

## **CONTRACT PAYMENTS**

City Council Meeting  
June 16, 2021

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### **David Evans and Associates Inc.**

Project: Columbia Blvd. Sidewalk (Inv#488717) \$ **4,470.10**

### **Keller Associates, Inc.**

Project: P-511 Stormwater Master Plan Update (Inv#211357) \$ 6,094.38

Project: P-511 Sanitary Sewer Master Plan Update (Inv#211358)\$ 7,423.94

**Total \$ 13,518.32**

### **Otak**

Project: P-525 S 1<sup>st</sup> & Strand Streets Road and Utility Extensions \$ **55,735.43**

KP



DAVID EVANS AND ASSOCIATES INC.

Sue Nelson
City of St. Helens
265 Strand Street
St. Helens, OR 97051

Invoice Number 488717
Invoice Date June 8, 2021
PO Number
Page 1 of 1

Work Beginning 05/02/2021 through 05/29/2021

R-679

Manager: Paul Tappana

Project STHN0000-0002: Columbia Boulevard Sidewalk and Safety Improvements

Table with 5 columns: Description, Name, Current Hours, Rate, Current Amount. Rows include Contract Work Performed (CADD Technician IV, Engineer III, Project Accountant II, Project Coordinator III, Project Manager III) and Subtotal/Invoice Total.

Invoiced by: Alisha Reynaldo

Handwritten notes: 301-000-53001 \$2,235.05, 205-000-53002 \$2,235.05

APPROVED FOR PAYMENT stamp with initials and date 6-9-21

Aged Receivables as of 6/7/2021 table with columns: 0 To 30 Days, 31 To 60 Days, 61 To 90 Days, Over 90 Days, Total Outstanding.

Submit payment to: Dept LA 24340 Pasadena CA 91185-4340

**DAVID EVANS AND ASSOCIATES, INC.**  
**Project Billing Budget Summary (by WBS)**

Project: STHN00000002  
 5/2/2021-5/29/2021

Phase	WBS Description	Contract Billed This		Previously Billed	Billed To Date		Remaining Contract		% Completed
		Amount	Period		Amount	Contract	Amount	% Billed	
00101	Project Administration	4,278.00	434.68	5,944.74	6,379.42	(2,101.42)	149%	80%	
00102	Kick-Off Meeting	986.00	-	867.40	867.40	118.60	88%	100%	
00103	Quality Assurance and Quality Control	1,290.00	-	-	-	1,290.00	-	-	
00201	Collect, Compile and Evaluate Data	329.00	-	143.63	143.63	185.37	44%	100%	
00202	Survey and mapping	329.00	-	143.62	143.62	185.38	44%	100%	
00301	Preliminary (60%) Design	16,473.00	4,035.42	13,875.78	17,911.20	(1,438.20)	109%	95%	
00302	Advance (95%) Design	13,080.00	-	-	-	13,080.00	-	-	
00303	Final (100%) Design	4,408.00	-	-	-	4,408.00	-	-	
00401	Community Outreach	1,972.00	-	-	-	1,972.00	-	-	
00501	Utility Relocations	5,785.00	-	-	-	5,785.00	-	-	
SUBKL	KLS Surveying	8,800.00	-	8,795.00	8,795.00	5.00	100%	100%	
		<b>57,730.00</b>	<b>4,470.10</b>	<b>29,770.17</b>	<b>34,240.27</b>	<b>23,489.73</b>	<b>59%</b>		



**Columbia Boulevard Sidewalk and Safety Improvements:  
R-679**

**Progress Report No. 14**

**For the period:  
May 2, 2021 through May 29, 2021**

**June 8, 2021**

**Submitted via email to:**

Sue Nelson  
City of St. Helens  
265 Strand Street  
St. Helens, OR 97051

**Prepared by:**

David Evans and Associates, Inc.  
530 Center Street NE, Suite 605  
Salem, Oregon 97301

**PROGRESS REPORT NO. 14**  
For the period May 2, 2021 through May 29, 2021

**Columbia Boulevard Sidewalk and Safety Improvements: R-687**

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Contract NTP: February 22, 2019

Contract End: November 25, 2022

**Contract Values:**

Current Contract NTE: \$57,730.00

Previously Billed: \$29,770.17

Current Billing: \$4,470.10

Remaining \$23,489.73

**Work Performed in Reporting Period:**

- Project coordination and invoicing
- Site design

**Anticipated Upcoming Work**

- Coordinate the potential for the culvert replacement
- Continued culvert and sidewalk design
- We have expended the budget for the 60% design, and will make it up in the 100% design task



DAVID EVANS  
AND ASSOCIATES INC.

June 8, 2021

Sue Nelson  
City of St. Helens  
265 Strand Street  
St. Helens, OR 97051

**SUBJECT: Columbia Boulevard Sidewalk and Safety Improvements  
Invoice and Progress Report No. 14**

Dear Ms. Nelson:

Enclosed is the Invoice and Progress Report No. 14 for Preliminary Engineering (PE) Services for the Columbia Boulevard Sidewalk and Safety Improvements Project. This information covers the period of May 2, 2021 through May 29, 2021.

Please note that there may be some costs associated with the activities performed during this period, which have not yet cleared our accounting system. These costs will be invoiced in the billing period in which they are received.

Please review the enclosed information and let us know how we may modify the data to make it more meaningful to you. If you have questions or need additional information, please call me or my project assistant Alisha Reynaldo at 503-480-1312.

Sincerely,

**DAVID EVANS AND ASSOCIATES, INC.**

Paul Tappana  
Project Manager

PDT:anre  
Enclosures



KP

245 Commercial St SE, Suite 210  
Salem, OR 97301

(503) 364-2002

June 2, 2021

City of St Helens  
Attn: City Administrator  
265 Strand St  
St Helens, OR 97051

**Transmitting Invoice No. 211357 – St Helens - Stormwater Master Plan P-54**

City of St Helens:

Please find attached invoice in the amount of \$6,094.38 for project number 220060-001. During the month of April, Keller Associates completed the following engineering services:

- Project management
- Existing system evaluation
- Standards review and tech memorandum
- Draft report
- Investigate alternatives

If you have any questions, please do not hesitate to contact me at 503.364.2002.

Sincerely,

**KELLER ASSOCIATES, INC.**

Peter Olsen, P.E.  
Project Manager

APPROVED FOR PAYMENT

INIT		DATE
<u>PO</u>	APPROPRIATELY PAYABLE	<u>6-8-21</u>
<u>PO</u>	FINANCE	<u>6-8-2021</u>
	SUPERVISOR	

304-000-52019



245 Commercial St SE, Suite 210  
Salem, OR 97301

(503) 364-2002

City of St Helens  
Attn: City Administrator  
265 Strand St  
St Helens, OR 97051

May 25, 2021  
Project No: 220060-001  
Invoice No: 0211357

Project 220060-001 St Helens - Stormwater Master Plan  
Project Manager: *Patricia Olson*  
**Professional Services from April 1, 2021 to April 30, 2021**

Task	001	Project Management & Meetings	
<b>Fee</b>			
Total Fee		23,715.00	
Percent Complete	46.00	Total Earned	10,908.90
		Previous Fee Billing	10,671.75
		Current Fee Billing	237.15
		<b>Total Fee</b>	<b>237.15</b>
		<b>Total this Task</b>	<b>\$237.15</b>

Task	002	Data Acquisition & Surveying	
Task 2A: Data Acquisition / Review			
<b>Fee</b>			
Total Fee		32,448.00	
Percent Complete	100.00	Total Earned	32,448.00
		Previous Fee Billing	32,448.00
		Current Fee Billing	0.00
		<b>Total Fee</b>	<b>0.00</b>
		<b>Total this Task</b>	<b>0.00</b>

Task 2B: Survey / Field Work

<b>Billing Limits</b>	<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Total Billings	0.00	10,000.00	10,000.00
Limit			10,000.00
		<b>Total this Task</b>	<b>0.00</b>
		<b>Total this Task</b>	<b>0.00</b>

Task	003	Technical Analysis		
<b>Fee</b>				
Total Fee	48,047.00			
Percent Complete	81.00	Total Earned	38,918.07	
		Previous Fee Billing	34,593.84	
		Current Fee Billing	4,324.23	
		<b>Total Fee</b>		<b>4,324.23</b>
		<b>Total this Task</b>		<b>\$4,324.23</b>

Task	004	Engineering Standards and Comprehensive		
<b>Fee</b>				
Total Fee	5,110.00			
Percent Complete	30.00	Total Earned	1,533.00	
		Previous Fee Billing	0.00	
		Current Fee Billing	1,533.00	
		<b>Total Fee</b>		<b>1,533.00</b>
		<b>Total this Task</b>		<b>\$1,533.00</b>

Task	005	Staffing Level Analysis		
<b>Fee</b>				
Total Fee	3,745.00			
Percent Complete	22.00	Total Earned	823.90	
		Previous Fee Billing	823.90	
		Current Fee Billing	0.00	
		<b>Total Fee</b>		<b>0.00</b>
		<b>Total this Task</b>		<b>0.00</b>

Task	006	Capital Improvement Plan		
<b>Fee</b>				
Total Fee	18,877.00			
Percent Complete	0.00	Total Earned	0.00	
		Previous Fee Billing	0.00	
		Current Fee Billing	0.00	
		<b>Total Fee</b>		<b>0.00</b>
		<b>Total this Task</b>		<b>0.00</b>

Task	007	Final Plan Documentation and Public Meetings		
<b>Fee</b>				
Total Fee	13,137.00			
Percent Complete	0.00	Total Earned	0.00	
		Previous Fee Billing	0.00	
		Current Fee Billing	0.00	
		<b>Total Fee</b>		<b>0.00</b>
		<b>Total this Task</b>		<b>0.00</b>

**Total this Invoice** \$6,094.38

**Outstanding Invoices**

<b>Number</b>	<b>Date</b>	<b>Balance</b>
0210929	4/19/2021	5,759.47
		<b>5,759.47</b>

**Billings to Date**

	<b>Current</b>	<b>Prior</b>	<b>Total</b>
Fee	6,094.38	78,537.49	84,631.87
Consultant	0.00	10,000.00	10,000.00
<b>Totals</b>	<b>6,094.38</b>	<b>88,537.49</b>	<b>94,631.87</b>



KP

245 Commercial St SE, Suite 210  
Salem, OR 97301

(503) 364-2002

June 2, 2021

City of St Helens  
Attn: City Administrator  
265 Strand St  
St Helens, OR 97051

**Transmitting Invoice No. 211358 – St Helens – Sanitary Sewer Master Plan** P-511

City of St Helens:

Please find attached invoice in the amount of \$7,423.94 for project number 220060-002. During the month of April, Keller Associates completed the following engineering services:

- Project management
- Future growth summary
- Pump station inventory review
- Model calibration
- Flow analysis
- Draft writeup
- Standards review and summary

If you have any questions, please do not hesitate to contact me at 503.364.2002.

Sincerely,

**KELLER ASSOCIATES, INC.**

Peter Olsen, PE  
Project Manager

APPROVED FOR PAYMENT

INIT	DATE
	6-8-21
ACCOUNTS PAYABLE	6-8-2021
FINANCE	
SUPERVISOR	

303-000-52019



245 Commercial St SE, Suite 210  
Salem, OR 97301

(503) 364-2002

City of St Helens  
Attn: City Administrator  
265 Strand St  
St Helens, OR 97051

May 25, 2021  
Project No: 220060-002  
Invoice No: 0211358

Project 220060-002 St Helens - Sanitary Sewer Master Plan  
Project Manager: *[Signature]*  
**Professional Services from April 1, 2021 to April 30, 2021**

Task	001	Project Management & Meetings	
<b>Fee</b>			
Total Fee		23,715.00	
Percent Complete	46.00	Total Earned	10,908.90
		Previous Fee Billing	10,671.75
		Current Fee Billing	237.15
		<b>Total Fee</b>	<b>237.15</b>
		<b>Total this Task</b>	<b>\$237.15</b>

Task	002	Data / Survey	
Task 2A: Data Gathering / Review / I&I Evaluation			
<b>Fee</b>			
Total Fee		47,483.00	
Percent Complete	94.00	Total Earned	44,634.02
		Previous Fee Billing	42,259.87
		Current Fee Billing	2,374.15
		<b>Total Fee</b>	<b>2,374.15</b>
		<b>Total this Task</b>	<b>\$2,374.15</b>

Task 2B: Survey / Field Work

<b>Billing Limits</b>	<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Total Billings	0.00	5,000.00	5,000.00
Limit			5,000.00
		<b>Total this Task</b>	<b>0.00</b>
		<b>Total this Task</b>	<b>\$2,374.15</b>

Task	003	Technical Analysis		
<b>Fee</b>				
Total Fee	46,852.00			
Percent Complete	64.00	Total Earned	29,985.28	
		Previous Fee Billing	26,705.64	
		Current Fee Billing	3,279.64	
		<b>Total Fee</b>		<b>3,279.64</b>
		<b>Total this Task</b>		<b>\$3,279.64</b>

Task	004	Engineering Standards and Comprehensive Plan		
<b>Fee</b>				
Total Fee	5,110.00			
Percent Complete	30.00	Total Earned	1,533.00	
		Previous Fee Billing	0.00	
		Current Fee Billing	1,533.00	
		<b>Total Fee</b>		<b>1,533.00</b>
		<b>Total this Task</b>		<b>\$1,533.00</b>

Task	005	Staffing Level Analysis		
<b>Fee</b>				
Total Fee	3,745.00			
Percent Complete	22.00	Total Earned	823.90	
		Previous Fee Billing	823.90	
		Current Fee Billing	0.00	
		<b>Total Fee</b>		<b>0.00</b>
		<b>Total this Task</b>		<b>0.00</b>

Task	006	Capital Improvement Plan		
<b>Fee</b>				
Total Fee	21,268.00			
Percent Complete	0.00	Total Earned	0.00	
		Previous Fee Billing	0.00	
		Current Fee Billing	0.00	
		<b>Total Fee</b>		<b>0.00</b>
		<b>Total this Task</b>		<b>0.00</b>

Task	007	Final Plan Documentation and Public Meetings		
<b>Fee</b>				
Total Fee	13,138.00			
Percent Complete	0.00	Total Earned	0.00	
		Previous Fee Billing	0.00	
		Current Fee Billing	0.00	
		<b>Total Fee</b>		<b>0.00</b>
		<b>Total this Task</b>		<b>0.00</b>

**Total this Invoice** \$7,423.94

**Outstanding Invoices**

<b>Number</b>	<b>Date</b>	<b>Balance</b>
0210930	4/19/2021	2,361.00
		<b>2,361.00</b>

**Billings to Date**

	<b>Current</b>	<b>Prior</b>	<b>Total</b>
Fee	7,423.94	80,461.16	87,885.10
Consultant	0.00	5,000.00	5,000.00
<b>Totals</b>	<b>7,423.94</b>	<b>85,461.16</b>	<b>92,885.10</b>

KP



May 28, 2021

Sue Nelson, PE  
City Engineer  
265 Strand Street  
St. Helens, OR 97051

APPROVED FOR PAYMENT

INIT	DATE
<u>ML</u>	<u>6-8-21</u>
<u>GN</u>	<u>6-8-2021</u>

ACCOUNTS PAYABLE  
FINANCE  
SUPERVISOR

202-723-52019

RE: **Otak Project No. 019823.000**  
**S. 1<sup>st</sup> and Strand Streets, Road and Utility Extensions**  
**Design, Construction, and Permit Documents**  
**Invoice No. 000005210377**

Dear Sue:

Enclosed is Otak's invoice for the **S. 1<sup>st</sup> and Strand Streets, Road and Utility Extensions**, for the period starting April 17, 2021 and ending May 14, 2021. The total fee for work completed during this time period is \$55,735.43.

The following is a summary of the activities performed under each phase activities:

Phase 110 Project Management and Administration

- Day-to-day project management and coordination.
- Prepared Invoice and progress reporting.

Phase 120 Project Coordination, Meetings, Schedule

- Coordination of meeting agendas and setup.

Phase 210 Topographic Survey

- Incorporated the topographic data and right-of-way/property lines into the design base map and prepared an AutoCAD (Civil 3D) digital terrain model.

Phase 220 Geotechnical

- Coordinated and managed the field investigation, including locating utilities, access preparation, and scheduling of contractors and GeoDesign staff.
- Prepared traffic control plans and obtained right-of-way permits from the City for investigations within existing streets with traffic.
- Started and completed a portion of the subsurface explorations

Phase 230 Environmental Investigation

- Attended project coordination meetings.

Phase 310 Planning Code-Zoning Requirements

- Prepared draft and final planning code document.

Phase 320 Alignment Alternatives

- Develop alternative alignments for 1<sup>st</sup> and Strand: one located closer to the base of the existing bluff and one shifted away from the existing bluff. Review options for the 1<sup>st</sup> and Strand intersection.
- Review existing stormwater facility capacity and develop hydrology to provide options for alignment alternatives.
- Internal reviews and discussions on location of alignment alternatives.

Phase 330 Concept Development Plan

- Develop concept plans for development that accompany each alignment alternative
- Started preparation of a site analysis map that depicts development opportunities and constraints, including zoning, environmental overlays, and other site conditions that may affect the Concept Development Plan and Alignment Alternatives.
- Conducted interviews with three developers in order to solicity input on development opportunities and constraints of the project site.
- Defined building types to use for footprints.
- Prepared two freehand Concept Development Plans, including buildings, parking, open space, pedestrian circulation, and the road alignment alternatives.

Phase 340 Scoring Criteria/Worksession

- None

Phase 410 30% Roll-Map Plans

- None

Phase 420 Stormwater Management

- None

Phase 430 Lift Station Relocation Analysis

- None

Phase 440 30% Cost Est/Construct Review

- None

Phase 510 90% and Final PS&E

- None

Phase 520 Stormwater Management

- None

Phase 530 Lift Station Design Documents

- None

Phase 610 Lift Station – DEQ

- None

Phase 620 1200-C Erosion Control DEQ

- None

Phase 630 Grading Permit – City

- None

Phase 640 Building Permit – City

- None

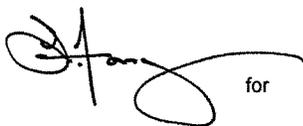
Issues that may affect the schedule:

- *None at this time.*

If you have any questions, please do not hesitate to call me at 503.415.2337.

Sincerely,

Otak, Inc.



for

Keith Buisman, PE  
Senior Project Manager



INVOICE

Remit Payment to:
Otak Inc
P.O. Box 894448
Los Angeles, CA 90189-4448

Sue Nelson
City of St. Helens
265 Strand Street
St. Helens, OR 97051

May 28 2021
Project No: 019823.000
Invoice No: 000005210377

Project 019823.000 City of St. Helens - 1st and Strand Streets

For Professional Services Ending May 14, 2021

Phase 110 Project Management and Admin

Professional Personnel

Table with 4 columns: Personnel, Hours, Rate, Amount. Rows include Civil Engineer VIII, Project Administrative Assistant, Sr. PIC/Sr. PM Civil, Project Coordinator, CM Documentation Specialist III, and Totals. Total Labor: 4,084.50. Total this Phase: \$4,084.50

Phase 120 Project Coord, Mtgs, Schedule

Professional Personnel

Table with 4 columns: Personnel, Hours, Rate, Amount. Rows include Civil Engineer VIII, Sr. PIC/Sr. PM Civil, CM Documentation Specialist III, and Totals. Total Labor: 3,763.00. Total this Phase: \$3,763.00

Phase 210 Topographic Survey

A finance charge will be assessed to all overdue accounts.

Project	019823.000	City of St. Helens - 1st and Strand Sts.	Invoice	000005210377
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**Professional Personnel**

	Hours	Rate	Amount	
PIC/PLS Sr. Manager				
Yamashita, Jon	7.00	220.00	1,540.00	
Professional Land Surveyor III				
Conklin, David	37.00	150.00	5,550.00	
Survey Crew Chief II				
Wiley, Christopher	4.00	103.00	412.00	
Survey Field Technician I				
Lundeen, Bryce	4.00	69.00	276.00	
Professional Land Surveyor V				
Tsoi, Sue	4.75	195.00	926.25	
Totals	56.75		8,704.25	
<b>Total Labor</b>				<b>8,704.25</b>
			<b>Total this Phase</b>	<b>\$8,704.25</b>

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Phase 220 Geotechnical

**Consultants**

Geotechnical Consultants			2,822.78	
<b>Total Consultants</b>		<b>1.05 times</b>	<b>2,822.78</b>	<b>2,963.92</b>
			<b>Total this Phase</b>	<b>\$2,963.92</b>

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Phase 230 Environmental Investigation

**Consultants**

Geotechnical Consultants			862.50	
<b>Total Consultants</b>		<b>1.05 times</b>	<b>862.50</b>	<b>905.63</b>
			<b>Total this Phase</b>	<b>\$905.63</b>

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Phase 310 Planning Code-Zoning Requirements

**Professional Personnel**

	Hours	Rate	Amount	
Planner III				
Brady, Kevin	12.00	142.00	1,704.00	
Sr. PM - Planner II				
Alligood, Li	4.50	183.00	823.50	
Totals	16.50		2,527.50	
<b>Total Labor</b>				<b>2,527.50</b>
			<b>Total this Phase</b>	<b>\$2,527.50</b>

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Phase 320 Alignment Alternatives

**Professional Personnel**

	Hours	Rate	Amount	
Civil Engineer IV				
Hollen, Daniel	.75	128.00	96.00	

Project	019823.000	City of St. Helens - 1st and Strand Sts.	Invoice	000005210377
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Civil Engineer VI				
Horton, Rose	12.75	149.00	1,899.75	
Civil Engineer VIII				
Buisman, Keith	6.00	173.00	1,038.00	
Engineering Designer III				
Tiffany, Roger	21.75	98.00	2,131.50	
Landscape Architect IV				
North, Kaitlin	21.00	128.00	2,688.00	
PIC/Sr. PM Civil				
Timmins, Kevin	.50	248.00	124.00	
Sr. PIC/Sr. PM Civil				
Peebles, Michael	.50	240.00	120.00	
Urban Designer V				
Dixon, Stephen	15.25	185.00	2,821.25	
PIC/Sr. PM Urban Design				
Bortolazzo, Benvenuto	3.75	200.00	750.00	
Totals	82.25		11,668.50	
<b>Total Labor</b>				<b>11,668.50</b>

**Consultants**

Direct Cost Subconsultants			2,836.25	
Traffic Consultants			1,540.00	
<b>Total Consultants</b>		<b>1.05 times</b>	<b>4,376.25</b>	<b>4,595.06</b>
			<b>Total this Phase</b>	<b>\$16,263.56</b>

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Phase            330            Concept Development Plan

**Professional Personnel**

	Hours	Rate	Amount	
Civil Engineer VIII				
Buisman, Keith	2.75	173.00	475.75	
Landscape Architect IV				
North, Kaitlin	20.25	128.00	2,592.00	
Planner III				
Brady, Kevin	7.00	142.00	994.00	
Sr. PIC/Sr. PM LA/Master Planner				
Hanson, Donald	17.00	240.00	4,080.00	
Urban Designer V				
Dixon, Stephen	29.50	185.00	5,457.50	
PIC/Sr. PM Urban Design				
Bortolazzo, Benvenuto	13.75	200.00	2,750.00	
Totals	90.25		16,349.25	
<b>Total Labor</b>				<b>16,349.25</b>
			<b>Total this Phase</b>	<b>\$16,349.25</b>

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Phase            900            Direct Expenses

Project	019823.000	City of St. Helens - 1st and Strand Sts.	Invoice	00005210377
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**Reimbursable Expenses**

Direct Cost Mileage			173.82	
<b>Total Reimbursables</b>	<b>1.0 times</b>		<b>173.82</b>	<b>173.82</b>
	<b>Total this Phase</b>			<b>\$173.82</b>
	<b>Total this Invoice</b>			<b>\$55,735.43</b>

**Invoice Summary**

Description	Contract Amount	Prior Billed	Current Billed	Total Billed	Remaining
Project Management and Admin	51,506.00	2,022.50	4,084.50	6,107.00	45,399.00
Project Coord, Mtgs, Schedule	30,405.00	720.00	3,763.00	4,483.00	25,922.00
Topographic Survey	74,788.00	53,819.50	8,704.25	62,523.75	12,264.25
Geotechnical	16,916.00	0.00	2,963.92	2,963.92	13,952.08
Environmental Investigation	21,023.00	0.00	905.63	905.63	20,117.37
Planning Code-Zoning Requiremnts	2,653.00	0.00	2,527.50	2,527.50	125.50
Alignment Alternatives	53,333.00	599.25	16,263.56	16,862.81	36,470.19
Concept Development Plan	29,942.00	1,339.25	16,349.25	17,688.50	12,253.50
Scoring Criteria / Worksession	16,214.00	0.00	0.00	0.00	16,214.00
30% Roll-map Plans	172,464.00	0.00	0.00	0.00	172,464.00
Stormwater Management	17,370.00	0.00	0.00	0.00	17,370.00
Lift Station Relocation Analysis	14,453.00	0.00	0.00	0.00	14,453.00
30% Cost Est/Construct Review	14,284.00	0.00	0.00	0.00	14,284.00
90% and Final PS&E	438,297.00	0.00	0.00	0.00	438,297.00
Stormwater Mgmt Design and Report	28,640.00	0.00	0.00	0.00	28,640.00
Lift Station Design Documents	7,212.00	0.00	0.00	0.00	7,212.00
Lift Station - DEQ	10,451.00	0.00	0.00	0.00	10,451.00
1200-C Erosion Control - DEQ	12,083.00	0.00	0.00	0.00	12,083.00
Grading Permit - City	7,940.00	0.00	0.00	0.00	7,940.00
Building Permit - City	3,501.00	0.00	0.00	0.00	3,501.00
Direct Expenses	115,345.00	2,245.32	173.82	2,419.14	112,925.86
<b>Total</b>	<b>1,138,820.00</b>	<b>60,745.82</b>	<b>55,735.43</b>	<b>116,481.25</b>	<b>1,022,338.75</b>

**Mayer/Reed** 319 SW Washington Street, Suite 820  
Portland, Oregon 97204

**I N V O I C E**

OTAK  
808 SW Third Avenue, Suite 300  
Portland, OR 97204

---

**INVOICE NUMBER:** 12690  
**INVOICE DATE:** 04/30/2021  
**PROJECT:** SHS-21014 City of St. Helens - 1st and Strand Street  
Professional services through 04/25/2021

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	<b>HOURS/ UNITS</b>	<b>RATE</b>	<b>BILLED</b>
<b>Task 3 Alignment Alternatives</b>			
Principal	9.00	\$210.00	\$1,890.00
Principal	3.00	\$210.00	\$630.00
Project Manager	2.75	\$115.00	\$316.25
<b>Subtotal:</b>			<b>\$2,836.25</b>

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**TOTAL THIS INVOICE:** **\$2,836.25**

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<b>MAXIMUM FEE:</b>	<b>AMOUNT BILLED TO DATE:</b>
\$94,675.00	\$2,836.25

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**INVOICE**

Federal Tax ID# 91-1780825



GeoDesign, Inc., DBA NV5

Remittance Address Change:  
GeoDesign, Inc., DBA NV5  
PO Box 74008680  
Chicago, IL 60674-8680

Remittance ACH Transfer Change:  
ABA Routing Number 063100277  
Account Number 898052466590  
*Email ACH/Wire remittance details to RemittanceNotifications@nv5.com*

Remittance Wire Transfers Change:  
ABA Routing Number 026009593  
Account Number 898052466590  
Swift Code INTL. BOFAUS3N

Project Manager: Shawn Dimke

Otak, Inc.  
808 SW Third Avenue, Suite 800  
Portland, OR 97204

May 10, 2021  
Project No: 124121-1000062.01  
Invoice No: 212346  
Due Date: June 09, 2021

Project 124121-1000062.01 StHelens-3-01 City of St. Helens - 1st and Strand Streets

**Professional Services through May 01, 2021**

Phase 01 Geotechnical Engineering Services

**Professional Personnel**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Engineering/Geological Staff III	6.50	133.00	864.50	
Principal	5.25	224.00	1,176.00	
Project Assistant	.50	90.00	45.00	
Scheduler	.25	133.00	33.25	
Technical Specialist I	1.75	144.00	252.00	
Totals	14.25		2,370.75	
<b>Total Labor</b>				<b>2,370.75</b>

**Consultants**

Applied Professional Services, Inc.				
5/1/2021 Applied Professional Services, Inc.	Inv 121639		401.63	
<b>Total Consultants</b>			<b>401.63</b>	<b>401.63</b>

**Reimbursable Expenses**

Travel-Ground trans and mileage			50.40	
<b>Total Reimbursables</b>			<b>50.40</b>	<b>50.40</b>

**Total this Phase \$2,822.78**

**Billing Limits**

	<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Total Billings	2,822.78	0.00	2,822.78
Limit			37,154.00
Remaining			34,331.22

**Total this Invoice \$2,822.78**

Questions? Call 503.968.8787 or email [orwil-projectadministrators@nv5.com](mailto:orwil-projectadministrators@nv5.com)

**INVOICE**

Federal Tax ID# 91-1780825



GeoDesign, Inc., DBA NV5

Remittance Address Change:  
GeoDesign, Inc., DBA NV5  
PO Box 74008680  
Chicago, IL 60674-8680

Remittance ACH Transfer Change:  
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Remittance Wire Transfers Change:  
ABA Routing Number 026009593  
Account Number 898052466590  
Swift Code INTL. BOFAUS3N

Project Manager: Colby Hunt

Otak, Inc.  
808 SW Third Avenue, Suite 800  
Portland, OR 97204

May 11, 2021  
Project No: 124221-1000017.02  
Invoice No: 212521  
Due Date: June 10, 2021

Project 124221-1000017.02 StHelens-3-02 S. 1st & Strand St Road & Utility Extensions

**Professional Services through May 1, 2021**

Phase 01 Environmental Services

**Professional Personnel**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Principal	3.75	224.00	840.00	
Project Assistant	.25	90.00	22.50	
Totals	4.00		862.50	
<b>Total Labor</b>				<b>862.50</b>
				<b>Total this Phase \$862.50</b>

<b>Billing Limits</b>	<b>Current</b>	<b>Prior</b>	<b>To-Date</b>	
Total Billings	862.50	0.00	862.50	
Limit			62,222.00	
Remaining			61,359.50	
				<b>Total this Invoice \$862.50</b>

Questions? Call 503.968.8787 or email [orwil-projectadministrators@nv5.com](mailto:orwil-projectadministrators@nv5.com)



**INVOICE**  
 720 SW Washington St., Suite 500  
 Portland, OR 97205  
 503.243.3500  
 www.dksassociates.com

Mike Peebles  
 OTAK, Inc  
 Attn: Accounts Payable  
 808 SW 3rd Avenue, Suite 800  
 Portland, OR 97204

May 14, 2021  
 Project No: 21058-000  
 Invoice No: 0077374

Project 21058-000 City of St Helens 1st and Strand Streets Road and Utility Extensions City  
 City of St. Helens: 1st and Strand Streets: **Otak Project 019823.000**, NTP Effective 3-23-21; Prime agreement expiration 12/31/2023.

**Professional Services for Period March 30, 2021 Through April 30, 2021**

Phase	001	3.2 Alignment Alternatives (10%)		
<b>Professional Personnel</b>				
		<b>Hours</b>	<b>Rate</b>	<b>Amount</b>
Grade 16				
Anganis, George		4.00	130.00	520.00
Grade 30				
Boice, Steven		2.50	200.00	500.00
Tech T				
Norwood, Eva		4.00	130.00	520.00
	Totals	10.50		1,540.00
	<b>Total Labor</b>			<b>1,540.00</b>
			<b>Total this Phase</b>	<b>\$1,540.00</b>
<b>Billing Limits</b>				
		<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Total Billings		1,540.00	0.00	1,540.00
Limit				91,751.00
Remaining				90,211.00
			<b>Total this Invoice</b>	<b><u><u>\$1,540.00</u></u></b>

TERMS: Net 30 Days  
 Remit To: 720 SW Washington St. #500  
 Portland, OR 97205

# PROGRESS REPORT

City of St Helens 1st and Strand Streets Road and Utility Extensions  
 Otak Project 019823.000, subconsultant agreement NTP effective 3-23-21  
 Contract Begin (NTP) 3/23/31; Expires: 3/15/2023

DKS Inv #: 0077374

Period: 3/30/21 through 4/30/21

DKS Project #: 21058-000

DKS PM: Steve Boice



Task Number / Name	Budget	Invoiced This Period	Previously Billed	Billed to Date	Remaining Budget	Est. % Complete	Percent Billed
3.2 Alignment Alternatives (10%)	\$ 4,310.00	\$ 1,540.00	\$ -	\$ 1,540.00	\$ 2,770.00	20%	36%
4.1 Development of 40% Roll-map Plans	\$ 42,435.00	\$ -	\$ -	\$ -	\$ 42,435.00	0%	0%
4.4 30% Cost Estimate/Constructability Review	\$ 1,610.00	\$ -	\$ -	\$ -	\$ 1,610.00	0%	0%
5.1 90% and Final PS&E	\$ 41,650.00	\$ -	\$ -	\$ -	\$ 41,650.00	0%	0%
Direct Expenses	\$ 1,746.00	\$ -	\$ -	\$ -	\$ 1,746.00	0%	0%
<b>PROJECT TOTAL:</b>	<b>\$91,751.00</b>	<b>\$1,540.00</b>	<b>\$0.00</b>	<b>\$1,540.00</b>	<b>\$90,211.00</b>	<b>2%</b>	<b>2%</b>

Authorized Budget: \$ 91,751.00

Amount This Invoice: \$ 1,540.00

Authorized Amount Remaining: \$ 90,211.00

Amount Previously Invoiced: \$ -

Total Billed to Date: \$ 1,540.00

Activity This Period	
<b>Task 3:</b>	Attendance at project kickoff meeting, project startup

# Detailed Expense Report

Wednesday, May 26, 2021  
1:05:10 PM

\*\*\*Otak Master Database\*\*\*

Employee 3169 Finley, David A

Signed Electronically by: Finley, David A 5/3/2021 7:15:00 AM

Posted

Approved Electronically by: Graham, Shannon R 5/14/2021 8:06:54 AM

Organization 01.12.200.203

Expense Report: April 2021

Report Date: 4/5/2021

Date	Category	Description	Project	Phase	Task	Bill	Account	Currency Code	Amount	Payment Amount
4/1/2021	Mileage		019823.000	210	212	<input checked="" type="checkbox"/>	550.01	USD	43.68	43.68
	Business Reason: miles	City of St. Helens - 1st and Strand Sts. Travel From/To: 243206 - 243284								
4/2/2021	Mileage		019823.000	210	212	<input checked="" type="checkbox"/>	550.01	USD	43.68	43.68
	Business Reason: miles	City of St. Helens - 1st and Strand Sts. Travel From/To: 243289 - 243367								

# Detailed Expense Report

Wednesday, May 26, 2021  
1:00:21 PM

\*\*\*Otak Master Database\*\*\*

Employee 2867 Lundeen, Bryce

Signed Electronically by: Lundeen, Bryce 5/1/2021 10:14:31 PM

Posted

Approved Electronically by: Khoreshko, Valeria V 5/11/2021 11:35:44 AM

Organization 01.32.200.203

Expense Report: April Mileage

Report Date: 4/1/2021

Date	Category	Description	Project	Phase	Task	Bill	Account	Currency Code	Amount	Payment Amount
						<input type="checkbox"/>				
						<input type="checkbox"/>				
						<input type="checkbox"/>				
						<input type="checkbox"/>				
4/15/2021	Mileage	019823.000	210	212	City of St. Helens - 1st and Strand Sts.	<input checked="" type="checkbox"/>	550.01	USD	43.23	43.23
	Business Reason: Driving for work				Travel From/To: Job site and back					
4/16/2021	Mileage	019823.000	210	212	City of St. Helens - 1st and Strand Sts.	<input checked="" type="checkbox"/>	550.01	USD	43.23	43.23
	Business Reason: Driving for work				Travel From/To: Jobsite and back					