

CatEx Contracts
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CONTRACTING

Categorical Exclusion Services

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September 10, 2015

NEW CE SMART FORM

- ▶ Existing Agreements:
 - Moving data from current form to “Smart Form”
 - State Projects
 - LPA Projects
- ▶ New Agreements:
 - Using new “Smart Form” – adjusting to new form
 - State Projects
 - LPA Projects



EXISTING AGREEMENTS

**** Up to 16 Hours Per Project ****

- ▶ State Projects
 - Tap Reserve or issue Supplement
- ▶ LPA Projects
 - Old QC'd forms will be accepted thru December 31, 2015
 - If necessary – Issue Supplement or process Consultant Work Order (CWO)

*** Requests must be supported with completed QC'd forms.**

NEW AGREEMENTS – State Projects

- ▶ State Projects
 - Cost Estimate Tool (CET)
 - Pre-negotiated hours per task
 - Multiple projects under one agreement



STATE COST ESTIMATING TOOL (CET)

| | | | | | | | | |
|--|--------------------------------------|----|-----|-----|---|--------------------------|------------------|-----|
| NEPA TASKS | | 0 | 30 | 84 | 4 | 18 | 0 | 136 |
| x | Categorical Exclusion | 0 | 20 | 56 | 4 | 16 | 0 | 96 |
| x | Section 4(f) De minimis or exemption | 0 | 10 | 28 | 0 | 2 | 0 | 40 |
| | Section 6(f) Analysis | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | Prepare Public Meeting Materials | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TECHNICAL DOCUMENTS | | 0 | 58 | 28 | 0 | 10 | 0 | 96 |
| x | T&E Review | 0 | 8 | 28 | 0 | 4 | 0 | 40 |
| x | Hazardous Materials Review | 0 | 50 | 0 | 0 | 6 | 0 | 56 |
| WETLAND/404 | | 0 | 32 | 168 | 0 | 40 | 0 | 240 |
| | Wetland Delineation - Small | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| x | Wetland Delineation - Medium | 0 | 24 | 136 | 0 | 32 | 0 | 192 |
| | Wetland Delineation - Large | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| x | 404 Nationwide Permit | 0 | 8 | 32 | 0 | 8 | 0 | 48 |
| | 404 Individual Permit | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | Mitigation Plan | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TRAVEL TIME | | 10 | 5 | 5 | 0 | 0 | 0 | 20 |
| SUBTOTAL HOURS: | | 10 | 125 | 285 | 4 | 68 | 0 | 492 |
| | Project Management * | 44 | 0 | 0 | 0 | 0 | 5 | 49 |
| TOTAL w/PROJECT MANAGEMENT | | 54 | 125 | 285 | 4 | 68 | 5 | 541 |
| * 10% default split between PM & ADM; to be reviewed at total contract level | | | | | | LABOR COST: \$ | 19,075.82 | |
| | | | | | | OH COST: \$ | 30,742.59 | |
| | | | | | | PROFIT: \$ | 6,650.76 | |
| | | | | | | PROJECT TOTAL: \$ | 56,469.17 | |

STATE COST ESTIMATING TOOL (CET)

| PROJECTS | | Control # | | | | | | | |
|---|--|-----------|------------|-------------|-------------|-----------|------------|-----------|----------------------|
| 1 | East Kimball - Potter | 51520 | 3 | 64 | 266 | 0 | 58 | 0 | 391 |
| 2 | Belden - Laurel | 31342 | 10 | 125 | 285 | 4 | 68 | 0 | 492 |
| 3 | N-121 to US-81 | 31807 | 10 | 126 | 286 | 4 | 68 | 0 | 494 |
| 4 | Hartington East | 32064 | 0 | 60 | 262 | 0 | 58 | 0 | 380 |
| 5 | N of Dixon So of Martinsburg | 32137 | 12 | 147 | 373 | 4 | 86 | 0 | 622 |
| 6 | Laurel Northeast | 32226 | 0 | 51 | 161 | 4 | 42 | 0 | 258 |
| 7 | Amelia North | 80884 | 7 | 119 | 259 | 4 | 64 | 0 | 453 |
| 8 | Jct. US-75 & US-77 / N-35 | 31995 | 12 | 109 | 189 | 4 | 52 | 0 | 366 |
| 9 | Hubbard SW & NE | 32150 | 0 | 147 | 373 | 4 | 86 | 0 | 610 |
| 10 | I-80 North | 51277 | 2 | 80 | 84 | 4 | 24 | 0 | 194 |
| SUBTOTAL HOURS: | | | 56 | 1028 | 2538 | 32 | 606 | 0 | 4260 |
| | Project Management (Sum of All Projects) | | 382 | 0 | 0 | 0 | 0 | 44 | 426 |
| TOTAL w/PROJECT MANAGEMENT | | | 438 | 1028 | 2538 | 32 | 606 | 44 | 4686 |
| LABOR COST: \$ | | | | | | | | | 163,818.56 |
| OH COST: \$ | | | | | | | | | 264,009.99 |
| PROFIT: \$ | | | | | | | | | 57,115.11 |
| DIRECTS: \$ | | | | | | | | | 22,849.13 |
| PROJECTS TOTAL: \$ | | | | | | | | | 507,792.79 |
| RESERVE (15% of Total Project Hrs) | | | 66 | 154 | 381 | 5 | 91 | 7 | 704 |
| RESERVE LABOR COST: \$ | | | | | | | | | 24,608.47 |
| RESERVE OH COST: \$ | | | | | | | | | 39,659.01 |
| RESERVE PROFIT: \$ | | | | | | | | | 8,579.71 |
| RESERVE TOTAL: \$ | | | | | | | | | 72,847.18 |
| TOTAL PROJECT + RESERVE (Hours): | | | 504 | 1182 | 2919 | 37 | 697 | 51 | 5390 |
| TOTAL PROJECT + RESERVE (Dollars): | | | | | | | | | \$ 580,639.98 |

NEW AGREEMENTS – State Projects

- ▶ State Projects
 - Updated Scope of Services
 - No change in Cost Estimate Tool (CET)
 - Pre-negotiated hours per task
 - Multiple projects under one agreement
 - January 2016 CET hours per task will be renegotiated



NEW AGREEMENTS – LPA Projects

▶ LPA Projects

- Developed a Standard SOS similar to State's
- Developed standard Workbooks
- Mid – 2016 NDOR will assess contracting method to determine whether to use a CET
 - One project under one agreement





CONTRACTING

Categorical Exclusion Services

SEPTEMBER 3, 2015