

MEMORANDUM

TO: Programs, Projects, and Operations Subcommittee
FROM: Eric Williams, Natural Resources Planner
SUBJECT: West Douglas County Trail
Amendment to the Professional Services Agreement with EGA
DATE: May 4, 2020

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 being prepared by Nebraska Department of Transportation (NDOT) for bidding to occur this summer.

Acquisition of right-of-way for this project has been proceeding throughout the spring of 2020. During that process a small addition amount of work was determined necessary in order to complete staking of easements and right-of-way acquisition necessary to allow farmers to plant crops outside those areas.

This work was not expected, and therefore not included in the original professional services 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 complete this work. 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 \$2,015.89.

- **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 \$2,015.89, 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

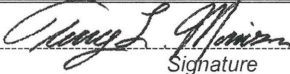
Consultant Work Order

(Local Projects)

Project No.: DPU-28(87)		Control No.: 22227	
Consultant: (Name and Representative) Ehrhart Griffin & Associates, Terry Morrison		Agreement No.: BO1266	Work Order No.: 4
LPA: (Name and Representative) Papio-Missouri River NRD, Eric Williams		Constr. Change Order No.: (If applicable)	
<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) The scope of services for this project involves engineering design services required to produce final construction plans and specifications for the following: The project will include the following: staking of easements and right-of-way acquisition necessary to allow farmers to plant crops outside those areas.</p>			
Work Title		Summary of Fee	
		A. Total Direct Labor Cost	= 635.73
		B. Overhead (Factor * x A)	= 1,112.53
		C. A + B	= 1,748.26
		D. Profit/Fee (Factor ** x C)	= 227.27
*Overhead Factor:	175.00%	E. FCCM (Factor*** x A)	= 8.26
**Profit/Fee Factor:	13.00%	F. Direct Non-Labor Cost	= 32.10
***Facility Capital Cost of Money (FCCM):	1.30%	G. Subconsultant Services	=
Total Fee Notes:		TOTAL FEE: C + D + E + F + G	= \$2,015.89
		<input checked="" 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:

Terry L. Morrison  04/01/2020
 Name Signature Date

LPA:

Eric Williams  2020/04/01
 Name Signature Date

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

 Name Signature Date

LPS Unit Head Review (for PE Phase):

Nicole Taylor
 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:

4/6/20

Notice to Proceed Date:

4/6/20

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