RESOLUTION APPROVING AND AUTHORIZING CHAIRMAN TO SIGN WORK ORDER NUMBER 10
WITH OLSSON ASSOCIATES FOR ENGINEERING SERVICES
FOR COURTHOUSE CAMPUS PARKING LOT REPAIRS

WHEREAS, pursuant to Neb. Rev. Stat. §23-104(6), the County has the power to do all acts in
relation to the concerns of the County necessary to the exercise of its corporate powers; and,

WHEREAS, pursuant to Neb. Rev. Stat. §23-103, the powers of the County as a body are
exercised by the County Board; and,

WHEREAS, the County and Olsson Associates have previously executed a Master
Agreement for Professional Engineering Services via Resolution 2015-284, in order that Olsson
Associates may provide as needed professional engineering services for multiple projects to
Sarpy County; and,

WHEREAS, the County and Olsson Associates wish to enter into Work Order #10,
attached hereto which outlines additional services for the design of the Courthouse campus parking lot
repairs; and,

NOW, THEREFORE, BE IT RESOLVED BY THE SARPY COUNTY BOARD OF COMMISSIONERS
THAT this Board hereby approves and adopts the Work Order Number 10 with Olsson
Associates for the Courthouse campus parking lot repairs, being a supplement to the agreement
between Sarpy County and Olsson Associates, dated July 21, 2015, the same being approved by this
Board.

BE IT FURTHER RESOLVED that the Chairman of this Board together with the County
Clerk are hereby authorized to execute on behalf of this Board, Work Order Number 10, a
copy of which are attached, and any other related documents, the same being approved by this
Board.

The above resolution was approved by a vote of the Sarpy County Board of Commissioners at a public
meeting duly held in accordance with applicable law on the 24th day of April, 2018.

ATTEST:

Sarpy County Board Chairman

Sarpy County Clerk
MEMO

To: Sarpy County Board of Commissioners

From: Beth Garber

Re: Olsson Associated Work Order #10

On April 24, 2018, the County Board will be asked to approve work order #10 with Olsson Associates for the engineering services for the design of the Courthouse campus parking lot repairs. The parking lot repair project has been included in the 2018 FY budget. The estimated total project cost is $220,000 and will be paid out of the Capital Projects – Courthouse budget. The work order with Olsson Associates is for $26,730.00.

Please contact me with any questions at bgarber@sarpy.com.

April 18, 2018

cc: Dan Hoins
    Scott Bovic
    Brian Hanson
    Deb Houghtaling
    Ross Richards

Beth Garber
MASTER AGREEMENT
WORK ORDER #10

This exhibit is hereby attached to and made a part of the Master Agreement for Professional Services dated July 21, 2015 between Sarpy County, Nebraska (“Client”) and Olsson Associates (“Olsson”) providing for professional services. Olsson’s Scope of Services for the Agreement is as indicated below.

GENERAL

Olsson has acquainted itself with the information provided by Client relative to the project and based upon such information offers to provide the services described below for the project. Client warrants that it is either the legal owner of the property to be improved by this Project or that Client is acting as the duly authorized agent of the legal owner of such property.

PROJECT DESCRIPTION AND LOCATION

Project will be located at: Papillion, NE

Project Description: Sarpy County Courthouse Campus Parking Lot Repairs

SCOPE OF SERVICES

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

<table>
<thead>
<tr>
<th>DUE DILIGENCE</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Preliminary Site Planning &amp; Concept Due Diligence</strong> $2,500 Hourly</td>
</tr>
<tr>
<td>Olsson shall provide site planning and due diligence work for the prospective project site. This work generally includes:</td>
</tr>
<tr>
<td>• Concept plans</td>
</tr>
<tr>
<td>• Opinion of Probable Costs (OPC) for anticipated construction in relation to the concept plans</td>
</tr>
<tr>
<td>• Utility research</td>
</tr>
<tr>
<td><strong>Fee is estimate for hourly services;</strong> Olsson shall obtain email approval from client for any effort beyond the fee listed prior to completing additional services.</td>
</tr>
</tbody>
</table>

| **Topographic Survey** $2,250 Lump Sum |
| • Topographic Survey |
| o Topographic features shall be surveyed to create a surface represented by 1 foot contours. Improvements within the limits shall be located, including: buildings, roads, structures, pipes, fences, gravel surfaces, concrete surfaces, asphalt surfaces, trees, and utilities. The Topographic Survey limits are as follows: |
| • Limits as shown on that attached Exhibit “A”. |
A Utility-One-Call shall be made for the site. Utilities that are marked shall be located. Above ground visible utilities shall be located. Olsson will not be responsible for underground utilities not marked by the utility locate, also underground structures or tanks that are not visible on the surface of the site. An attempt shall be made to obtain utility maps from the utilities listed on the Utility-One-Call. If maps are provided those utilities shall be placed on the survey. Manholes shall be inverted to get the pipe size and flow lines elevations.

Horizontal coordinate system will be in reference to the Nebraska State Plane Coordinate System North American Datum of 1983 (NAD83) modified to ground. Vertical datum will be in reference to the North American Datum of 1988 (NAVD88).

**Geotechnical Exploration and Report** $4,980 Lump Sum

Olsson understands that Sarpy County plans to rehabilitate the existing asphalt parking lot situated east of the Sarpy County Courthouse between the Sarpy County office buildings at 1257 and 1261 Golden Gate Drive. We understand the rehabilitation option preferred by the County is to mill and overlay the existing asphalt surface.

A review of historical aerial photos and our observations during the recent site visit indicate the low area along the east edge of the parking lot has been a trouble spot with several surface repairs visible. We understand some minor regrading or drainage improvements may be included in this project, but most grades will remain consistent with current grades.

**Field Exploration**
- Olsson proposes to use a truck-mounted drill rig to complete six (6) pavement cores/soil borings across the parking lot as shown on the attached Exhibit ‘B’.
  - Two (2) cores/borings will be completed in the low areas along the east edge of the parking lot to depths of 10 feet each.
  - Four (4) cores/borings will be completed to depths of five (5) feet each across the remainder of the parking lot.
- The soil borings will be completed 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 Service to locate underground public utilities.
- Some damage to adjacent ground, sidewalk, or pavement surfaces may result from the drilling operations or along access pathways required for the drilling equipment to travel to or from the boring locations. Olsson will attempt to minimize such damage, but no restoration other than backfilling the soil test borings is included. When complete, the borings will be backfilled with auger cuttings and crushed aggregates then patched back with asphalt cold patch.
- The location of the soil test borings will be determined in the field by taped measurements from existing structures or features or by utilizing GPS coordinates.
- Pavement surface elevations at the boring locations will be determined by interpolation from the Client provided topographic survey.

**Laboratory Services**
- As soil conditions dictate, laboratory testing may include visual soil classification (ASTM D-2488), unconfined compressive strength (ASTM D-2166), thin-walled tube density (ASTM D-2937), moisture content (ASTM D-2216), Atterberg limit (ASTM D-4318), or Standard Proctor (ASTM D-698)
Engineering Analysis and Report Preparation

- Where applicable, recommendations will be provided regarding the thickness, moisture, and compaction criteria for new pavement subgrade.
- Pavement cores will be retained and returned to the office for thickness checks, asphalt or subbase quality determinations, compressive strength testing (if applicable), or additional testing requested by the geotechnical engineer.
- Analysis of the soils encountered regarding shrink/swell characteristics and the potential for reuse as general fill, compacted structural fill, or utility backfill.
- New pavement or mill and overlay recommendations will be provided, including applicable thicknesses, drainage recommendations (where applicable), and an estimated CBR value for design, where applicable. The use of and applicable thickness of an aggregate base course will be discussed if necessary for areas of new pavement.
- Subgrade stabilization options and procedures will be provided should they be considered necessary for design or become necessary during earthwork or construction.
- A memo type report containing our findings, soil boring logs, laboratory testing results, and recommendations will be provided to the Client for design and construction of new pavements or mill and overlay of existing pavements.

**Project Meetings / Conference Calls**  $5,000 Hourly

- Olsson shall prepare for and attend project-related meetings, Meetings/calls included in this scope include preparation and attendance at the following but not limited to:
  - Project meetings with the Client, their representatives, and their consultants.
- This scope includes a total of ten (10) anticipated meetings/calls at a cost of $500 per meeting, each attended by two (2) Olsson staff; when possible, only one Olsson staff member will attend the meetings/calls to save cost, but if necessary due to the topics covered in the meeting more staff will attend.
- Visit the Site to formally assess the parking lot for the following:
  - Mill and overlay areas
  - Full depth removal and subgrade replacement
  - Cracks to be routed and sealed
  - Curb and gutter repair
  - ADA ramp removal and repair locations
- **Note:** Should the project duration be extended beyond the estimated fee, Olsson shall coordinate with the Client to amend the contract accordingly to relate to the revised project schedule.

**Fee is estimate for hourly services:** Olsson shall obtain email approval from client for additional effort beyond the fee listed and shall invoice accordingly.

**ON-SITE DESIGN & PERMITTING**

**Civil Construction Documents**  $7,500 Lump Sum

Using the approved site plan generated during the Preliminary Site Planning phase of the project, Olsson shall prepare a base site drawing and construction plans for the parking lot repairs. Plans shall be prepared in accordance with standards set forth by the local government agencies and the Client’s design criteria. Plans shall include the following:
• **Demolition Plan:** Shall show existing pavements, curb and gutter, structures, utilities and vegetation to be removed.

• **Site Plan (Horizontal Control Plan):** Site plan shall follow the requirements set by the Client and the City of Papillion to provide a site plan meeting current zoning requirements. Plan shall locate areas of pavement repair including curbs and gutters, sidewalks, parking stall striping, to meet City of Papillion Municipal Code requirements.

• **Final Grading and Drainage Plan:** Shall include proposed and existing contours, vertical control information for building pads and common areas around them. Spot grades shall be shown as to indicate surface drainage patterns, curb returns, grade breaks, and near drainage structures.

• **Paving Plan:** Shall include horizontal design information necessary for construction, identifying parking lot areas and details for pavement type. Plan shall also identify sidewalk and ramp locations.

• **Storm Sewer Plan and Profiles (if needed):** Shall include plan and profile sheets, location and elevation of service stubs and construction details and notes. Plan shall indicate locations of roof drain connections to the building, which shall be coordinated with the Client.

• **SWPPP Plan:** Includes a more detailed erosion and sediment control plan based on final proposed improvements which shall meet the requirements of the State NPDES Permit and local agency requirements and which shall include BMP’s such as silt fence, construction entrances, sediment basins, etc.

• **Construction Details:** Shall include miscellaneous construction details required to construct the Project.

• **Construction Specifications:** Shall reference City of Papillion Standards and shall be in the form of notes on the plans.

### Bidding and Specification Package $2,500 Lump Sum

- **Specifications and Project Manual**
  - Front end documents to be provided by Sarpy County and modified by Olsson Associates for project specific requirements.
  - Olsson to provide any Special Provisions to Sarpy County for inclusion in the Out to Bid Package

- **Bidding Services:**
  - Questions and Addenda: Coordinate answering questions raised by bidders prior to the established date for receiving the bids.

### On-Site Construction Permitting $2,000 Lump Sum

- Prepare and submit application to the appropriate agencies for the following permits:
  - State NPDES Grading Permit.
  - City PCWP Grading Permit.

- Includes building permit assistance. Assumes Architect or Contractor will submit for the Building Permit and Olsson shall include civil plans with permit submittal by others.

### CONSTRUCTION SERVICES

The following Construction Services are anticipated for this project. Olsson will plan to coordinate with the Client after the final site plan and construction drawings are completed to amend the contract accordingly to include any of the requested construction services that may be needed:

- Construction Administration
- SWPPP Inspections
- On-Site Construction Observation / Testing / Inspections.

**COMPENSATION**

<table>
<thead>
<tr>
<th>Phase</th>
<th>Task Description</th>
<th>Fee Amount</th>
<th>Fee Type</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>DUE DILIGENCE / MEETINGS</td>
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<td>Preliminary Site Planning and Concept Due Diligence</td>
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<td>Topographic Survey</td>
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<td>Lump Sum</td>
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<td>120</td>
<td>Geotechnical Exploration and Report</td>
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<td>Lump Sum</td>
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<td>130</td>
<td>Project Meetings / Conference Calls</td>
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<td>ON-SITE DESIGN &amp; PERMITTING</td>
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<td>310</td>
<td>Civil Construction Documents</td>
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<td>Lump Sum</td>
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<td>Bidding and Specification Package</td>
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<td>Lump Sum</td>
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<tr>
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<td>On-Site Construction Permitting</td>
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<td>On-Site Construction Administration</td>
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<td>Hourly</td>
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<td>510</td>
<td>SWPPP Inspections</td>
<td>TBD</td>
<td>Monthly</td>
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<td>520</td>
<td>On-Site Construction Observation / Testing / Inspections</td>
<td>TBD</td>
<td>Lump Sum</td>
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<tr>
<td></td>
<td>Sub-Total (1)</td>
<td>TBD</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>TOTAL CONTRACT (1)</strong></td>
<td><strong>$26,730.00</strong></td>
<td><strong>Plus Reimbursable Expenses (1)</strong></td>
</tr>
</tbody>
</table>

(1) Not all of the fees listed above include reimbursable expenses. Reimbursable expenses (i.e. mileage, reproduction costs, application fees, postage, etc.) shall be billed in addition to the contract amount. See General Provisions for additional information.

(2) Anticipated total project fee for hourly phase of proposal. Final compensation may vary depending on amount of actual work requested.

(3) Anticipated total fee for monthly services based upon duration defined in scope of services above.

**Project Assumptions**
We have made several assumptions in the preparation of this proposal. These assumptions are as follows:

- Included is one revision at Client’s request and one revision to address City Comments. Repetition of any tasks, beyond normal design/review processes, shall be considered additional services.
- No public improvements plans are necessary. If required, design and construction services fees be additional services.
- Specifications will be included on the plan sheets.
- All permit fees will be by Client or their representatives.

**Exclusions**
The following services are not included in this proposal but can be provided by Olsson as an additional service if requested:

- Additional plan revisions beyond those identified in the Project Assumptions
- Entitlements
- As-built drawings/certifications.
- Irrigation design and specifications.
- Post Construction Stormwater Management Design
- Retaining wall design
- Field and Construction Services including Construction Staking, Testing, Observation.
- Site Lighting
• Project-related permitting outside of the scope of the proposal and fees.
• Items not specifically included in the Scope of Services above.

SCHEDULE FOR OLLSSON’S SERVICES

Unless otherwise agreed, Olsson expects to perform its services under the Agreement as promptly upon signing.

Olsson will endeavor to start its services on the Anticipated Start Date and to complete its services on the Anticipated Completion Date. However, the Anticipated Start Date, the Anticipated Completion Date, and any milestone dates are approximate only, and Olsson reserves the right to adjust its schedule and any or all of those dates at its sole discretion, for any reason, including, but not limited to, delays caused by Client or delays caused by third parties.

COMPENSATION

Fixed Fee Phases: Client shall pay to Olsson for the performance of the Scope of Services a fixed fee as outlined in the Scope of Services attached hereto, plus reimbursable expenses in accordance with the Reimbursable Expense Schedule attached to this Agreement. Olsson shall submit invoices on a monthly basis and payment is due within 30 calendar days of invoice date.

Hourly Plus Expense Phases: Client shall pay to Olsson for the performance of the Scope of Services, the actual time of personnel performing such services, and all actual reimbursable expenses in accordance with Reimbursable Expense Schedule attached to this Agreement. Olsson shall submit invoices on a monthly basis and payment is due within 30 calendar days of invoice date.

TERMS AND CONDITIONS OF SERVICE

We have discussed with you the risks, rewards and benefits of the Project, the Scope of Services, and our fees for such services and the Agreement represents the entire understanding between Client and Olsson with respect to the Project. The Agreement may only be modified in writing signed by both parties.

Client’s designated Project Representative shall be __ Brian McCoy, Facilities Management

If this Work Order satisfactorily sets forth your understanding of our agreement, please sign in the space provided below. Retain a copy for your files and return an executed original to Olsson. This proposal will be open for acceptance for a period of 30 days from the date set forth above, unless changed by us in writing.
By ________________
Lucas Weatherly, PE

By ________________
Katie Underwood, PE

By signing below, you acknowledge that you have full authority to bind Client to the terms of the Agreement. If you accept this Work Order, please sign:

SARPY COUNTY, NE

By _____________________________
Signature

Print Name  Donald R. Kelly

Title  Chairman, Sarpy County Board

Dated:  4/24/18

Attachments
Scope of Services
Exhibit A – Project Location
Exhibit B – Pavement Core and Soil Boring Location
Rate Schedule
Reimbursable Expense Schedule

Approved as to Form:

Deputy County Attorney
This product is for informational purposes and may not have been prepared for, or be suitable for legal, engineering, or surveying purposes. Users of this information should review or consult the source records and information sources to ascertain the usability of the information.
Soil core/boring locations and depths to accompany Olsson Associates proposal for geotechnical exploration at the parking lot selected for pavement rehabilitation situated between the Sarpy County office buildings at 1257 and 1261 Golden Gate Drive in Papillion, NE. 4/11/18 ES

EXHIBIT 'B' - PAVEMENT CORE AND SOIL BORING LOCATIONS
LABOR BILLING RATE SCHEDULE 2018

LABOR RATES

<table>
<thead>
<tr>
<th>Description</th>
<th>Range</th>
</tr>
</thead>
<tbody>
<tr>
<td>Principal</td>
<td>109 - 381</td>
</tr>
<tr>
<td>Project Manager</td>
<td>103 - 189</td>
</tr>
<tr>
<td>Project Professional</td>
<td>94 - 166</td>
</tr>
<tr>
<td>Assistant Professional</td>
<td>47 - 143</td>
</tr>
<tr>
<td>Designer</td>
<td>84 - 164</td>
</tr>
<tr>
<td>CAD Operator</td>
<td>32 - 109</td>
</tr>
<tr>
<td>Survey</td>
<td>46 - 147</td>
</tr>
<tr>
<td>Construction Services</td>
<td>40 - 189</td>
</tr>
<tr>
<td>Administrative/Clerical</td>
<td>29 - 107</td>
</tr>
</tbody>
</table>

Note:
1. Special Services not included in above categories will be provided on a Special Labor Rate Schedule
2. Rates subject to change based upon updates to Billing Rates for upcoming year.
# CURRENT REIMBURSABLE EXPENSE DETAIL

## Travel
- **Personal Vehicles**: 0.545 /mile
- **Suburban/Pickups**: 0.75 /mile

## OA Fleet Cars/Vans/SUV
- **Under 150 Miles**: 0.545 /mile
- **Over 150 Miles**: 85.00 /day

## Airplane - Flight Hour
- **Conquest**: 1,150 /hr
- **Cessna**: 800 /hr

## Office Expenses*
- **Copics BW - All**: 0.15 /each
- **Copics Color 8.5 x 11**: 0.50 /each
- **Copics Color 8.5 x 14**: 0.50 /each
- **Copics Color 11 x 17**: 1.00 /each
- **KIP Bond**: 0.20 /sq ft
- **KIP Vellum**: 0.70 /sq ft
- **KIP Film-Mylar**: 3.00 /sq ft
- **HP DesignJet BW - Bond**: 0.20 /sq ft
- **HP DesignJet BW - Film-Mylar**: 3.00 /sq ft
- **Large Format Print-Color**: 2.50 /sq ft
- **Large Format Print-Presentation**: 5.00 /sq ft

## Miscellaneous Materials/Supplies/Services
- **Supplies**: Cost +10%
- **Outside Billings**: Cost +10%
- **Telephone**: Cost +10%
- **Consultants**: Cost +10%
- **Laboratory**: Cost +10%

## Filing Fees
- **City**: 2.50 /each
- **Rural**: 5.00 /each

## Survey Supplies & Equipment*

<table>
<thead>
<tr>
<th>Survey Supplies</th>
<th>Estimated Costs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wood Lath - Various Sizes</td>
<td>0.70 /each*</td>
</tr>
<tr>
<td>Wood Hubs (2x2x8)</td>
<td>0.55 /each*</td>
</tr>
<tr>
<td>Wood Guards (Stakes) (1x2x18)</td>
<td>0.55 /each*</td>
</tr>
<tr>
<td>Pipe</td>
<td>5.25 /each</td>
</tr>
<tr>
<td>Flags</td>
<td>0.10 /each</td>
</tr>
<tr>
<td>Flagging Tape</td>
<td>1.50 /roll</td>
</tr>
<tr>
<td>Paint</td>
<td>4.40 /can</td>
</tr>
<tr>
<td>Rebar (5/8&quot;)</td>
<td>1.75 /each</td>
</tr>
</tbody>
</table>

## Field Tests*
- **Aggregate**: 30.00 /test
- **Concrete**: 65.00 /test
- **Troxler Nuclear Density Gauge** (Compaction Tests): 100.00 /day max
- **Cylinder Breaks**: 10.00 /break
- **Cylinder Breaks Reserve**: 4.00 /each

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*This does not reflect a complete list of items that are chargable by OA. Costs subject to change.

Shaded costs are estimates only and vary by region. Consult your local survey team for current billing rates.