

**CONTRACT PAYMENTS**

City Council Meeting  
March 17, 2021

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**Keller Associates, Inc.**

Project: P-511 Stormwater Master Plan Update (Inv#210362)	\$	18,679.96
Project: P-511 Sanitary Sewer Master Plan Update (Inv#210363)	\$	<u>20,333.60</u>
<b>Total</b>	<b>\$</b>	<b>39,013.56</b>



245 Commercial St SE, Suite 210  
Salem, OR 97301

(503) 364-2002

March 2, 2021

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

**Transmitting Invoice No. 210362 – St Helens - Stormwater Master Plan**

City of St Helens:

Please find attached invoice in the amount of \$18,679.96 for project number 220060-001. During the month of January, Keller Associates completed the following engineering services:

- Project management
- Survey sub coordination and invoice
- Flow monitoring coordination and data processing
- Flow monitoring removal
- Hydraulic model development
- Hydrologic model development
- System mapping, basin delineation/clarifications

Starting with our December invoices, each invoice will have a unique number assigned instead of sequential numbering for each project/task order. 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>MP</u>	<u>3/19/21</u>
<u>SU</u>	<u>3-10-2021</u>

ACCOUNTABLE  
FINANCE  
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

February 15, 2021  
Project No: 220060-001  
Invoice No: 0210362

Project 220060-001 St Helens - Stormwater Master Plan

Project Manager: *[Signature]*

**Professional Services from January 1, 2021 to January 31, 2021**

Task	001	Project Management & Meetings	
<b>Fee</b>			
Total Fee	23,715.00		
Percent Complete	42.00	Total Earned	9,960.30
		Previous Fee Billing	9,486.00
		Current Fee Billing	474.30
		<b>Total Fee</b>	<b>474.30</b>
		<b>Total this Task</b>	<b>\$474.30</b>

Task	002	Data Acquisition & Surveying	
Task 2A: Data Acquisition / Review			
<b>Fee</b>			
Total Fee	32,448.00		
Percent Complete	90.00	Total Earned	29,203.20
		Previous Fee Billing	20,442.24
		Current Fee Billing	8,760.96
		<b>Total Fee</b>	<b>8,760.96</b>
		<b>Total this Task</b>	<b>\$8,760.96</b>

Task 2B: Survey / Field Work

**Consultants**

Consultants - Reimbursable - Line Item

2/4/2021	Forty Five North Surveying, LLC	4,640.00
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<b>Total Consultants</b>	<b>1.0 times</b>	<b>4,640.00</b>	<b>4,640.00</b>
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**Billing Limits**

	<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Total Billings	4,640.00	5,360.00	10,000.00
Limit			10,000.00

**Total this Task \$4,640.00**

**Total this Task \$13,400.96**

Task	003	Technical Analysis		
<b>Fee</b>				
Total Fee	48,047.00			
Percent Complete	47.00	Total Earned	22,582.09	
		Previous Fee Billing	17,777.39	
		Current Fee Billing	4,804.70	
		<b>Total Fee</b>		<b>4,804.70</b>
			<b>Total this Task</b>	<b>\$4,804.70</b>

Task	004	Engineering Standards and Comprehensive		
<b>Fee</b>				
Total Fee	5,110.00			
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	005	Staffing Level Analysis		
<b>Fee</b>				
Total Fee	3,745.00			
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	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 \$18,679.96

**Outstanding Invoices**

Number	Date	Balance
0000001	8/18/2020	2,546.16
0000002	9/17/2020	12,898.34
0000003	10/26/2020	11,974.59
0000004	11/17/2020	474.30
0210249	1/27/2021	20,410.73
		<b>48,304.12</b>

**Billings to Date**

	Current	Prior	Total
Fee	14,039.96	47,705.63	61,745.59
Consultant	4,640.00	5,360.00	10,000.00
<b>Totals</b>	<b>18,679.96</b>	<b>53,065.63</b>	<b>71,745.59</b>

# Billing Backup

Monday, February 15, 2021

Keller Associates, Inc.

Invoice 0210362 Dated 2/15/2021

8:33:27 AM

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Project	220060-001	St Helens - Stormwater Master Plan
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Task	002	Data Acquisition & Surveying
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## Consultants

Consultants - Reimbursable - Line Item

AP 0039445	2/4/2021	Forty Five North Surveying, LLC	4,640.00		
	<b>Total</b>	<b>1.0 times</b>	<b>4,640.00</b>	<b>4,640.00</b>	
	<b>Consultants</b>				
				<b>Total this Task</b>	<b>\$4,640.00</b>
				<b>Total this Task</b>	<b>\$4,640.00</b>
				<b>Total this Project</b>	<b>\$4,640.00</b>
				<b>Total this Report</b>	<b>\$4,640.00</b>

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Salem, OR 97301

(503) 364-2002

March 2, 2021

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

**Transmitting Invoice No. 210363 – St Helens – Sanitary Sewer Master Plan**

City of St Helens:

Please find attached invoice in the amount of \$20,333.60 for project number 220060-002. During the month of January, Keller Associates completed the following engineering services:

- Project management
- Survey sub coordination and invoice
- Flow monitoring coordination and data processing
- Flow monitoring removal
- System mapping, clarifications
- Lift station writeup updates
- Model development, loading
- CCTV review

Starting with our December invoices, each invoice will have a unique number assigned instead of sequential numbering for each project/task order. 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
	3/10/21
ACCOUNT PAYABLE	3-10-2021
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

February 15, 2021  
Project No: 220060-002  
Invoice No: 0210363

Project 220060-002 St Helens - Sanitary Sewer Master Plan

Project Manager: *[Signature]*

**Professional Services from January 1, 2021 to January 31, 2021**

Task	001	Project Management & Meetings		
<b>Fee</b>				
Total Fee		23,715.00		
Percent Complete	42.00	Total Earned	9,960.30	
		Previous Fee Billing	9,486.00	
		Current Fee Billing	474.30	
		<b>Total Fee</b>		<b>474.30</b>
			<b>Total this Task</b>	<b>\$474.30</b>

Task	002	Data / Survey		
Task 2A: Data Gathering / Review / I&I Evaluation				
<b>Fee</b>				
Total Fee		47,483.00		
Percent Complete	78.00	Total Earned	37,036.74	
		Previous Fee Billing	24,691.16	
		Current Fee Billing	12,345.58	
		<b>Total Fee</b>		<b>12,345.58</b>
			<b>Total this Task</b>	<b>\$12,345.58</b>

Task 2B: Survey / Field Work

**Consultants**

Consultants - Reimbursable - Line Item

2/4/2021	Forty Five North Surveying, LLC	2,360.00		
	<b>Total Consultants</b>	<b>1.0 times</b>	<b>2,360.00</b>	<b>2,360.00</b>

**Billing Limits**

	<b>Current</b>	<b>Prior</b>	<b>To-Date</b>	
Total Billings	2,360.00	2,640.00	5,000.00	
Limit			5,000.00	
		<b>Total this Task</b>		<b>\$2,360.00</b>
		<b>Total this Task</b>		<b>\$14,705.58</b>

Task	003	Technical Analysis		
<b>Fee</b>				
Total Fee	46,852.00			
Percent Complete	41.00	Total Earned	19,209.32	
		Previous Fee Billing	14,055.60	
		Current Fee Billing	5,153.72	
		<b>Total Fee</b>		<b>5,153.72</b>
		<b>Total this Task</b>		<b>\$5,153.72</b>

Task	004	Engineering Standards and Comprehensive Plan		
<b>Fee</b>				
Total Fee	5,110.00			
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	005	Staffing Level Analysis		
<b>Fee</b>				
Total Fee	3,745.00			
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	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 \$20,333.60

**Outstanding Invoices**

Number	Date	Balance
0000001	8/20/2020	2,846.86
0000002	9/23/2020	14,871.67
0000003	10/26/2020	13,282.09
0000004	11/17/2020	474.30
0210241	1/27/2021	14,197.35
		<b>45,672.27</b>

**Billings to Date**

	Current	Prior	Total
Fee	17,973.60	48,232.76	66,206.36
Consultant	2,360.00	2,640.00	5,000.00
<b>Totals</b>	<b>20,333.60</b>	<b>50,872.76</b>	<b>71,206.36</b>

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# Billing Backup

Monday, February 15, 2021

Keller Associates, Inc.

Invoice 0210363 Dated 2/15/2021

8:37:34 AM

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Project	220060-002	St Helens - Sanitary Sewer Master Plan
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Task	002	Data / Survey
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**Consultants**

Consultants - Reimbursable - Line Item

AP 0039445	2/4/2021	Forty Five North Surveying, LLC	2,360.00		
	<b>Total</b>	<b>1.0 times</b>	<b>2,360.00</b>	<b>2,360.00</b>	
	<b>Consultants</b>				
				<b>Total this Task</b>	<b>\$2,360.00</b>
				<b>Total this Task</b>	<b>\$2,360.00</b>
				<b>Total this Project</b>	<b>\$2,360.00</b>
				<b>Total this Report</b>	<b>\$2,360.00</b>