	\$24.41	\$292.92
Environmental Scientist	29	\$22.62	\$655.98
Associate/ Senior Engineer		\$39.68	
Engineer	12	\$26.35	\$316.20
Senior Designer/Technician	30	\$23.62	\$708.60
Electrical Engineer/Utility Coordinator			
Administrative	2	\$20.96	\$41.92
Quality Control Reviewer	6	\$54.04	\$324.24
Survey Crew Chief			
Survey Crew Member			
TOTALS	101		\$2,736.66

Direct Expenses:	Amount
Subconsultants	
Printing and Reproduction Costs	
Mileage/Travel	
Lodging/ Meals	
Other Miscellaneous Costs	\$10.40
TOTALS	\$10.40

Total Project Costs:	Amount
Direct Labor Costs	\$2,736.66
Overhead @ 198.69%	\$5,437.47
Total Labor Costs	\$8,174.13
Fixed Fee @ 13.20%	\$1,078.99
Direct Expenses	\$10.40
PROJECT COST	\$9,263.52

Amendment #1 (wetland mitigation)
Cost by Task

Project Name: **Karol Kay Boulevard, Bader-Hillcrest in Seward**

Project Number: **URB-6763(1)**

Control Number: **13161**

Location (City, County): **Seward, Seward County**

Firm Name: **JEO Consulting Group Inc.**

Consultant Project Manager: **Julie Ogden, PE**

Phone/Email: **402.443.7483 jogden@jeo.com**

LPA Responsible Charge: **John Hughes**

Phone/Email: **402.643.4000 x4 / John.Hughes@cityofsewardne.com**

NDOR Project Coordinator: **Raitis Tigeris**

Phone/Email: **402.479.3843 / raitis.tigeris@nebraska.gov**

Date: **April 8, 2015**



Tasks	Total Hours	Direct Labor Cost	Overhead 198.69%	Fixed Fee 13.20%	Total Project Cost
For Engineering Services:					
1. 12 Point Mitigation Plan	50	\$1,316.02	\$2,614.80	\$518.87	\$4,449.69
2. Design of Mitigation Site	51	\$1,420.64	\$2,822.67	\$560.12	\$4,803.43
Direct Expenses					\$10.40
TOTAL	101	\$2,736.66	\$5,437.47	\$1,078.99	\$9,263.52