

CITY OF LA VISTA
MAYOR AND CITY COUNCIL REPORT
SEPTEMBER 15, 2015 AGENDA

Subject:	Type:	Submitted By:
DESIGN & BID PHASE		
ENGINEERING SERVICES	◆ RESOLUTION	JOHN KOTTMANN
CITY PARKING DISTRICT ACCESS	ORDINANCE	CITY ENGINEER/ASSISTANT
IMPROVEMENTS-ROADWAY	RECEIVE/FILE	PUBLIC WORKS DIRECTOR

SYNOPSIS

A resolution has been prepared to approve a Professional Services Agreement with Olsson Associates (OA) to provide design and bid phase engineering services for the proposed public roadway related to City Parking District Access Improvements in an amount not to exceed \$73,237.68.

FISCAL IMPACT

The FY16 Capital Improvement Program provides funding for the proposed project.

RECOMMENDATION

Approval

BACKGROUND

On July 7, 2015 the City Council gave approval to solicit proposals for engineering services related to this project. Proposals were solicited and received from three engineering firms familiar with the project area. These proposals were evaluated by a committee of five staff members. The Request for Proposals contained two distinct areas of professional services. These were design of the public roadway at the south side of current City Parking Lot and drainage improvements beyond this area in adjacent portions of Southport West and downstream of Southport West. The committee has recommended splitting the engineering work between two consulting firms so that each firm would be utilized to their best ability and knowledge of the work required. As such the recommendation to award a contract to OA for the design and bid phase services was approved by the City Council on August 18, and a subsequent agreement has been negotiated based on the currently identified scope of services.

This is part of the project designated as CIP Project No. PWST-16-002. Future amendments to the agreement will be necessary when specific improvements are identified for construction phase services.

RESOLUTION NO. _____

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA, APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH OLSSON ASSOCIATES TO PROVIDE DESIGN AND BID PHASE ENGINEERING SERVICES FOR ROADWAY IMPROVEMENTS IN AN AMOUNT NOT TO EXCEED \$73,237.68.

WHEREAS, the Mayor and Council have determined that engineering services for the City Parking District access improvements are necessary; and

WHEREAS, the FY16 Capital Improvement Program provides funding for this service; and

WHEREAS, the Mayor and Council gave approval to solicit proposals at the July 7, 2015 meeting; and

WHEREAS, proposals were received and evaluated by City Staff; and

WHEREAS, it was determined that there were two areas of professional services in the RFP; and

WHEREAS, Olsson Associates will provide design phase engineering services for the proposed roadway design related to City Parking District Access Improvements;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of the City of La Vista, Nebraska, hereby authorize the Director of Public Works and City Clerk to sign a Professional Services Agreement on behalf of the City of La Vista with Olsson Associates to provide design phase engineering services for roadway improvements

PASSED AND APPROVED THIS 15TH DAY OF SEPTEMBER, 2015.

CITY OF LA VISTA

Douglas Kindig, Mayor

ATTEST:

Pamela A. Buethe, CMC
City Clerk

CONSULTANT PROFESSIONAL SERVICES
PRELIMINARY and FINAL ENGINEERING

CITY OF LA VISTA
OLSSON ASSOCIATES
CIP PROJECT NO. PWST-16-002
CITY PARKING DISTRICT ACCESS IMPROVEMENTS

THIS AGREEMENT, made and entered into by and between the City of La Vista, Nebraska, hereinafter referred to as the "City" and Olsson Associates, hereinafter referred to as the "Consultant".

WITNESSETH

WHEREAS, City intends to engage the Consultant to render professional services for the above named project, and

WHEREAS, the Consultant is qualified to do business in Nebraska and has met all requirements of the Nebraska Board of Engineers and Architects to provide consultant engineering services in the State of Nebraska, and

WHEREAS, Consultant is willing to perform the services in accordance with the terms hereinafter provided, is presently in compliance with Nebraska law, and hereby agrees to comply with all federal, state, and local laws and ordinances applicable to the work under this agreement.

NOW THEREFORE, in consideration of these facts, the parties hereto agree as follows:

SECTION 1. DEFINITIONS

Wherever in this agreement the following terms are used, they will have the meaning here given:

"CONSULTANT" means Olsson Associates and any employees thereof, whose business and mailing address is 2111 South 67th Street, Suite 200, Omaha, NE 68104, and

"CITY" means the City of La Vista, a Municipal Corporation, in the State of Nebraska, its City Administrator or authorized representative.

The mailing address is 8116 Park View Blvd., La Vista, NE 68128

To "ABANDON" the work means that the City has determined that conditions or intentions as originally existed have changed and that the work as contemplated

herein is to be renounced and deserted for as long in the future as can be foreseen.

To "SUSPEND" the work means that the City has determined that progress is not sufficient, or that the conditions or intentions as originally existed have changed, or the work completed or submitted is unsatisfactory, and that the work as contemplated herein should be stopped on a temporary basis. This cessation will prevail until the City determines to abandon or terminate the work or to reinstate it under the conditions as defined in this agreement.

To "TERMINATE" or the "TERMINATION" of this agreement is the cessation or quitting of this agreement based upon action or failure of action on the part of the Consultant as defined herein and as determined by the City.

SECTION 2. SCOPE OF SERVICES

The Consultant shall provide preliminary and final engineering services for City Parking District Access Improvements in La Vista, Nebraska.

Upon receiving a written notice to proceed from the City, the Consultant shall perform all work required under this agreement as outlined in Exhibit "A", Scope of Services, Consultant's Fee Proposal, and Schedule of Completion which is attached and hereby made a part of this agreement.

For work beyond the agreed Scope of Services the consultant shall document the additional work, estimate the cost to complete the work, negotiate a supplement agreement and receive written approval from the City before beginning work.

SECTION 3. NEW EMPLOYEE WORK ELIGIBILITY STATUS

The Consultant agrees to use a federal immigration verification system to determine the work eligibility status of new employees physically performing services within the State of Nebraska. The Consultant hereby agrees to contractually require any subconsultants to use a federal immigration verification system to determine the work eligibility status of new employees physically performing services within the State of Nebraska. A federal immigration verification system means the electronic verification of the work authorization program authorized by the Illegal Immigration Reform and Immigrant Responsibility Act of 1996, 8 U.S.C. 1324a, known as the E-Verify Program, or an equivalent federal program designated by the United States Department of Homeland Security or other federal agency authorized to verify the work eligibility status of a newly hired employee.

The undersigned duly authorized representative of the Consultant, by signing this agreement, hereby attests to the truth of the following certifications, and agrees as follows:

Neb.Rev.Stat. § 4-114. I certify compliance with the provisions of Section 4-114 and, hereby certify that this Consultant shall register with and use a federal immigration verification system to determine the work eligibility status of new employees physically performing services within the State of Nebraska. I agree to require all subconsultants, by contractual agreement, to require the same registration and verification process.

If the Consultant is an individual or sole proprietorship, the following applies:

1. The Consultant must complete the United States Citizenship Attestation form and attach it to this agreement. The form is available on the Department of Roads website at www.transportation.nebraska.gov/projdev/#save
2. If the Consultant indicates on such Attestation form that he or she is a qualified alien, the Consultant agrees to provide the US Citizenship and Immigration Services documentation required to verify the Consultant lawful presence in the United States using the Systematic Alien Verification for Entitlements (SAVE) Program.
3. The Consultant understands and agrees that lawful presence in the United States is required and the Consultant may be disqualified or the contract terminated if such lawful presence cannot be verified as required by Neb. Rev. Stat. §4-108

SECTION 4. NOTICE TO PROCEED AND COMPLETION

The City will issue the Consultant a written Notice-to-Proceed (NTP) upon full execution of this agreement.

The Consultant shall do all the work according to the schedule included in attached EXHIBIT "A" and shall complete all work required under this agreement promptly and in a satisfactory manner.

The completion time will not be extended because of any avoidable delay attributed to the Consultant, but delays attributable to the City may constitute a basis for an extension of time.

City authorized changes in the scope of work, which increase or decrease work-hours or services required of the Consultant, will provide the basis for a change of time and/or changes to the total costs of the services under this agreement.

SECTION 5. FEES AND PAYMENTS

A. **Payment Method.** Payment under this agreement will be made based on the basis of hourly charge rates plus reimbursable costs, as set forth in Exhibit "B", not to exceed multiple lump sum amounts set forth in Exhibit "A".

B. **Total Agreement Amount.** The total agreement amount is \$73, 237.68 The Consultant's compensation shall not exceed this maximum amount without prior written approval of the City.

C. **Subconsultants Over-runs and Under-runs.** The Consultant shall require any subconsultants to notify Consultant if at any time the subconsultants determines that its costs will exceed its negotiated fee estimate. The Consultant shall not allow any subconsultants to exceed its negotiated fee estimate without prior written approval of the City. The Consultant understands that the amount of any subconsultants cost under-run will be subtracted from the total compensation to be paid to Consultant under this agreement, unless prior written approval is obtained from the City.

D. **Out of Scope Services and Consultant Work Orders.** The City may request that Consultant provide services that, in the opinion of Consultant, are in addition to or different from those set out in the Scope of Services. When the City decides that these services require an adjustment in costs, the Consultant shall: (a) describe the proposed services, (b) provide an explanation why Consultant believes that the proposed services are not within the original scope of services and additional work effort is therefore required, and (c) estimate the cost to complete the services. Consultant must receive written approval from the City before proceeding with the out-of-scope services. Before written approval will be given by the City, the City must determine that the situation meets the following criteria:

- That the additional work is beyond the scope of services initially negotiated with Consultant; and
- That the proposed services are within the scope of the Request for Proposal under which Consultant was selected and contract entered into; and
- That it is in the best interest of the City that the services be performed under this agreement.

Once the need for a modification has been established, a supplemental agreement will be prepared.

E. **Payments.** Payment for work under this agreement will be made based on hourly charges plus reimbursable expenses up to limiting maximum amounts.

F. **Invoices and Progress Reports.** The Consultant shall submit invoices to the City no more frequently than at monthly intervals. The invoices must identify each employee by name and classification, the hours worked, and each individual's billing rate.

Direct non-labor expenses must be itemized and provide a complete description of each item billed. Consultant shall submit a progress report monthly even if Consultant does not submit a monthly invoice.

G. **Progress Payments.** Payments will not be made unless the monthly progress reports provide adequate substantiation for the work and the City determines that the work has been properly completed. The City will make a reasonable effort to pay the Consultant within 30 days of receipt of the Consultant invoices.

H. **Final Invoice.** Upon completion of the work under this agreement, the Consultant shall submit their final invoice with a letter identifying it as the final invoice.

The letter shall also include the following information/statements:

1. Project name/location, project number, service provided, and agreement number.
2. All the work under this agreement has been completed and all required deliverables have been submitted to the City
3. Consultant has no outstanding issues to be resolved regarding the work under this agreement.

I. **Final Payment.** Upon determination by the City that the work was adequately substantiated and completed in accordance with this agreement, payment will be made in the amount of the approved final invoice. The acceptance by the Consultant of the final payment will constitute and operate as a release to the City for all claims and liability to the Consultant, its representatives, and assigns, for any and all things done, furnished, or relating to the services rendered by or in connection with this agreement or any part thereof.

SECTION 6. PROFESSIONAL PERFORMANCE

The Consultant understands that the City will rely on the professional performance and ability of the Consultant. Any examination by the City or any acceptance or use of the work product of the Consultant, will not be considered to be a full and comprehensive examination and will not be considered an approval of the work product of the Consultant which would relieve the Consultant from any liability or expense that would be connected with the Consultant's sole responsibility for the propriety and integrity of the professional work to be accomplished by the Consultant pursuant to this agreement. That further, acceptance or approval of any of the work of the Consultant by the City or of payment, partial or final, will not constitute a waiver of any rights of the City to recover from the Consultant, damages that are caused by the Consultant due to error, omission, or negligence of the Consultant in its work.

That further, if due to error, omission, or negligence of the Consultant, the plans, specifications, and estimates are found to be in error or there are omissions therein revealed during the construction of the project and revision or reworking of the plans is necessary, the Consultant shall make such revisions without expense to the City.

The Consultant shall respond to the City's notice of any errors or omissions within 24

hours and give immediate attention to these corrections to minimize any delays to the construction contractor. This may involve visits by the Consultant to the project site, if directed by the City. If the Consultant discovers errors in its work, it shall notify the City of the errors within seven days. Failure of the Consultant to notify the City will constitute a breach of this agreement. The Consultant's legal liability for all damages incurred by the City caused by error, omission, or negligent acts of the Consultant will be borne by the Consultant without liability or expense to the City.

SECTION 7. SUSPEND, ABANDON AND TERMINATE

The City has the absolute right to abandon the project or to change the general scope of work at any time and such action on its part will in no event be deemed a breach of agreement. The City can suspend or terminate this agreement at any time. The Consultant can also terminate the agreement in the event of non-payment by the City.

If the City abandons or subtracts from the work, or suspends or terminates the agreement as presently outlined, the Consultant will be reimbursed for work completed up to the date of suspension, abandonment or termination of the agreement, provided however, that in case of suspension, abandonment, or termination for breach of this agreement or for tender of improper work, the City can suspend payments, pending the Consultant's compliance with the provisions of this agreement. In determining the percentage of work completed, the City will consider the work performed by the Consultant prior to abandonment or termination to the total amount of work contemplated by this agreement. The ownership of all project plans and supporting documents completed or partially completed at the time of such termination or abandonment will be retained by the City and the Consultant shall immediately deliver all project plans and supporting documents to the City.

SECTION 8. OWNERSHIP OF DOCUMENTS

All surveys, plans, specifications, maps, computations, charts, electronic data, and other project data prepared or obtained under the terms of this agreement are the property of the City and the Consultant shall deliver them to the City without restriction or limitation as to further use.

City acknowledges that such data may not be appropriate for use on an extension of the work covered by this agreement or on other projects. Any use of the data for any purpose other than that for which it was intended without the opportunity for Consultant to review the data and modify it if necessary for the intended purpose will be at the City's sole risk and without legal exposure or liability to Consultant.

SECTION 9. CONFLICT OF INTEREST

By signing this agreement, the Consultant certifies that it has no financial or other interests in this project or the outcome of this project.

SECTION 10. FORBIDDING USE OF OUTSIDE AGENTS

The Consultant warrants that it has not employed or retained any company or person, other than a bona fide employee working for the Consultant, to solicit or secure this agreement, and that it has not paid or agreed to pay any company or person, other than a bona fide employee, any fee, commission, percentage, brokerage fee, gift, or any other consideration contingent upon or resulting from the award or making of this agreement. For breach or violation of this warranty, the City has the right to annul this agreement without liability or, in its discretion, to deduct from the agreement price or consideration, or otherwise recover the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee.

SECTION 11. NON-RAIDING CLAUSE

The Consultant shall not engage the services of any person or persons presently in the employ of the City for work covered by this agreement without the prior written consent of the employer of the persons.

SECTION 12. GENERAL COMPLIANCE WITH LAWS

The Consultant hereby agrees to comply with all federal, state, and local laws and ordinances applicable to the work.

SECTION 13. DISPUTES

Any dispute concerning a question of fact in connection with the work not disposed of by this agreement will be referred for determination to the City or a duly authorized representative, whose decision in the matter will be final and conclusive on the parties to this agreement.

SECTION 14. RESPONSIBILITY FOR CLAIMS AND LIABILITY

The Consultant agrees to save harmless the City from all claims and liability due to the activities of the Consultant or those of the Consultant's agents, employees, subconsultants, or anyone working on Consultant's behalf, which arise from the negligent acts in the performance of work under this agreement. In this connection, the Consultant shall for the life of this agreement, carry insurance as outlined in Exhibit "C" and attached hereto, and hereby made a part of this agreement. In any contract Consultant has with a subconsultant, Consultant shall require that the insurance requirements outlined in Exhibit "C" must be met by the subconsultant.

SECTION 15. PROFESSIONAL REGISTRATION

The Consultant shall affix the seal of a registered professional engineer or architect licensed to practice in the State of Nebraska, on all plans, documents, and specifications prepared under this agreement as required by the Nebraska Engineers and Architects Regulations Act.

SECTION 16. SUCCESSORS AND ASSIGNS

This agreement is binding on successors and assigns of either party.

SECTION 17. DRUG-FREE WORKPLACE POLICY

The Consultant shall have an acceptable and current drug-free workplace policy on file with the City.

SECTION 18. FAIR EMPLOYMENT PRACTICES ACT

The Consultant agrees to abide by the Nebraska Fair Employment Practices Act, as provided by Neb.Rev.Stat. 48-1101 through 48-1126, which is hereby made a part of and included in this agreement by reference.

SECTION 19. TITLE VI, NONDISCRIMINATION

A. Compliance with Regulations: During the performance of this

agreement, the Consultant, for itself and its assignees and successors in interest, agrees to comply with the regulations of the DOT relative to nondiscrimination in federally-assisted programs of the DOT (49 CFR 21 and 27, hereinafter referred to as the Regulations), which are hereby made a part of and included in this agreement by reference.

B. Nondiscrimination: The Consultant, with regard to the work performed by it after award and prior to completion of this agreement, shall not discriminate on the basis of race, color, sex, or national origin in the selection and retention of Subconsultants, including procurements of materials and leases of equipment. The Consultant shall not participate either directly or indirectly in the discrimination prohibited by 49 CFR 21.5, including employment practices when the agreement covers a program set forth in Appendices A, B, and C of 49 CFR 21.

C. Solicitations for Subagreements, Including Procurements of Materials and Equipment: In all solicitations either by competitive bidding or negotiation made by the Consultant for work to be performed under a subagreement, including procurements of materials or equipment, each potential Subconsultant or supplier shall be notified by the Consultant of the Consultant's obligations under this agreement and the Regulations relative to nondiscrimination on the basis of race, color, sex, or national origin.

D. Information and Reports: The Consultant shall provide all information

and reports required by the Regulations, or orders and instructions issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the City to be pertinent to ascertain compliance with such Regulations, orders, and instructions. Where any information required of a Consultant is in the exclusive possession of another who fails or refuses to furnish this information, the Consultant shall certify to the City as appropriate, and set forth what efforts it has made to obtain the information.

E. Sanctions for Noncompliance: In the event of the Consultant's noncompliance with the nondiscrimination provisions of this agreement, the City will impose such agreement sanctions as it may determine to be appropriate, including but not limited to withholding of payments to the Consultant under this agreement until the Consultant complies, and/or cancellation, termination, or suspension of this agreement, in whole or in part.

F. Incorporation of Provisions: The Consultant shall include the provisions of paragraphs A through E of this section in every subagreement, including procurements of materials and leases of equipment, unless exempt by the Regulations, orders, or instructions issued pursuant thereto. The Consultant shall take such action with respect to any subagreement or procurement as the City may direct as a means of enforcing such provisions including sanctions for noncompliance, provided however, that in the event a Consultant becomes involved in or is threatened with litigation with a Subconsultant/Subcontractor as a result of such direction, the Consultant may request that the City enter into such litigation to protect the interests of the City and, in addition, the Consultant may request that the City and United States enter into such litigation to protect the interests of the CITY and United States.

SECTION 20. SUBLetting, ASSIGNMENT, OR TRANSFER

Any other subletting, assignment, or transfer of any professional services to be performed by the Consultant is hereby prohibited unless prior written consent of the City is obtained.

As outlined in the DISABILITIES ACT Section of this agreement, the

Consultant shall take all necessary and reasonable steps to ensure that disadvantaged business enterprises have the maximum opportunity to compete for and perform subagreements. Any written request to sublet any other work must include documentation of efforts to employ a disadvantaged business enterprise.

SECTION 21. CITY CERTIFICATION

By signing this agreement, I, do hereby certify that, to the best of my knowledge, the Consultant or its representative has not been required, directly or indirectly as an express or implied condition in connection with obtaining or carrying out this agreement to:

- (a) employ or retain, or agree to employ or retain, any firm or person, or
- (b) pay or agree to pay to any firm, person, or organization, any fee, contribution, donation, or consideration of any kind.

SECTION 22. ALL ENCOMPASSED

This instrument embodies the whole agreement of the parties. There are no promises, terms, conditions, or obligations other than contained herein, and this agreement supersedes all previous communications, representations, or other agreements or contracts, either oral or written hereto.

IN WITNESS WHEREOF, the parties hereto have caused these presents to be executed by their proper officials thereunto duly authorized as of the dates below indicated.

After being duly sworn on oath, I do hereby acknowledge the foregoing certification and state that I am authorized to sign this agreement for the firm.

SECTION 23. STANDARD OF CARE

In providing services under this Agreement, the Consultant shall perform in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances at the same time and in the same or similar locality. Upon notice to the Consultant and by mutual agreement between the parties, Olsson will, without additional compensation, correct those services not meeting such a standard.

EXECUTED by the Consultant this 8 day of September
2015.

OLSSON ASSOCIATES
Michael C. Piernicky, Vice President

STATE OF NEBRASKA))ss.
SARPY COUNTY)

MLC.P-1

Subscribed and sworn to before me this 8th day of September, 2015.



Terri Chambers
Notary Public

EXECUTED by the City this _____ day of _____, 2015.

CITY OF LA VISTA
Joe Soucie – Authorized Representative

Public Works Director

Subscribed and sworn to this _____ day of _____ 2015

Clark

EXHIBIT A
SCOPE OF SERVICES

This exhibit is hereby attached to and made a part of the Letter Agreement for Professional Services dated August 25, 2015 between the City of La Vista ("Client") and Olsson Associates ("Olsson") providing for professional services. Olsson's Scope of Services for the Agreement is indicated below.

SCOPE OF SERVICES

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

Task 100 – Project Management

- Project Management - This task includes time for overall management and coordination of the project team, coordination with Client staff, coordination with key stakeholders.
- Project scheduling assistance.
- Project Meetings - Olsson will schedule and attend ten (10) bi-weekly progress meetings. It is anticipated a portion of these meetings will occur at the following milestones:
 - Pre-Design
 - Concept Design Submittal
 - Preliminary Design Submittal
 - Final Design Submittal
 - Pre-Bid
 - Five (5) additional as needed to maintain the bi-weekly frequency.
- Utility Coordination - Olsson will schedule and attend up to three (3) utility meetings. It is anticipated these meetings will take place after project Kick-off, preliminary and final plan submittals in order to discuss possible impacts and relocations with surrounding utility facilities.
- Agency Coordination - Wetland and channel areas have been delineated and submitted to the Corps of Engineers for a jurisdictional determination. The Corps of Engineers has not taken jurisdiction, therefore permitting is not necessary for impacting the channel and wetlands during roadway construction. Documentation shall be provided to the City of La Vista.
- Stakeholder Coordination – It is anticipated that the design of the public roadway may impact a portion of the paving within the adjacent Cabela's site. Olsson will schedule and attend up two meetings with Cabela's representatives. Additionally, coordination during design is assumed as the final roadway layout is developed.

Task 200 – Survey

- Topographic Survey – Olsson will conduct a pick-up topographic survey to cover the intersection of Southport Parkway & Westport Parkway and portions of the Southport Parkway & Giles Road intersection to facilitate turn lane and traffic signal improvements. It is assumed that horizontal and vertical control previously established by Olsson for the Costco project will be used in the current effort.
- Download, Reduce Notes & Develop Topo Map and Electronic data – Data from the topographic survey will be downloaded and brought into CADD for use in the design efforts. This task assumes the pick-up survey will be added to the current data being used by Olsson.

Task 300 – Conceptual Roadway Design

In general, the extent of this task will include conceptual roadway design for a public road within Westport Parkway between the existing Cabela's store and the proposed Costco store; approximately one-quarter mile. The roadway will be a 3-lane urban section, with 9-inch concrete. Additionally, turn lane improvements and signal modifications will be designed at the intersections of Southport Parkway & Westport Parkway and Southport Parkway & Giles Road. The conceptual design will be performed in accordance with City of Omaha 2014 Standard Specifications of Construction.

- **Conceptual Design** - Olsson will prepare a conceptual level design to facilitate discussions with stakeholders and agencies. The Concept Design will be presented in a plan set and opinion of probable cost as follows.
- **Plan Production** - Olsson will create the necessary plan sheets for inclusion into a conceptual plan sets. Conceptual plans will include the following sections:

- **Horizontal and Vertical Alignment** - Olsson will establish the horizontal and vertical alignments for the various roadway segments on the project shown on plan and profile sheets.
- **Typical Sections** - Olsson will prepare the typical sections for the standard roadway segments. In addition, typical sections for the turn lane construction will be prepared.
- **Plan and Profile Plans** - Olsson will prepare plan and profile plans for the project showing the longitudinal profile and roadway geometrics. Additionally, preliminary construction and removal tabs will be included and correspond to standard City of Omaha pay items.
- **Conceptual Limits of Construction** - Olsson will identify and draft the conceptual limits of construction on the plan sheets. These limits will be used to determine any impacts outside of public right-of-way and be used in preliminary discussions with local agencies.
- **Summary of Quantities/Opinion of Probable Costs** - Olsson will compute quantities for the conceptual design and will submit an opinion of probable cost with the plans using City of Omaha standard bid items and unit prices.
- **QA/QC** - Olsson shall conduct internal quality reviews of the design and plan sets during the design of the project.

Task 400 – Drainage Design

- Olsson will collect past as-built information, surveys, studies, and hydrologic and hydraulic models for the Southport West development. Olsson will review existing hydrologic data and select a design flow for the 2-year and 10-year peak events. A hydraulic model and analysis will be completed for the proposed storm sewer system the two flood events. Olsson will prepare a Technical Memorandum to summarize the data collected, methods and models used, and recommendations for the drainage structures.

Task 500 – Geotechnical Exploration

- **Field Exploration** - Olsson will use a truck-mounted drill rig to complete a total of three (3) soil test borings for the public road improvements proposed within the Southport West development. We understand that the project will consist of grading improvements and constructing a 3-lane, concrete paved road for approximately one-quarter mile. A recent topographic survey and estimated final grades were used to prepare this proposal. The soil boring depths and locations reflected in this proposal are summarized as follows:
 - Three (3) soil test borings will be completed to depths of 10 to 15 feet each along the new roadway alignment. The boring locations and depths will be selected in coordination with the Engineer and City of La Vista.
 - Final soil boring locations will be selected by an Olsson geotechnical engineer at the time of drilling.
 - The soil borings will be advanced to the depths proposed, or to refusal, whichever is shallower. This proposal is based on a total drilling footage of 40 linear feet.

We will contact Nebraska 811 to locate underground public utilities. If the City of La Vista is aware of underground utilities in the area that may not be identified by the public utility locate request, we ask that they provide Olsson with that information so we may shift or relocate the soil borings if necessary.

We propose to complete all borings within the limits of the proposed paving although we will decide at the time of drilling whether they are near the shoulders or centerline. We anticipate all boring locations will be accessible to our drilling equipment and support vehicles. Costs associated with site clearing or drill rig access is not included in this scope and fee.

Drilling rigs are heavy equipment and some disturbance of existing grades or surface features are possible. This may include, but is not limited to, soil rutting, pavement cracking, or sidewalk distress (if applicable). Although Olsson will attempt to minimize surface distress or damaged pavements wherever possible, no restoration other than backfilling the soil borings and patching pavements with like materials is included in this work scope.

Sampling of soils will be in general accordance with ASTM D-1586 and ASTM D-1587. We will obtain groundwater levels in the test borings while drilling, immediately after drilling, and again within 72 hours after drilling.

- **Laboratory Services** - As soil conditions dictate, laboratory testing may include visual soil classification (ASTM D-2488), unconfined compression (ASTM D-2166), thin-walled tube density (ASTM D-2937), moisture content (ASTM D-2216), Atterberg limits (ASTM D-4318), Standard Proctor (ASTM D-698), or mechanical sieve analysis (ASTM D-422).
- **Engineering Analysis and Report Preparation** - Pavement analysis, recommended thickness for standard and heavy duty pavements, recommendations for pavement subgrade preparation, and an estimated CBR value will be provided.
 - Recommendations regarding the thickness, moisture, and compaction criteria for backfill or structural fill. Soil excavation criteria in accordance with OSHA Standards will be included or referenced.
 - Recommendations associated with site preparation and structural fill placement.
 - Subgrade preparation and fill requirements for potential roadway grade changes.
 - Recommendations will be provided for core-out and/or overexcavation of soft or unsuitable soils, if applicable.
 - Analysis of the soils encountered regarding shrink/swell characteristics and the potential for reuse as general fill, compacted structural fill, or utility backfill.
 - Discussion of anticipated groundwater concerns, along with recommendations for addressing these concerns during earthwork and construction, if required.
 - An electronic copy and three (3) bound copies of the Report of Geotechnical Exploration will be provided to the designated Sarpy County representative.

Task 600 – Preliminary & Final Roadway Design

In general, the extent of this task will include preliminary and final roadway design for a public road design developed in Task 300. The roadway and turn lane improvements will be designed to meet City of Omaha 2014 Standard Specifications of Construction.

- **Site Inspections** - Olsson will conduct site visits as required during the course of the project to verify site features with the proposed design work.
- **Data Collection and Review** - Olsson will assemble and review preliminary data available for the project including as-built information for existing streets, utilities, storm sewers and other features within the project area. This will also include review of existing environmental studies, traffic studies and other study information available that pertains to the proposed improvements that are provided by the client.
- **Plan-in-Hand** - Olsson will schedule and attend a plan-in-hand meeting with the key stakeholders to review the preliminary roadway design plans. Olsson will prepare and submit a memo following the meeting summarizing the findings and decisions made regarding the project design.
- **Plan Production & Note Reduction** - Olsson will create the necessary plan sheets for inclusion into the plan sets. It is assumed the Consultant will prepare plan sets for two submittals, including preliminary and final plans. Note reduction effort is for incorporation of additional field survey into the base files for use in developing the final design plans.
- **Control Points & General Notes** - Olsson will prepare horizontal control plans showing the control point tie-ins, benchmark information, and alignment design data for the various roadway segments. General Information plans will be prepared to reduce the amount of information shown on other plan sheets and may include topographic legends, standard notes, earthwork tabular notes, and standard details.
- **Horizontal and Vertical Alignment** - Olsson will finalize the horizontal and vertical alignments for the various roadway segments on the project shown on plan and profile sheets.
- **Typical Sections** - Olsson will finalize the typical sections from the conceptual design task and include phasing sections as needed.
- **Geometrics** - Olsson will prepare the roadway features and provide geometric sheets that show the alignments and corner radii information for the various roadway segments, intersections, and major driveway relocations on the project.
- **Drainage Plans** - Olsson will design the drainage structures associated with the roadway improvements according to the recommendations provided in the drainage memo. Drainage profiles and cross sections will be prepared for the proposed drainage structures within the project area.

- **Roadway Cross Sections** - Olsson will cut cross-sections at twenty-five (25) foot intervals and at such additional intervals as may be necessary to accurately depict the lay of the land, to analyze drainage requirements, and to compute earthwork quantities. Cross sections will also be provided at driveways.
- **Earthwork** - Olsson will calculate the roadway earthwork for the various roadway segments and prepare the appropriate plan sheet information.
- **Limits of Construction** - Olsson will identify and draft the final limits of construction on the plan sheets. These limits will be used to determine any right-of-way or easement needs.
- **Joints & Grades** - Olsson will prepare joint layouts and grades plans for the project. The grades will be located every twenty-five (25) feet along centerline, and at critical spots through intersections.
- **Construction and Removal Plans** - Olsson will prepare construction and removal plans for the project. Construction and Removal tabs will match standard City of Omaha pay items.
- **Erosion Control** - Olsson will prepare plans showing location and type of erosion control to be used for the project. The design will meet the requirements set forth in the City of Omaha Erosion Control Manual. A SWPPP and permit applications will be prepared.
- **Construction Phasing** - Olsson will prepare plans showing construction phasing, temporary construction, and completed construction for the build condition.
- **Traffic Control** - Olsson will prepare the required traffic plans, including traffic control, temporary pavement markings, and all required traffic control devices for the build condition.
- **Traffic Signal Design**- In general, Olsson will provide signal design services for wiring diagram preparation; signal heads, conduit & other equipment; special provisions; and quantity summaries. Design will be conducted in accordance with City of Omaha standards. Based on the results of the Costco Traffic Impact Study, an overlap phase will be added to the westbound right-turn movement at Giles Road & Southport Parkway. Olsson will prepare a signal plan for this improvement.
- **Pavement Marking & Signing** - Olsson shall prepare plan sheets showing pavement marking and signage layouts. In addition, temporary signage and pavement markings will be shown, if applicable.
- **Roadway Lighting** - Olsson will coordinate with the City of La Vista on the roadway lighting. Olsson will provide the lighting pattern layout and prepare the design plans for the corridor roadway lighting. It is assumed that the City of La Vista will provide specifications for the decorative lighting elements.
- **Retaining Wall Plans** - Olsson will prepare preliminary type, size, and location plans for the retaining walls on the project, for the Contractor to design and develop specific construction documents. Based on preliminary layout and cross section, our scope of work assumes 2 retaining walls will be required, and assumptions of wall type will be made in order to evaluate right-of-way needs. Olsson anticipates that a majority of the structures will consist of a large block gravity walls.
- **Right-of-Way** - Olsson will provide right-of-way plat maps showing permanent acquisitions, temporary construction easements or permanent easements. Individual Tract maps with legal descriptions which will be prepared for use in acquisitions.
- **Summary of Quantities/Opinion of Probable Costs** - Olsson will compute quantities for each submittal and will submit an opinion of probable cost at the Preliminary and Final Plans submittals with the plans, using City of Omaha standard bid items and unit prices.
- **QA/QC** - Olsson shall conduct internal quality reviews of the design and plan sets during the design of the project.
- **CADD Submittal** - Olsson will submit electronic CADD files to the Client at the completion of the design of the project.
- **Construction Staking** - Olsson will provide electronic pdf copies of the Final Plans as well as CADD to the contractor for the use of construction staking. It is the responsibility of the contractor to verify the accuracy of all files provided to him prior to using them.

Task 700 – Bid Package Documents

- **Special Provisions** - Olsson will prepare necessary special provisions for inclusion into the final bid documents prepared by the Client. Include front end docs as provided by the City
- **Bid Tabs** - Olsson will help prepare bid tabs for inclusion into the final bid documents prepared by the Client.
- **Final Construction Plans** - Olsson will prepare two (2) full size plan sets for inclusion into the final bid documents prepared by the Client.
- **Digital Plans** - It is permissible for City to supply digital format copies of plans and specs to plan houses for bidding purposes. Any reuse of or modification of the work

product by the City or any person or entity that acquires or obtains the work product from or through the City without the written authorization of Olsson will be at the City's sole risk and Olsson will be held harmless from any damages arising out of this reuse.

Task 800 – Construction Engineering (Optional Services)

- **Construction Administration & Observation** – At the option of the Client, Olsson can provide construction administration and observation services. Final Fee to be added by addendum.
- **Construction Staking & Materials Testing** – At the option of the Client, Olsson can provide construction staking and materials testing services. Final Fee to be added by addendum.
- **SWPPP Inspections** – At the option of the Client, Olsson can provide SWPPP inspection services. Final Fees to be added by addendum.
- **Olsson Fee: TBD**

Exclusions

Excluded from this scope of services are the following:

- Public involvement
- Utility Relocation Design

Schedule

Upon receiving Notice to Proceed (assumed 9/16/15), the Consultant will begin work on the roadway design with estimated milestone dates below:

- Conceptual Design: 9/30/2015
- Preliminary Plan Submittal: 11/13/2015
- Final Plan Submittal: 1/15/2015
- Final Bid Documents: 2/19/2016

Compensation

Task #	Task Description	Amount	Fee Type
100	Project Management	\$14,621.83	TMNTE
200	Survey	\$2,497.07	TMNTE
300	Conceptual Design	\$4,241.92	TMNTE
400	Drainage Analysis	\$3,300.48	TMNTE
500	Geotechnical Exploration	\$3,954.99	TMNTE
600	Prelim & Final Roadway Design	\$36,651.89	TMNTE
700	Bid Package Documents	\$4,736.68	TMNTE
800	Construction Services	TBD	TMNTE
	Expenses	\$ 3,233.83	
	Total Contract	\$73,237.68	TMNTE

OLSSON ASSOCIATES, INC.

By Michael C. Piernicky
Michael C. Piernicky, PE, PTOE

By Katie Underwood
Katie Underwood, PE

If you accept this Scope of Services, please sign:

Sarpy County ("Client")

By _____
Signature _____

Print Name _____

Title _____ Dated: _____

Exhibit A - Consultant's Estimate of Hours

Project Name:	City Parkng District Access Improvement
Project Number:	1234567890
Control Number:	1234567890
Location (City, County):	La Vista, NE
Firm Name:	Olsson Associates
Consultant Project Manager:	Chris Rolling
Phone/Email:	(402) 341-1116 / croiling@olssonassociates.com
LPA Responsible Charge:	John Kottmann
Phone/Email:	(402) 331-6927 / kottmannj@cityoflavista.org
Date:	August 14, 2015

a. Project Planning Model	BB	BB	BB	BB	BB	BB
b. Project Scheduling						
c. Project Scheduling Tools	BB	BB	BB	BB	BB	BB
d. Activity Plan Structure	BB	BB	BB	BB	BB	BB
e. Agency Classification						
f. Stakeholder Classification	BB	BB	BB	BB	BB	BB
g. Stakeholder Interactions						
h. Stakeholder Needs Analysis & Planning Team Size and Stakeholder Data						
i. Stakeholder Identification						
j. Stakeholder Interactions						
k. Stakeholder Needs						
l. Stakeholder Needs Analysis						
m. Stakeholder Needs Identification						
n. Stakeholder Needs Analysis & Planning						
o. Stakeholder Identification						
p. Stakeholder Needs Analysis						
q. Stakeholder Needs Identification						
r. Stakeholder Needs Analysis & Planning						
s. Stakeholder Identification						
t. Stakeholder Needs Analysis						
u. Stakeholder Needs Identification						
v. Stakeholder Needs Analysis & Planning						
w. Stakeholder Identification						
x. Stakeholder Needs Analysis						
y. Stakeholder Needs Identification						
z. Stakeholder Needs Analysis & Planning						
a. Stakeholder Identification						
b. Stakeholder Needs						
c. Stakeholder Needs Analysis						
d. Stakeholder Needs Identification						
e. Stakeholder Needs Analysis & Planning						
f. Stakeholder Identification						
g. Stakeholder Needs						
h. Stakeholder Needs Analysis						
i. Stakeholder Needs Identification						
j. Stakeholder Needs Analysis & Planning						
k. Stakeholder Identification						
l. Stakeholder Needs						
m. Stakeholder Needs Analysis						
n. Stakeholder Needs Identification						
o. Stakeholder Needs Analysis & Planning						
p. Stakeholder Identification						
q. Stakeholder Needs						
r. Stakeholder Needs Analysis						
s. Stakeholder Needs Identification						
t. Stakeholder Needs Analysis & Planning						
u. Stakeholder Identification						
v. Stakeholder Needs						
w. Stakeholder Needs Analysis						
x. Stakeholder Needs Identification						
y. Stakeholder Needs Analysis & Planning						
z. Stakeholder Identification						

CLASSIFICATIONS:

PM	= Project Manager	EI	= Engineering Intern	WPE	= Water Resources Engineer
APM	= Assistant Project Manager	SDES	= Senior Designer/Technician	RLS	= Registered Land Surveyor
SENV	= Senior Environmental Scientist	DES	= Designer/Technician	SVC	= Survey Crew (2 Person)
ENV	= Environmental Scientist	ADM	= Administrative	GD	= Graphic Designer
SPE	= Senior Project Engineer	GPE	= Geotechnical Engineer	COM	= Communications Coordinator
PE	= Project Engineer	SE	= Structural Engineer	WW/DD	= Webmaster / Database Developer

For User-Defined Classification: 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). Once the user definitions are added, they will self-populate the Estimate of Hours table, as well as the remaining sheets.

Labor Rates

Project Name: City Parking District Access Improvements
 Project Number: _____
 Control Number: _____
 Location (City, County): Le Vista, NE
 Firm Name: Olson Associates
 Consultant Project Manager: Chris Roring
 Phone/Email: (402) 341-1118 / croring@olsonassociates.com
 LPA Responsible Charge: John Kottmann
 Phone/Email: (402) 331-8927 / jkottmann@cityoflevista.org
 Date: August 14, 2015

Classification	Rate	Blended Rate
PM Project Manager	\$37.00	\$37.00
APM Assistant Project Manager	\$43.25	\$43.25
SENV Senior Environmental Scientist	\$44.75	\$44.75
ENV Environmental Scientist	\$24.00	\$24.00
SPE Senior Project Engineer	\$48.25	\$48.25
PE Project Engineer	\$40.25	\$40.25
EI Engineer Intern	\$27.75	\$27.75
SDES Senior Designer/Technician	\$38.50	\$38.50
DSS Designer/Technician	\$30.00	\$30.00
ADM Administrative	\$20.00	\$20.00
GPE Geotechnical Engineer	\$45.00	\$45.00
SE Structural Engineer	\$36.00	\$36.00
WPE Water Resources Engineer	\$32.00	\$32.00
RLS Registered Land Surveyor	\$37.00	\$37.00
SVC Survey Crew (2 Person)	\$45.50	\$45.50
GD Graphic Designer	\$22.00	\$22.00
COM Communications Coordinator	\$26.00	\$26.00
WM/DD Webmaster / Database Developer	\$33.00	\$33.00

CLASSIFICATIONS*
 PM = Project Manager EI = Engineer Intern WPE = Water Resources Engineer
 APM = Assistant Project Manager SDES = Senior Designer/Technician RLS = Registered Land Surveyor
 SENV = Senior Environmental Scientist DES = Designer/Technician SVC = Survey Crew (2 Person)
 ENV = Environmental Scientist ADM = Administrative GD = Graphic Designer
 SPE = Senior Project Engineer GPE = Geotechnical Engineer COM = Communications Coordinator
 PE = Project Engineer SE = Structural Engineer WM/DD = Webmaster / Database Developer

PROJECT MANAGER			
Chris Roring	Project Engineer	\$36.78	100.0%
		Blended Rate:	\$36.78
ASSISTANT PROJECT MANAGER			
Kate Underwood	Team Leader	\$43.21	100.0%
		Blended Rate:	\$43.21
SENIOR ENVIRONMENTAL SCIENTIST			
		Blended Rate:	
ENVIRONMENTAL SCIENTIST			
		Blended Rate:	
SENIOR PROJECT ENGINEER			
Tony Egelhoff	Project Engineer	\$48.08	100.0%
		Blended Rate:	\$48.08
PROJECT ENGINEER			
Kate Underwood	Team Leader	\$43.21	60.0%
Chris Roring	Project Engineer	\$35.58	40.0%
		Blended Rate:	\$40.16
ENGINEER INTERN			
Mike Golka	Assistant Engineer	\$27.41	10.0%
Kellan Friedmann	Assistant Engineer	\$28.05	80.0%
Dan Belizzi	Assistant Engineer	\$25.25	10.0%
		Blended Rate:	\$27.03
SENIOR DESIGNER/TECHNICIAN			
Rob Phillips	Senior Technician	\$24.75	30.0%
Mark Lamberti	Senior Technician	\$26.50	35.0%
Eddie Fossler	Senior Technician	\$27.50	35.0%
		Blended Rate:	\$26.93
DESIGNER/TECHNICIAN			
Tony Ried	Assistant Technician	\$18.05	10.0%
Shadell	Student Intern	\$12.50	40.0%
Michael Bickford	Associate Technician	\$24.00	50.0%
		Blended Rate:	\$20.13
ADMINISTRATIVE			
Ronnie Chambers	Team Coordinator	\$20.00	60.0%
Rhonda Jelinek	Billing Coordinator	\$23.00	20.0%
		Blended Rate:	\$20.00
GEOTECHNICAL ENGINEER			
Kellen Petersen		\$44.72	50.0%
Ed Schnackenberg		\$45.20	50.0%
		Blended Rate:	\$44.96
STRUCTURAL ENGINEER			
		Blended Rate:	
WATER RESOURCES ENGINEER			
		Blended Rate:	
REGISTERED LAND SURVEYOR			
Terry Rohanzl	Team Leader	\$36.06	100.0%
		Blended Rate:	\$36.06
SURVEY CREW (2 PERSON)			
		Blended Rate:	
GRAPHIC DESIGNER			
		Blended Rate:	
COMMUNICATIONS COORDINATOR			
		Blended Rate:	

Input actual employee classification as designated by firm.

Labor Cost by Task

Project Name: City Parking District Access Improvements
Project Number: _____
Control Number: _____
Location (City, County): La Vista, NE
Firm Name: Olsson Associates
Consultant Project Manager: Chris Rolling
Phone/Email: (402) 341-1116 / crolling@olssonassociates.com
LPA Responsible Charge: John Kottmann
Phone/Email: (402) 331-8927 / jkottmann@cityoflavista.org
Date: August 14, 2015

Task 100. Project Management	136	\$4,713.75	\$8,341.45	\$1,566.62
Task 200. Topographic Survey	19	\$805.00	\$1,424.53	\$267.54
Task 300. Conceptual Roadway Design	48	\$1,367.50	\$2,419.93	\$454.49
Task 400. Drainage Analysis	36	\$1,064.00	\$1,882.85	\$353.62
Task 500. Geotechnical Evaluation	36	\$1,275.00	\$2,256.24	\$423.75
Task 600. Preliminary & Final Roadway Design	395	\$11,815.75	\$20,909.15	\$3,926.99
Task 700. Bid Package Documents/Bidding Process	50	\$1,527.00	\$2,702.18	\$507.50
Task 800. Construction Services - TBD				
Direct Expenses				

Labor Rates

PM	Project Manager	83	\$60.00
APM	Assistant Project Manager	43	\$43.25
SENV	Senior Environmental Scientist		\$44.75
ENV	Environmental Scientist		\$24.00
SPE	Senior Project Engineer	44	\$48.25
PE	Project Engineer	94	\$40.25
EI	Engineer Intern	237	\$27.75
SDES	Senior Designer/Technician	16	\$26.50
DES	Designer/Technician	155	\$19.00
ADM	Administrative	13	\$20.00
GPE	Geotechnical Engineer	16	\$45.00
SE	Structural Engineer		\$36.00
WPE	Water Resources Engineer		\$32.00
RLS	Registered Land Surveyor	7	\$37.00
SVC	Survey Crew (2 Person)	12	\$45.50
GD	Graphic Designer		\$22.00
COM	Communications Coordinator		\$26.00
WM/DD	Webmaster / Database Developer		\$33.00

CLASSIFICATIONS*

CLASSIFICATIONS:					
PM	= Project Manager	EI	= Engineer Intern	WPE	= Water Resources Engineer
APM	= Assistant Project Manager	SDES	= Senior Designer/Technician	RLS	= Registered Land Surveyor
SENV	= Senior Environmental Scientist	DES	= Designer/Technician	SVC	= Survey Crew (2 Person)
ENV	= Environmental Scientist	ADM	= Administrative	GD	= Graphic Designer
SPE	= Senior Project Engineer	GPE	= Geotechnical Engineer	COM	= Communications Coordinator
PE	= Project Engineer	SE	= Structural Engineer	WM/DD	= Webmaster / Database Developer

Direct Expenses

Project Name: City Parking District Access Improvements
 Project Number: _____
 Control Number: _____
 Location (City, County): La Vista, NE
 Firm Name: Olsson Associates
 Consultant Project Manager: Chris Rolling
 Phone/Email: (402) 341-1116 / crolling@olssonassociates.com
 LPA Responsible Charge: John Kottmann
 Phone/Email: (402) 331-8927 / jkottmann@cityoflavista.org
 Date: August 14, 2015

50 sheets - 11"x17" half size plan sheets plotted 20 times @ \$0.50/sheet	1000	\$0.50
300 black & white copies (8.5"x11") @ \$0.25/sheet	300	\$0.25
color copies (8.5"x11") @ \$0.50/sheet		\$0.50
color copies (11"x17") @ \$1.00/sheet		\$1.00
Display Boards (24"x36") @ \$15.00/board		\$15.00
color copies (11"x17") @ \$1.00/sheet		\$1.00

50 sheets - 11"x17" half size plan sheets plotted 20 times @ \$0.50/sheet	1000	\$0.50
300 black & white copies (8.5"x11") @ \$0.25/sheet	300	\$0.25
color copies (8.5"x11") @ \$0.50/sheet		\$0.50
color copies (11"x17") @ \$1.00/sheet		\$1.00
Display Boards (24"x36") @ \$15.00/board		\$15.00
color copies (11"x17") @ \$1.00/sheet		\$1.00

Personal Vehicle Mileage		\$0.56
2 trips to Project Site (20 mi/trip)	40	\$0.56
		\$0.56
		\$0.56
Survey Vehicle Mileage		
2 trips to Project Site (20 mi/trip)	40	\$0.75

Miscellaneous Postage, Mailing, Deliveries Etc.	1	
Geotechnical Field Exploration	1	
Geotechnical Lab Services	1	

Company Automobile	Prevailing standard rate as established by the IRS, currently \$0.56 /mi
Survey Vehicle	Prevailing standard rate as established by the IRS, currently \$0.75 /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 \$70 per person daily statewide; not to exceed \$101 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
Totals	\$41.00 \$56.00

Project Cost

Project Name: City Parking District Access Improvements
 Project Number: _____
 Control Number: _____
 Location (City, County): La Vista, NE
 Firm Name: Olsson Associates
 Consultant Project Manager: Chris Roiling
 Phone/Email: (402) 341-1116 / crolling@olssonassociates.com
 LPA Responsible Charge: John Kottmann
 Phone/Email: (402) 331-8927 / jkottmann@cityoflavista.org
 Date: August 14, 2015

Personnel Classification		
Project Manager	83	\$37.00
Assistant Project Manager	43	\$43.25
Senior Environmental Scientist		\$44.75
Environmental Scientist		\$24.00
Senior Project Engineer	44	\$48.25
Project Engineer	94	\$40.25
Engineer Intern	237	\$27.75
Senior Designer/Technician	16	\$26.50
Designer/Technician	155	\$19.00
Administrative	13	\$20.00
Geotechnical Engineer	16	\$45.00
Structural Engineer		\$36.00
Water Resources Engineer		\$32.00
Registered Land Surveyor	7	\$37.00
Survey Crew (2 Person)	12	\$45.50
Graphic Designer		\$22.00
Communications Coordinator		\$26.00
Webmaster / Database Developer		\$33.00

Subconsultants		
Printing and Reproduction:		
Mileage/Travel:		
Other Miscellaneous Costs:		

Direct Costs		
Direct Labor Costs		
Overhead @ 176.960%		
Total Labor Costs		
Fixed Fee @ 12.00%		
Direct Expenses		

Assumptions - Notes

Project Name: City Parking District Access Improvements
Project Number: _____
Control Number: _____
Location (City, County): La Vista, NE
Firm Name: Olsson Associates
Consultant Project Manager: Chris Rolling
Phone/Email: (402) 341-1116 / crolling@olssonassociates.com
LPA Responsible Charge: John Kottmann
Phone/Email: (402) 331-8927 / jkottmann@cityoflavista.org
Date: 8/14/2015

EXHIBIT B

LABOR RATE SCHEDULE

LABOR RATES

<u>Description</u>	<u>Range</u>
Principal.....	150 - 300
Project Manager.....	125 - 160
Project Professional.....	110 - 135
Assistant Professional.....	65 - 120
Designer.....	95 - 130
CAD Operator.....	35 - 90
Survey.....	50 - 115
Construction Services.....	80 - 170
Administrative/Clerical.....	35 - 75

Special Services not included in above categories will be provided on a special labor rate schedule.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
9/8/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERNS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: Debi Dodson PHONE (A/C, No.): 402.964.5412 FAX (A/C, No.): 402.557.6325 EMAIL: ddodson@ssgi.com	
SilverStone Group 11516 Miracle Hills Drive Suite 100 Omaha NE 68154	INSURER(S) AFFORDING COVERAGE NAIC #	
INSURED	5761	INSURER A: Charter Oak Fire Ins. Co. 25615
Olsson Associates, Inc. 2111 S 67th Street, Ste 200 402-341-1116 Omaha NE 68106		INSURER B: Travelers Property & Cas Of Am 36161
		INSURER C: Ace American Insurance Co.
		INSURER D: Travelers Indemnity Ins. Co. 25658
		INSURER E: Travelers Indemnity Company
		INSURER F:

COVERAGES CERTIFICATE NUMBER: 1636906879 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADD'L SUBR INSR WWD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
D	GENERAL LIABILITY X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR		P-630-8D707184IND-15	1/1/2015	1/1/2016	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Per occurrence) \$300,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
	GEN'L AGGREGATE LIMIT APPLIES PER: POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC					
A	AUTOMOBILE LIABILITY X ANY AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		P-810-1E019141-COF-15	1/1/2015	1/1/2016	COMBINED SINGLE LIMIT (Per accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	UMBRELLA LIAB X EXCESS LIAB <input checked="" type="checkbox"/> OCCUR DED <input type="checkbox"/> RETENTION \$		PSM-CUP-1E019165-TIL-15	1/1/2015	1/1/2016	EACH OCCURRENCE \$9,000,000 AGGREGATE \$9,000,000 \$
E	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N <input checked="" type="checkbox"/> N / A	PVYCNUB-8D98059-4-15	1/1/2015	1/1/2016	X WC STATUS <input checked="" type="checkbox"/> OTHER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
C	Professional & Pollution Liability Claims Made		EON G25589993 001	1/1/2015	1/1/2016	PL Each Claim \$5,000,000 PL Aggregate \$5,000,000 PL Ded Per Claim \$350,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Carrier AM Best's Ratings A+XV.

Project: City Parking District Access Improvements, Project No.: PWST-16-002

CERTIFICATE HOLDER

CANCELLATION

City of La Vista, Nebraska 8116 Park View Blvd La Vista NE 68128	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
AUTHORIZED REPRESENTATIVE <i>Debra A. Dodson</i>	

© 1988-2010 ACORD CORPORATION. All rights reserved.