Agenda Item: 7.

MEMORANDUM

To: Programs, Projects and Operations Subcommittee  
From: Amanda Grint, Water Resources Engineer  
Date: May 4, 2018  
Re: Contract Amendment 1 with Olsson Associates for WP1 Regional Detention Basin

In May 2017, the Board approved the selection of Olsson Associates for professional services for the preliminary design of West Papillion Regional Basin Number 1 (WP1) located at approximately 180th and Fort Streets and Dam Site 7 (DS7) located near 168th and Bennington Road. The original contract was for $1,219,255 and included planning and 60% design for these two reservoirs.

The WP1 project was recently awarded approximately $4.4 million dollars through the NRCS Regional Conservation Partnership Program which includes federal money for updating the 1966 NRCS Work Plan for the Papillion Creek Watershed as well as money for final design and construction of the WP1 structure. To prepare the Work Plan update and WP1 final design a contract Amendment 1 is proposed with Olsson Associates. This amendment includes the addition not to exceed fees in the amount of $932,214, bringing the total contract amount to $2,151,469. Attached is the proposed scope, fee and schedule. Of the $2,151,469 total, $1,467,222, is associated with the planning and design of the WP1 Project.

A summary of the tasks in Amendment 1 is as follows:

• Project Management and NRCS Coordination Meetings  
• Final design of the dam, water quality basins, mitigation areas, fisheries and recreation features.  
• Planning and completion of Updated Work Plan  
• Public Open House Meetings  
• Permitting  
• Preparation of bid documents and specifications

This phase of the work is scheduled to be complete by the fall of 2019, with the construction planned for 2021 and 2022.

Management recommends that the Subcommittee recommend to the Board that the General Manager be authorized to execute the proposed Amendment 1 to the Professional Services Agreement between the District and Olsson Associates for the West Papio Site 1 and Dam Site 7 Project in an amount of $932,214 bringing the total maximum not to exceed contract amount to $2,151,469, subject to changes deemed necessary by the General Manager and approval as to form by District Legal Counsel.
May 3, 2018

Ms. Amanda Grint
Papio-Missouri River NRD
8901 S. 154th Street
Omaha, NE 68138-3621

Re: Regional Detention Site WP-1
   NRCS Workplan Update & Final Design
   OA Project No. A17-1185

Dear Ms. Grint,

The purpose of this letter is to request an amendment to the above referenced project for additional services necessary to provide an update to the NRCS Workplan, Final Design and Bidding Services for Regional Detention Site WP-1. At this time Olsson is requesting $932,214.00.

The original contract amount of $1,219,255.00 included 60% project plans including recreation components, completed geotechnical analysis, necessary state and federal permitting through Step 10, Finalize 404 Permit Application, and limits of right of way acquisition including legal descriptions for two dam sites, WP-1 and DS-7. Of that original contract fee, $535,008.00 was for WP-1 and $684,247 was for DS-7.

This phase of the project includes the required update to the 1966 NRCS Watershed Workplan & Environmental Assessment to meet current federal criteria established by the NRCS, final design of the site WP-1 and bidding services. A complete scope of services is attached.

Project fees are summarized below:

| Phase I Preliminary Design – May 2017: | $1,219,255.00 |
| Phase II Design Amendment – May 2018: | $ 932,214.00 |
| Total Contract Cost: | $2,151,469.00 |

Thank you for your consideration of our proposal. Please feel free to contact me with any questions you may have.

Sincerely,

Michael W. Placke
Olsson Associates
AMENDMENT TO OWNER-ENGINEER AGREEMENT
Amendment No. I

The Effective Date of this Amendment is: May 3, 2018

Background Data

Effective Date of Owner-Engineer Agreement: May 11, 2017.

Owner: Papio-Missouri River Natural Resources District

Engineer: Olsson Associates

Project: P-MRNRD Dam Site WP-1 NRCS Workplan Update & Final Design

Nature of Amendment: [Check those that are applicable and delete those that are inapplicable.]

X Additional Services to be performed by Engineer

_____ Modifications to services of Engineer

_____ Modifications to responsibilities of Owner

_____ Modifications of payment to Engineer

_____ Modifications to time(s) for rendering services

_____ Modifications to other terms and conditions of the Agreement

Description of Modifications: This phase of the project includes the required update to the 1966 NRCS Watershed Workplan & Environmental Assessment to meet current federal criteria established by the NRCS, final design of the site WP-1 and bidding services.

Agreement Summary:

Original agreement amount: $1,219,255.00

Net change for prior amendments: $0.00

This amendment amount: $932,214.00

Adjusted Agreement amount: $2,151,469.00

Change in time for services (days or date, as applicable): N/A
The foregoing Agreement Summary is for reference only and does not alter the terms of the Agreement, including those set forth in the Agreement for Professional Services dated May 11, 2017.

Owner and Engineer hereby agree to modify the above-referenced Agreement as set forth in this Amendment. All provisions of the Agreement not modified by this or previous Amendments remain in effect.

OWNER: Papio-Missouri NRD

By: ________________________________
Print name: John Winkler
Title: General Manager
Date Signed: ________________________

ENGINEER: Olsson Associates

By: ________________________________
Print name: Brian Dunnigan
Title: Team Leader
Date Signed: 05-03-18
SCOPE OF SERVICES

This exhibit is hereby attached to and made a part of the Letter Agreement for Professional Services dated May 11, 2017 between Papio-Missouri River NRD ("Client") and Olsson Associates ("Olsson") providing for professional services. Olsson’s Scope of Services for the Agreement is indicated below.

PROJECT DESCRIPTION AND LOCATION

Project will be located at: Omaha, Nebraska

Project Description: Dam Site WP-1 NRCS Workplan Update & Final Design

Olsson shall provide the following services (Scope of Services) to Client for the Project:

DESIGN SERVICES

Phase 910 – Design Stage Project Management and Meetings

001 – Project Management
This component of the project includes management of the project through the design phase, with management and oversight of project budget and schedule. Coordinate all information-gathering efforts, manage owner responsible permit application process, and schedule meetings with utilities and stakeholders. Directly interface with the client to ensure schedule and project budget are appropriate, and if necessary determine effective methods of redirecting efforts to accommodate changes in schedule, budget, and scope. Provide overall management of all identified project tasks. Stakeholders, including the City and utility representatives, will be invited to attend as relevant to their interests. Activities completed by Olsson under this phase will include:
• Establish and maintain project schedule and budget
• Define individual tasks and establish cost and schedule for each task
• Prepare monthly project invoices, progress reports, and all internal coordination

002 – Stakeholder Meetings
Attend progress meetings with Client staff and attend all technical review meetings. A total of four (4) progress meetings and a project kick-off meeting are anticipated during the final design phase.

003 – Agency Coordination Meetings
Olsson will prepare meeting material and coordinate the design efforts with external agencies. This phase assumes a total of four (4) meetings with external stakeholders.

004 – Presentation to the Board
Olsson will prepare and present final design of site WP-1 at one P-MRNRD board meeting.
Phase 920 – Final Design

001 – WP-1 Main Dam Design
This component of the project involves preparation of detailed drawings and technical specifications for the proposed construction work and for equipment and materials required under the Agreement. Generally, the construction plans will include the following:

- General reservoir layout and grading plans
- Auxiliary spillway alignment
- Auxiliary spillway plan and profile
- Borrow area grading plan
- Principal spillway alignment
- Principal spillway plan and profile
- Cross sections for spillways and dam embankment
- Outlet details
- Sand Drain(s) / internal seepage
- Erosion control details
- Seeding plan and seed mixture(s)
- Wave protection berm
- Instrumentation design
- Additional details
- Technical specifications

002 – Wetland Mitigation Areas
- This component of the project involves preparation of detailed drawings and technical specifications for wetland mitigation areas

003 – Water Quality Basin Design
This component of the project involves design of an earthen sediment basin water control conduit and amenities to temporarily slow down the large rain and runoff events. The structure would be regulated to maximize containment of incoming phosphorus rich nutrients and abundant agricultural related sediment. The earthen basin will incorporate the recreational trail on the top. It is assumed that the berm will be constructed earthen material. A concrete box culvert will serve as the connection to the main reservoir.

004 – Operation and Maintenance Access
This component of the project involves design and preparation of construction documents for access points for the operation and maintenance of the dam and a private gated boat access to reservoir by owner.

005 – In-lake Fisheries
This component of the project involves design and preparation of construction documents for in-lake fisheries. It is assumed that the fisheries components will include a kayak launch, breakwater jetties, and groyne structures.
006 – Recreational Features and Site Access
This component of the project involves access to the recreational area off of 180th street. And design of perimeter trail, one picnic shelter, a restroom facility, a parking lot and associated signage.

007 – Structural Design
This component of the project involves structural analysis and design of the one concrete riser structure and one impact basin including size, thickness, reinforcement types and locations, and strength requirements.

- Structural design shall be in accordance with current design manuals, including but not limited to IBC, ACI 318, and ACI 350.
- Earth pressures and soil bearing capacities shall be based on soil parameters provided within the geotechnical report.
- Structural components intended for hydraulic control shall have flowline and top of concrete elevations as indicated in the hydraulic report.
- Design construction documents shall include structural dimensions, reinforcing, material specifications, and necessary details.

008 – Specifications
This component of the project involves preparation of construction specifications including font-end and technical sections.

009 – Subconsultant (EA) Design Support
This component of the project involves independent review of the final design documentation for conformance with State and Federal design policy and criteria. This includes an Independent review of the breach analysis and an independent review of construction plans and specifications.

010 – Quality Assurance and Quality Control
This component of the project involves formal QA/QC reviews conducted concurrently with client reviews, specifically at the 90% completion stage and prior to issuance of final PS&E. Completion of the QA/QC plan involves a final review by client, and regulatory agency comments and a final constructability review by Olsson.

Phase 930 – Permitting Services
001 – Section 404 Permit
This component of the project involves submittal of the previously developed Section 404 Permit to the U.S. Army Corps of Engineers (USACE). As part of the permitting process, Olsson anticipates additional coordination with the USACE and relevant resources agencies will be required. Olsson will respond to agency comments on the permit application and provide the necessary information to obtain the permit.

Olsson will facilitate and participate in meetings with USACE and P-MRN RD, as well as agencies meetings (as appropriate). Olsson anticipates agency coordination will include providing necessary information to satisfy state and federal agencies, including the State Historic Preservation Office, Nebraska Game and Parks Commission, Nebraska Department of Environmental Quality, U.S. Environmental Protection Agency, and U.S. Fish and Wildlife Service.
Once the USACE approves the conceptual mitigation plan, Olsson will complete final design of the mitigation areas for inclusion into final plans.

Additional field investigation is not anticipated, based on the results of the information obtained during the development of the permit application.

- Submit permit application to USACE
- Revise permit application and mitigation plan based on USACE comments
- Participate in 3 meetings with USACE
- General coordination

### 002 – Dam Safety Permits
This component of the project involves preparation of submittal for approval of plans and permit to impound water from the NeDNR Department of Dam Safety.

### 003 – NDEQ SWPPP Permit
This component of the project involves the preparation of drawings, SWPPP documents, and NOI for submittal to the NDEQ.

### 004 – City of Omaha Public Road Permit
This component of the project involves:
- General coordination with City of Omaha
- Submittal of Public Roadway Plans
- Revise Public Roadway Plans based on City of Omaha comments
- Finalize Public Roadway Plans

### 005 – City of Omaha Grading Permit
This component of the project involves preparation and submittal of City of Omaha Grading Permit.

### 006 – Emergency Action Plan
This component of the project involves the preparation of an Emergency Action Plan (EAP) for site WP-1. The EAP is a formal document that identifies potential emergency conditions and provides a means for notifying officials and downstream residents. The EAP will be provided to the NRD for review and submittal.

### 007 – Breach Routing and Analysis
This component of the project involves performing a breach routing to determine the potentially impacted by inundation should a dam failure occur. Breach routings will be completed using TR-66, HEC-RAS and two-dimensional breach routing using 2010 NRCS LiDAR surface.

### Phase 940 – Bidding Services
#### 001 – Project Management
This component of the project includes management of the project through the bidding phase, with management and oversight of project budget and schedule. Coordinate all efforts with design and construction services team. Directly interface with the client to ensure schedule and project budget conformance.

#### 002 – Bidding Services
This component includes the following services:
- Prepare Invitation for Bids and provide to Client for advertisement.
• Distribute Bid Invitations
  o Identify potential contractors and suppliers, and distribute copies of the Invitation to bid for the contract.
  o This will include electronic plans and specs on CD for use by the Client in distribution.

• Prepare and Distribute Plans and Specifications
  o Plans and specifications will be supplied to a plan house for distribution to potential bidders. The plan house will maintain a record of prospective bidders and suppliers to whom drawings or specifications have been issued. Document plan distribution and revise master list as requests are made for bidding documents. Company name, contact information, telephone and fax numbers will be collected and stored in the database. Distribute plan holders list to potential contractors with an Addenda or as separate issue if no addenda have been issued.

• Olsson will prepare an agenda and conduct a pre-bid conference in order to answer contractor questions prior to bid letting.

• Interpret Plans and Specifications
  o Interpret construction contract drawings and specifications, and provide written responses (as required) to questions from bidders requiring clarification during the bidding period.

• Prepare and Distribute Addenda
  o Prepare and issue addenda to the construction contract documents when required.

• Bid Opening
  o Attend, at a date and time selected and a place provided by the Client, the opening of bids for construction of the project.

• Review Bids and Bidder Qualifications
  o Review and evaluate the qualifications of the bidders and bids received.

• Prepare Recommendation of Award
  o Make a written recommendation to the Client concerning award of the contract.

• Review Insurance Certificates
  o Review insurance certificates with respect to compliance with specified coverage limits.

• Distribute Executed Contract Copies
  o Prepare and distribute three (3) conforming copies of the construction contract documents and contracts to serve as the official documents by the appropriate parties during construction of the project. This does not include modification to plans and technical specifications and re-issuing of the construction contract documents.

**Phase 950 – NRCS Funding/Watershed Plan**

**001 – Project Management / Coordination**
This component of the project involves Olsson’s involvement with the watershed planning activities, coordination of design efforts to ensure compliance NRCS design criteria, review of subconsultant submittals, and coordinating subconsultant activities. Attendance at the following meetings are included in this task: 12 monthly progress meetings, 12 technical consultation phone calls, 4 project execution meetings, 4 NRCS coordination meetings, 4 interagency Scoping meetings, and 3 public open houses.
002 – NRCS Coordination
This component of the project involves coordination with Owner, NRCS, and subconsultant for RCPP funding of project. Olsson understands that EA Engineering, Science and Technology is coordinating NRCS required activities and a Watershed Master Plan with P-MRNRD. Olsson will coordinate with NRCS and EA and provide necessary information to collaborate on that process. It is expected Olsson will provide resource documentation, communication with NRCS and EA throughout the permitting and planning process, and attend the public meetings anticipated for the planning and Environmental Assessment process.

003 – Subconsultant EA
EA will conduct general task management activities. Our proposal includes the following items.

- Monthly Progress Meetings – EA will conduct or attend a meeting either in person or via conference call and webinar to update OA personnel on project progress and issues. 12 meetings are assumed.
- Technical Consultation Phone calls with OA – EA will provide for up to 12 technical consult phone calls to discuss project issues and needs throughout the project.

EA will provide coordination services to the P-MRNRD to facilitate and coordinate the completion of the project. This will include:

- **Coordination Services**
  - Act as the P-MRNRD Liaison with the NRCS State or Federal Level Program or Technical Staff
  - Assist with P-MRNRD Project Management (NRCS programmatic items)
  - Develop support documentation for quarterly and annual NRCS programmatic reports
  - Schedule Updates
  - Budget Expenditures Tracking
  - Complete NRCS Forms and provide them to P-MRNRD POC for Upload
  - OA personnel would be invited to attend key calls and meetings and provided updates on progress and issues.
- **P-MRNRD Meetings** – EA proposes to conduct the following meetings during the execution of the project. It is assumed that the meeting will be held at the P-MRNRD headquarters in Papillion. Meetings will be scheduled and coordinated with OA, so OA personnel can attend, if desired.
  - Project kickoff meeting in association with OA
  - Project scoping meeting
  - Conduct up to two interim update/ technical meetings

- **NRCS Coordination**
  - Conduct 4 coordination meetings to facilitate development of the Plan and environmental assessment.
  - Meetings will be scheduled and coordinated with OA, so OA personnel can attend, if desired.

- **Consultant Coordination Meetings** – EA will conduct two meetings with OA. It is assumed that the meetings will be at the OA’s Lincoln office.
• Update Work Plan and Environmental Assessment – EA will update the 1966 NRCS Papillion Creek Watershed Work Plan & Environmental Assessment to meet current federal criteria established by NRCS. EA in conjunction with OA will work with NRCS staff to assure that the update meets their criteria and will result in an accepted federal plan. The plan must be reviewed and updated to assure conformity to current conditions, include NRD objective of flood reduction, and meet current NRCS requirements. Deficiencies and any new potential environmental impacts will be documented and addressed by EA. Below is a list of anticipated activities that will be completed:

• Existing Plan Review Data Gathering, and Coordination – Activities included:
  • Develop Plan Purpose and Need
  • Formulate, Describe and Compare Alternatives
  • Collect and Analyze Social and/Demographic Data
  • Collect and Analyze Data on Historic and Cultural Resources and Properties
  • Collect and Analyze Data on Prime and Unique Farmlands
  • Identify Wetlands (Includes Wetland delineation and other water bodies)
  • Wetland Delineation:
    • EA will provide two trained staff to complete the wetland delineation within the 2018 growing season. The wetland delineation will be in accordance with United States Army Corps of Engineers (USACE) guidelines.
    • Boundaries of any wetlands and waterways will be identified by EA and surveyed using a sub-meter GPS unit.
    • EA will compile a draft report and provide it to the P-MRNDRD for review. Any comments on the draft will be incorporated into a final report.
    • EA will provide the final report to the USACE for review as part of the 404 permit application.
  • Collect Soil Inventory Data
  • Identify and Analyze Soil Erosion (HEL)
  • Collect and Analyze Water Quality and Quantity data
  • Collect and Analyze Data on Floodplains
  • Collect and Analyze Data on Critical Areas
  • Evaluate Land Use and Crop Inventory Data
  • Collect and Analyze Data on Threatened and Endangered Species and Migratory Birds
  • Collect and Analyze Consumptive Use Data
  • Evaluate Effects on Public Health and Safety
  • Evaluate Effects to Homes/Businesses/Agricultural Operations
  • Analyze and Describe Direct, Indirect and Cumulative Impacts (includes unresolved conflicts)
  • Research, List, and Describe Required Federal, State and Local Permits
  • Evaluate Relationships and Possible Conflicts to Other Plans, Policies, and Controls
  • List and Discuss Interagency and Public Involvement
  • Complete Risk and Uncertainty Analysis
  • Develop and Describe Preferred Alternative(s) Including Structural Details (NED)
  • Develop and Discuss Mitigation Features
  • Complete Hydrologic Investigation
• Collect and Analyze Economic Data, Economic Investigation, Economic Benefits

• EA will hire a subconsultant (Scott Hoag, former NRCS economist) to assist with the economics.
  o Review Installation and Financing options
  o Develop Required Project Maps
  o Complete Utility Investigation

• Interagency Scoping Meetings
  o EA will conduct up to 4 interagency meetings to facilitate development of the Plan and environmental assessment. It is assumed that the meetings will be held at the P-MRNRD. Meetings will be scheduled and coordinated with OA, so OA personnel can attend, if desired.

• EA will conduct 3 public open houses which are required by the process. Open houses will be scheduled and coordinated with OA, so OA personnel can attend, if desired.

• EA will develop a Draft Final Updated Work Plan and Environmental Assessment Document. EA will provide the deliverable to the P-MRNRD as a digital copy of the document for review and comment. EA will respond to all P-MRNRD comments in a response to comments matrix and have a conference call/webinar to go through planned changes.

• EA will provide the P-MRNRD with a new version of the Plan to provide to the NRCS for review and comment.

• EA will address all NRCS National Water Management Center review comments.

Assumptions:

• It is assumed the NRCS is the lead federal agency in consultations with other agencies in the Environmental Assessment process and our firm will only provide a supporting role in consultations.

• It is assumed the NE NRCS archeologist, or her representative will assist in cultural resource impact identification.

• It is assumed that an Environmental Assessment will be required and not an Environmental Impact Statement.
### Phase 910 Project Management

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### Phase 940 Bidding, Construction Admin, and Observation

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### Phase 950 NRCS Work Plan for Dam Site WP-1 and Final Design

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## WP-1 NRCS Planning Schedule

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### 950 Project Coordination
1 52

| Purpose and Need | 1 3 |
| Desktop Data Collection | 3 3 |
| Conceptual Design | 1 14 |
| Open House #1 | 15 1 |
| Field Investigation | 1 40 |
| Draft Preliminary Plan | 14 14 |
| NRD Review | 30 1 |
| Open House #2 | 31 1 |
| Preliminary Plan | 20 14 |
| National Watershed Management Center review | 34 4 |
| Draft Final Plan | 38 6 |
| Open House #3 | 44 1 |
| Final Plan | 45 8 |

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### WP-1 Final Design Schedule

#### PERIODS

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Select a period to highlight at right. A legend describing the charting follows.