

CONTRACT PAYMENTS

City Council Meeting
September 15, 2021

Keller Associates

Project: Sanitary Sewer Master Plan (Inv#0212298)	\$ 6,882.98
Project: Stormwater Master Plan (Inv#0212297)	\$ 10,984.97
Project: Water Master Plan (Inv#0212307)	\$ 12,026.75
	<hr/>
	\$ 29,894.70

Otak

Project: S. 1 st & Strand Streets, Road and Utility Extensions	\$ 87,243.34
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245 Commercial St SE, Suite 210
Salem, OR 97301

(503) 364-2002

XP

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

August 23, 2021

Project No: 220060-002
Invoice No: 0212298

Project 220060-002 St Helens - Sanitary Sewer Master Plan
Project Manager: *Patrick Olson* P-511

Professional Services from July 1, 2021 to July 31, 2021

Task	001	Project Management & Meetings
Fee		
Total Fee		23,715.00
Percent Complete	75.00	Total Earned 17,786.25 Previous Fee Billing 14,703.30 Current Fee Billing 3,082.95 Total Fee 3,082.95
		Total this Task \$3,082.95

Task	002	Data / Survey
Fee		
Total Fee		47,483.00
Percent Complete	100.00	Total Earned 47,483.00 Previous Fee Billing 47,483.00 Current Fee Billing 0.00 Total Fee 0.00
		Total this Task 0.00

Task 2B: Survey / Field Work				
Billing Limits		Current	Prior	To-Date
Total Billings		0.00	5,000.00	5,000.00
Limit				5,000.00
			Total this Task	0.00
			Total this Task	0.00

Task	003	Technical Analysis
Fee		
Total Fee		46,852.00
Percent Complete	100.00	Total Earned 46,852.00 Previous Fee Billing 46,852.00 Current Fee Billing 0.00 Total Fee 0.00
		Total this Task 0.00

GROWING POSSIBILITIES 

Project	220060-002	St Helens - Sanitary Sewer Master Plan	Invoice	0212298
Task	004	Engineering Standards and Comprehensive Plan		
Fee				
Total Fee		5,110.00		
Percent Complete	100.00	Total Earned Previous Fee Billing Current Fee Billing	5,110.00 5,110.00 0.00	
		Total Fee	0.00	
			Total this Task	0.00
Task	005	Staffing Level Analysis		
Fee				
Total Fee		3,745.00		
Percent Complete	61.00	Total Earned Previous Fee Billing Current Fee Billing	2,284.45 823.90 1,460.55	
		Total Fee	1,460.55	
			Total this Task	\$1,460.55
Task	006	Capital Improvement Plan		
Fee				
Total Fee		21,268.00		
Percent Complete	56.00	Total Earned Previous Fee Billing Current Fee Billing	11,910.08 9,570.60 2,339.48	
		Total Fee	2,339.48	
			Total this Task	\$2,339.48
Task	007	Final Plan Documentation and Public Meetings		
Fee				
Total Fee		13,138.00		
Percent Complete	0.00	Total Earned Previous Fee Billing Current Fee Billing	0.00 0.00 0.00	
		Total Fee	0.00	
			Total this Task	0.00
			Total this Invoice	<u>\$6,882.98</u>
Billings to Date				
		Current	Prior	Total
Fee		6,882.98	124,542.80	131,425.78
Consultant		0.00	5,000.00	5,000.00
Totals		6,882.98	129,542.80	136,425.78

303-000-52019

APPROVED BY: *[Signature]*
HIT
DATE: *9-2-21*

ACCURATE: *[Signature]*
FINANCIAL: *[Signature]*
SUPERVISOR: *[Signature]*
DATE: *9-2-2021*



KP
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

August 23, 2021

Project No: 220060-001
Invoice No: 0212297

Project 220060-001 St Helens - Stormwater Master Plan
Project Manager: *Patricia Olson*
Professional Services from July 1, 2021 to July 31, 2021

P-511

Task	Fee	Project Management & Meetings		
Total Fee		23,715.00		
Percent Complete	75.00	Total Earned	17,786.25	
		Previous Fee Billing	14,703.30	
		Current Fee Billing	3,082.95	
		Total Fee	3,082.95	
			Total this Task	\$3,082.95

Task	Fee	Data Acquisition & Surveying		
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	
		Total Fee	0.00	
			Total this Task	0.00

Task	Fee	Survey / Field Work		
Billing Limits		Current	Prior	To-Date
Total Billings		0.00	10,000.00	10,000.00
Limit				10,000.00
			Total this Task	0.00
			Total this Task	0.00

Task	Fee	Technical Analysis		
Total Fee		48,047.00		
Percent Complete	100.00	Total Earned	48,047.00	
		Previous Fee Billing	48,047.00	
		Current Fee Billing	0.00	
		Total Fee	0.00	
			Total this Task	0.00

Project	220060-001	St Helens - Stormwater Master Plan	Invoice	0212297
Task	004	Engineering Standards and Comprehensive		
Fee				
Total Fee		5,110.00		
Percent Complete	100.00	Total Earned Previous Fee Billing Current Fee Billing	5,110.00 5,110.00 0.00	
		Total Fee	0.00	
			Total this Task	0.00
Task	005	Staffing Level Analysis		
Fee				
Total Fee		3,745.00		
Percent Complete	61.00	Total Earned Previous Fee Billing Current Fee Billing	2,284.45 823.90 1,460.55	
		Total Fee	1,460.55	
			Total this Task	\$1,460.55
Task	006	Capital Improvement Plan		
Fee				
Total Fee		18,877.00		
Percent Complete	54.00	Total Earned Previous Fee Billing Current Fee Billing	10,193.58 8,117.11 2,076.47	
		Total Fee	2,076.47	
			Total this Task	\$2,076.47
Task	007	Final Plan Documentation and Public Meetings		
Fee				
Total Fee		13,137.00		
Percent Complete	0.00	Total Earned Previous Fee Billing Current Fee Billing	0.00 0.00 0.00	
		Total Fee	0.00	
			Total this Task	0.00
Task	008	TMDL Implementation Plan		
Fee				
Total Fee		9,700.00		
Percent Complete	50.00	Total Earned Previous Fee Billing Current Fee Billing	4,850.00 485.00 4,365.00	
		Total Fee	4,365.00	
			Total this Task	\$4,365.00
<i>APPROVED FOR PAYMENT</i>				
<i>INITIALS</i>				
<i>MZ</i>				
<i>ACCOUNT PAYABLE</i>				
<i>DATE</i>				
<i>9-2-21</i>				
<i>FINANCE</i>				
<i>SUPERVISOR</i>				
<i>9-2-2021</i>				
<i>304-000-52019</i>				
<i>Total this Invoice</i>				
<i>\$10,984.97</i>				

Project	220060-001	St Helens - Stormwater Master Plan	Invoice	0212297
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Billings to Date

	Current	Prior	Total
Fee	10,984.97	109,734.31	120,719.28
Consultant	0.00	10,000.00	10,000.00
Totals	10,984.97	119,734.31	130,719.28



KP
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

August 23, 2021

Project No: 221096-000
Invoice No: 0212307

Project 221096-000 St. Helens - Water Master Plan
Project Manager: Patricia Olson W-474

Professional Services from July 1, 2021 to July 31, 2021

Task	Fee	Project Management and Meetings		
	Total Fee	16,510.00		
	Percent Complete	23.00	Total Earned	3,797.30
			Previous Fee Billing	0.00
			Current Fee Billing	3,797.30
			Total Fee	3,797.30
			Total this Task	\$3,797.30
Task	Fee	Data Collection, Review and Facility Tour		
	Total Fee	13,680.00		
	Percent Complete	41.00	Total Earned	5,608.80
			Previous Fee Billing	0.00
			Current Fee Billing	5,608.80
			Total Fee	5,608.80
			Total this Task	\$5,608.80
Task	Fee	System Inventory and Condition Assessment		
	Total Fee	9,165.00		
	Percent Complete	11.00	Total Earned	1,008.15
			Previous Fee Billing	0.00
			Current Fee Billing	1,008.15
			Total Fee	1,008.15
			Total this Task	\$1,008.15
Task	Fee	Planning Criteria		
	Total Fee	13,570.00		
	Percent Complete	0.00	Total Earned	0.00
			Previous Fee Billing	0.00
			Current Fee Billing	0.00
			Total Fee	0.00

Project	221096-000	St. Helens - Water Master Plan	Invoice	0212307
			Total this Task	0.00
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Task	005	Water Supply and Distribution System Analysis		
Fee				
Total Fee		20,195.00		
Percent Complete	0.00	Total Earned	0.00	
		Previous Fee Billing	0.00	
		Current Fee Billing	0.00	
		Total Fee	0.00	
			Total this Task	0.00
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Task	006	Water Treatment Evaluation		
Fee				
Total Fee		7,990.00		
Percent Complete	0.00	Total Earned	0.00	
		Previous Fee Billing	0.00	
		Current Fee Billing	0.00	
		Total Fee	0.00	
			Total this Task	0.00
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Task	007	Water System Hydraulic Model		
Fee				
Total Fee		36,455.00		
Percent Complete	0.00	Total Earned	0.00	
		Previous Fee Billing	0.00	
		Current Fee Billing	0.00	
		Total Fee	0.00	
			Total this Task	0.00
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Task	008	Water System O&M Plan		
Fee				
Total Fee		3,260.00		
Percent Complete	0.00	Total Earned	0.00	
		Previous Fee Billing	0.00	
		Current Fee Billing	0.00	
		Total Fee	0.00	
			Total this Task	0.00
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Task	009	Staff Interviews & Staffing Level Analysis		
Fee				
Total Fee		5,375.00		
Percent Complete	30.00	Total Earned	1,612.50	
		Previous Fee Billing	0.00	
		Current Fee Billing	1,612.50	
		Total Fee	1,612.50	
			Total this Task	\$1,612.50

Project	221096-000	St. Helens - Water Master Plan	Invoice	0212307
Task	010	Capital Improvement Plan		
Fee				
Total Fee		19,860.00		
Percent Complete	0.00	Total Earned	0.00	
		Previous Fee Billing	0.00	
		Current Fee Billing	0.00	
		Total Fee	0.00	
			Total this Task	0.00
Task	011	Draft and Final Water System Master Plan		
Fee				
Total Fee		8,590.00		
Percent Complete	0.00	Total Earned	0.00	
		Previous Fee Billing	0.00	
		Current Fee Billing	0.00	
		Total Fee	0.00	
			Total this Task	0.00
Task	012	Public Meetings		
Fee				
Total Fee		6,545.00		
Percent Complete	0.00	Total Earned	0.00	
		Previous Fee Billing	0.00	
		Current Fee Billing	0.00	
		Total Fee	0.00	
			Total this Task	0.00
Task	013	Water Management & Conservation Plan Update		
Fee				
Total Fee		14,630.00		
Percent Complete	0.00	Total Earned	0.00	
		Previous Fee Billing	0.00	
		Current Fee Billing	0.00	
		Total Fee	0.00	
			Total this Task	0.00
			Total this Invoice	\$12,026.75

Billings to Date

	Current	Prior	Total
Fee	12,026.75	0.00	12,026.75
Totals	12,026.75	0.00	12,026.75

302-000-52019

APPROVED FOR PAYMENT

INIT

DATE

MZ
SN

FINANCE
SUPERVISOR

9-2-21
9-2-2021



August 27, 2021

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

APPROVED FOR PAYMENT		INIT	DATE
ANCHORAGE PAYABLE		MZ	9-8-2021
FINANCE	SL	SUPERVISOR	9-7-2021

202-723-52019

RE: **Otak Project No. 019823.000**
S. 1st and Strand Streets, Road and Utility Extensions P-525
Design, Construction, and Permit Documents
Invoice No. 000008210385

Dear Sue:

Enclosed is Otak's invoice for the **S. 1st and Strand Streets, Road and Utility Extensions**, for the period starting July 17, 2021 and ending August 13, 2021. The total fee for work completed during this time period is **\$87,243.34**.

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

- None

Phase 220 Geotechnical

- None

Phase 230 Environmental Investigation

- Subcontract a licensed drilling contractor to 26 direct-push borings at the Project to an anticipated depth of 15 feet BGS or probe refusal, whichever comes first. The borings will be spaced at approximately 100-foot intervals along the planned lengths of S. 1st Street

and Strand Street, including 17 borings on future S. 1st Street and 9 borings on future Strand Street.

- Collected continuous soil samples from each direct-push boring to the extent practical for visual identification and field screening. Field screening will consist of visual observation for staining, water sheen testing, and headspace vapor measurements using a hand-held photoionization detector.
- Preparing a summary report of findings.

Phase 310 Planning Code-Zoning Requirements

- None.

Phase 320 Alignment Alternatives

- None.

Phase 330 Concept Development Plan

- None.

Phase 340 Scoring Criteria/Worksession

- None.

Phase 410 30% Roll-Map Plans

- Delivered 30% design level plans that show the roadway horizontal (1"=20') and vertical alignments (1"=5') on the topographic survey basemap.
- Delivered typical sections for 1st and Strand Streets.
- Delivered 30% design level plans for stormwater conveyance and treatment systems for new roadway
- Delivered 30% design plans for intersection improvements (1st/Cowlitz, Cowlitz/Strand, 1st/Strand) and existing S. 1st Street Improvement south of Cowlitz.
- Delivered design assumptions report for review and approval by City.
- Delivered plan to identify required ROW and easements for the project.
- Delivered draft and final utilities Technical Memorandum confirming demand and capacity requirements for water/sewer, respectively.
- Delivered draft and final lift station design Technical Memorandum with site plan and section view drawings.
- Delivered draft and Final Traffic Analysis Memorandum
- Delivered draft and final Illumination Analysis Memorandum

Phase 420 Stormwater Management

- Delivered preliminary Stormwater Management Report for the project, including evaluation of regional stormwater facility option versus multiple smaller facilities within project limits.
- Completed stormwater analysis. Stormwater analysis includes conveyance, water quality treatment, and stormwater outfall to the Columbia River.

Phase 430 Lift Station Relocation Analysis

- None.

Phase 440 30% Cost Est/Construct Review

- Prepared a preliminary cost estimate (AACE Class 3 level) for project based on 30% plans.
- Prepared constructability review and submitted a summary report of potential construction/staging issues that may impact final design and permitting.

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.

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

August 27, 2021
Project No: 019823.000
Invoice No: 000008210385

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

For Professional Services Ending August 13, 2021

Phase 110 Project Management and Admin

Professional Personnel

	Hours	Rate	Amount
Civil Engineer IX Buisman, Keith	9.25	193.00	1,785.25
Project Administrative Assistant Gutierrez, Kayla	1.75	83.00	145.25
CM Documentation Specialist III Flett, Amanda	2.00	120.00	240.00
Totals	13.00		2,170.50
Total Labor			2,170.50
		Total this Phase	\$2,170.50

Phase 120 Project Coord, Mtgs, Schedule

Professional Personnel

	Hours	Rate	Amount
Civil Engineer IX Buisman, Keith	5.25	193.00	1,013.25
Construction Manager VI Williams, Michael	2.50	202.00	505.00
CM Documentation Specialist III Flett, Amanda	9.50	120.00	1,140.00
Totals	17.25		2,658.25
Total Labor			2,658.25
		Total this Phase	\$2,658.25

Phase 230 Environmental Investigation

Consultants

Geotechnical Consultants			
8/13/2021	NV5	227793	3,834.00
Total Consultants		1.05 times	3,834.00
		Total this Phase	\$4,025.70

A finance charge will be assessed to all overdue accounts.

808 SW Third Avenue, Suite 800 Portland, OR 97204 Phone (503) 287-6825 otak.com

Project	019823.000	City of St. Helens - 1st and Strand Sts.	Invoice	000008210385
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Phase 320 Alignment Alternatives

Consultants

Direct Cost Subconsultants					
7/31/2021	Mayer Reed	12903	143.75		
	Total Consultants		1.05 times	143.75	150.94
			Total this Phase		\$150.94

Phase 410 30% Roll-map Plans

Professional Personnel

		Hours	Rate	Amount
Civil Engineer IV				
Hollen, Daniel		45.25	128.00	5,792.00
Civil Engineer IX				
Ballou, Kristen		7.50	193.00	1,447.50
Buisman, Keith		37.75	193.00	7,285.75
Engineering Designer II				
Mathieson, Joshua		8.00	92.00	736.00
Engineering Designer III				
Tiffany, Roger		1.50	98.00	147.00
Engineering Designer IV				
Sibert, Hailey		45.50	112.00	5,096.00
Engineering Technician V				
Haynes, Michael		52.00	120.00	6,240.00
CM Documentation Specialist III				
Flett, Amanda		6.50	120.00	780.00
Totals		204.00		27,524.25
Total Labor				27,524.25

Consultants

Direct Cost Subconsultants				
7/31/2021	Mayer Reed	12903	10,898.75	
Traffic Consultants				
8/12/2021	DKS Associates, Inc.	0078310	23,550.00	
	Total Consultants		1.05 times	34,448.75
			Total this Phase	\$63,695.44

Phase 420 Stormwater Management

Professional Personnel

		Hours	Rate	Amount
Civil Engineer VI				
Horton, Rose		20.00	149.00	2,980.00
Civil Engineer VIII				
Cantlon, Ashley		2.50	173.00	432.50
Engineering Designer III				
Tiffany, Roger		31.25	98.00	3,062.50

Project	019823.000	City of St. Helens - 1st and Strand Sts.	Invoice	000008210385
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Project Administrative Assistant

Tremmel, Diane	2.00	83.00	166.00
Totals	55.75		6,641.00
Total Labor			6,641.00
		Total this Phase	\$6,641.00

Phase 440 30% Cost Est/Construct Review

Professional Personnel

	Hours	Rate	Amount
Civil Engineer IV			
Hollen, Daniel	.50	128.00	64.00
Civil Engineer IX			
Buisman, Keith	9.75	193.00	1,881.75
Engineering Designer IV			
Sibert, Hailey	24.00	112.00	2,688.00
Construction Manager VI			
Williams, Michael	10.50	202.00	2,121.00
Totals	44.75		6,754.75
Total Labor			6,754.75

Consultants

Traffic Consultants			
8/12/2021	DKS Associates, Inc.	0078310	260.00
Total Consultants		1.05 times	260.00
			273.00
		Total this Phase	\$7,027.75

Phase 900 Direct Expenses

Consultants

Geotechnical Consultants			
8/13/2021	NV5	227793	832.15
Total Consultants		1.05 times	832.15
			873.76
		Total this Phase	\$873.76
		Total this Invoice	\$87,243.34

Invoice Summary

Description	Contract Amount	Prior Billed	Current Billed	Total Billed	Remaining
Project Management and Admin	51,506.00	10,223.25	2,170.50	12,393.75	39,112.25
Project Coord, Mtgs, Schedule	30,405.00	11,588.00	2,658.25	14,246.25	16,158.75
Topographic Survey	74,788.00	71,256.18	0.00	71,256.18	3,531.82
Geotechnical	16,916.00	16,841.46	0.00	16,841.46	74.54
Environmental Investigation	21,023.00	3,702.05	4,025.70	7,727.75	13,295.25
Planning Code-Zoning Requirements	2,653.00	2,527.50	0.00	2,527.50	125.50

Project	019823.000	City of St. Helens - 1st and Strand Sts.			Invoice	000008210385
Alignment Alternatives	53,333.00	50,407.42	150.94	50,558.36	2,774.64	
Concept Development Plan	29,942.00	29,060.28	0.00	29,060.28	881.72	
Scoring Criteria / Worksession	16,214.00	9,777.00	0.00	9,777.00	6,437.00	
30% Roll-map Plans	172,464.00	42,583.42	63,695.44	106,278.86	66,185.14	
Stormwater Management	17,370.00	8,121.00	6,641.00	14,762.00	2,608.00	
Lift Station Relocation Analysis	14,453.00	1,580.24	0.00	1,580.24	12,872.76	
30% Cost Est/Construct Review	14,284.00	0.00	7,027.75	7,027.75	7,256.25	
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	16,568.65	873.76	17,442.41	97,902.59	
Total	1,138,820.00	274,236.45	87,243.34	361,479.79	777,340.21	

**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

August 12, 2021
Project No: 21058-000
Invoice No: 0078310

Project 21058-000 City of St Helens 1st and Strand Streets Road and Utility Extensions
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 July 1, 2021 Through July 31, 2021

Phase 002 4.1 Development of 40% Roll-map Plans

Task 001 4.1.1 Lighting Analysis & Memo

Professional Personnel

		Hours	Rate	Amount
Grade 11				
Drake, Kiara		4.50	105.00	472.50
Grade 15				
Shelton, Jacob		34.00	125.00	4,250.00
Grade 21				
Vadiei, Sina		2.00	155.00	310.00
Grade 30				
Boice, Steven		6.50	200.00	1,300.00
Tech T				
Norwood, Eva		.50	130.00	65.00
Totals		47.50		6,397.50
	Total Labor			6,397.50
			Total this Task	\$6,397.50

Task 002 4.1.2 Traffic Analysis & Memo

Professional Personnel

		Hours	Rate	Amount
Grade 18				
Fleskes, Kayla		11.50	140.00	1,610.00
Grade 30				
Boice, Steven		4.00	200.00	800.00
Tech V				
Whitt, Danella		8.25	140.00	1,155.00
Totals		23.75		3,565.00
	Total Labor			3,565.00
			Total this Task	\$3,565.00

Task 003 4.1.3 Lighting Design

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

Project	21058-000	St Helens 1st and Strand Streets	Invoice	0078310
Professional Personnel				
		Hours	Rate	Amount
Grade 11				
Snellings, Rebecca		4.50	105.00	472.50
Grade 16				
Anganis, George		9.00	130.00	1,170.00
Grade 21				
Vadaei, Sina		5.50	155.00	852.50
Grade 30				
Boice, Steven		1.00	200.00	200.00
	Totals	20.00		2,695.00
	Total Labor			2,695.00
			Total this Task	\$2,695.00
<hr/>				
Task	004	4.1.4 Signing & Striping Design		
Professional Personnel				
		Hours	Rate	Amount
Grade 6				
Sinkus, Ivan		3.50	80.00	280.00
Grade 11				
Drake, Kiara		1.25	105.00	131.25
Ralis-Zazueta, Maria		23.50	105.00	2,467.50
Snellings, Rebecca		4.25	105.00	446.25
Grade 15				
Shelton, Jacob		15.50	125.00	1,937.50
Grade 16				
Anganis, George		33.50	130.00	4,355.00
Grade 21				
Vadaei, Sina		5.00	155.00	775.00
Grade 30				
Boice, Steven		2.50	200.00	500.00
	Totals	89.00		10,892.50
	Total Labor			10,892.50
			Total this Task	\$10,892.50
			Total this Phase	\$23,550.00
<hr/>				
Phase	003	4.4 30% Cost Estimate/Constructability Review		
Professional Personnel				
		Hours	Rate	Amount
Grade 6				
Sinkus, Ivan		3.25	80.00	260.00
	Totals	3.25		260.00
	Total Labor			260.00
			Total this Phase	\$260.00
<hr/>				
Billing Limits		Current	Prior	To-Date
Total Billings		23,810.00	7,697.50	31,507.50
Limit				91,751.00
Remaining				60,243.50

Project	21058-000	St Helens 1st and Strand Streets	Invoice	0078310
			Total this Invoice	<u>\$23,810.00</u>

Outstanding Invoices

Number	Date	Balance
0077724	6/15/2021	1,640.00
0077906	7/8/2021	4,517.50
Total		6,157.50

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 #: 0078310

Period: 7/1/21 through 7/31/21

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	\$ -	\$ 4,280.00	\$ 4,280.00	\$ 30.00	100%	99%
4.1 Development of 40% Roll-map Plans	\$ 42,435.00	\$ 23,550.00	\$ 3,417.50	\$ 26,967.50	\$ 15,467.50	75%	64%
4.4 30% Cost Estimate/Constructability Review	\$ 1,610.00	\$ 260.00	\$ -	\$ 260.00	\$ 1,350.00	16%	16%
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%
PROJECT TOTAL:	\$91,751.00	\$23,810.00	\$7,697.50	\$31,507.50	\$60,243.50	34%	34%

Authorized Budget: \$ 91,751.00 Amount This Invoice: \$ 23,810.00
Authorized Amount Remaining: \$ 60,243.50 Amount Previously Invoiced: \$ 7,697.50
Total Billed to Date: \$ 31,507.50

Activity This Period	
Task 4:	Conduct site visit, prepare 40% lighting, signing, and striping plans, perform photometric analysis, prepare draft lighting analysis memorandum, prepare draft traffic analysis memorandum, design team coordination, attend weekly meeting, prepare cost estimates

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: 12903
INVOICE DATE: 07/31/2021
PROJECT: SHS-21014 City of St. Helens - 1st and Strand Street
Professional services through 07/25/2021

		HOURS/ UNITS	RATE	BILLED
Task 3 Alignment Alternatives				
	Project Manager	1.25	\$115.00	\$143.75
Task 4 Preliminary Design				
	Landscape Architect	15.75	\$130.00	\$2,047.50
	Principal	5.00	\$210.00	\$1,050.00
	Landscape Designer	41.50	\$100.00	\$4,150.00
	Project Manager	31.75	\$115.00	\$3,651.25
Subtotal:				\$10,898.75
TOTAL THIS INVOICE:				\$11,042.50

MAXIMUM FEE:	AMOUNT BILLED TO DATE:
\$94,675.00	\$31,106.25



GeoDesign, Inc., DBA NV5

INVOICE
Federal Tax ID# 91-1780825

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: Colby Hunt

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

August 19, 2021
Project No: 124221-1000017.02
Invoice No: 227793
Due Date: September 18, 2021

Project 124221-1000017.02 StHelens-3-02 S. 1st and Strand Streets

Professional Services through July 31, 2021

Phase 01 Environmental Services

Professional Personnel

	Hours	Rate	Amount
Engineering/Geological Staff II	23.50	121.00	2,843.50
Principal	1.50	224.00	336.00
Project Assistant	.25	90.00	22.50
Project Manager II	2.25	164.00	369.00
Support Staff	.50	77.00	38.50
Senior CAD Technician	1.00	112.00	112.00
Technical Editor	1.25	90.00	112.50
Totals	30.25		3,834.00
			3,834.00

Consultants

Applied Professional Services, Inc.			
7/30/2021	Applied Professional Services, Inc.	Inv 122952	357.00
	Total Consultants		357.00
			357.00

Reimbursable Expenses

Field / Production Supplies	33.47		
Total Reimbursables	33.47		33.47

Unit Billing

Company Vehicle Mileage	178.0 Miles @ 0.56	99.68	
Environmental Sample Kit	2.0 Each @ 24.00	48.00	
Global Positioning System (hand held)	1.0 Day @ 34.00	34.00	
Photoionization Detector (PID)	2.0 Days @ 130.00	260.00	
Total Units		441.68	441.68
	Total this Phase		\$4,666.15

Billing Limits	Current	Prior	To-Date
Total Billings	4,666.15	3,525.75	8,191.90
Limit			62,222.00
Remaining			54,030.10
	Total this Invoice		\$4,666.15

Please Reference Our Invoice Number on your Payment

Project 124221-1000017.02 StHelens-3-02

Invoice 227793

Questions? Call 503.968.8787 or email orwil-projectadministrators@nv5.com