**Quarterly Report**

**Date:**  October 7, 2019

**Project Title:** Designing Fish Passage for Little Balsam Creek Road Crossings

**Grant Recipient:** Short Elliott Hendrickson, Inc.

**Report Prepared by:** Heidi Kennedy, Short Elliott Hendrickson

**Time period covered for this report:**

2019 – Q2 (July – September 2019)

**Activities completed/work accomplished this quarter:**

* Construction Administration & Inspection

**Budget:**

Amount of the funds expended to date-- this can be approximate if an invoice is not yet available.

The contract for the design was for $147,970 following a change order. Approximately $138,788.80 has been expended to date or 94 % of the total contract. With three of the four crossing designs complete and contracted for construction it appears we are on track. The remaining contract amount, for the Gandy Dancer Trail, may require additional expenditures and design depending on what happens with a separate DOA contract following the June 2018 flood.

The change order also included $42,660 for construction inspection and administration. During this quarter the contractor substantially finished all three crossings. To date $35,758.44 has been spent for construction administration, or about 84% of the construction administration budget, which appears to be on track within the allocated budget for the three crossings. A final walk through, which occurred on October 2, 2019 was completed and the costs for that walk through will be included in the next quarterly report.

Subcontracts or subgrants awarded this reporting period: None

QAPP (project plan) Status: None

Local services and/or products purchased this reporting period: None

Number of jobs created this reporting period: No new jobs created during this reporting period.

**Schedule:**

Is the project on track for completion by end date? Construction is complete on the three crossing and a final inspection and punch list was created October 2, 2019. Gandy Dancer has been delayed due to impacts associated with the June 2018 storm event.

**Grant End Date:**  December 2019.

**Problems / Issues:** The SOW and end date may need to be adjusted pending design work needed on the Gandy Dancer Trail.

**Activities and work goals planned for next quarter**: In the next quarter further discussion may begin for the final crossing, Gandy Dancer may occur, depending on the outcome of the DOA contract.