

CONTRACT PAYMENTS

City Council Meeting
February 2, 2022

David Evans and Associates Inc.		
Project: Columbia Blvd. Sidewalk & Safety Imps (Inv#502688)	\$	292.80
Keller Associates		
Project: Water Master Plan (Inv#213781)	\$	5,050.00



245 Commercial St SE, Suite 210
Salem, OR 97301

(503) 364-2002

#302-000-5201
APPROVED FOR PAYMENT

January 21, 2022

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

INIT		DATE
	ACCOUNTS PAYABLE	
	FINANCE	
SD	SUPERVISOR	1/25/22
MZ		1/25/22

Transmitting Invoice No. 213781 – St Helens – Water Master Plan

City of St Helens:

Please find attached invoice in the amount of \$5,050.00 for project number 221096-000. During the month of December, Keller Associates completed the following engineering services:

- Project management
- Meetings and correspondence
- TAC #4 and Minutes
- Drafting report for supply analysis, delivery and storage analysis
- Capacity analysis
- Model connectivity
- Model evaluation
- Report documentation

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



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

January 7, 2022

Project No: 221096-000

Invoice No: 0213781

Project 221096-000 St. Helens - Water Master Plan
Project Manager: *Peter Olsen* Digitally signed by Peter Olsen
Date: 2022.01.20 12:47:39 -0800

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

Task	001	Project Management and Meetings	
Fee			
Total Fee		16,510.00	
Percent Complete	61.00	Total Earned	10,071.10
		Previous Fee Billing	8,420.10
		Current Fee Billing	1,651.00
		Total Fee	1,651.00
		Total this Task	\$1,651.00

Task	002	Data Collection, Review and Facility Tour	
Fee			
Total Fee		13,680.00	
Percent Complete	100.00	Total Earned	13,680.00
		Previous Fee Billing	13,680.00
		Current Fee Billing	0.00
		Total Fee	0.00
		Total this Task	0.00

Task	003	System Inventory and Condition Assessment	
Fee			
Total Fee		9,165.00	
Percent Complete	98.00	Total Earned	8,981.70
		Previous Fee Billing	8,981.70
		Current Fee Billing	0.00
		Total Fee	0.00
		Total this Task	0.00

Task	004	Planning Criteria	
Fee			
Total Fee		13,570.00	
Percent Complete	100.00	Total Earned	13,570.00
		Previous Fee Billing	13,570.00
		Current Fee Billing	0.00
		Total Fee	0.00

Project	221096-000	St. Helens - Water Master Plan	Invoice	0213781
			Total this Task	0.00

Task	005	Water Supply and Distribution System Analysis		
Fee				
Total Fee		20,195.00		
Percent Complete		35.00	Total Earned	7,068.25
			Previous Fee Billing	5,856.55
			Current Fee Billing	1,211.70
			Total Fee	1,211.70
			Total this Task	\$1,211.70

Task	006	Water Treatment Evaluation		
Fee				
Total Fee		7,990.00		
Percent Complete		100.00	Total Earned	7,990.00
			Previous Fee Billing	7,990.00
			Current Fee Billing	0.00
			Total Fee	0.00
			Total this Task	0.00

Task	007	Water System Hydraulic Model		
Fee				
Total Fee		36,455.00		
Percent Complete		85.00	Total Earned	30,986.75
			Previous Fee Billing	28,799.45
			Current Fee Billing	2,187.30
			Total Fee	2,187.30
			Total this Task	\$2,187.30

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

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	1,612.50
			Current Fee Billing	0.00
			Total Fee	0.00
			Total this Task	0.00

Project	221096-000	St. Helens - Water Master Plan	Invoice	0213781
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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 \$5,050.00

Outstanding Invoices

Number	Date	Balance
0213487	12/15/2021	32,850.20
		32,850.20

Billings to Date

	Current	Prior	Total
Fee	5,050.00	88,910.30	93,960.30
Totals	5,050.00	88,910.30	93,960.30



DAVID EVANS
AND ASSOCIATES INC.

APPROVED FOR PAYMENT

January 18, 2022

Sharon Darroux
City of St. Helens
265 Strand Street
St. Helens, OR 97051

INIT	ACCOUNTS PAYABLE	DATE
SD	FINANCE	1/25/22
MZ	SUPERVISOR	1-25-22
#301-000-53001	→	\$146.40
#205-000-53002	→	\$146.40

**SUBJECT: Columbia Boulevard Sidewalk and Safety Improvements
Invoice and Progress Report No. 21**

Dear Ms. Darroux:

Enclosed is the Invoice and Progress Report No. 21 for Preliminary Engineering (PE) Services for the Columbia Boulevard Sidewalk and Safety Improvements Project. This information covers the period of November 28, 2021 through December 25, 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



**DAVID EVANS
AND ASSOCIATES INC.**

Sharon Darroux
City of St. Helens
265 Strand Street
St. Helens, OR 97051

Invoice Number 502688
Invoice Date January 18, 2022
PO Number
Page 1 of 1

Work Beginning 11/28/2021 through 12/25/2021

Manager: Paul Tappana

Project STHN0000-0002: Columbia Boulevard Sidewalk and Safety Improvements

		<u>Current Hours</u>	<u>Rate</u>	<u>Current Amount</u>
Contract Work Performed				
Project Accountant II	Dongyang Liu	0.10	98.29	9.83
QA/QC Specialist I	Alli Kent-Vandehey	1.00	71.49	71.49
QA/QC Specialist III	Alisha Reynaldo	2.00	105.74	211.48
Subtotal	Contract Work Performed	3.10		292.80
Invoice Total				\$292.80

Invoiced by: Alisha Reynaldo

Aged Receivables as of 1/13/2022				
<u>0 To 30 Days</u>	<u>31 To 60 Days</u>	<u>61 To 90 Days</u>	<u>Over 90 Days</u>	<u>Total Outstanding</u>
\$731.11	\$0.00	\$0.00	\$0.00	\$731.11

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

DAVID EVANS AND ASSOCIATES, INC.

Project Billing Budget Summary (by WBS)

Project: STHN00000002

11/28/2021-12/25/2021

Phase	WBS Description	Contract Amount	Billed This Period	Previously Billed	Billed To Date	Remaining Contract	% Billed	% Completed
00101	Project Administration	4,278.00	292.80	8,297.89	8,590.69	(4,312.69)	201%	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	-	206.18	206.18	122.82	63%	100%
00202	Survey and mapping	329.00	-	143.62	143.62	185.38	44%	100%
00301	Preliminary (60%) Design	16,473.00	-	18,658.82	18,658.82	(2,185.82)	113%	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%
		57,730.00	292.80	36,968.91	37,261.71	20,468.29	65%	



Columbia Boulevard Sidewalk and Safety Improvements: R-679

Progress Report No. 21

**For the period:
November 28, 2021 through December 25, 2021**

January 18, 2022

Submitted via email to:

Sharon Darroux
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. 21

For the period November 28, 2021 through December 25, 2021

Columbia Boulevard Sidewalk and Safety Improvements: R-687

Contract NTP: February 22, 2019

Contract End: November 25, 2022

Contract Values:

Current Contract NTE: \$57,730.00

Previously Billed: \$36,968.91

Current Billing: \$292.80

Remaining \$20,468.29

Work Performed in Reporting Period:

- Project coordination and invoicing

Anticipated Upcoming Work

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