

Agenda Item: 6.

MEMORANDUM

TO: Programs, Projects, and Operations Subcommittee

FROM: Eric Williams, Natural Resources Planner
John Krager, HMG Associates

SUBJECT: West Papio Trail
HGM, Additional Construction Administration Services

DATE: December 4, 2015

An extension of the West Papio Trail was constructed this past summer and opened for public use on August 24, 2015. HGM Associates provided professional services for the design and construction administration at a contract amount of \$144,345.94.

Construction of the project was contracted to MFT Construction and began in March of 2015. Due to excessive rain events during construction in the spring and summer, the timeline for construction completion was extended from July 1 to August 1.

HGM has submitted a letter requesting review and approval of additional payment for services during the extended time period and through the completion of punch-list items leading up to the opening ceremony on August 24, 2015.

Also, they are seeking payment for additional professional services requested by the District during the project, which included the repair of a low flow crossing along the West Papio Creek, and relocation of a traffic signal at 108th & Giles Rd.

Scope Item

Exhibit A – Design Phase Services	\$ 4,700.00
Low flow crossing WW3	\$ 1,200.00
Traffic signal relocation	\$ 3,500.00
 Exhibit B – Construction Phase Services	 \$ 14,257.35
Weather related contract extension	
SWPPP inspections, material testing	

Exhibit C – Construction Observation	\$ 4,169.20
Completion of punch-list items and project close-out	

Total	<u>\$ 23,126.55</u>
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According to District policy, Amendment #1 to the original contract to provide additional services for the extended construction contract period (Exhibit B) was executed by management on September 3, 2015 in the amount of \$14,257.35 (about 10% above the original contract approved by the Board). HGM is now requesting approval for payment for the Exhibit A, and Exhibit C additional services listed above, totaling \$ 8,869.20 (\$ 4,700.00 + \$ 4,169.20).

Management recommends that the PPO Subcommittee recommend to the Board of Directors that the General Manager be authorized to execute Amendment #2 to the contract with HGM Associates for professional services on the West Papio Trail in the amount of \$8,869.20, bringing the total maximum not to exceed amount of the contract to \$ 167,472.49, subject to changes deemed necessary by the General Manager and approval as to form by District legal counsel.



October 29, 2015

**Board Members,
Mr. Marlin Petermann and
Mr. Eric Williams
Papio-Missouri Natural Resources District
8901 South 154th Street
Omaha, Nebraska 68138**

Subject: West Papio Trail
Design and Construction Phase Services
Additional Services
HGM Project No. 703713

Dear Board Members, Mr. Petermann and Mr. Williams;

HGM Associates is requesting your review and approval of Additional Services to the West Papio Trail project. The additional services HGM is requesting are for design and construction phase services. PMRNRD Staff has agreed that these services were required to complete the project and are described as follows:

1. Design Phase Services (EXHIBIT A, 10-pages):
 - a. Design for the repair of eroded areas at low flow crossing WW3 and
 - b. Design for the relocation of the traffic signal at the and for the removal of the guardrail both at the southwest corner of the intersection of Giles and Portal Roads.
 - c. Attached are the following documents:
 - i. Email dated June 2, 2014:
 1. Design detail for the repair of the low level crossing.
 2. Approval to proceed by PMRNRD staff.
 3. HGM Fee \$1,200.00
 - ii. Email dated June 30, 2014:
 1. Alternate Bid 2 design and construction plan for remove/relocate the traffic signal pole and removal of the guard rail and add guardrail end treatment.
 2. Approval to proceed by PMRNRD staff.
 3. HGM Fee \$3,500.00
 - iii. HGM Letter Form Agreement dated July 2, 2014.

2. Construction Phase Services (Exhibit B, 19-pages):

The Final completion date was extended to August 1, 2015 (Change Order No. 2) and these services are due to the time extension to the contract.

a. Construction Phase Services through July 31 to include:

- i. Weekly Progress meeting,
- ii. SWPPP observation and reporting
- iii. Contract Administration
- iv. Construction Observation,
- v. SWPPP Close-out, and
- vi. Material Testing

b. Attached are the following documents:

- i. Amendment No. 1 dated September 3, 2015
- ii. HGM Fee \$14,257.35

3. Construction Phase Services (Exhibit C, 1-page):

a. Construction Observation from August 1 through August 21, 2015. The Contractor completed the work on August 26, 2015. The work the Contractor was completing in August are the items shown in the Final Punchlist.

b. Attached are the following documents:

- i. Final Punchlist dated August 6, 2015
- ii. HGM Fee \$4,169.20.

Amendment No. 1 in the amount of \$14,257.35 was approved September 3, 2015 which is the limit of staff approval.

We appreciate your review of this request at the next Committee Meeting scheduled for November 10 and the next Board of Directors meeting scheduled for November 12. John Krager will be at these meetings to answer any questions.

Yours very truly,
HGM ASSOCIATES INC. - CONSULTANT

John F. Krager III, PE
Project Manager

Steve W. Moffitt, PE
Vice-President

EXHIBIT A



703713
Supp #1 or #2
(Notice to Proceed
Attached)

July 2, 2014

Mr. Eric Williams, P.E.
Papio-Missouri River Natural Resources District
8901 S 154th Street
Omaha, Nebraska 68138

Subject: Alternate Bid 1 – Low Flow Crossing
Alternate Bid 2 - Traffic Signal and Guardrail
HGM Project No. 703713

Dear Mr. Williams:

On behalf of HGM ASSOCIATES INC. (HGM), the following Additional Services have been requested by the **Papio-Missouri River Natural Resources District** and are not a part of the West Papio Trail original agreement dated December 19, 2013. This letter shall serve as amendment 1 and 2 to the original agreement.

This agreement is for engineering services and consists of this letter, the attached Scope of Services labeled as Exhibit A and the emails dated June 2, 2014 and June 30, 2014 approving this work labeled as Exhibit B.

HGM will provide Basic Services of Final Design Documents. These services are more specifically defined in the attached Scope of Services, Exhibit A. We will also provide Additional Services upon your request and receipt of your written authorization.

HGM will provide these Basic Services for a lump sum amount of \$4,700.00. Additional Services will be charged on an hourly basis in accordance with our standard hourly rate schedule.

We will bill you monthly for our services and reimbursable expenses proportionate to the work completed on the project. All fees are due and payable to HGM within 30 days of the invoice date. A service charge of one and one-half percent per month will be added to any amounts outstanding after 30 days.

5022 SOUTH 114th STREET, SUITE 200, OMAHA NEBRASKA 68137-2329, (402) 346-7559, FAX (402) 346-0224

SCOPE OF SERVICES

EXHIBIT A

This is an exhibit attached to and made part of the letter agreement dated July 2, 2014 between: Papio-Missouri River Natural Resources District (CLIENT) and HGM ASSOCIATES INC. (CONSULTANT).

Project Description: Alternate Bid 1 – Low Flow Crossing
Alternate Bid 2- Traffic Signal and Guardrail
HGM Project No. 703713

The Client agrees that HGM has no control or influence over the actions of governing bodies with regards to this contract. Changes to design, schedule, basic services, estimated construction costs, and any other factors related to this agreement, brought about by governing bodies' comments, will be considered additional services to this agreement.

The Basic Services to be provided by the CONSULTANT under this agreement are further described as follows:

1. FINAL DESIGN DOCUMENTS:

The work described below will include topographic survey, construction drawings, specifications, and quantities that will become a part of the W. Papio Creek Trail project.

- A. Low Flow Crossing detail. This work is a low flow crossing detail at structure WW3.
- B. Traffic Signal and Guardrail. This work is the removal and replacement of the traffic signal and guardrail at the intersection of Giles Road and Portal Road. The work is required to extend the trail to the intersection.

CLIENT'S RESPONSIBILITIES:

In order for the CONSULTANT to perform these services, the CLIENT agrees to furnish the following information:

- A. As-built drawings of the traffic signal plan at Giles Road and Portal Road.

Papio-Missouri River Natural Resources District

July 2, 2014

Page 2 of 2

We anticipate that we will be able to begin work on this project within 5 working days of receiving your authorization to proceed in the form of your acceptance of this agreement. We estimate that all work can then be completed within 30 days of your authorization to proceed. If at any time we are delayed in the performance of these services, we will notify you immediately. Please note that any information to be provided by you as defined under Client's Responsibilities in the attached Scope of Services will need to be furnished to HGM prior to our beginning work.

Please indicate your acceptance of this agreement by signing where indicated below, and returning one original signed copy to this office. We sincerely appreciate the opportunity to work with you.

Yours very truly,
HGM ASSOCIATES INC. - CONSULTANT



John F. Krager III, P.E.
Senior Project Manager

Acceptance of Proposal:
Papio-Missouri River Natural Resources District

Authorized Signature

Printed Name & Title

Date of Acceptance

From: [Petermann, Marlin](#)
To: [John F. Krager](#); [Williams, Eric](#)
Cc: [Bill J. Glismann](#); [Jeff Thompson \(jefft@papillon.org\)](mailto:jefft@papillon.org); [John Kottmann](#); [Leming, Marty](#)
Subject: RE: W Papio trail - "No Rise" and WB 84 to Giles WW3 Crossing Erosion
Date: Monday, June 02, 2014 9:17:22 PM

John,

Concerning the items listed below:

1. Upon advice of John Kottmann, LaVista, and a field investigation by Eric Williams and me on May 15th, it has been decided to eliminate the ramp at the West End of this trail project extending under Giles Road. The area under the Giles Road bridge will need extensive grading and drainage repair before any trail work can be done. Therefore, any design in that area and any "No Rise" calculations will be postponed until the design of the trail segment extending upstream along the West Papio from Giles Road. That will be another project on another day. At that time we will design the entire bridge undercrossing and approaches (ramps) and drainage on both sides of the bridge at once, rather than one side now and the other later. If a "no rise" is necessary, we will just do one at that time. So in summary, eliminate the ramp and grading to the Giles Road bridge underpass from the plans for this project.

Please proceed with the "No-Rise" design calculations for the ramp and trail grading at the east end of the project where we connect to the existing trail. Please coordinate those computations with Amanda Grint of our staff. I believe that was already part of your scope and fee.

2. Please proceed with the detail for the repair work of the low level crossing "WW3" west of 96th Street. But remember to keep all design and construction work relating to this repair accounted for separately from the trail work. This repair is to be paid for totally by the NRD, so we need to show it separately on all billings and show it as an alternate on the plans, so it can be handled separately.

Hopefully this provides the direction needed. Let Eric or me know if you have any questions.

We hopefully can keep this project on schedule for construction yet this calendar year.

Thanks,
 Marlin

From: John F. Krager [mailto:jkramer@hgmonline.com]
Sent: Thursday, May 01, 2014 2:40 PM
To: Williams, Eric
Cc: Petermann, Marlin; Bill J. Glismann
Subject: W Papio trail - "No Rise" and WB 84 to Giles WW3 Crossing Erosion

Per our last meeting, we discussed the additional engineering fees for the following:

1. "No Rise" design calculations for the trail grading at the west end under Giles Rd bridge. Engineering fee \$2,600.00
2. Detail for the repair work of the low level crossing west of 96th St bridge similar to the PMRNRD detail provided. Engineering fee \$1,200.00

Let me know how you wish to proceed. Thanks.

John F. Krager III, P.E.
hgm ASSOCIATES INC.
(402) 346-7559 Work
(402) 689-8432 Mobile
jkrager@hgmonline.com
www.hgmonline.com

From: Williams, Eric [<mailto:ewilliams@papionrd.org>]
Sent: Monday, April 07, 2014 5:34 PM
To: John F. Krager; Bill J. Glismann
Cc: Cleveland, Martin
Subject: WB 84 to Giles WW3 Crossing Erosion

John and Bill,

There was one more issue that I forgot to mention in our meeting today. See the attached photos, and Martin's comments about repair for on the [crossing WW3](#) (naming convention from pervious channel work).

Please prepare a proposal for this repair work to be contracted separately, but potentially by the same contractor as the trail construction.

Let Martin or me know if you have any questions,

Eric Williams
Natural Resources Planner
EWilliams@PapioNRD.org
402.315.1704



From: Cleveland, Martin
Sent: Monday, March 17, 2014 15:46
To: Williams, Eric
Cc: Petermann, Marlin
Subject: WB 84 to Giles WW3 Crossing Erosion

Eric:

Attached are the photos of Low Water Crossing WW3, located east of former River City Softball complex along West Branch between 96th and Giles Rd. The articulated block on the downstream slope is starting to unravel, as the photos show due to loss of toe support. In 2010, we had similar problem at low water crossing WW7 (between 84th and 96th) and the area was repaired with adding a sheet pile toe and paving the lower slope. There is a design detail attached and photos of same (untitled attachment). As we discussed, we would like to seek a design proposal from HGM to design repairs for WW3 , with possible use of WW7 repair format (EGA designed). In addition, we would like to have this repair as a trail project bid alternate to allow for established price for this work and have the trail contractor execute the work.

Martin P. Cleveland, PE

Construction Engineer

Papio-MRNRD

8901 S. 154th Street

Omaha, NE 68138

402-444-6222

402-315-1707 (direct)

402-895-6543 (FAX)

From: [Williams, Eric](#)
To: [John F. Krager](#)
Cc: [Petermann, Marlin](#)
Subject: RE: W Papio Trail - Giles and Portal Rd
Date: Monday, June 30, 2014 5:11:46 PM

John,

Please proceed with design for Alternate Bid 2, relocation of the traffic signal.

Thank you,

Eric Williams
Natural Resources Planner
EWilliams@PapioNRD.org
402.315.1704



From: John F. Krager [mailto:jkrager@hgmonline.com]
Sent: Wednesday, June 25, 2014 13:52
To: Williams, Eric
Subject: RE: W Papio Trail - Giles and Portal Rd

Eric,

Even though we have done some work on the Alternate Bid 2, I need an approval from the PMRNRD for our files and accounting.

Alternate Bid 2: The work is engineering design and construction plan for southwest corner of Giles and Portal Rd to remove /relocate the traffic signal, electrical runs, adding a remote pedestrian pushbutton pole, the removal of the guardrail, and adding a guardrail end treatment.

HGM FEE: \$3500.

An email response will work. Thanks.

John F. Krager III, P.E.
hgm ASSOCIATES INC.
(402) 346-7559 Work
(402) 689-8432 Mobile
jkrager@hgmonline.com

From: [Petermann, Marlin](#)
To: [John F. Krager](#); [Williams, Eric](#)
Cc: [Bill J. Glismann](#); [Jeff Thompson \(jefft@papillion.org\)](#); [John Kottmann](#); [Leming, Marty](#)
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Let me know how you wish to proceed. Thanks.

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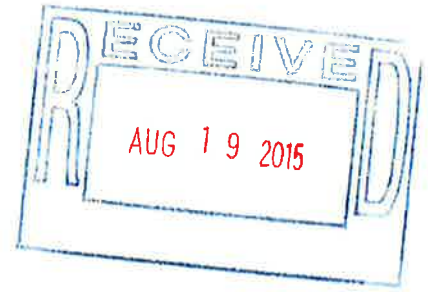
Let Martin or me know if you have any questions,

Eric Williams
Natural Resources Planner
EWilliams@PapioNRD.org
402.315.1704

EXHIBIT B



EXHIBIT B



August 14, 2015

Mr. Eric Williams
Papio-Missouri Natural Resources District
8901 South 154th Street
Omaha, Nebraska 68138

Subject: West Papio Trail
Construction Phase Services
Additional Services
HGM Project No. 703713

Dear Mr. Williams;

The Final Completion of the project was extended from July 1 to August 1. The project start date was March 11. As of August 14, the Final Punch-list had not been completed and Construction Phase Services are on-going. We anticipate the work to be completed prior to August 24, the date schedule for the trail opening.

The reason for the extension of time has been the weather. The work has progressed, but due to the weather, items of work were not completed concurrently, as originally planned. The Contractor had to schedule items of work in-between rain events. Several starts and stops between rain events required additional effort for the Contractor (MFT), Material Testing (Thiele), and Construction Observation (HGM).

Additionally, the Storm Water Pollution Prevention Plan (SWPPP) Close-Out procedure task was not included in the original contract. The close-out will happen upon the project having met the Papillion Creek Watershed Partnership (PCWP) General Grading Permit terms. Project close-out includes SWPPP inspections and reporting, updated SWPPP plans and SWPPP closure documentation.

Therefore, the additional services and modifications requested through July 31, 2015 are:

1. Construction Observation
2. Material Testing
3. SWPPP Close-out

HGM will provide these Additional Services for a total estimated cost of **\$14,257.35**.

Please indicate your acceptance of the agreement by signing 2-copies of EXHIBIT K at the location indicated on page 3 of 3, and return one original signed copy to this office. We sincerely appreciate the opportunity to work with you.

Yours very truly,
HGM ASSOCIATES INC. - CONSULTANT



John F. Krager III, PE
Project Manager



Steve W. Moffitt, PE
Vice-President

SUGGESTED FORMAT
(for use with E-570, 2006 Edition)

This is **EXHIBIT K**, referred to in and part of the **Agreement between Owner and Engineer and for Professional Services** dated December 19, 2013.

AMENDMENT TO OWNER-ENGINEER AGREEMENT
Amendment No. 1

1. Background Data:

- a. Effective Date of Owner-Engineer Agreement: December 19, 2013
- b. Engineer: HGM Associates, Inc
- c. Owner: Papio-Missouri River Natural Resources District
- d. Project: West Papio Trail
- e. This Part of the Project: Construction Phase Services

2. Nature of Amendment

- a. Additional services to be performed by Engineer
- b. Modifications to services of Engineer

3. Description of Additional Services to be performed by Engineer:

- a. Part-time Construction Observation through July 31, 2015 to include:
 - i. Daily work report and diary
 - ii. Measure installed quantity
 - iii. SWPPP observation and report,
 - 1. To allow for the seeding to establish, Engineer anticipates 3-months (Aug –Oct). SWPPP inspections and reports will be required during this establishment period
 - iv. Attend weekly progress meetings.
 - v. Review Contractor Pay Requests.
- b. Material Sampling and Testing:
 - i. Material sampling and testing as performed by Geotechnical sub-consultant (Thiele Geotech)

4. Description of Modifications to be performed by Engineer:

a. SWPPP Close-Out

i. The SWPPP close-out shall include:

1. Grading permit closure form,
2. Updated SWPPP plans with the existing SWPPP information and
3. Any pertinent notations, applicant certification, CSW-NOT, etc.

5. Agreement Summary:

a. Original agreement amount:	\$144,345.94
b. Net change for prior amendments:	\$ 0.00
c. This amendment amount:	\$ 14,257.35
d. Adjusted Agreement amount:	\$158,603.29

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. The Effective Date of this Amendment is September 3, 2015.

ENGINEER:

OWNER:



By: STEVE MOFFITTBy: Marlin J. PetermannTitle: VICE PRESIDENTTitle: Assistant General ManagerDate Signed: 9-3-15Date Signed: 9-3-2015

Attachments:

1. EXHIBIT 1 – Additional Services spreadsheet dated 8/13/2015
2. EXHIBIT 2 – Email from PMRNRD dated 8/04/2015
3. EXHIBIT 3 – Additional Services Thiele Geotech, Inc dated 7/31/2015

(Exhibit K – Amendment to Owner-Engineer Agreement)

EJCDC E-570 Standard Form of Agreement Between Owner and Engineer for Professional Services.
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EXHIBIT 1 - ADDITIONAL SERVICES THROUGH JULY 31, 2015
HGM ASSOCIATES, INC.
West Papio Trail (90th St to Giles Rd)
Sarpy County, Nebraska

Date: 8/13/2015

Description of Work Items/Tasks	Project Manager	Senior Proj. Eng.	Design Engineer	Field Observer	CADD Technician	Admin Assistant	Total Hrs
CONSTRUCTION PHASE SERVICES							
Conduct Weekly Progress Meetings			6	4		1	11
SWPPP Observations and Reporting (Aug 1 thru end Oct 2015)				24			24
Submit and make Recommendation of Contractors Progress Estimate			1				1
Construction Observation (through July 31, 2015)	2		4	136			142
SWPPP Close-out			6		4	1	11
TOTAL MAN HOURS	2	0	17	164	4	2	189

SALARY EXPENSES

Classification	Manhours	Raw Hrly Rate	Cost
Project Manager	2	\$ 58.43	\$ 116.86
Senior Project Engineer	0		\$ -
Design Engineer	17	\$ 33.75	\$ 573.75
Field Observer	164	\$ 19.00	\$ 3,116.00
CADD Technician	4	\$ 33.50	\$ 134.00
Administrative Assistant	2	\$ 18.50	\$ 37.00
Subtotal Salary Expenses			\$ 3,977.61
Overhead Factor		166.01%	\$ 6,603.23
SubTotal			\$ 10,580.84
Fixed Fee		13%	\$ 1,375.51
Subcontractor (Thiele Geotech)			\$ 2,301.00
TOTAL ADDITIONAL SERVICES			\$ 14,257.35

DATED: 08-04-2015

From: [Williams, Eric](#)
To: [John F. Krager](#)
Cc: [Steve W. Moffitt](#); [Petermann, Marlin](#)
Subject: RE: W Papio Trail- Construction Phase Additional Services
Date: Tuesday, August 4, 2015 4:29:23 PM

John,

Thank you for submitting the details about the additional work on this project.

Please prepare Exhibit K from the standard EJCDC for,

- × Additional Services to be performed by Engineer
- × Modifications to Payment to Engineer
- × Modifications to Time(s) for rendering Services

Include the descriptions you have provided as an attachment. When we have the documents, they will be signed and returned to you.

Let me know if you have any additional questions,

Eric Williams
Natural Resources Planner
EWilliams@PapioNRD.org
402.315.1704



From: John F. Krager [mailto:jkramer@hgmonline.com]
Sent: Monday, June 29, 2015 16:07 PM
To: Williams, Eric <ewilliams@papionrd.org>
Cc: Steve W. Moffitt <smoffitt@hgmonline.com>; Petermann, Marlin <mpetermann@papionrd.org>
Subject: RE: W Papio Trail- Construction Phase Additional Services

Eric,

In regards your comments below:

SWPPP Inspections

SWPPP Inspections will continue after the project construction has been completed. We anticipate that MFT will seed the site during the seeding season per the specification (pg SS-12) of August 1 – September 15. Per the PCWP General Grading Permit Terms (2012), Part III. STORMWATER POLLUTION PREVENTION PLANS (SWPPP), Para M., one of the items required prior to submitting the Grading Permit Closure Form is: *“A uniform perennial vegetative cover with a minimum density of 70 percent native background vegetative cover, has been established on all non-impervious surfaces and areas not covered by permanent structures unless equivalent permanent stabilization (such as riprap, gabions, And geotextile) measures have been employed.”*. To allow for the seeding to establish, we anticipated 3-months (Aug –Oct). SWPPP inspections and reports will be required during this establishment period.

Construction Observation

The original contract allowed for Part Time Construction Observations (based upon 60-calendar days @ 5 Hrs/day = 300 Hrs). The work started on 3/11. From March 3/11 thru 6/30 (111-calendar days), the work has progressed but items of work were not completed concurrently, but the Contractor scheduled items of work consecutively in-between rain events. Additionally, the grading operation has had several starts and stops during the rainy period, which has required additional effort for the Contractor (MFT), Material Testing (Thiele), Field Observation (HGM). Therefore, this has extended the observation hours on the project. The Final Completion of the project was July 1, but an additional 31 – calendar days have been approved (Change Order 2) to extend the Final Completion to Aug 1.

A. Per your comments below, we reviewed Invoices 11 – 13, and have estimated the Field Observers (Engineering Tech II, III, IV) hours to 6/30:

1. Invoice 11 (2/1 thru 3/31):
 - a. Engineering Tech III = 20.00 hrs
2. Invoice 12 (4/1 thru 4/30):
 - a. Engineering Tech IV = 67.25
 - b. Engineering Tech II = 3.00
3. Invoice 13 (5/1 thru 5/30):
 - a. Engineering Tech IV = 75.50
 - b. Engineering Tech II = 7.00
4. Invoice 14 (6/1 thru 6/30)
 - a. 6/1 thru 6/15 Engineering Tech IV = 29.5
 - b. Estimated from 6/16 thru 6/30 = 100.00

TOTAL USED FIELD OBSERVERS HOURS THRU 6/30 = 302.25

B. The ESTIMATED Field Observations hrs to complete the project to Aug 1:

1. Part-time observation @ 5-hrs/day @ 31 days = 155 hrs.
2. 1-holiday (4th of July) = (-5 hrs)
3. 4-Sundays @ -5hrs/Sunday = (-20 hrs)
4. Assuming 3-raindays SWPPP observations = 6 hrs

TOTAL ESTIMATED FIELD OBSERVATIONS HRS THRU 8/1 = 136-HRS

SWPPP Close-Out

SWPPP close-out is not a task of the contract, but it is required to close-out the project once it has met the terms of the PCWP General Grading Permit Terms. Once the permit terms are met, a Grading Permit Closure Package must be submitted (See para. M noted above). The package includes a grading permit closure form, updated SWPPP plans with the existing SWPPP information and any pertinent notations, applicant certification, CSW-NOT, etc. The Grading Permit Closure Package is after the seeding is established (see above).

I apologize for getting this information to you later than June 25, but the Contractor schedule for the paving didn't become firm until 6/26. We wanted to include in the estimate the Field Observers hours to be used through 6/30.

FYI. On 6/27 the paving started and its anticipated that the paving of the trail segment from 96th Bridge westerly will be completed by 7/2.

Let me know if you have any further comments.

Thanks.

John F. Krager III, P.E.
hgm ASSOCIATES INC.
(402) 346-7559 Work
(402) 689-8432 Mobile
jkrager@hgmonline.com
www.hgmonline.com

From: Williams, Eric [<mailto:ewilliams@papionrd.org>]
Sent: Monday, June 22, 2015 2:49 PM
To: John F. Krager
Cc: Steve W. Moffitt; Petermann, Marlin
Subject: W Papio Trail- Construction Phase Services

John,

I have a few points of follow up in response to your request for a contract change for additional services. Generally, how does the change in the contractor's completion date justify additional services from HGM? Please respond specifically to each of these items.

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I will be out of the office this Friday, June 26 and Monday June 29. In order to have everything processed at our July meeting, I will need the documentation finalized by **Thursday June 25, 12:00pm**. I am in the office until then, and will be glad to review any updated documents ASAP to get things resolved. If we can get everything worked out before

the end of the day on Wednesday, I can bring a signed copy of the change order with me to the construction meeting on Thursday morning at 8:30am.

Thank you,

Eric Williams
Natural Resources Planner
EWilliams@PapioNRD.org
402.315.1704



From: John F. Krager [<mailto:jkrager@hgmonline.com>]

Sent: Friday, June 19, 2015 11:20 AM

To: Williams, Eric

Cc: Steve W. Moffitt

Subject: RE: W Papio Trail- Construction Phase Services

Eric,

Due to the change of the Final Completion Date to August 1, 2015 (Change Order No 2, dated June 18, 2015), we are requesting additional services for the Construction Phase of the project. Attached is a spreadsheet with the proposed additional services.

The Construction Phase Services was based upon the project construction completion in 60-

calendar days. The project started on April 27, 2015 with original contracted final project completion date July 1, 2015.

Additionally, SWPPP inspections and Grading Permit Closure Package will be required after the final project completion. SWPPP observations are through the end of Oct 2015. The Grading Permit Closure Package will be completed after the project has met all SWPPP requirements.

These additional services fee to the Construction Phase Services are anticipated to be \$11,956.35.

Please let me know that you have reviewed and approved these additional services. Thanks.

John F. Krager III, P.E.

hgm ASSOCIATES INC.

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July 30, 2015

Mr. John Krager, P.E.
HGM Associates, Inc.
5022 South 114th Street, Suite 200
Omaha, Nebraska 68137

**RE: WEST PAPIO TRAIL BUDGET VS. BILLING LETTER
TG# 14012.01**

Dear Mr. Krager:

This letter provides explanation between our original materials testing budget versus actual amount billed.

We have attached a table to this letter comparing actual billed units versus the 2013 estimated units based on an Aerial Exhibit dated May 20, 2013. The current billed amount is \$1,801 above the estimated total in 2013. A majority of this additional costs is associated with several more compaction tests than were in the original budget. The contractor was experiencing problems with achieving compaction early on due to heavy precipitation and we therefore ended up with a total of 105 compaction tests (18 of which were retests) compared to the original estimate of 36. In addition, 4 more sets of concrete were made and engineering oversight has been 4.5 hours above estimate due to some early trouble shooting with compaction issues.

Lastly, the original estimate was based on 2013 unit rates and we billed our current 2015 rates for this project. Some unit rates remained the same while others were slightly higher.

All concrete has been placed and we do not foresee additional testing required moving forward. We will have limited reporting of concrete breaks in the following weeks and feel that an additional \$500 above the already billed amount of \$9,544 will be sufficient to wrap up the project.

Please call with any questions you have.

Respectfully,
Thiele Geotech, Inc.

Robert K. Lapke, P.E.
Senior Vice President

Enclosures

P:\14012.01\BUDGET VS. ACTUAL SUBMITTAL.DOCX

Construction Phase Material Testing
Actual vs. Estimate
West Papio Trail, Papillion, NE, TG # 14012.01

	2013		2015							
	Unit	Price	Unit	Price	Budget Units	Budget Price	Actual Units	Actual Price	Difference	
Subgrade Preparation										
Compaction Test (ea.)	30	30	30	1,080.00	36	1,080.00	87	2,610.00	1,530.00	
Retests (ea.)	30	30	30	-	0	-	18	540.00	540.00	
Trip Charge - Zone 1 (/trip)	53	55	55	636.00	12	636.00	11	605.00	(31.00)	
Standard Proctor (ea.)	150	165	165	450.00	3	450.00	1	165.00	(285.00)	
Atterberg Limits (/set)	68	70	70	204.00	3	204.00	1	70.00	(134.00)	
Pavement Construction										
Concrete Test Set (slump/air/temp/cast 4-4"x8")	70	72	72	1,260.00	18	1,260.00	22	1,584.00	324.00	
Compressive Strength of Cylinder (ea.)	15	15	15	1,080.00	72	1,080.00	88	1,320.00	240.00	
Trip Charge - Zone 1 (/trip)	53	55	55	1,272.00	24	1,272.00	18	990.00	(282.00)	
Project Management										
Level III Technician (/hr.)	62	64	64	-	0	-	3.5	224.00	224.00	
Senior Engineer (/hr.)	148	150	150	740.00	5	740.00	9.5	1,425.00	685.00	
				Subtotal		6,722.00		9,533.00	2,811.00	
Contingency										
discretionary tests, retests, and other tests not listed				15%		1010				
						Estimated Total		\$ 7,732.00		
								\$ 9,533.00		
									\$ 1,801.00	

DATED: 08-04-2015

From: [Williams, Eric](#)
To: [John F. Krager](#)
Cc: [Steve W. Moffitt](#); [Petermann, Marlin](#)
Subject: RE: W Papio Trail- Construction Phase Additional Services
Date: Tuesday, August 4, 2015 4:29:23 PM

John,

Thank you for submitting the details about the additional work on this project.

Please prepare Exhibit K from the standard EJCDC for,

- × Additional Services to be performed by Engineer
- × Modifications to Payment to Engineer
- × Modifications to Time(s) for rendering Services

Include the descriptions you have provided as an attachment. When we have the documents, they will be signed and returned to you.

Let me know if you have any additional questions,

Eric Williams
Natural Resources Planner
EWilliams@PapioNRD.org
402.315.1704



From: John F. Krager [mailto:jkramer@hgmonline.com]
Sent: Monday, June 29, 2015 16:07 PM
To: Williams, Eric <ewilliams@papionrd.org>
Cc: Steve W. Moffitt <smoffitt@hgmonline.com>; Petermann, Marlin <mpetermann@papionrd.org>
Subject: RE: W Papio Trail- Construction Phase Additional Services

Eric,

In regards your comments below:

SWPPP Inspections

SWPPP Inspections will continue after the project construction has been completed. We anticipate that MFT will seed the site during the seeding season per the specification (pg SS-12) of August 1 – September 15. Per the PCWP General Grading Permit Terms (2012), Part III. STORMWATER POLLUTION PREVENTION PLANS (SWPPP), Para M., one of the items required prior to submitting the Grading Permit Closure Form is: *“A uniform perennial vegetative cover with a minimum density of 70 percent native background vegetative cover, has been established on all non-impervious surfaces and areas not covered by permanent structures unless equivalent permanent stabilization (such as riprap, gabions, And geotextile) measures have been employed.”*. To allow for the seeding to establish, we anticipated 3-months (Aug –Oct). SWPPP inspections and reports will be required during this establishment period.

Construction Observation

The original contract allowed for Part Time Construction Observations (based upon 60-calendar days @ 5 Hrs/day = 300 Hrs). The work started on 3/11. From March 3/11 thru 6/30 (111-calendar days), the work has progressed but items of work were not completed concurrently, but the Contractor scheduled items of work consecutively in-between rain events. Additionally, the grading operation has had several starts and stops during the rainy period, which has required additional effort for the Contractor (MFT), Material Testing (Thiele), Field Observation (HGM). Therefore, this has extended the observation hours on the project. The Final Completion of the project was July 1, but an additional 31 – calendar days have been approved (Change Order 2) to extend the Final Completion to Aug 1.

A. Per your comments below, we reviewed Invoices 11 – 13, and have estimated the Field Observers (Engineering Tech II, III, IV) hours to 6/30:

1. Invoice 11 (2/1 thru 3/31):
 - a. Engineering Tech III = 20.00 hrs
2. Invoice 12 (4/1 thru 4/30):
 - a. Engineering Tech IV = 67.25
 - b. Engineering Tech II = 3.00
3. Invoice 13 (5/1 thru 5/30):
 - a. Engineering Tech IV = 75.50
 - b. Engineering Tech II = 7.00
4. Invoice 14 (6/1 thru 6/30)
 - a. 6/1 thru 6/15 Engineering Tech IV = 29.5
 - b. Estimated from 6/16 thru 6/30 = 100.00

TOTAL USED FIELD OBSERVERS HOURS THRU 6/30 = 302.25

B. The ESTIMATED Field Observations hrs to complete the project to Aug 1:

1. Part-time observation @ 5-hrs/day @ 31 days = 155 hrs.
2. 1-holiday (4th of July) = (-5 hrs)
3. 4-Sundays @ -5hrs/Sunday = (-20 hrs)
4. Assuming 3-raindays SWPPP observations = 6 hrs

TOTAL ESTIMATED FIELD OBSERVATIONS HRS THRU 8/1 = 136-HRS

SWPPP Close-Out

SWPPP close-out is not a task of the contract, but it is required to close-out the project once it has met the terms of the PCWP General Grading Permit Terms. Once the permit terms are met, a Grading Permit Closure Package must be submitted (See para. M noted above). The package includes a grading permit closure form, updated SWPPP plans with the existing SWPPP information and any pertinent notations, applicant certification, CSW-NOT, etc. The Grading Permit Closure Package is after the seeding is established (see above).

I apologize for getting this information to you later than June 25, but the Contractor schedule for the paving didn't become firm until 6/26. We wanted to include in the estimate the Field Observers hours to be used through 6/30.

FYI. On 6/27 the paving started and its anticipated that the paving of the trail segment from 96th Bridge westerly will be completed by 7/2.

Let me know if you have any further comments.

Thanks.

\
John F. Krager III, P.E.
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EXHIBIT C



FINAL PUNCHLIST

Project	West Papio Trail 90 th Street to Giles Rd	Owner:	Papio-Missouri River Natural Resources District
Contractor:	MFT Construction, Inc.	Engineer:	HGM Assoc.
Date of Final Walk-thru:	August 6, 2015	Time:	8:30 AM
Location:	On-site		
Project Completion Date:	August 1, 2015		

OPENING OF TRAIL AUGUST 24, 2015

Attendees:

Eric Williams, Martin Cleveland - PMRNRD

Greg Goldman, Farhad Latih – LaVista

Travis Lienemann - MFT

John Krager, Jeff Dimon - HGM

FINAL PUNCHLIST ITEMS:

1. Trail along Giles Road:
 - a. COX fiber vault at approx. Sta. 289+60, needs replaced.
 - i. Vault was on-site and utility locates were completed
 - b. Traffic control box
 - i. HGM – Call Vierregger for cost to raise traffic control box and provide cost to LaVista
 - c. Grade swale and open sub-grade drains to drain
 - i. LaVista will review past plans for installation
 - d. Finish grading to edge of trail
 - e. Remove concrete waste piles in treed area near maintenance road
 - f. Remove burlap south side of trail
2. City of Papillion yard:
 - a. Remove rock construction entrance approx. Sta. 224+00.
 - b. Remove concrete washout totes (4-EA).
 - c. Remove burlap next to concrete washout totes.
 - d. Remove Protasky equipment
 - e. Backfill 1-segment of trail that was removed and replaced approx. Sta. 224+00

3. Install SWPPP structures per SWP.01 - .06:
 - a. Inlet filters
 - i. under 96th Street Bridge
 - ii. 96th Street near apron.
 - b. Straw Wattles – DO NOT INSTALL
 - c. Erosion control blanket
 - d. Seeding
4. Trail segment EAST of 96th Street:
 - a. Backfill trail east of 96th Street to existing trail.
 - b. Remove plastic cover from trail mileage markers
 - c. Add 4" Aggregate Surface Course from existing maintenance road to trail
5. Install trail mileage marker (10.3) on 96th Street Bridge.
6. Levee gates, (see page D.11).
 - a. Place levee gates
 - b. Saw cut joints
 - i. Joints to match trail joint
 - ii. Outermost Sonotubes to edge of trail
7. Existing City of Omaha MH STA 220+00 City of Omaha.
 - a. Order locking MH cover from City of Omaha Contact: Mike Mertz @ 402-660-3997.
 - b. Place grout inside existing City of Omaha MH @ 220+00
8. Trail signage
9. Straighten damaged LeVee Gate south of 96th St bridge west side.

GENERAL Site clean-up:

1. Remove soil and silt deposits
 - a. Entire length of trail and broom/sweep surface
 - b. Toe/bottom of slopes. Large clods need to be broken-up
 - c. Grade low flow areas along trail that were used as turnaround points and storage.
2. Repair damaged grass area from rolled over Ready-Mix truck just west of 96th street
3. Private property
 - a. 103rd and Portal Rd
 - i. Grade and seed area to original condition.
 - ii. Remove concrete totes (2-EA)
 - b. West of Papillion Public Works
 - i. Grade and seed area to original condition

Please submit comments, additions, or corrections to this memo within five (5) days of issuance. If no comments are received then this memo will be assumed to be accurate.

Date: 8/6/2015

Copy to: All Attendees

Prepared by: John Krager

ATTENDEES



ASSOCIATES INC.

Project Name: West Papio Trail
 Project Number: HGM 703713
 Owner: Papio-Missouri River Natural Resources District

Date of Meeting: August 6, 2015
 Time of Meeting: 8:30 PM
 Place of Meeting: On-site

Name	Company	Phone	Email
John Krager	HGM Assoc	402-346-7559	jkrager@hgmonline.com
Marta Guechad	P-NRD	402-351707	marta.guechad@pnrd.org
Travis Linemann	MFT		
Craig Gorman	La Vista		
Farhad Latifi	La Vista		
Jeff Piment	HGM	402 240-3488	j.piment@hgmonline.com
Eric Williams	P-MRNRD		

EXHIBIT C

EXHIBIT C

HGM ASSOCIATES, INC.
 West Papio Trail (90th St to Giles Rd)
 Sarpy County, Nebraska

Description of Work Items/Tasks	Project Manager	Senior Proj. Eng.	Design Engineer	Field Observer	CADD Technician	Admin Assistant	Total Hrs
CONSTRUCTION PHASE SERVICES							
Conduct Weekly Progress Meetings							0
SWPPP Observations and Reporting							0
Submit and make Recommendation of Contractors Progress Estimate							0
Construction Observation (Aug 1 thru Aug 24)				73.0			72
SWPPP Close-out							0
TOTAL MAN HOURS	0	0	0	73	0	0	73

SALARY EXPENSES

Classification	Manhours		Raw Hrly Rate		Cost
Project Manager	0	X	\$ 58.43	=	\$ -
Senior Project Engineer	0	X		=	\$ -
Design Engineer	0	X	\$ 33.75	=	\$ -
Field Observer	73	X	\$ 19.00	=	\$ 1,387.00
CADD Technician	0	X	\$ 33.50	=	\$ -
Administrative Assistant	0	X	\$ 18.50	=	\$ -
Subtotal Salary Expenses					\$ 1,387.00
Overhead Factor				166.01%	\$ 2,302.56
Sub Total					\$ 3,689.56
Fixed Fee				13%	\$ 479.64
Subcontractor (Thiele Geotech)					\$ -
TOTAL ADDITIONAL SERVICES					\$ 4,169.20