

## MEMORANDUM

TO: Programs, Projects, and Operations Subcommittee  
FROM: Eric Williams, Natural Resources Planner  
DATE: August 1, 2019  
SUBJECT: West Douglas County Trail  
Amendment to the Professional Services Agreement with EGA

The West Douglas County Trail (WDCT) is a connection between the YMCA, DC West School buildings, and south to homes outside of Valley, NE (see the attached map). The project is currently in the Right of Way (ROW) negotiations, being conducted by Nebraska Department of Transportation (NDOT).

A major feature of this project is the bridge over the Union Pacific (UP) rail lines which are parallel to E Reichmuth Road, between the YMCA and the school buildings. During ROW negotiations, a condition has been introduced by UP to provide wider space between the edge of the existing rail tracks, and the pier supporting the trail bridge. This pier will be located on UP property, so following railroad guidelines for safe setback distances is mandatory. Previous review had requested a crash barrier be constructed, but no change in the location of the pier. Comments from UP now require a relocation of the pier, which is outside of the scope of the design contract with Ehrhart Griffin & Associates (EGA).

EGA has submitted a Consultant Work Order (CWO) with documentation for the services to be performed in order to update the bridge plans according to the comment from UP. District staff and NDOT have reviewed the scope and fee for the work. Upon receiving the signed CWO, a Supplement to the current Professional Services Agreement will be drafted and sent to the District, and EGA for signatures. This Supplement will list costs not-to-exceed \$44,487.44. These services will include bridge re-design, trail re-design in conjunction with the new bridge design, updates to the ROW plans, and opinion of probable cost. The work is expected to be completed along with the final PS&E plans for the entire project by November 2019.

- **It is recommended that the Subcommittee recommend to the Board that the Board adopt a resolution provided by NDOT authorizing the General Manager to execute a Supplemental Agreement between the District and Ehrhart Griffin & Associates (EGA) for Preliminary Engineering Services for the West Douglas County Trail for a cost not-to-exceed \$44,487.44, subject to changes deemed necessary by the General Manager and approval as to form by District Legal Counsel.**





-  Trail Alignment
-  City Boundary



Figure 2  
**Location Map**  
Western Douglas County Trail  
Douglas County, Nebraska

# Consultant Work Order (Local Projects)

|   |                          |   |
|---|--------------------------|---|
| Project No.:<br>DPU-28(87)  |                          | Control No.:<br>22227                     |
| Consultant: (Name and Representative)<br>Ehrhart Griffin & Associates | Agreement No.:<br>BO1266 | Work Order No.:                           |
| LPA: (Name and Representative)  |                          | Constr. Change Order No.: (If applicable) |

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.

Justification to modify agreement: (Include scope of services, deliverables, and schedule)  
See attached Exhibit "A" Scope of Services

| Work Title                                      | Summary of Fee  |   |                    |
|---|---|---|--------------------|
|   | A. Total Direct Labor Cost                                      | = | 4,326.21           |
|   | B. Overhead (Factor * x A)                                      | = | <b>7,570.87</b>    |
|   | C. A + B  | = | <b>11,897.08</b>   |
|   | D. Profit/Fee (Factor ** x C)                                   | = | <b>1,546.62</b>    |
| *Overhead Factor: 175.00%                       | E. FCCM (Factor*** x A)   | = | <b>56.24</b>       |
| **Profit/Fee Factor: 13.00%                     | F. Direct Non-Labor Cost  | = | <b>395.50</b>      |
| ***Facility Capital Cost of Money (FCCM): 1.30% | G. Subconsultant Services                                       | = | <b>30,592.00</b>   |
| Total Fee Notes:                                | <b>TOTAL FEE: C + D + E + F + G</b>                             | = | <b>\$44,487.44</b> |
|   | <input type="checkbox"/> ESTIMATED TOTAL FEE:                   |   |                    |
|   | <input checked="" type="checkbox"/> FINAL TOTAL FEE: 172,425.42 |   |                    |

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

**Consultant:**

Terry L. Morrison \_\_\_\_\_ 07/30/2019  
Name Signature Date

**LPA:**

\_\_\_\_\_  
Name Signature Date

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

\_\_\_\_\_  
Name Signature Date

**LPS Unit Head Review (for PE Phase):**

\_\_\_\_\_  
Name Signature Date

**LPS Manager or Construction Engineer (Construction Phase):**

\_\_\_\_\_  
Name Signature Date

**FHWA: (FHWA Approval on Full Oversight Projects Only):**

\_\_\_\_\_  
Name Signature Date

Notice to Proceed will be granted by email by:  
 LPS PC for Preliminary Engineering & CD PC for Construction Engineering.

FMIS Approval Date:

Notice to Proceed Date:

**Preliminary and Final Design**

**Project Cost**

**Project Name:** Western Douglas County Trail  
**Project Number:** DPU-28(87)  
**Control Number:** 22227  
**Location (City, County):** Valley, Douglas County  
**Firm Name:** Ehrhart Griffin & Associates  
**Consultant Project Manager:** Terry Morrison  
**Phone/Email:** 402-561-2305 tmorrison@ehrhartgriffin.com  
**LPA Responsible Charge:** \_\_\_\_\_  
**Phone/Email:** \_\_\_\_\_  
**NDOR Project Coordinator:** \_\_\_\_\_  
**Phone/Email:** \_\_\_\_\_  
**Date:** 7/25/2019

| <b>Direct Labor Costs:</b>      | <b>Hours</b> | <b>Rate</b> | <b>Amount</b>     |
|---------------------------------|--------------|-------------|-------------------|
| <b>Personnel Classification</b> |              |             |                   |
| Principal                       |              | \$55.29     |                   |
| Registered Land Surveyor        | 10           | \$30.13     | \$301.30          |
| Environmental Scientist         |              |             |                   |
| Project Manager                 | 47           | \$43.27     | \$2,033.69        |
| Senior Engineer                 |              |             |                   |
| Engineer                        | 56           | \$29.49     | \$1,651.44        |
| Senior Designer/Technician      | 14           | \$24.27     | \$339.78          |
| Administrative                  |              | \$23.08     |                   |
| Survey Party Chief              |              | \$26.00     |                   |
| Surveyor I                      |              | \$15.00     |                   |
| User Defined 3                  |              |             |                   |
| <b>TOTALS</b>                   | <b>127</b>   |             | <b>\$4,326.21</b> |

| <b>Direct Expenses:</b>         | <b>Amount</b>      |
|---------------------------------|--------------------|
| Subconsultants                  | \$30,592.00        |
| Printing and Reproduction Costs | \$235.00           |
| Mileage/Travel                  | \$160.50           |
| Lodging/ Meals                  |                    |
|                                 |                    |
| <b>TOTALS</b>                   | <b>\$30,987.50</b> |

| <b>Total Project Costs:</b>   | <b>Amount</b>      |
|---|--------------------|
| Direct Labor Costs  | \$4,326.21         |
| Overhead @ 175.00%  | \$7,570.87         |
| Total Labor Costs   | \$11,897.08        |
| Fixed Fee @ 13.00%  | \$1,546.62         |
| Facility Capital Cost of Money (FCCM) @ 1.30% (direct labor cost x FCCM%) | \$56.24            |
| Direct Expenses   | \$30,987.50        |
|   |                    |
| <b>PROJECT COST</b>   | <b>\$44,487.44</b> |