



Matthew G. Bevin
Governor

**COMMONWEALTH OF KENTUCKY
TRANSPORTATION CABINET**

Department of Highways, District 5 Office
8310 Westport Road
Louisville, KY 40242-3042
(502) 210-5400

Greg Thomas
Secretary

March 8, 2018

Kelly Meyer
HDR Engineering, Inc.
2517 Sir Baton Way
Lexington, KY 40509

Dear Mr. Meyer:

The Kentucky Transportation Cabinet has prepared for your review and signature the enclosed letter agreement for inspection services for the Lexington-Fayette Urban County Government's CMAQ-funded Mercer Road Project. This is not a notice to proceed.

As mentioned in the letter agreement, the LFUCG is administering this project with oversight from KYTC. The LFUCG will be issuing the notice to proceed and all requests and supporting documents for reimbursement should be sent to the LFUCG.

Please mail the signed original to Amanda Spencer, PE, Kentucky Transportation Cabinet, Division of Program Management, 200 Mero Street, Frankfort, KY 40622. And, email a scanned copy to Amanda.Spencer@ky.gov.

Thank you in advance for your work on this project. Please do not hesitate to contact me if you have any questions.

Sincerely,

A handwritten signature in blue ink that reads "A. Spencer".

Amanda Spencer
KYTC Program Management

ars
Enclosures (1)

c: Jackie Jones, KYTC OLP
Shane Tucker, KYTC Highway District 7





COMMONWEALTH OF KENTUCKY
TRANSPORTATION CABINET
Frankfort, Kentucky 40622
www.transportation.ky.gov/

Matthew G. Bevin
Governor

Greg Thomas
Secretary

February 20, 2018

LETTER AGREEMENT NO. 1

Kelly Meyer
HDR Engineering, Inc.
2517 Sir Barton Way
Lexington, KY 40509

Subject: Statewide Local Public Agency (LPA) Services
Fayette County - Mercer Road near Greendale Road
Item No. 07-3720.00

Dear Mr. Meyer:

WHEREAS, on November 17, 2017, the Transportation Cabinet, DEPARTMENT of Highways (hereinafter referred to as the "Department") and HDR Engineering, Inc. (hereinafter referred to as the "Consultant"), entered into a Master Agreement whereby the Consultant would provide various Statewide Local Public Agency (LPA) Services at the request of the Department. The work to be performed by the Consultant shall be administered by the Lexington-Fayette Urban County Government (hereinafter referred to as the "LPA") with oversight by the Department.

WHEREAS, under the terms of Master Agreement No. 2017-11-6, PON2 625 1800000902 the Department now desires that the Consultant perform the following items of work on the above subject Project.

STATEMENT OF WORK

This Project provides for LPA Project Services, for adding a turn lane, bike lanes, and a sidewalk on Mercer Road near Greendale Road in Fayette County, Kentucky.

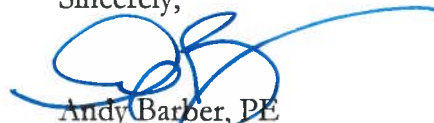
NOW, THEREFORE, in consideration of the aforesaid premises, the Department and the Consultant agree as follows:

1. Comply with the terms, conditions and provisions as set out in the above referenced Master Agreement (No. 2017-11-6).



2. The Department's Project Manager issued the Consultant with Notice to Proceed on this Letter Agreement No. 1 on December 5, 2017.
3. Consultant's proposal and scope of work are made a part of this Letter Agreement No. 1.
4. The Department will not directly reimburse the Consultant for any work as a result of this Letter Agreement. The LPA will reimburse the Consultant through a separate arrangement between the LPA and the Consultant. The Department will reimburse the LPA in accordance with a separate contract between the Department and the LPA.
5. It is expected that the Consultant will complete all work by October 15, 2018.
6. Funding: 12F0 C35 D625 FD52 1550 C034 E143
Federal #: 000CM3003336
State Program #: 9326901D
County/Route: Fayette/Mercer Road near Greendale Road
7. The maximum amount payable under this Letter Agreement No. 1 is \$84,744.00. Letter Agreement No. 1 increases the total amount for Master Agreement (No. 2017-11-6) to \$84,744.00.

Sincerely,


Andy Barber, PE
State Highway Engineer

ACCEPTED:

HDR Engineering, Inc.

By: 

Date: March 12, 2018

**Please sign and return this Letter Agreement to the Division of Professional Services.
Funding will not be encumbered for reimbursement without return of a signed Letter Agreement.**



February 16, 2018

Amanda Spencer, PE
Kentucky Transportation Cabinet
Statewide LPA Coordinator
Office of Local Programs
Department of Rural & Municipal Aid
Kentucky Transportation Cabinet
6th Floor East, 200 Mero Street
Frankfort, KY 40622

RE: Mercer Road at Greendale
Fayette County, Kentucky
Item No. 7-3720
Master Agreement #2017-11-6
Letter Agreement No. 1
Fee Proposal

Dear Mrs. Spencer:

Please find enclosed our scope and fee proposal for providing engineering and related services for the subject project. This project includes the design for adding a turn lane, bike lanes and a sidewalk along Mercer Road near Greendale Road in Lexington. Drainage improvements and modifications to street lighting and an existing signal system will also be included with the project.

A project pre-design conference/scoping meeting was held at KYTC District 7 on January 8, 2018. Services to be provided include field survey and utility coordination, roadway engineering design, traffic signal and street lighting, meetings and landscaping plan development.

Sincerely,

Joseph Cochran, P.E.
Project Manager
CC: files

KYTC SW LPA
Letter Agreement No. 1
LFUCG Mercer Road at Greendale
Lexington, KY

Negotiation Minutes
February 16, 2018

Participants:

Mark Feibes - LFUCG
Joe Cochran – HDR
Jonathan West - HDR

All negotiations were held by e-mail transmittals and telephone conferences. General comments from the negotiations included:

1. The general project scope was discussed during the Contract Scoping Meeting conducted at the KYTC District 7 Conference Room on January 8, 2017.
2. The following summarizes negotiations with LFUCG:

<u>Date</u>	<u>Discussion</u>
12/5/17	HDR received notice of assignment for this project from KYTC.
12/11/17	HDR met with Mark Feibes at the project site for project discussion.
1/8/17	Scoping meeting held at KYTC.
1/8/17	HDR submitted (via email) draft scope/units to LFUCG for review.
1/12/18	LFUCG accepted scope/units with comments: remove computer setup on Line 30, no meeting with P&Z on Line 69, LFUCG will provide pavement design on Line 83.
1/23/18	HDR submitted (via email) a DRAFT Fee Proposal to LFUCG for review.
1/26/18	HDR submitted (via email) a revised Fee Proposal to LFUCG after removing public involvement from the scope.
2/15/18	Professional Services accepted (via email) HDR man-hours proposal with a total of 627 man-hours.
2/16/18	HDR submitted (via email) revised Fee Proposal to Professional Services.

3. Production Hour Negotiations

	HDR	KYTC	Negotiated Hours
	1/26/18	2/15/18	2/15/18
Survey	82	82	82
Preliminary Line and Grade	100	100	100
Utility Coordination	12	12	12
Right-of-way Plans	57	57	57
Final Plans	312	312	312
Meetings	64	64	64
Total	627	627	627

4. Project Schedule

KYTC Notice to Proceed	12/5/2017
Alternate Alignments Team Meeting (90 days from LFUCG NTP)	6/30/2018
Final Plans (140 days from LFUCG NTP)	9/15/2018
Prep. ROW/ease. plats and descriptions (160 days from LFUCG NTP)	10/15/2018

5. Payment Percentages

Alternate Alignments Team Meeting	50% Payment
ROW/Plats	100% Payment

APPROVED:

HDR ENGINEERING, INC.



2/16/2018

Signature

Date

LFUCG

Signature

Date

Joe Cochran, P.E. Project Manager

Printed Name/Title

Printed Name/Title



KENTUCKY TRANSPORTATION CABINET
 Department of Highways
 DIVISION OF PROFESSIONAL SERVICES
ENGINEERING AND RELATED SERVICES FEE PROPOSAL

TC 40-2
 Rev. 12/2017
 Page 1 of 1

SECTION 1: PROJECT INFORMATION

DATE:	Feb 16, 2018	COUNTY:	Fayette	ITEM #:	7-3720
PROJECT:	KYTC SW LPA - LA No. 1 - LFUCG Mercer Road at Greendale				
DESC:	Widen westbound approach of Mercer to create left, thru and right turn lanes, add bike and pedestrian				

SECTION 2: BUDGET INFORMATION

FEE CONSIDERATIONS	PROPOSED MAN HOURS	NEGOTIATED MAN HOURS	AVERAGE RATE	ESTIMATED COST
Survey	82	82	\$ 32.24	\$ 2,643.68
Preliminary Line and Grade	100	100	\$ 44.57	\$ 4,457.00
Utility Coordination	12	12	\$ 44.57	\$ 534.84
Right-of-Way Plans	57	57	\$ 44.57	\$ 2,540.49
Final Plans	312	312	\$ 44.57	\$ 13,905.84
Meetings	64	64	\$ 61.34	\$ 3,925.76
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL PRODUCTION HOURS & PAYROLL	627	627	\$ 44.67	\$ 28,007.61

OVERHEAD (156.48 %)	\$ 43,826.31
PROFIT (15.00 %)	\$ 10,775.09
COST OF MONEY (/0.35 %)	\$ 99.06

DIRECT COSTS	AMOUNT
Mileage	\$ 539.00
Meals	\$ 100.00
Survey Crew Travel Time	\$ 1,257.00
Printing	\$ 140.00
TOTAL DIRECT COSTS	\$ 2,036.00

SUBCONSULTANTS	AMOUNT
	\$ -
	\$ -
	\$ -
	\$ -
	\$ -
TOTAL SUBCONSULTANTS	\$ -

TOTAL FEE	\$ 84,744
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*Rounded to the nearest dollar

SECTION 3: SIGNATURE

FIRM NAME: HDR Engineering	SIGNED BY: Ben Edelen	
	Area Manager/Sr. Vice President	2/16/2018
CONSULTANT SIGNATURE	TITLE	DATE
PROFESSIONAL SERVICES SIGNATURE	TITLE	DATE

PRODUCTION-HOUR WORKSHEET (revised 7/14)

COUNTY	<u>FAYETTE</u>	PROJECT TYPE	<u>Phase I & II Design</u>
ROUTE	<u>Mercer Road</u>	CONSULTANT	<u>HDR Engineering, Inc.</u>
DESC	<u></u>	REVIEWED BY	<u></u>
ITEM NO.	<u>7-3720</u>	PREPARED BY	<u>Joe Cochran</u>
		DATE	<u>1/26/2018</u>

SURVEY

No.	ITEM	CREW	UNIT	AMOUNT	HRS/UNIT	HOURS
RECONNAISSANCE						
1	Control - (existing)	1	Mile	0.2	8	2
2	Utilities - (data gathering, identification & contact)	1	No.	5	1.5	8
3	Drainage - (sink holes, streams, pipes, etc.)	1	Mile	0.2	8	2
CONTROL						
4	Horizontal	2	Mile	0.2	4	2
5	Vertical	2	Mile	0.2	4	2
6	Process data	1	Mile	0.2	8	2
PLANIMETRIC SURVEY						
7	Planimetric location <i>(complete)</i>	2	Mile	0.2	40	16
8	Subsurface Utility Engineering, Quality Levels C & D	2	Mile	0.2	8	3
9	Subsurface Utility Engineering, Quality Level B	1	LS			0
10	Subsurface Utility Engineering, Quality Level A	1	LS			0
11	Process data	1	Mile	0.2	8	2
TERRAIN SURVEY						
12	DTM data collection <i>(Items 13-20 not required if used)</i>	2	Acre	2.6	4	21
13	Verify terrain model accuracy	2	Mile			0
14	Tie-ins	2	No.			0
15	Drainage situations survey (Bridge)	2	No.			0
16	Drainage situations survey (Culvert)	2	No.			0
17	Drainage pipe section (non-situation size)	2	No.			0
18	Flood plain data	2	No.			0
19	Railroad Surveys	2	No.			0
20	Additional necessary DTM data <i>(pickup)</i>	2	Acre	2.6	0.5	3
21	Process data	1	Mile	0.2	8	2
ESTABLISH PROPERTY LINES & OWNERSHIP						
22	Contact & Interview Property Owners	1	Parcel	2	1	2
23	Field tie property lines/corners	2	Parcel	2	0.5	2
STAKING						
24	Stake centerlines, approaches, detours	2	Mile	0.2	8	3
25	Stake core holes - structures <i>(unit is per structure)</i>	2	No.			0
26	Stake core holes - roadway <i>(unit is per core hole)</i>	2	No.			0
SURVEY MISCELLANEOUS						
27	Determine roadway elevations (Crown and EP)	2	Mile	0.2	4	2
28	Stake Easement Acquisitions Prior to Bidding	2	Parcel	2	1	4
29	Set Property Corner Pins for R/W Acquisition	2	Parcel	1	2	4
SURVEY TOTAL						82

PRODUCTION-HOUR WORKSHEET (revised 7/14)

COUNTY	<u>FAYETTE</u>	PROJECT TYPE	<u>Phase I & II Design</u>
ROUTE	<u>Mercer Road</u>	CONSULTANT	<u>HDR Engineering, Inc.</u>
DESC	<u></u>	REVIEWED BY	<u></u>
ITEM NO.	<u>7-3720</u>	PREPARED BY	<u>Joe Cochran</u>
		DATE	<u>1/26/2018</u>

PRELIMINARY LINE AND GRADE

No.	ITEM	UNIT	AMOUNT	HRS/UNIT	HOURS
30	Computer setup	LS	0	0	0
31	Prepare existing manuscripts	Mile	0.2	8	2
32	Establish approximate property lines and ownership	Parcel	2	0.5	1
33	Study and develop typical sections	No.	2	1	2
34	Study and develop horizontal alignments	Mile	0.2	80	16
35	Study and develop vertical alignments	Mile	0.2	80	16
36	Create and evaluate proposed roadway models	Mile	0.2	40	8
37	Design entrances	No.	1	1	1
38	Pre-size pipes (all alternates)	No.	6	0.5	3
39	Pre-size culverts (all alternates)	No.			0
40	Pre-size bridges (all alternates)	No.			0
41a	Conduct Traffic Engineering Analysis (Basic; Highway Capacity Manual	Intersection			0
41b	Conduct Traffic Engineering Analysis (Advanced; Micro-simulation)	Intersection			0
42	Study and development of interchange	No.			0
43	Study and development of intersection	No.			0
44	Study and develop maintenance of traffic plan	LS	1	4	4
45	Plot/print copies of plans for team meeting and inspections	LS	1	4	4
46	Calculate preliminary quantities and develop cost estimates	Alt.	2	4	8
47	Revise plans and estimates	LS	1	8	8
48	Preliminary Right of Way with taking areas	Parcel	2	0.5	1
49	Prepare Design Executive Summary	LS	0	0	0
50	Develop/document "Avoidance Alternatives to Water Related Impacts"	LS	0	0	0
PRELIMINARY LINE & GRADE MISCELLANEOUS					
51	Obtain and process LFUCG GIS data and mapping	LS	1	4	4
52	Identify Utility Conflicts and Develop Proposed Solutions	LS	1	4	4
53	Prepare Preliminary Design Technical Memorandum	LS	1	8	8
54	Environmental Support Documents	LS	1	8	8
55	Property Owner and Deed Research	Parcel	2	1	2
PRELIMINARY LINE AND GRADE TOTAL					100

PRODUCTION-HOUR WORKSHEET (revised 7/14)						
COUNTY	FAYETTE	PROJECT TYPE	Phase I & II Design			
ROUTE	Mercer Road	CONSULTANT	HDR Engineering, Inc.			
DESC		REVIEWED BY				
ITEM NO.	7-3720	PREPARED BY	Joe Cochran			
		DATE	1/26/2018			
UTILITY COORDINATION						
No.	ITEM	PERSONS	UNIT	AMOUNT	HRS/UNIT	HOURS
56	Utility Coordination Meeting	2	No.	2	2	8
57	Develop Utility Relocation Layout Sheets (1"=200')		Mile			0
58	Develop Utility Relocation Plans (1"=50')		Mile			0
UTILITY COORDINATION MISCELLANEOUS						
59	Correspondence with Utilities for Locations of Existing Facilities		LS	1	4	4
UTILITY COORDINATION TOTAL						12
RIGHT OF WAY PLANS						
No.	ITEM		UNIT	AMOUNT	HRS/UNIT	HOURS
60	Deed research		Parcel	2	1	2
61	Establish property and ownership		Parcel	2	2	4
62	Calculate Right of Way		Parcel	2	1	2
63	Prepare legal descriptions		Parcel	2	1	2
64	Complete Right of Way summary sheet		Parcel	2	0.5	1
65	Generate Right of Way strip map (scale 1" = 100')		Sheet	1	4	4
66	Prepare Right of Way Plans Submittal		LS	1	4	4
67	Right of Way revisions after Right of Way submittal		Parcel	1	2	2
R/W PLANS MISCELLANEOUS						
68	Deed Research for Existing Alignments		LS			0
69	Prepare Legal Descriptions for Right of Way transfer (Plats)		Parcel	1	32	32
70	Existing Easement Lines		LS	1	4	4
71						0
72						
RIGHT OF WAY PLANS TOTAL						57

PRODUCTION-HOUR WORKSHEET (revised 7/14)

COUNTY	<u>FAYETTE</u>	PROJECT TYPE	<u>Phase I & II Design</u>
ROUTE	<u>Mercer Road</u>	CONSULTANT	<u>HDR Engineering, Inc.</u>
DESC	_____	REVIEWED BY	_____
ITEM NO.	<u>7-3720</u>	PREPARED BY	<u>Joe Cochran</u>
		DATE	<u>1/26/2018</u>

FINAL PLAN PREPARATION

No.	ITEM	UNIT	AMOUNT	HRS/UNIT	HOURS
80	Computer setup	LS			0
81	Update existing topography and terrain model	Mile	0.2	8	2
82	Refine alignments (horizontal & vertical)	Mile	0.2	8	2
83	Develop pavement design	No.	0		0
84	Finalize templates & transitions	No.	2	2	4
85	Develop final roadway model	Mile	0.2	40	8
86	Develop proposed design	Mile	0.2	40	8
87	Generate plan sheets (scale 1" = 20')	Sheet	2	4	8
88	Generate profile sheets (scale 1" = 20' Hor, 1" = 2' Vert)	Sheet	2	4	8
89	Detail cross sections (scale 1" = 5')	No.	18	0.5	9
90	Design entrances	No.	1	2	2
91	Revise roadway plans from soils report	Mile			0

DRAINAGE

92	Develop pipe sections (< 54")	No.	3	3	9
93	Develop drainage system map	Mile	0.2	14	3
94	Develop drainage situation (bridge)	No.			0
95	Develop drainage situation (culvert)	No.			0
96	Develop blue line stream channel change (=> 200')	No.			0
97	Drainage analysis (entrance pipes)	No.			0
98	Drainage analysis (A <= 200 acres)	No.	3	2	6
99	Drainage analysis (200 acres < A < 1.0 sq. mile)	No.			0
100	Drainage analysis (A => 1.0 sq. mile) level 1 analysis	No.			0
101	Drainage analysis (A => 1.0 sq. mile) level 2 analysis	No.			0
102	Drainage analysis (A => 1.0 sq. mile) level 3 analysis	No.			0
103	Special drainage studies	No.			0
104	Roadway ditches and channels	Mile	0.4	12	5
105	Develop Erosion Control Plan	Mile	0.2	24	5
106	Inlet spacing calculations	No.			0
107	Storm sewers calculations	No.			0
108	Perform scour analysis	No.			0
109	Assemble preliminary and final drainage folders	LS			0
110	Prepare advanced situation folder - bridge	No.			0
111	Prepare advanced situation folder - culvert	No.			0

DRAINAGE MISCELLANEOUS

112					0
113					0
114					0
115					0

PRODUCTION-HOUR WORKSHEET (revised 7/14)

COUNTY	<u>FAYETTE</u>	PROJECT TYPE	<u>Phase I & II Design</u>
ROUTE	<u>Mercer Road</u>	CONSULTANT	<u>HDR Engineering, Inc.</u>
DESC	_____	REVIEWED BY	_____
ITEM NO.	<u>7-3720</u>	PREPARED BY	<u>Joe Cochran</u>
		DATE	<u>1/26/2018</u>

FINAL PLAN PREPARATION (Continued)

No.	ITEM	UNIT	AMOUNT	HRS/UNIT	HOURS
116	Prepare layout sheet	LS	1	4	4
117	Prepare typical sections	No.	2	2	4
118	Prepare Interchange geometric approval	No.			0
119	Prepare intersection geometric approval	No.			0
120	Prepare coordinate control sheet	Mile	0.2	14	3
121	Prepare elevation developments	No.	1	8	8
122	Prepare striping plan	No.	1	8	8
123	Calculate final quantities	Mile	0.2	28	6
124	Complete general summary	LS	1	4	4
125	Complete paving summary	LS	1	4	4
126	Complete drainage summary	LS	1	2	2
127	Complete pavement under-drain summary	LS			0
128	Prepare cost estimate	LS	1	4	4
129	Plot/print copies of plans	LS	1	4	4
130	Plan revisions	Mile	0.2	32	6
131	Prepare final construction plans submittal	LS	1	8	8
MAINTENANCE OF TRAFFIC					
132	Write maintenance of traffic notes (TCP)	LS	1	8	8
133	Prepare construction phasing plans	Mile	0.2	40	8
134	Develop diversion plan sheets	Sheet			0
135	Develop diversion profile sheets	Sheet			0
136	Develop diversion cross sections	No.			0
137	Develop temporary drainage	No.			0
FINAL PLANS MISCELLANEOUS					
138	Document available rock quantities	LS			0
139	Prepare Specifications and Bid Documents	LS	1	24	24
140	Street Lighting Design	LS	1	16	16
141	Signal Design	LS	1	40	40
142	Project Management	LS	1	40	40
143	Signage Plans	LS	1	16	16
144	Landscaping Plan	LS	1	16	16
FINAL PLANS TOTAL					312

PRODUCTION-HOUR WORKSHEET (revised 7/14)

COUNTY	<u>FAYETTE</u>	PROJECT TYPE	<u>Phase I & II Design</u>
ROUTE	<u>Mercer Road</u>	CONSULTANT	<u>HDR Engineering, Inc.</u>
DESC	_____	REVIEWED BY	_____
ITEM NO.	<u>7-3720</u>	PREPARED BY	<u>Joe Cochran</u>
		DATE	<u>1/26/2018</u>

MEETINGS

No.	ITEM	PERSONS	UNIT	AMOUNT	HRS/UNIT	HOURS
150	Prelim. line and grade inspection	2	No.	1	6	12
151	Drainage inspection	2	No.			0
152	Final inspection	2	No.	1	6	12
153	Misc. project coordination meetings	2	No.	2	2	8
154	Project team meetings	2	No.	2	2	8
MEETINGS MISCELLANEOUS						
155	Property Owner Meetings	2	No.	2	2	8
156		3	No.			0
157	Attend Pre-Bid Meeting	2	No.	1	4	8
157	Attend Bid Opening	2	No.	1	4	8
MEETINGS TOTAL						64

PUBLIC INVOLVEMENT

No.	ITEM	PERSONS	UNIT	AMOUNT	HRS/UNIT	HOURS
160	Develop and Maintain Mailing List		LS			0
161	Prepare for Advisory Committee/Officials Meeting	1	No.	2	0	0
162	Attend Advisory Committee/Officials Meeting	2	No.	2	0	0
163	Prepare for Public Meetings/Hearings		No.			0
164	Attend Public Meetings/Hearings		No.			0
165	Prepare and Distribute Newsletter		No.			0
166	Property owner coordination	1	No.	2	0	0
PUBLIC INVOLVEMENT MISCELLANEOUS						
167			No.			0
168						0
169						0
PUBLIC INVOLVEMENT TOTAL						0

QA/QC

No.	ITEM	UNIT	AMOUNT	HRS/UNIT	HOURS
180	Plan review	LS			0
181	Structure review				0
QA/QC TOTAL					0

PRODUCTION-HOUR WORKSHEET (revised 7/14)			
COUNTY	<u>FAYETTE</u>	PROJECT TYPE	<u>Phase I & II Design</u>
ROUTE	<u>Mercer Road</u>	CONSULTANT	<u>HDR Engineering, Inc.</u>
DESC	_____	REVIEWED BY	_____
ITEM NO.	<u>7-3720</u>	PREPARED BY	<u>Joe Cochran</u>
		DATE	<u>1/26/2018</u>
PRODUCTION-HOUR SUMMARY			
SURVEY TOTAL			82
LINE AND GRADE TOTAL			100
UTILITY COORDINATION TOTAL			12
RIGHT OF WAY PLANS TOTAL			57
FINAL PLANS TOTAL			312
MEETINGS TOTAL			64
PUBLIC INVOLVEMENT TOTAL			0
QA/QC TOTAL			0
GRAND TOTAL			627

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

COUNTY FAYETTE
PROJECT Mercer Road
UPN 0
ITEM NO. 7-3720

DATE 2/16/2018

Position	7/14/2017 Rate	Escalated Rate 2.507%	% Classification	Cost
Survey				
Land Surveyor	\$ 49.54	\$ 50.78	30%	\$ 15.23
Survey Party Chief/LS	\$ 28.12	\$ 28.83	35%	\$ 10.09
Survey Technician	\$ 19.28	\$ 19.76	35%	\$ 6.92
Average Rate			100%	\$ 32.24
Preliminary Line and Grade				
Senior Project Manager	\$ 71.90	\$ 73.70	10%	\$ 7.37
Project Manager/Sr. Proj Eng.	\$ 51.80	\$ 53.10	25%	\$ 13.27
Project Engineer	\$ 36.34	\$ 37.25	35%	\$ 13.04
Senior Designer	\$ 36.20	\$ 37.11	25%	\$ 9.28
Designer	\$ 31.46	\$ 32.25	5%	\$ 1.61
Average Rate			100%	\$ 44.57
Utility Coordination				
Senior Project Manager	\$ 71.90	\$ 73.70	10%	\$ 7.37
Project Manager/Sr. Proj Eng.	\$ 51.80	\$ 53.10	25%	\$ 13.27
Project Engineer	\$ 36.34	\$ 37.25	35%	\$ 13.04
Senior Designer	\$ 36.20	\$ 37.11	25%	\$ 9.28
Designer	\$ 31.46	\$ 32.25	5%	\$ 1.61
Average Rate			100%	\$ 44.57
Right Of Way Plans				
Senior Project Manager	\$ 71.90	\$ 73.70	10%	\$ 7.37
Project Manager/Sr. Proj Eng.	\$ 51.80	\$ 53.10	25%	\$ 13.27
Project Engineer	\$ 36.34	\$ 37.25	35%	\$ 13.04
Senior Designer	\$ 36.20	\$ 37.11	25%	\$ 9.28
Designer	\$ 31.46	\$ 32.25	5%	\$ 1.61
Average Rate			100%	\$ 44.57
Final Plans				
Senior Project Manager	\$ 71.90	\$ 73.70	10%	\$ 7.37
Project Manager/Sr. Proj Eng.	\$ 51.80	\$ 53.10	25%	\$ 13.27
Project Engineer	\$ 36.34	\$ 37.25	35%	\$ 13.04
Senior Designer	\$ 36.20	\$ 37.11	25%	\$ 9.28
Designer	\$ 31.46	\$ 32.25	5%	\$ 1.61
Average Rate			100%	\$ 44.57
Meetings				
Senior Project Manager	\$ 71.90	\$ 73.70	40%	\$ 29.48
Project Manager/Sr. Proj Eng.	\$ 51.80	\$ 53.10	60%	\$ 31.86
Average Rate			100%	\$ 61.34

Escalated rate increase based on midpoint of project. Maximum allowed salary increase is 3.20%.

- Notice to Proceed 12/5/2017
- Midpoint of Project 4/26/2018
- Final Plans 9/15/2018

- Audited Rates as of: 7/14/2017
- Midpoint of Project 4/26/2018
- Days (7/14/2017 to Midpoint) = 286

286 Days + 365 =	0.784 Years
0.784 Years x 3.20% per year	2.507% = Escalation Rate

TRANSPORTATION CABINET
DEPARTMENT OF HIGHWAYS
DIRECT COSTS

COUNTY FAYETTE
PROJECT Mercer Road
UPN 0
ITEM NO. 7-3720

DATE 2/16/2018

SURVEY CREW									
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 Crew	10	2	5	1	5	160	0.54	\$ 432	
	10	0	0	0	0	0	0.41	\$ -	
Total Mileage								\$ 432	
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 Crew	10	2	5	2	10		Lunch	\$ 10.00	\$ 100
	10	0	0	0	0			\$ -	\$ -
	10	0	0	0	0			\$ -	\$ -
	10	0	0	0	0			\$ -	\$ -
	10	0	0	0	0			\$ -	\$ -
	10	0	0	0	0			\$ -	\$ -
Total Meals								\$ 100	
*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 Crew	5	3	2	\$ 967.20	x 1.3				\$ 1,257
Total Travel Time								\$ 1,257	
Lodging									
Area		# of Nights	x \$90/Night	x No. of Rooms					Lodging Cost
Survey Crew		0	\$ 90.00	0					\$ -
Total Lodging								\$ -	

OTHER PERSONNEL									
Mileage									
Area		# Miles	Rate/Mile	Mileage Cost					
To/From Meetings		260	\$ 0.41	\$ 107					
		0	\$ 0.41	\$ -					
Total Mileage								\$ 107	
Meals									
Area		x No. of Persons	Meal	Rate/day	Meals Cost				
		0		\$ -	\$ -				
		0		\$ -	\$ -				
		0		\$ -	\$ -				
		0		\$ -	\$ -				
		0		\$ -	\$ -				
		0		\$ -	\$ -				
Total Meals								\$ -	
*Meals: \$8.00-breakfast; \$10.00-lunch; \$18.00-dinner									
Lodging									
Area		# of Nights	x \$90/Night	x No. of Rooms					Lodging Cost
			\$ 90.00						\$ -
Total Lodging								\$ -	

PRINTING			
Item	No. of Sheets	Cost (each)	Printing Cost
Miscellaneous Reports / Documents - 8-1/2' x 11"	200	\$0.10	\$ 20
Sheets for Preliminary Line and Grade Inspection - full size - B/W	60	\$1.00	\$ 60
Final Check Prints / Production Prints - full size - B/W	30	\$1.00	\$ 30
Half Scale Plans for Joint Inspection	120	\$0.25	\$ 30
Final Mylars - full size	0	\$5.00	\$ -
Color Prints for Council Person Meeting - full size	0	\$10.00	\$ -
Total Printing			\$ 140

MISCELLANEOUS			
Item	No.	Cost (each)	Misc. Cost
	0	\$0.00	\$ -
	0	\$0.00	\$ -
Total Misc.			\$ -

Wells, Adrian A (KYTC)

From: Dunaway, Patty B (KYTC)
Sent: Tuesday, December 05, 2017 11:54 AM
To: Frazier, Brad B (KYTC)
Cc: Spencer, Amanda R (KYTC)
Subject: Re: Statewide LPA Assignment 1 and 2

I approve. Thank you

Patty Dunaway, P. E.
State Highway Engineer
KYTC

On Dec 5, 2017, at 11:27 AM, Frazier, Brad B (KYTC) <Brad.Frazier@ky.gov> wrote:

Good morning, Patty.

I am writing to request your approval of Statewide LPA Consultant Assignments 1 and 2 under our new Statewide LPA consultant master agreements. These are the 4th round of agreements that became effective on November 17, 2017:

Recommended Assignment 1 – Integrated Engineering for design and inspection services for Webster County’s Providence Elementary School Safe Routes to School Project . Preliminary Engineering, environmental, and design engineering for new sidewalks along South Green Street, Maple Street, Locust Street, and Finley Street in Providence. The consultant fee for this work will be less than the \$250,000 letter agreement limit and will be funded with Federal SRTS dollars.

Recommended Assignment 2 – HDR for design services for the City of Lexington’s Mercer Road at Greendale Road Turn Lanes Project. Preliminary engineering, environmental, and design engineering for widening both sides of Mercer Road along the westbound approach to Greendale Road intersection to provide separate lanes for left, right, and through traffic. This includes sidewalks, bike lanes, and modification of signals to support the lane use change. The consultant fee for this work will be less than the \$250,000 letter agreement limit and will be funded with Federal CMAQ dollars and local match.

Assignment records can be found here: N:\SHEOFF\LPA. These recommendations/requests are in keeping with the new statewide LPA rotation order: #1. Integrated, #2. HDR, #3. AECOM, #4. Palmer, and #5.QK4. If you have any questions, please let me know. Thanks.

Wells, Adrian A (KYTC)

From: Mark Feibes <mfeibes@lexingtonky.gov>
Sent: Wednesday, January 31, 2018 4:09 PM
To: Jones, Jackie M (KYTC)
Cc: Tucker, Shane S (KYTC-D07); Spencer, Amanda R (KYTC); Joe. Cochran (Joe.Cochran@hdrinc.com); West, Jonathan
Subject: RE: 07-03720.00: Mercer Road at Greendale Road Turn Lanes CMAQ Project-Consultant Assignment
Attachments: 2018 01 31 - Mercer Road at Greendale PHW wth Units.xlsx; Mercer Road Highway Design - Production-Hour Descriptions.pdf; Mercer Road - Basis of Units.pdf; Map.pdf

Jackie,

After negotiating production-hours with HDR for the subject project, I have received a completed fee proposal package from them. However, since their estimate exceeds 500 hours, I am just sending you a PHW with the units selected but not the associated hours, so that KYTC can perform an independent estimate. I have also attached supporting documentation from HDR.

Please let me know when you would like to receive the completed fee proposal package.

Sincerely,

Mark Feibes, P.E.

Section Manager

Department of Planning, Preservation and Development
Division of Engineering, Design and Construction Section

859.258.3428 office

lexingtonky.gov



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From: Jones, Jackie M (KYTC) [mailto:Jackie.Jones@ky.gov]
Sent: Wednesday, December 06, 2017 6:47 PM
To: Mark Feibes
Cc: West, Jonathan; Tucker, Shane S (KYTC-D07); Spencer, Amanda R (KYTC); Frazier, Brad B (KYTC)
Subject: Re: 07-03720.00: Mercer Road at Greendale Road Turn Lanes CMAQ Project-Consultant Assignment

[EXTERNAL] Use caution before clicking links and/or opening attachments.

You got me there! Ha!!

Mark is correct. Both on the project scope and that I shouldn't have tried correcting this email during our meeting today.

JJ

Sent from my iPhone

On Dec 6, 2017, at 5:03 PM, Mark Feibes <mfeibes@lexingtonky.gov> wrote:

Jackie,

I think you meant to cut and paste the next item down on your project summary spreadsheet (That's what you get for multi-tasking during our meeting.):

"WIDEN BOTH SIDES OF MERCER RD ALONG THE WESTBOUND APPROACH TO GREENDALE RD INTERSECTION TO PROVIDE SEPARATE LANES FOR LEFT, RIGHT & THROUGH TRAFFIC. THIS INCLUDES SIDEWALKS, BIKE LANES & MODIFICATION OF SIGNALS TO SUPPORT THE LANE USE CHANGE."

Mark Feibes, P.E.

Section Manager

Department of Planning, Preservation and Development
Division of Engineering, Design and Construction Section

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<image001.png>

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From: Jones, Jackie M (KYTC) [<mailto:Jackie.Jones@ky.gov>]

Sent: Wednesday, December 06, 2017 10:51 AM

To: West, Jonathan

Cc: Mark Feibes; Tucker, Shane S (KYTC-D07); Spencer, Amanda R (KYTC); Frazier, Brad B (KYTC)

Subject: Re: 07-03720.00: Mercer Road at Greendale Road Turn Lanes CMAQ Project-Consultant Assignment

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This is the correct project description:

Widening of east and westbound approaches of Manchester Street at the South Forbes Road intersection to provide dedicated left turn lanes from Manchester Street to Northbound and Southbound South Forbes Road.

JJ

Sent from my iPad

On Dec 6, 2017, at 9:37 AM, West, Jonathan <Jonathan.West@hdrinc.com> wrote:

No problem

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Actually you are right. I copied and pasted the text from another email. I'm in a meeting today but when I get back to the office I will send you the corrected scope.

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On Dec 6, 2017, at 7:43 AM, West, Jonathan
<Jonathan.West@hdrinc.com> wrote:

Jackie,
Is the project description below correct?

Jonathan West
KY Transportation Manager

<image003.png>

D 502.909.3263 **M** 270.999.6560
hdrinc.com/follow-us

From: Jones, Jackie M (KYTC)
[\[mailto:Jackie.Jones@ky.gov\]](mailto:Jackie.Jones@ky.gov)
Sent: Tuesday, December 05, 2017 2:26 PM
To: Mark Feibes; West, Jonathan
Cc: Tucker, Shane S (KYTC-D07); Spencer, Amanda R (KYTC); Frazier, Brad B (KYTC); Spencer, Amanda R (KYTC)
Subject: 07-03720.00: Mercer Road at Greendale Road Turn Lanes CMAQ Project-Consultant Assignment

The State Highway Engineer has approved assignment of **HDR** to perform the following scope of work for the Mercer Road at Greendale Road Turn Lanes CMAQ project:

- **Construction of new sidewalks along South Green Street, Maple Street, Locust, Street and Finley Street in Providence**

The following items need to be addressed **before** we will issue a Notice to Proceed with the actual design phase of the project:

1. Scoping Meeting- At this meeting, we will work to define the scope and units. Once this has been defined HDR and LFUCG will need to work together on the person hour estimate. **If the hours are over 500 you must not share the estimate with the District as they will have to perform the independent estimate.** Required Attendees: Consultant, LPA Representative(s), District LPA Coordinator-Shane Tucker and KYTC Project Manager (me). This does not have to be in person-we can do it via phone if necessary.

2. Once the scoping meeting is completed the consultant shall send their final (LPA approved) person-hour estimate to me, Amanda Spencer and Brad Frazier. Also send the entire draft fee proposal package.
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Once all the estimates are in, Amanda and/or Brad will work with KYTC Professional Services to get the person hours negotiated. Please note-Professional Services will handle any negotiations and finalizing the fee proposal package.

Please let me know if you have any questions. Let me know some dates/times that work for the scoping meeting.

Thanks.

Jackie Jones
Kentucky Transportation Cabinet
Office of Local Programs
502-782-4734 (p) | 502-229-6431 (c)
<https://transportation.ky.gov/Local-Programs/>

Wells, Adrian A (KYTC)

From: West, Jonathan <Jonathan.West@hdrinc.com>
Sent: Wednesday, February 07, 2018 2:25 PM
To: Spencer, Amanda R (KYTC)
Subject: RE: 07-03720.00: Mercer Road at Greendale Road Turn Lanes CMAQ Project-Consultant Assignment
Attachments: Fee Proposal Package - Mercer Road 1.26.2018.pdf

attached

Jonathan West

KY Transportation Manager

D 502.909.3263 M 270.999.6560

hdrinc.com/follow-us

From: Spencer, Amanda R (KYTC) [mailto:Amanda.Spencer@ky.gov]
Sent: Wednesday, February 07, 2018 2:01 PM
To: Mark Feibes; Jones, Jackie M (KYTC)
Cc: Tucker, Shane S (KYTC-D07); Cochran, Joe; West, Jonathan
Subject: RE: 07-03720.00: Mercer Road at Greendale Road Turn Lanes CMAQ Project-Consultant Assignment
Importance: High

Jon West,

At your earlier convenience, would you send the full fee proposal pkg to me (only) on this one, please?

Thanks!

Amanda Ratliff Spencer, PE
KYTC Division of Program Management
(502) 210-5453 (direct)

From: Mark Feibes [mailto:mfeibes@lexingtonky.gov]
Sent: Wednesday, January 31, 2018 4:09 PM
To: Jones, Jackie M (KYTC) <Jackie.Jones@ky.gov>
Cc: Tucker, Shane S (KYTC-D07) <Shane.Tucker@ky.gov>; Spencer, Amanda R (KYTC) <Amanda.Spencer@ky.gov>; Joe. Cochran (Joe.Cochran@hdrinc.com) <Joe.Cochran@hdrinc.com>; West, Jonathan <Jonathan.West@hdrinc.com>
Subject: RE: 07-03720.00: Mercer Road at Greendale Road Turn Lanes CMAQ Project-Consultant Assignment

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Sincerely,

Mark Feibes, P.E.

Section Manager

Department of Planning, Preservation and Development
Division of Engineering, Design and Construction Section

859.258.3428 office
lexingtonky.gov

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Cc: West, Jonathan; Tucker, Shane S (KYTC-D07); Spencer, Amanda R (KYTC); Frazier, Brad B (KYTC)
Subject: Re: 07-03720.00: Mercer Road at Greendale Road Turn Lanes CMAQ Project-Consultant Assignment

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Mark Feibes, P.E.

Section Manager

Department of Planning, Preservation and Development
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<image001.png>

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From: Jones, Jackie M (KYTC) [<mailto:Jackie.Jones@ky.gov>]
Sent: Wednesday, December 06, 2017 10:51 AM

To: West, Jonathan
Cc: Mark Feibes; Tucker, Shane S (KYTC-D07); Spencer, Amanda R (KYTC); Frazier, Brad B (KYTC)
Subject: Re: 07-03720.00: Mercer Road at Greendale Road Turn Lanes CMAQ Project-Consultant Assignment

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Jonathan West
KY Transportation Manager

<image003.png>

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[\[mailto:Jackie.Jones@ky.gov\]](mailto:Jackie.Jones@ky.gov)
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Cc: Tucker, Shane S (KYTC-D07); Spencer, Amanda R (KYTC); Frazier, Brad B (KYTC); Spencer, Amanda R (KYTC)
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Please let me know if you have any questions. Let me know some dates/times that work for the scoping meeting.

Thanks.

Wells, Adrian A (KYTC)

From: Spencer, Amanda R (KYTC)
Sent: Friday, February 09, 2018 4:50 PM
To: Maynard, Megan F (KYTC); Wells, Adrian A (KYTC); Gormley, David E (KYTC); Wells, Adrian A (KYTC)
Cc: Pelfrey, Eric A (KYTC)
Subject: FW: Request for Statewide LPA LA 7-3720
Attachments: RE: 07-03720.00: Mercer Road at Greendale Road Turn Lanes CMAQ Project-Consultant Assignment; Copy of 2018 01 31 - Mercer Road at Greendale PHW wth Units.xlsx; Re: Statewide LPA Assignment 1 and 2; RE: 07-03720.00: Mercer Road at Greendale Road Turn Lanes CMAQ Project-Consultant Assignment

Forgot to copy the team. I apologize!

Amanda Ratliff Spencer, PE
KYTC Division of Program Management
(502) 210-5453 (direct)

From: Spencer, Amanda R (KYTC)
Sent: Friday, February 09, 2018 4:44 PM
To: Pelfrey, Eric A (KYTC) <Eric.Pelfrey@ky.gov>
Cc: Jones, Jackie M (KYTC) <Jackie.Jones@ky.gov>; Tucker, Shane S (KYTC-D07) <Shane.Tucker@ky.gov>; Oatman, Susan (KYTC-D05) <Susan.Oatman@ky.gov>
Subject: Request for Statewide LPA LA 7-3720

Eric and Team,

I am writing to request negotiation and a draft statewide LPA Letter Agreement for:

- **Consultant:** HDR
- **Local Public Agency:** Lexington
- **County:** Fayette
- **KYTC Item No.:** 7-3720
- **Project Description:** Design Services for "WIDEN BOTH SIDES OF MERCER RD ALONG THE WESTBOUND APPROACH TO GREENDALE RD INTERSECTION TO PROVIDE SEPARATE LANES FOR LEFT, RIGHT & THROUGH TRAFFIC. THIS INCLUDES SIDEWALKS, BIKE LANES & MODIFICATION OF SIGNALS TO SUPPORT THE LANE USE CHANGE"
- **Assignment Date (SHE Approval Date):** 12-5-17, **see attached email**
- **Master Agreement Number:** 2017-11-6
- **Letter Agreement:** 1
- **Proposed Consultant Fee:** \$84,996 **Fee proposal attached (embedded in email from Jon West)**
- **Is there a separate MOA with the LPA?** Yes.
- **Is funding authorized to cover the proposed fee?** Yes; **TC-10 attached** (20% will come from local match).
- **Funding:** Federal CMAQ
- **Authorization No.:** 93269
- **Federal No.:** CM 3003 336
- **Reimbursement:** The LPA will reimburse the consultant per the MOA.
- **Have the hours been approved?** **Independent Estimate from D7 attached** (754 versus HDR's 627) – please do your thing.
- **KYTC Project Manager:** Jackie Jones, OLP

Thank you!

Amanda Ratliff Spencer, PE

Wells, Adrian A (KYTC)

From: Gormley, David E (KYTC)
Sent: Thursday, February 15, 2018 8:46 AM
To: joe.cochran@hdrinc.com; Spencer, Amanda R (KYTC); West, Jonathan
Cc: Pelfrey, Eric A (KYTC); Wells, Adrian A (KYTC); Tucker, Shane S (KYTC-D07); Perry, Patrick (KYTC)
Subject: HDR | Fayette | 7-3720 | SW LPA project | Ag# 2017-11-6 | LA# 1 | Negotiation

Joe,

The Division of Professional Services has received independent proposed production hours from HDR and our LPA Project Manager for the Mercer Road improvements in Fayette County. This work was assigned as Letter Agreement No. 1 under Statewide LPA Master Agreement #2017-11-6. After reviewing the total hours, there were some slight differences between a few individual items, but the overall totals were within ranges of recently accepted similar projects. There appears to be a good understanding of anticipated level of effort to accomplish this work and the Division of Professional Services is comfortable accepting all **627 hours** as submitted by HDR.

Please coordinate with Adrian to ensure that all items that have already been received are accurate before submitting to her the fully negotiated fee proposal package. To aid in the preparation of consultant fee proposals, several checklists are provided in a new document on the Professional Services webpage at: [Fee Proposal Checklists for Contracts Agreements and Modifications.pdf](#). This includes Checklists for Minutes of Negotiations and Letter Agreements. We look forward to working with you on this project.

Thanks,

David Gormley

Kentucky Transportation Cabinet

Division of Professional Services

200 Mero Street

Frankfort, Kentucky 40622

Phone : 502-782-5107

email : David.Gormley@ky.gov



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Shaw, Michael M (KYTC)

From: Spencer, Amanda R (KYTC)
Sent: Friday, February 09, 2018 4:48 PM
To: Maynard, Megan F (KYTC); Wells, Adrian A (KYTC); Gormley, David E (KYTC); Wells, Adrian A (KYTC)
Cc: Pelfrey, Eric A (KYTC)
Subject: FW: Request for Statewide LPA LA 7-3720
Attachments: RE: 07-03720.00: Mercer Road at Greendale Road Turn Lanes CMAQ Project-Consultant Assignment; Copy of 2018 01 31 - Mercer Road at Greendale PHW wth Units.xlsx; Re: Statewide LPA Assignment 1 and 2; RE: 07-03720.00: Mercer Road at Greendale Road Turn Lanes CMAQ Project-Consultant Assignment

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Cc: Jones, Jackie M (KYTC) <Jackie.Jones@ky.gov>; Tucker, Shane S (KYTC-D07) <Shane.Tucker@ky.gov>; Oatman, Susan (KYTC-D05) <Susan.Oatman@ky.gov>
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- **Federal No.:** CM 3003 336
- **Reimbursement:** The LPA will reimburse the consultant per the MOA.
- **Have the hours been approved?** **Independent Estimate from D7 attached** (754 versus HDR's 627) – please do your thing.
- **KYTC Project Manager:** Jackie Jones, OLP

Thank you!

Maynard, Megan F (KYTC)

From: Shaw, Michael M (KYTC)
Sent: Tuesday, February 27, 2018 10:18 AM
To: Maynard, Megan F (KYTC)
Subject: FW: HDR | Fayette | 7-3720 | SW LPA project | Ag# 2017-11-6 | LA# 1 | Negotiation
Attachments: FW: Request for Statewide LPA LA 7-3720

Michael Shaw

Kentucky Transportation Cabinet, Professional Services – Technical Section
200 Mero Street; 3rd Floor, Frankfort KY 40622
Tel (502) 782-5109 Fax (502) 564-4422 Michael.Shaw@ky.gov

From: Spencer, Amanda R (KYTC)
Sent: Tuesday, February 27, 2018 9:34 AM
To: Shaw, Michael M (KYTC) <Michael.Shaw@ky.gov>
Cc: Pelfrey, Eric A (KYTC) <Eric.Pelfrey@ky.gov>
Subject: RE: HDR | Fayette | 7-3720 | SW LPA project | Ag# 2017-11-6 | LA# 1 | Negotiation

Hey, yes, this looks correct. Please route.

I have attached the request email for your files – it looks like I forgot to copy you. I apologize. And, thanks for figuring everything out.

Also, I didn't intend to imply that this one was a rush. I should have communicated better.

Last apology ☺, I got pulled into a hornet's nest upstairs have been MIA since Wednesday.

Thank you for your help with this!

Amanda R. Spencer, P.E.
Kentucky Transportation Cabinet
502.210.5453 (District 5 Direct)
502.782.4760 (Frankfort Direct)

From: Shaw, Michael M (KYTC)
Sent: Tuesday, February 20, 2018 3:59 PM
To: Spencer, Amanda R (KYTC) <Amanda.Spencer@ky.gov>
Subject: RE: HDR | Fayette | 7-3720 | SW LPA project | Ag# 2017-11-6 | LA# 1 | Negotiation

Hey,
Disregard my previous email, I think I figured all the project details out. Based on the funding I figured there was a separate MOA and the LFUCG was reimbursing the consultant. I also used the consultants assignment date listed on their proposal, 12/05/17. Take a look at this Letter Agreement and make sure I got it all right, see attached. If you approve I'll have Megan send this one up for signature asap.

Thanks,

Michael Shaw

Kentucky Transportation Cabinet, Professional Services – Technical Section
200 Mero Street; 3rd Floor, Frankfort KY 40622
Tel (502) 782-5109 Fax (502) 564-4422 Michael.Shaw@ky.gov

From: Shaw, Michael M (KYTC)
Sent: Tuesday, February 20, 2018 3:40 PM
To: Spencer, Amanda R (KYTC) <Amanda.Spencer@ky.gov>
Subject: RE: HDR | Fayette | 7-3720 | SW LPA project | Ag# 2017-11-6 | LA# 1 | Negotiation

Amanda,
Can you send me your usual project details on this one...

- Consultant:
- Local Public Agency:
- County:
- KYTC Item No.:
- Project Description:
- Assignment Date (SHE Approval Date):
- Master Agreement Number:
- Letter Agreement:
- Proposed Consultant Fee:
- Is there a separate MOA with the LPA?
- Is funding authorized to cover the proposed fee?
- Funding:
- Authorization No.:
- Federal No.:
- Reimbursement:
- Have the hours been approved?
- KYTC Project Manager:

Michael Shaw

Kentucky Transportation Cabinet, Professional Services – Technical Section
200 Mero Street; 3rd Floor, Frankfort KY 40622
Tel (502) 782-5109 Fax (502) 564-4422 Michael.Shaw@ky.gov

From: Spencer, Amanda R (KYTC)
Sent: Tuesday, February 20, 2018 12:14 PM
To: Shaw, Michael M (KYTC) <Michael.Shaw@ky.gov>
Subject: FW: HDR | Fayette | 7-3720 | SW LPA project | Ag# 2017-11-6 | LA# 1 | Negotiation

Think this one will go today? LPA has asked me for timeline.
Thanks!

Amanda R. Spencer, P.E.
Kentucky Transportation Cabinet
502.210.5453 (District 5 Direct)
502.782.4760 (Frankfort Direct)

From: Wells, Adrian A (KYTC)
Sent: Monday, February 19, 2018 11:01 AM
To: Spencer, Amanda R (KYTC) <Amanda.Spencer@ky.gov>; Maynard, Megan F (KYTC) <megan.maynard@ky.gov>; Shaw, Michael M (KYTC) <Michael.Shaw@ky.gov>
Cc: Tucker, Shane S (KYTC-D07) <Shane.Tucker@ky.gov>; Perry, Patrick (KYTC) <patrick.perry@ky.gov>; Gormley, David E (KYTC) <David.Gormley@ky.gov>; Pelfrey, Eric A (KYTC) <Eric.Pelfrey@ky.gov>
Subject: FW: HDR | Fayette | 7-3720 | SW LPA project | Ag# 2017-11-6 | LA# 1 | Negotiation

All rates and calculations are correct. This is ready to write. Thanks!

From: Gormley, David E (KYTC) [<mailto:David.Gormley@ky.gov>]
Sent: Thursday, February 15, 2018 8:46 AM
To: Cochran, Joe <Joe.Cochran@hdrinc.com>; Spencer, Amanda R (KYTC) <Amanda.Spencer@ky.gov>; West, Jonathan <Jonathan.West@hdrinc.com>
Cc: Pelfrey, Eric A (KYTC) <Eric.Pelfrey@ky.gov>; Wells, Adrian A (KYTC) <Adrian.Wells@ky.gov>; Tucker, Shane S (KYTC-D07) <Shane.Tucker@ky.gov>; Perry, Patrick (KYTC) <patrick.perry@ky.gov>
Subject: HDR | Fayette | 7-3720 | SW LPA project | Ag# 2017-11-6 | LA# 1 | Negotiation

Joe,

The Division of Professional Services has received independent proposed production hours from HDR and our LPA Project Manager for the Mercer Road improvements in Fayette County. This work was assigned as Letter Agreement No. 1 under Statewide LPA Master Agreement #2017-11-6. After reviewing the total hours, there were some slight differences between a few individual items, but the overall totals were within ranges of recently accepted similar projects. There appears to be a good understanding of anticipated level of effort to accomplish this work and the Division of Professional Services is comfortable accepting all 627 hours as submitted by HDR.

Please coordinate with Adrian to ensure that all items that have already been received are accurate before submitting to her the fully negotiated fee proposal package. To aid in the preparation of consultant fee proposals, several checklists are provided in a new document on the Professional Services webpage at: [Fee Proposal Checklists for Contracts Agreements and Modifications.pdf](#). This includes Checklists for Minutes of Negotiations and Letter Agreements. We look forward to working with you on this project.

Thanks,

David Gormley

Kentucky Transportation Cabinet
Division of Professional Services
200 Mero Street
Frankfort, Kentucky 40622
Phone : 502-782-5107
email : David.Gormley@ky.gov



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