**Quarterly Report**

**Date:**  January 4, 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:**

2018 – Q4 (October – December 2018)

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

* Finalized contract documents with Town of Summit and Northern Interstate Construction
* Construction Administration & Inspection on Severson Road crossing

**Budget:**

Amount of the funds expended to date

$16,350.56 was invoiced in Q4-2018.

The contract for the design was for $147,970 following a change order. Approximately $118,620.98 has been expended to date or 80 % 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. The contractor is working on installing Severson and will work on the remaining two crossings in early 2019. To date $13,679.57 has been spent for construction administration, or 32% of the construction administration budget, which appears to be on track within the allocated budget for the three crossings.

Subcontracts or subgrants awarded this reporting period: None

QAPP (project plan) Status: N/A

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? Design is complete for CTH B, Foxboro-Patzau, and Severson road. Construction was delayed due to a delay in the material delivery but all three crossings are anticipated to be completed in 2019. Gandy Dancer has been delayed until 2019 due to impacts associated with the June storm event.

**Grant End Date:**  December 31, 2019.

**Problems / Issues:**  No issues were encountered. The project is on track for completion in 2019.

**Activities and work goals planned for next quarter**: Construction inspection for the remaining construction activities will continue when NIC begins work in the spring of 2019. Discussion on designs of the Gandy Dancer Trail may occur depending on the outcome of the DOA contract.