

| | | | | | |
|---|---|--|----------------------------|--|--------|
| LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT CONTRACT MODIFICATION Page 1 of 2 | | Date: | May 6, 2025 | | |
| | | Project: | Citation Boulevard P-IIIA | | |
| | | Location: | Citation Boulevard | | |
| To (Contractor): HDR Engineering, Inc. 333 W. Vine Street, Suit 1400 Lexington KY 40507 | | Contract No. | 084-2018 | | |
| | | Original Contract Amt. | \$366,360.00 | | |
| | | Cumulative Amount of Previous Change Orders | \$85,020.00 | | |
| | | Percent Change - Previous Change Orders | | | 23.21% |
| | | Total Contract Amount Prior to this Change Order | \$451,380.00 | | |
| | | Contract Mod No. | 2 | | |
| You are hereby requested to comply with the following changes from the original contract and Scope of Work; | | | | | |
| Current Change Order | | | | | |
| Item No. | Description of changes-quantities, unit prices, change in completion date, etc. | Decrease in contract price | Increase in contract price | | |
| 1 | Right-of-Way Services for Citation Boulevard Phase - IIIA | | \$65,868.00 | | |
| | | | | | |
| | Total decrease | \$0.00 | | | |
| | Total increase | | \$65,868.00 | | |
| | Net Amount of this Change Order | \$65,868.00 | | | |
| | New Contract Amount Including this Change Order | \$517,248.00 | | | |
| | Percent Change - This Change Order | | 17.98% | | |
| | Percent Change - All Change Orders | | 41.19% | | |
| The time provided for the completion in the contract and all provisions of the contract will apply hereto. | | | | | |
| Recommended by <u>[Signature]</u> (Proj. Engr.) | | Date | <u>5/6/2025</u> | | |
| Accepted by <u>[Signature]</u> (Contractor) | | Date | <u>5/12/25</u> | | |
| Approved by <u>[Signature]</u> (Director) | | Date | <u>5/12/25</u> | | |
| Approved by <u>Nancy Albright</u> (Commissioner) | | Date | <u>5/15/25</u> | | |
| Approved by _____ (Mayor or CAO) | | Date | _____ | | |

JUSTIFICATION FOR CHANGE

PROJECT: Citation Boulevard Phase IIIA

CONTRACT NO.: 084-2018

CONTRACT MOD: 2

1. Necessity for change: To include Right-of-Way Acquisition services into the Contract. See Attachment A.
2. Is proposed change an alternate bid? ___Yes XNo
3. Will proposed change alter the physical size of the project? ___Yes XNo
If "Yes", explain.
4. Effect of this change on other prime contractors: N/A
5. Has consent of surety been obtained? ___Yes XNot Necessary
6. Will this change affect expiration or extent of insurance coverage? XYes ___No
If "Yes", will the policies be extended? XYes ___No
7. Effect on operation and maintenance costs: N/A
8. Effect on contract completion date: Completion date will be extended 360 days from Change Order Council Ratification.

Mayor or CAO_____
Date

ATTACHMENT - A



KENTUCKY TRANSPORTATION CABINET

Department of Highways

DIVISION OF PROFESSIONAL SERVICES

ENGINEERING AND RELATED SERVICES FEE PROPOSAL

TC 40-2

Rev. 05/2021

Page 1 of 1

SECTION 1: PROJECT INFORMATION

| | | | | | |
|----------|---------------|---------|--|---------|--|
| DATE: | | COUNTY: | | ITEM #: | |
| PROJECT: | Citation Blvd | | | | |
| DESC: | | | | | |

SECTION 2: BUDGET INFORMATION

| FEE CONSIDERATIONS | PROPOSED HOURS | NEGOTIATED HOURS | AVERAGE RATE | ESTIMATED COST |
|---|----------------|------------------|--------------|---------------------|
| Project Preparation | 15 | | \$ 54.99 | \$ 824.85 |
| Complex Acquisition | 102 | | \$ 54.99 | \$ 5,608.98 |
| ROW Project Management | 153 | | \$ 71.07 | \$ 10,873.71 |
| | | | | \$ - |
| | | | | \$ - |
| | | | | \$ - |
| | | | | \$ - |
| | | | | \$ - |
| | | | | \$ - |
| | | | | \$ - |
| TOTAL PRODUCTION HOURS & PAYROLL | 270 | | | \$ 17,307.54 |

| | |
|---------------------------------|---------------------|
| OVERHEAD (157.94 %) | \$ 27,335.53 |
| PROFIT (15.00 %) | \$ 6,696.46 |
| COST OF MONEY (0.45 %) | \$ 78.32 |


| DIRECT COSTS | AMOUNT |
|---------------------------|------------------|
| Travel (mileage) | \$ 175.00 |
| Printing | \$ 175.00 |
| | |
| | |
| TOTAL DIRECT COSTS | \$ 350.00 |

| SUBCONSULTANTS | AMOUNT |
|-----------------------------|---------------------|
| Appraisal | \$ 14,100.00 |
| | |
| | |
| | |
| TOTAL SUBCONSULTANTS | \$ 14,100.00 |

| | |
|------------------|------------------|
| TOTAL FEE | \$ 65,868 |
|------------------|------------------|

*Rounded to the nearest dollar

SECTION 3: SIGNATURE

| | | |
|---|-------------------|--------|
| FIRM NAME: HDR | SIGNED BY: | |
|  | AREA MANAGER / VP | 5/8/25 |
| CONSULTANT SIGNATURE | TITLE | DATE |
| PROFESSIONAL SERVICES SIGNATURE | TITLE | DATE |

KENTUCKY TRANSPORTATION CABINET
Department of Highways
DIVISION OF RIGHT-OF-WAY SERVICES

Page 1 of 3
Rev. 02/2021

RIGHT-OF-WAY PRODUCTION-HOUR WORKSHEET

SECTION 1: PROJECT INFORMATION

| | | | | | |
|----------------|---------------|---------------|--|----------------|--|
| COUNTY: | | ROUTE: | | ITEM #: | |
| DESC: | Citation Blvd | | | | |

SECTION 2: CONSULTANT INFORMATION

| | | | | |
|---------------------|-------------|--------------|--------------|--|
| CONSULTANT: | HDR | | | |
| PREPARED BY: | Carrie Weir | DATE: | Mar 17, 2025 | |

SECTION 3: PRODUCTION HOURS

| No. | ITEM | Parcels/ Amount | Hours per Parcel/Unit | Total Hours |
|-------------------------------|--|--------------------|--------------------------|-------------|
| PROJECT PREPARATION | | | | |
| 1 | Project Report Development/Revisions | 1 | 3 | 3 |
| 2 | Public Meeting/Right of Way Meeting | | | 0 |
| 3 | Acquisition Stage Relocation Report and Updates (Each) | | | 0 |
| 4 | Minor Acquisition Review- Value Range Preparation | | | 0 |
| 5 | Title and Closing Attorney Coordination | 3 | 4 | 12 |
| COMPLEX ACQUISITION | | | | |
| 14 | Initial Offer Meeting | 3 | 3 | 9 |
| 15 | Follow-Up Meeting(s)/Contacts | 3 | 4 | 12 |
| 16 | Records of Contact | 3 | 3 | 9 |
| 17 | Parcel File Documentation | 3 | 8 | 24 |
| 18 | Payment Packet | 3 | 4 | 12 |
| 19 | Check Delivery | | | 0 |
| 20 | Pro-Rata Property Tax Reminder Letters/Payment Packet | | | 0 |
| 21 | Condemnation Packet | 3 | 12 | 36 |
| ROW PROJECT MANAGEMENT | | | | |
| 76 | Parcel Review - Acquisition Payment Packet | 3 | 2 | 6 |
| 77 | Parcel Review - Condemnation Packet | 3 | 3 | 9 |
| 78 | Parcel Review - Relocation Payment Packet | | | 0 |
| 79 | Parcel Review - Tax Reimbursement Payment Packet | | | 0 |
| 80 | Monthly Project Status Meetings and Preparation (Each) | 12 | 3 | 36 |
| 81 | LFUCG Coordination | 12 | 2 | 24 |
| 82 | Sub-Consultant Coordination - Appraisal (Each) | 3 | 4 | 12 |
| 83 | City and Internal Coordination - Appraisal Review (Each) | 3 | 2 | 6 |
| 84 | Sub-Consultant Coordination - Acquisition (Each) | | | 0 |
| 85 | Sub-Consultant Coordination - Relocation (Each) | | | 0 |
| 86 | Invoicing (Each) | 12 | 3 | 36 |
| 87 | Project Close-Out | 3 | 8 | 24 |
| RIGHT OF WAY TOTAL | | | | 270 |

TRANSPORTATION CABINET
DEPARTMENT OF HIGHWAYS
DIRECT COSTS

COUNTY _____
PROJECT Citation Blvd _____
UPN _____
ITEM NO. _____

DATE 3/17/2025

| SUBCONTRACTORS | | | | | | | | | |
|--|-----------------------------|-----------------------|---------------------|--------------------------|----------------------|------------|-----------|------------------------|------------|
| Mileage | | | | | | | | | |
| Area | Total Manhours + 8 hours | + No. of Crew Members | = No. of Days | No. of Round Trips/Day | = Total No. of Trips | Miles/Trip | Rate/Mile | Mileage Cost | |
| Survey Team | 0 | 0 | 0 | 0 | 0 | 0 | | \$ - | |
| | 0 | 0 | 0 | 0 | 0 | 0 | | \$ - | |
| Total Mileage | | | | | | | | \$ - | |
| Meals | | | | | | | | | |
| Area | Total Manhours + 8 hours | + No. of Crew Members | = No. of Days | x No. of Crew Members | = Total Days | | Meal | Rate/day | Meals Cost |
| Survey Team | 0 | 0 | 0 | 0 | 0 | | | \$ - | \$ - |
| | 0 | 0 | 0 | 0 | 0 | | | \$ - | \$ - |
| | 0 | 0 | 0 | 0 | 0 | | | \$ - | \$ - |
| | 0 | 0 | 0 | 0 | 0 | | | \$ - | \$ - |
| | 0 | 0 | 0 | 0 | 0 | | | \$ - | \$ - |
| | 0 | 0 | 0 | 0 | 0 | | | \$ - | \$ - |
| Total Meals | | | | | | | | \$ - | |
| *Meals: \$8.00-breakfast; \$10.00-lunch; \$18.00-dinner | | | | | | | | | |
| Travel Time | | | | | | | | | |
| Area | No. of Trips | Hours/Trip | No. of Crew Members | x Avg Hourly Survey Rate | | | | Travel Time | |
| Survey Team | 0 | 0 | 0 | \$42.53 | x 1.3 | | | Total Travel Time \$ - | |
| Lodging | | | | | | | | | |
| Area | # of Nights | x \$96/Night | x No. of Rooms | | | | | Lodging Cost | |
| Survey Team | 0 | \$ 96.00 | 0 | | | | | Total Lodging \$ - | |
| OTHER PERSONNEL | | | | | | | | | |
| Mileage | | | | | | | | | |
| Area | # Miles | Rate/Mile | Mileage Cost | | | | | | |
| Client Meetings | 50 | \$ 0.70 | \$ 35 | | | | | | |
| Property Owner Meetings | 200 | \$ 0.70 | \$ 140 | | | | | | |
| Total Mileage | | \$ 175 | | | | | | | |
| Meals | | | | | | | | | |
| Area | x No. of Persons | Meal | Rate/day | Meals Cost | | | | | |
| | | | \$ - | \$ - | | | | | |
| | | | \$ - | \$ - | | | | | |
| | | | \$ - | \$ - | | | | | |
| | | | \$ - | \$ - | | | | | |
| | | | \$ - | \$ - | | | | | |
| Total Meals | | | \$ - | | | | | | |
| *Meals: \$8.00-breakfast; \$10.00-lunch; \$18.00-dinner | | | | | | | | | |
| Lodging | | | | | | | | | |
| Area | # of Nights | x \$96/Night | x No. of Rooms | | | | | Lodging Cost | |
| | | \$ 96.00 | | | | | | Total Lodging \$ - | |
| PRINTING | | | | | | | | | |
| Item | No. of Sheets | Cost (each) | Printing Cost | | | | | | |
| Miscellaneous Reports / Documents - 8-1/2" x 11" | 1000 | \$0.10 | \$ 100 | | | | | | |
| Sheets for Preliminary Line and Grade Inspection - full size - B/W | | \$15.00 | \$ - | | | | | | |
| Final Check Prints / Production Prints - full size - B/W | 50 | \$1.00 | \$ 50 | | | | | | |
| Half Scale Plans for Appraiser, Relocation, Acquisition Agents | 100 | \$0.25 | \$ 25 | | | | | | |
| Final Mylars - full size | | \$5.00 | \$ - | | | | | | |
| Color Prints for Public Meetings / Displays - full size | | \$85.00 | \$ - | | | | | | |
| Total Printing | | \$ 175 | | | | | | | |
| MISCELLANEOUS | | | | | | | | | |
| Item | No. | Cost (each) | Misc. Cost | | | | | | |
| Appraisal (Ben Baker) | 3 | \$3,200.00 | \$ 9,600 | | | | | | |
| Appraisal Update | 3 | \$1,500.00 | \$ 4,500 | | | | | | |
| Total Misc. | | \$ 14,100 | | | | | | | |

**TRANSPORTATION CABINET
DEPARTMENT OF HIGHWAYS
CLASSIFICATIONS AND DETERMINATION OF AVERAGE RATES**

COUNTY
PROJECT
UPN
ITEM NO.

DATE 3/17/2025

Citation Blvd

| Position | 8/24/2024 Rate | Escalated Rate 5.425% | % Classification | Cost |
|-------------------------------|-------------------|--------------------------|---------------------|-----------------|
| Project Preparation | | | | |
| Project Manager Sr. 2 | \$ 74.16 | \$ 78.18 | 10% | \$ 7.82 |
| ROW Project Manager | \$ 60.67 | \$ 63.96 | 40% | \$ 25.58 |
| Real Estate Services Agent | \$ 40.96 | \$ 43.18 | 50% | \$ 21.59 |
| Average Rate | | | 100% | \$ 54.99 |
| Complex Acquisition | | | | |
| Project Manager Sr. 2 | \$ 74.16 | \$ 78.18 | 10% | \$ 7.82 |
| ROW Project Manager | \$ 60.67 | \$ 63.96 | 40% | \$ 25.58 |
| Real Estate Services Agent | \$ 40.96 | \$ 43.18 | 50% | \$ 21.59 |
| Average Rate | | | 100% | \$ 54.99 |
| ROW Project Management | | | | |
| Project Manager Sr. 2 | \$ 74.16 | \$ 78.18 | 50% | \$ 39.09 |
| ROW Project Manager | \$ 60.67 | \$ 63.96 | 50% | \$ 31.98 |
| Real Estate Services Agent | \$ 40.96 | \$ 43.18 | 0% | \$ - |
| Average Rate | | | 100% | \$ 71.07 |

Escalated rate increase based on midpoint of project. Maximum allowed salary increase is 5.00%.

- Notice to Proceed 3/21/2025
- Midpoint of Project 9/24/2025
- Right of Way Clearance 3/30/2026

- Audited Rates as of: 8/24/2024
- Midpoint of Project 9/24/2025
- Days (8/24/2024 to Midpoint) = 396

| | |
|------------------------------|--------------------------|
| 396 Days + 365 = | 1.085 Years |
| 1.085 Years x 5.00% per year | 5.425% = Escalation Rate |

**Lexington Fayette Urban County Government
Citation Boulevard Project
Real Estate Services
Scope of Services**

**Prepared by:
HDR Engineering, Inc.
333 W. Vine Street, Suite 1400
Lexington, KY 40507**



April 21, 2025

BACKGROUND

Lexington Fayette Urban County Government (LFUCG) is requesting real estate services to be added to their existing Design contract with HDR Engineering, Inc. (HDR) for the Citation Boulevard Project (Project). The project will impact 3 parcels.

Services to be provided by HDR real estate team include management of real estate services provided, appraisal services, and negotiation through closing.

The following scope of work details the necessary effort to acquire right of way (ROW) for the Project. HDR will accomplish the following tasks:

GENERAL ASSUMPTIONS FOR ALL WORK ELEMENTS

1. This scope of work encompasses services to complete ROW acquisition for the Project. It is anticipated that the following elements of these services will be completed within 2025-2026. The duration of this project is expected to be approximately 13 months from Notice to Proceed.
2. HDR shall coordinate with the LFUCG, as necessary, and in accordance with the Federal Uniform Relocation Assistance and Real Property Acquisition Policies Act (URA), applicable State and local laws, and LFUCG administrative rules, to facilitate the acquisition of identified properties.
3. Closings, initial title research, title updates, clearing of title, and other legal services shall be performed by LFUCG.
4. LFUCG shall provide HDR with available project information.
5. Based on the draft of current acquisition plans provided to HDR at the time of scope development, it is assumed there will be up to 3 acquisition parcels and no relocation parcels. Any additional parcels will be handled through an amendment.
6. All deliverables will be produced in accordance with the approved quality control/quality assurance (QC/QA) process established by HDR.
7. All deliverables prepared by HDR shall be provided to the LFUCG – one (1) electronic version.
8. LFUCG will send initial notification letters to impacted landowners.
9. LFUCG will provide templates for offer packages, administrative settlements, conveyance documents, and agreements. HDR will not be responsible for creating or amending any documents for use on this project.
10. LFUCG will identify title deficiencies or needs. LFUCG will oversee obtaining releases for any title issues.
11. HDR will not continue negotiations and landowner meetings after three (3) contacts without a change order from LFUCG.
12. LFUCG will track and ensure the payment of any pro-rata taxes
13. LFUCG will be responsible for making the payments to landowners.

Task 1. Real Estate Services Management

- 1.1 Provide general ongoing coordination, administration direction, and guidance for the HDR staff working on this project.

- 1.2 Provide monthly status reports in pdf format.
- 1.3 Provide QA/QC services required for this project.
- 1.4 Prepare monthly invoices and work accomplished reports.

Task 2. Acquisition Services

- 2.1 Review LFUCG provided title report to verify ownership prior to making an offer.
- 2.2 Contract with an appraiser to provide initial appraisal reports.
- 2.3 Provide completed appraisal reports to LFUCG to confirm approved value prior to making fair market value offer for each parcel.
- 2.4 Prepare the initial fair market value offer letter and instruments of conveyance required.
- 2.5 Present and thoroughly explain offer package to each property owner or the property owner's designated representative.
- 2.6 Promptly respond to property owner's inquiries.
- 2.7 Agent will make a maximum of three (3) contacts with each property owner or the property owner's designated representative and maintain a precise record of contacts for each parcel on applicable forms. Details of each meeting with the property owner or representative shall be promptly entered into the Negotiator's Log after each meeting to ensure accuracy.
- 2.8 Advise property owner of the settlement process. Transmit to LFUCG any valid verbal/written counteroffer from property owners, including supporting documentation, and provide Administrative Settlement Analysis, as necessary.
- 2.9 If negotiations do not resolve within 45 days or three (3) contacts, a condemnation file will be submitted to LFUCG for last contact/appeals and condemnation.
- 2.10 Provide signed documents to LFUCG attorney for closing of parcels, if a settlement is reached.
- 2.11 Submit a complete ROW project file to LFUCG after all parcels are submitted for payment or condemnation.

CONTRACT HISTORY FORM

Project Name: Citation Boulevard Phase III A

Contractor: HDR Engineering, Inc.

Contract Number and Date: 084-2018 April 26, 2018

Responsible LFUCG Division: Division of Engineering

CONTRACT AND MODIFICATION DETAILS

A. Original Contract Amount: \$ 366,360.00
Next Lowest Bid Amount: NA

B. Amount of Selected Alternate or Phase: \$ 0.00

Cumulative Amount of All Previous Alternates or
C. Phases: \$ 0.00

D. Amended Contract Amount: \$ 366,360.00

E. Cumulative Amount of All Previous Change Orders: \$ 85,020.00 23.2%
(Line E / Line D)

F. Amount of This Change Order: \$ 65,868.00 18.0%
(Line F / Line D)

G. Total Contract Amount: \$ 517,248.00

SIGNATURES

Project Manager:


Andrew Grunwald, P.E.

Date:

5/12/2025


Reviewed by:


Mark Feibes, P.E.

Date:

05/12/25

Division Director:


W. Douglas Burton, P.E.

Date:

5/12/25