

**FINANCE COMMITTEE MEETING**

**January 17, 2018 - 8:30 a.m.**

**AGENDA**

This meeting of the Metropolitan Area Planning Agency Finance Committee will be conducted in compliance with the Nebraska Statutes of the Open Meeting Act. The Open Meeting Act is available for reference upon request.

A. MONTHLY FINANCIAL STATEMENTS (October & November)

1. [Bank Reconciliation \(American National Bank\) and Statements on Investments](#)
2. [Receipts and Expenditures](#)
3. [Schedule of Accounts Receivable/Accounts Payable](#)
4. [Statement of Financial Position](#)
5. [Statement of Revenues and Expenditures](#)

B. FOR FINANCE COMMITTEE APPROVAL

1. Contract Payments
  - a. [Lovgren – PMT #6 - \\$25,082.77](#)
  - b. [Steve Jensen – PMT #11 - \\$260.00](#)
  - c. [Pottawattamie County – PMT #2 - \\$9,120.83](#)
  - d. [Sarpy County GIS & Planning – PMT #2 - \\$21,757.41](#)

C. RECOMMENDATIONS TO THE BOARD

1. Final Contract Payments
  - a. [Metro AVL – \\$141,476.59](#)
  - b. [Hamilton Associates - \\$1,200.00](#)
  - c. [Live Well Omaha – Bike Ed. – \\$2,530.05](#)
  - d. [Live Well Omaha – CMAQ - \\$332.25](#)
2. New Contracts
  - a. [City of Council Bluffs – 5310 - \\$77,380 federal & \\$77,380 match](#)
  - b. [Black Hills Works – 5310 - \\$30,170 federal & \\$30,170 match](#)
  - c. [Policy Link Equity Growth Profile Update – not to exceed \\$50,000](#)
  - d. [Florence Home \\$45,580 federal & \\$45,580 match](#)
3. Contract Amendments
  - a. [Steve Jensen – extension of time to December 31, 2018](#)
  - b. [Heartland Family Service JARC- extension of time to June 30, 2018](#)

4. FY 2019 BUDGET

a. [County Dues](#)

The Finance Committee will consider a recommendation to the Board of Directors to keep County dues the same as FY 2018 contingent upon a TIP fee approval and implementation for FY 2019. Should the TIP not be implemented for FY 2019, County dues shall increase from \$0.47 per capita to \$0.50 per capita.

b. [Budget Schedule](#)

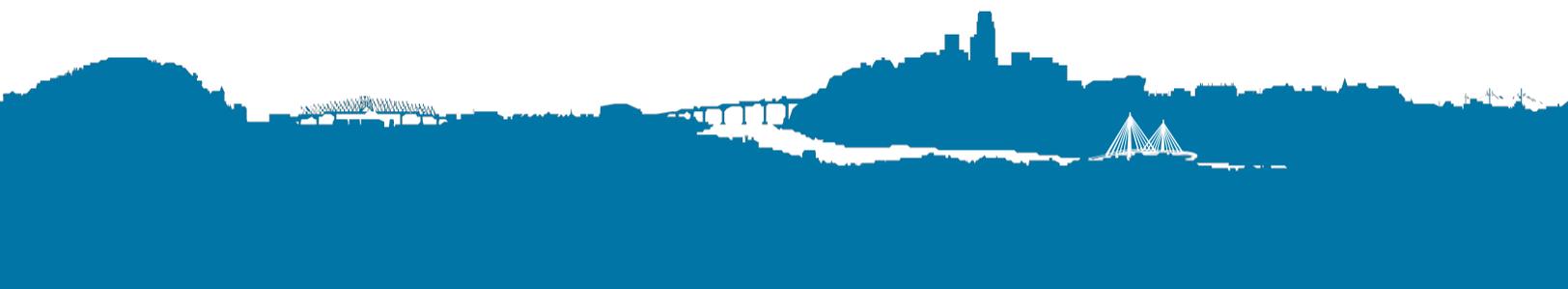
D. CLOSED SESSION

The Finance Committee will consider a motion to go into closed session to discuss pending litigation as evidenced by submission of a general liability claim.

E. DISCUSSION/INFORMATION

F. OTHER

G. ADJOURNMENT



**Metropolitan Area Planning Agency**  
**Bank Reconciliation Statement**  
 October 2017

AMERICAN NATIONAL BANK

Balance per bank, October 31, 2017		\$575,748.25
Less: Checks Outstanding (10/31/17)	\$3,576.80	<u>(\$3,576.80)</u>
Cash in bank October 31, 2017		<u>\$572,171.45</u>
General Ledger Balance, September 30, 2017		\$561,561.60
Cash Receipts		\$132,854.22
Transfer from Foundation		\$1,939.52
Transfer from Paypal		\$4,500.00
Transfer from NAPIT to Operating		\$50,000.00
Less: Checks (10/2017)	\$27,987.23	
ACH Payroll (10/2017)	\$63,712.42	
ACH Federal Payroll Taxes	\$22,530.21	
Nationwide Payroll Contribution	\$18,171.31	
Blue Cross Blue Shield of NE Health Ins.	\$19,942.49	
Nebraska State withholding Tax	\$3,340.54	
Postalia	\$0.00	
Bank Charges	\$27.66	
Quarterly SUTA	\$0.00	
Nebraska Sales tax	\$0.00	
Pay Flex (10/2017)	\$1,160.88	
Capital Business Systems	\$994.07	
ACH VISA card (10/2017)	\$19,477.08	
Auto - Gas/Maintenance	\$283.86	
Bank Charges	\$105.31	
Data Processing	\$97.79	
Forums - Annual Meeting	\$2,784.93	
Membership - Reference Materials	\$196.05	
Miscellaneous Expenses	\$10.00	
Officials Expense-San Antonio	\$618.46	
Travel & Conferences	\$15,380.68	
H2050 Site Visit	\$13,935.32	
San Antonio	\$796.90	
Brownsfield	\$590.46	
Other	\$58.00	
Transfer to NPAIT-Capitol Reserve		\$1,200.00
Withdrawal for Petty Cash		\$140.00
		<u>\$178,683.89</u>
General Ledger Balances, October 31, 2017		<u>\$572,171.45</u>
Less assigned deposits		<u>(\$100,478.06)</u>
Available Cash Balance		<u>\$471,693.39</u>

**Metropolitan Area Planning Agency  
Bank Reconciliation Statement  
November 2017**

AMERICAN NATIONAL BANK

Balance per bank, November 30, 2017		\$559,749.64
Less: Checks Outstanding (11/30/17)	\$31,330.25	<u>(\$31,330.25)</u>
Cash in bank November 30, 2017		<u>\$528,419.39</u>
General Ledger Balance, October 31, 2017		\$572,171.45
Cash Receipts		\$638,745.71
Less:		
Checks (11/2017)	\$537,424.05	
ACH Payroll (11/2017)	\$63,250.95	
ACH Federal Payroll Taxes	\$22,312.43	
Nationwide Payroll Contribution	\$12,095.67	
Blue Cross Blue Shield of NE Health Ins.	\$19,942.49	
Nebraska State withholding Tax	\$3,380.01	
Postalia	\$0.00	
Bank Charges	\$27.14	
Quarterly SUTA	\$63.38	
Nebraska Sales tax	\$0.00	
Pay Flex (11/2017)	\$727.57	
Capital Business Systems	\$883.93	
ACH VISA card (11/2017)	\$18,190.15	
Auto - Gas/Maintenance	\$83.05	
Data Processing - Annual Email Accounts	\$3,159.34	
Due from Employee	\$17.92	
Forums - Speaker Series	\$1,175.10	
Membership - Reference Materials	\$194.35	
Miscellaneous Expenses	\$3.84	
Supplies - Standing Desks	\$842.65	
Telephone	\$65.38	
Travel & Conferences	\$12,648.52	
H2050 Site Visit	\$11,048.87	
Canary & Coal; PRSA	\$565.00	
Great Plains	\$203.00	
Kearney, NE	\$360.40	
Brownfield	\$103.24	
Other	\$368.01	
Transfer to NPAIT-Capitol Reserve		\$1,200.00
Transfer to Foundation		\$3,000.00
		<u>\$682,497.77</u>
General Ledger Balances, November 30, 2017		<u>\$528,419.39</u>
Less assigned deposits		<u>(\$147,378.06)</u>
Available Cash Balance		<u>\$381,041.33</u>

**STATEMENT ON INVESTMENT**  
**Treasury Bills**  
**October 2017**

Deferred Payroll	Money Market		Securities America	\$ 919.93	\$	814.36	0.030%
Deferred Payroll	CD	9/4/2018	Securities America	\$ 100,229.00	\$	99,185.64	1.650%
Deferred Payroll	CD	7/23/2019	Securities America	\$ 1,055.90	\$	1,068.15	2.100%
Equity	CD	7/23/2019	Securities America	\$ 104,534.20	\$	103,931.85	2.100%
Equity	CD	5/1/2020	Securities America	\$ 49,893.00	\$	50,000.00	1.750%
Equity	CD	9/27/2022	Securities America	\$ 64,982.45	\$	64,342.15	2.300%
Equity	CD	9/28/2022	Securities America	\$ 47,935.00	\$	\$35,657.85	0.000%
Undesignated	CD	10/4/2018	Securities America	\$ 99,983.00	\$	100,000.00	1.450%
Accrued Interest				\$ 1,572.55			
Total				\$ 471,105.03			

**NPAIT INVESTMENTS**

MAPA	General	Capitol	Ortho Quads	Sarpy Co. Revolving	Special Projects	TOTAL
	MAPA	MAPA	(Aerial Photo)	Loan Fund	MAPA	MAPA
Acct #	001	002	004	005	008	
Beg Balance	313,621.80	55,156.96	58,239.28	46,448.87	2,983.07	<b>476,449.98</b>
Sponsor Fees	172.38					<b>172.38</b>
Interest	147.04	31.03	32.27	25.74	1.65	<b>237.73</b>
Transfer from General checking	(50,000.00)	1,200.00				<b>1,200.00</b>
	263,941.22	56,387.99	58,271.55	46,474.61	2,984.72	<b>428,060.09</b>
Less Reserve for other projects	3,889.00					
Available for the Agency	260,052.22					

**NPAIT CD Investments**

Special Project	CD	6/29/2018	NPAIT	\$ 134,936.40	\$	134,936.40	1.05%
Accrued Interest				\$ 129.88			
Total				\$ 135,066.28			

MAPA Foundation	Foundation	NDO	Washington Co.	TOTAL
	MAMA		Revoloving Loan Fund	MAPA Foundaton
Acct #	003	006	007	
Beg Balance	33,007.33	118,344.04	184,525.85	<b>335,877.22</b>
Sponsor Fees				
Interest	18.29	66.05	102.24	<b>186.58</b>
Transfer from Foundation checking		1,687.00		<b>1,687.00</b>
	33,025.62	120,097.09	184,628.09	<b>337,750.80</b>

**STATEMENT ON INVESTMENT**  
**Treasury Bills**  
November 2017

Deferred Payroll	Money Market		Securities America	\$ 1,361.05	\$ 814.36	0.030%
Deferred Payroll	CD	9/4/2018	Securities America	\$ 100,166.00	\$ 99,185.64	1.650%
Deferred Payroll	CD	7/23/2019	Securities America	\$ 1,054.29	\$ 1,068.15	2.100%
Equity	CD	7/23/2019	Securities America	\$ 104,375.16	\$ 103,931.85	2.100%
Equity	CD	5/1/2020	Securities America	\$ 49,796.50	\$ 50,000.00	1.750%
Equity	CD	9/27/2022	Securities America	\$ 64,843.35	\$ 64,342.15	2.300%
Equity	CD	9/28/2022	Securities America	\$ 47,425.00	\$35,657.85	0.000%
Undesignated	CD	10/4/2018	Securities America	\$ 99,947.00	\$ 100,000.00	1.450%
Accrued Interest				\$ 1,762.27		
Total				<u>\$ 470,730.62</u>		

**NPAIT INVESTMENTS**

MAPA	General	Capitol	Ortho Quads	Sarpy Co. Revolving	Special Projects	TOTAL
	MAPA	MAPA	(Aerial Photo)	Loan Fund	MAPA	MAPA
Acct #	001	002	004	005	008	
Beginning Balance	263,941.22	56,387.99	58,271.55	46,474.61	2,984.72	<b>428,060.09</b>
Sponsor Fees	184.62					<b>184.62</b>
Interest	170.32	36.97	37.58	29.97	1.92	<b>276.76</b>
Transfer from General checking		1,200.00				<b>1,200.00</b>
Ending Balance	264,296.16	57,624.96	58,309.13	46,504.58	2,986.64	<b>429,721.47</b>
Less Reserve for other projects	3,889.00					
Available for the Agency	<u>260,407.16</u>					

**NPAIT CD Investments**

Special Project	CD	6/29/2018	NPAIT	\$ 134,936.40	\$ 134,936.40	1.05%
Accrued Interest				\$ 247.95		
Total				<u>\$ 135,184.35</u>		

MAPA Foundation	Foundation	NDO	Washington Co.	TOTAL
	MAMA		Revolving Loan Fund	MAPA Foundation
Acct #	003	006	007	
Beginning Balance	33,025.62	120,097.09	184,628.09	<b>337,750.80</b>
Sponsor Fees				-
Interest	21.30	78.05	119.06	<b>218.41</b>
Transfer from Foundation checking		1,687.00		<b>1,687.00</b>
Ending Balance	33,046.92	121,862.14	184,747.15	<b>339,656.21</b>

**Metropolitan Area Planning Agency  
Cash Receipts Report  
October 2017**

<b>Date</b>	<b>Type</b>	<b>Payer</b>	<b>Receipt Number</b>	<b>Deposit Number</b>	<b>Amount</b>
10/6/2017	Check	Empowerment Network	955	585	\$500.00
10/6/2017	Check	Mills County	957	585	\$60.00
10/6/2017	Check	Donna Barry	958	585	\$30.00
10/6/2017	Check	Russell Kurth	959	585	\$30.00
10/6/2017	Check	Bob Stubbe	960	585	\$35.00
10/6/2017	Check	Ron Kohn	961	585	\$60.00
10/6/2017	Check	City of Gretna	962	585	\$300.00
10/6/2017	Check	City of Gretna	962	585	\$180.00
10/6/2017	Check	Lamp, Rynearson & Associates, Inc.	963	585	\$500.00
10/6/2017	Check	Husch Blackwell LLP	964	585	\$30.00
10/6/2017	Check	Village of Waterloo, NE	965	585	\$100.00
10/6/2017	Check	JEO Consulting Group, Inc.	966	585	\$500.00
10/10/2017	Received EFT	Nebraska Department of Economic Development	967	586	\$76,563.62
10/13/2017	Received EFT	NDOR- Bike Education (Live Well)	968	587	\$9,927.50
10/13/2017	Check	NDOR	969	588	\$500.00
10/13/2017	Check	NDOR	969	588	\$40.00
10/13/2017	Check	Hancock & Dana PC	970	588	\$1,500.00
10/13/2017	Check	Olsson Associates	971	588	\$500.00
10/13/2017	Check	JEO Consulting Group, Inc.	972	588	\$4,830.00
10/13/2017	Check	Greenslate Development	973	588	\$500.00
10/13/2017	Check	City of Omaha	974	588	\$500.00
10/13/2017	Check	Christina Brownell	975	588	\$30.00
10/13/2017	Check	Greg Youell	976	588	\$30.00
10/13/2017	Check	Omaha Public Power District	977	588	\$500.00
10/13/2017	Check	Mills County	978	588	\$3,502.00
10/13/2017	Check	City of Walnut	979	588	\$4,782.24
10/13/2017	Check	City of Bellevue	980	588	\$30.00
10/20/2017	Received EFT	City of Council Bluffs	981	589	\$500.00
10/20/2017	Check	Pottawattamie County, Iowa	982	590	\$17,174.86
10/20/2017	Check	Emanuel C S	983	590	\$35.00
10/20/2017	Check	Omaha by Design	984	590	\$500.00
10/20/2017	Check	First National Bank of Omaha	985	590	\$1,500.00
10/20/2017	Check	HDR Engineering, Inc.	986	590	\$500.00
10/20/2017	Check	Investors Realty	987	590	\$1,500.00
10/20/2017	Check	Municipal Housing Agency of Council Bluffs	988	590	\$1,042.00
10/20/2017	Check	Municipal Housing Agency of Council Bluffs	989	590	\$1,042.00
10/20/2017	Check	Nebraska Academy of Sciences, Inc.	990	590	\$3,000.00
					<b><u>\$132,854.22</u></b>

<b>Account Description</b>	<b>Amount</b>
Contracts	\$ 29,171.10
Federal Revenue	\$ 9,927.50
Forums/Annual Dinner	\$ 590.00
Heartland 2050 Local Revenue	\$ 2,100.00
Local Revenue	\$ 3,502.00
Match Contributions	\$ 3,000.00
Miscellaneous	\$ 8,000.00
State Revenue	\$ 76,563.62
<b><u>\$ 132,854.22</u></b>	

**Metropolitan Area Planning Agency**  
**Cash Receipts Report**  
November 2017

<b>Date</b>	<b>Type</b>	<b>Payer</b>	<b>Receipt Number</b>	<b>Deposit Number</b>	<b>Amount</b>
11/3/2017	Check	Veridian Credit Union	993	591	\$35.00
11/3/2017	Check	City of Omaha	994	591	\$70.00
11/3/2017	Check	City of Omaha	994	591	\$500.00
11/3/2017	Check	Sarpy County	995	591	\$35.00
11/3/2017	Check	Advance Southwest Iowa Corporation	996	591	\$500.00
11/3/2017	Check	J Development	997	591	\$500.00
11/3/2017	Check	Felsburg, Holt & Ullevig	998	591	\$500.00
11/3/2017	Check	Sarpy County	999	591	\$500.00
11/3/2017	Received EFT	City of Council Bluffs	1006	595	\$2,084.00
11/6/2017	Check	Metro Transit	1000	592	\$2,383.70
11/6/2017	Check	Metro Transit	1000	592	\$500.00
11/7/2017	Received EFT	FEDERAL TRANSIT ADMINISTRATION	1001	593	\$51,646.00
11/7/2017	Received EFT	FEDERAL TRANSIT ADMINISTRATION	1002	593	\$429,835.00
11/14/2017	Received EFT	ECONOMIC DEVELOPMENT ADMINISTRATION	1004	594	\$30,000.00
11/14/2017	Received EFT	ECONOMIC DEVELOPMENT ADMINISTRATION	1005	594	\$3,000.00
11/16/2017	Check	Mills County	1007	596	\$6,810.70
11/16/2017	Check	Pottawattamie County, Iowa	1008	596	\$10.00
11/16/2017	Check	City of La Vista	1009	596	\$240.00
11/16/2017	Check	City of Treynor	1010	596	\$13,500.00
11/22/2017	Received EFT	NDOT- Bike Education (Live Well)	1011	597	\$1,595.31
11/27/2017	Received EFT	Sherwood Foundation	1012	598	\$50,000.00
11/30/2017	Received EFT	IOWA DEPARTMENT OF TRANSPORTATION	1013	599	\$33,617.00
11/30/2017	Received EFT	IOWA DEPARTMENT OF TRANSPORTATION	1014	599	\$10,884.00
					<b><u>\$638,745.71</u></b>

<b>Account Description</b>	<b>Amount</b>
Contracts	\$24,778.40
Federal Revenue	\$560,577.31
Forums/Annual Dinner	\$390.00
Heartland 2050 Local Revenue	\$1,500.00
Miscellaneous	\$51,500.00
	<b><u>\$ 638,745.71</u></b>

**Metropolitan Area Planning Agency**  
**Cash Disbursements**  
October 2017

<b>Transaction Number</b>	<b>Transaction Date</b>	<b>Reference</b>	<b>Payments</b>
16302	10/4/2017	AFLAC	\$400.08
16303	10/4/2017	Catering Creations	\$2,212.80
16304	10/4/2017	The Daily Nonpareil	\$50.88
16305	10/4/2017	The Daily Record	\$61.50
16306	10/4/2017	DAS State Accounting - Central Finance	\$26.10
16307	10/4/2017	Digital Express	\$49.00
16308	10/4/2017	Fidelity Security Life Insurance Co. (eye med)	\$495.92
16309	10/4/2017	Firespring	\$66.92
16310	10/4/2017	First Nebr. Educators Credit U	\$200.00
16311	10/4/2017	Franco typ-Postalia, Inc.	\$32.82
16312	10/4/2017	Live Well Omaha	\$9,927.50
16313	10/4/2017	Metro	\$7,175.00
16314	10/4/2017	Nonprofit Association of the Midlands	\$650.00
16315	10/4/2017	Omaha Douglas Public Bldg.Comm	\$1.50
16316	10/4/2017	PLIC-SBD Grand Island	\$1,282.98
16317	10/4/2017	Standard Printing Company	\$105.99
16318	10/4/2017	United Way	\$133.00
16319	10/5/2017	The Daily Record	\$25.10
16320	10/5/2017	FedEx	\$21.01
16321	10/18/2017	Alpha Rentals-Video, Inc.	\$1,725.00
16322	10/18/2017	Barnhart Press	\$998.00
16323	10/18/2017	CenturyLink	\$53.60
16324	10/18/2017	The Daily Record	\$124.20
16325	10/18/2017	Digital Express	\$220.24
16326	10/18/2017	Douglas County Public School District 001	\$380.00
16327	10/18/2017	FedEx	\$23.98
16328	10/18/2017	First Nebr. Educators Credit U	\$200.00
16329	10/18/2017	Greater Omaha Chamber of Commerce	\$100.00
16330	10/18/2017	MK Bailey Consulting, LLC	\$350.00
16331	10/18/2017	Office Depot	\$322.60
16332	10/18/2017	Omaha Douglas Public Bldg.Comm	\$13.50
16333	10/18/2017	Payless Office Products, Inc.	\$425.01
16334	10/18/2017	United Way	\$133.00
			<b><u>\$27,987.23</u></b>

**Check Disbursement Detail**

Advertising	\$ 641.68
Data Processing	\$ 1,375.00
Employee Benefits/Withholding	\$ 2,844.98
Forums	\$ 4,287.80
Membership - Reference Materials	\$ 650.00
Miscellaneous Expenses	\$ 100.00
Office Rent	\$ 5,800.00
Pass Through Contracts - STP	\$ 9,927.50
Postage	\$ 44.99
Printing	\$ 1,440.15
Supplies	\$ 780.43
Telephone	\$ 79.70
Travel & Conferences	\$ 15.00
	<b><u>\$ 27,987.23</u></b>

**Metropolitan Area Planning Agency**  
**Cash Disbursements**  
November 2017

Transaction Number	Transaction Date	Reference	Payments
16335	11/7/2017	AFLAC	\$400.08
16336	11/7/2017	BenefitPlansInc.	\$638.75
16337	11/7/2017	Carol Vinton	\$90.85
16338	11/7/2017	The Daily Nonpareil	\$84.48
16339	11/7/2017	The Daily Record	\$44.80
16340	11/7/2017	DAS State Accounting - Central Finance	\$39.15
16341	11/7/2017	Davis Insurance Agency, Inc.	\$434.00
16342	11/7/2017	Douglas County Treasurer	\$218.51
16343	11/7/2017	Fidelity Security Life Insurance Co. (eye med)	\$123.98
16344	11/7/2017	First Nebr. Educators Credit U	\$200.00
16345	11/7/2017	Francotyp-Postalia, Inc.	\$84.00
16346	11/7/2017	Grant Anderson	\$21.53
16347	11/7/2017	Kissel/ E&S Associates L.L.C.	\$833.33
16348	11/7/2017	Live Well Omaha	\$983.15
16349	11/7/2017	Metro	\$58,821.00
16350	11/7/2017	Mick Cornett, Inc.	\$4,814.32
16351	11/7/2017	Payless Office Products, Inc.	\$105.80
16352	11/7/2017	PLIC-SBD Grand Island	\$1,282.98
16353	11/7/2017	Rita Sanders	\$102.34
16354	11/7/2017	Sue Cutsforth	\$99.00
16355	11/7/2017	The Thompson Center	\$864.00
16356	11/7/2017	United Way	\$48.00
16357	11/8/2017	Metro	\$429,834.75
16358	11/14/2017	The New BLK	\$5,925.00
16359	11/28/2017	AFLAC	\$400.08
16360	11/28/2017	Blackbaud	\$3,267.00
16361	11/28/2017	Brandeis Catering	\$5,537.08
16362	11/28/2017	Carol Vinton	\$173.96
16363	11/28/2017	CenturyLink	\$53.68
16364	11/28/2017	The Daily Nonpareil	\$165.00
16365	11/28/2017	The Daily Record	\$38.80
16366	11/28/2017	The Douglas County Post-Gazette	\$25.00
16367	11/28/2017	Fidelity Security Life Insurance Co. (eye med)	\$123.98
16368	11/28/2017	First Nebr. Educators Credit U	\$400.00
16369	11/28/2017	Francotyp-Postalia, Inc.	\$147.40
16370	11/28/2017	Greater Omaha Chamber of Commerce	\$100.00
16371	11/28/2017	Greg Youell	\$454.89
16372	11/28/2017	Hamilton Associates, P.C.	\$9,600.00
16373	11/28/2017	Holiday Inn	\$1,740.33
16374	11/28/2017	Ideal Pure Water	\$107.90
16375	11/28/2017	J.P. Cooke Co.	\$17.89
16376	11/28/2017	Josh Corrigan	\$191.07
16377	11/28/2017	Live Well Omaha	\$1,595.31
16378	11/28/2017	Mary Balluff	\$637.50
16379	11/28/2017	Matt Roth	\$51.10
16380	11/28/2017	Omaha Douglas Public Bldg.Comm	\$6.75
16381	11/28/2017	Omaha Marriott Downtown	\$2,799.11
16382	11/28/2017	Payless Office Products, Inc.	\$135.08
16383	11/28/2017	PLIC-SBD Grand Island	\$1,282.98
16384	11/28/2017	PRSA	\$295.00
16385	11/28/2017	Rita Sanders	\$173.96
16386	11/28/2017	Standard Printing Company	\$331.40
16387	11/28/2017	Steve Jensen	\$1,430.00
16388	11/28/2017	United Way	\$48.00
			<b>\$537,424.05</b>

**Metropolitan Area Planning Agency**  
**Cash Disbursements**  
November 2017

<b>Check Disbursement Detail</b>	
Advertising	\$ 168.08
Auto - Gas/Maintenance	\$ 218.51
Contracts	\$ 7,992.50
Employee Benefits/Withholding	4310.08
Equipment Maintenance	\$ 231.40
Forums	\$ 14,256.86
Membership - Reference Materials	\$ 485.00
Miscellaneous Expenses	\$ 100.00
Nebraska Withholding	\$ (199.45)
Office Rent	\$ 5,800.00
Officials Expense	\$ 541.11
Pass Through Contracts - STP	\$ 484,059.21
Prepaid Expenses - Software Training	\$ 3,267.00
Prepaid Insurance	\$ 434.00
Printing	\$ 331.40
Professional Services	\$ 12,447.08
Supplies	\$ 323.77
Telephone	\$ 92.83
Travel & Conferences	\$ 2,564.67
	<b><u>\$ 537,424.05</u></b>

**Metropolitan Area Planning Agency**  
**Payroll Register**  
 October 2017

<b>Pay Types/Benefits</b>	<b>Hours</b>	<b>Amount</b>
ER H.I.	0.00	\$6,327.86
ER H.I. CH	0.00	\$1,797.72
ER H.I. FA	0.00	\$5,407.52
ER H.I. SP	0.00	\$3,149.58
Hourly	320.00	\$5,294.92
Hourly - Reg	960.00	\$21,252.80
Life & Dis	0.00	\$470.46
OT Hourly	8.50	\$266.65
Salary	0.00	\$68,092.00
Vehicle	66.00	\$99.00
	Gross Pay	\$95,005.37
	Gross Benefits	\$17,153.14
	Gross Pay/Benefits	\$112,158.51

<b>Deductions/Employee Taxes</b>	<b>Adj. Gross</b>	<b>Amount</b>
457-\$	N/A	\$1,700.00
457-%	N/A	\$992.58
457-Roth \$	N/A	\$100.00
457-Roth%	N/A	\$542.30
AFLAC	N/A	\$326.88
AT AFLAC	N/A	\$65.28
Credit Union	N/A	\$400.00
Dental Ins	N/A	\$727.92
Flex Plan 17	N/A	\$1,419.14
Health Ins	N/A	\$1,725.84
Pension Loan	N/A	\$240.16
Pension Plan	N/A	\$3,543.93
Retirement	N/A	\$142.04
United Way	N/A	\$181.00
Vehicle Use	N/A	\$99.00
VISION	N/A	\$114.52
Federal	83,704.56	\$8,654.49
Medicare	90,691.07	\$1,315.00
Soc Security	90,691.07	\$5,622.86
State - NE	84,040.56	\$3,380.01
	Deductions/Employee Taxes:	\$31,292.95

<b>Employer Expenses</b>	<b>Adj. Gross</b>	<b>Amount</b>
ER Pension	N/A	\$4,872.92
Medicare	90,691.07	\$1,315.00
Soc Security	90,691.07	\$5,622.86
SUTA	336.00	\$1.75
	Additional Employer Expenses:	\$11,812.53

GRAND TOTAL NET PAY: \$63,712.42

GRAND TOTAL EXPENSE: \$123,971.04

**Metropolitan Area Planning Agency  
Payroll Register  
November 2017**

<b>Pay Types/Benefits</b>	<b>Hours</b>	<b>Amount</b>
ER H.I.	0.00	\$6,327.86
ER H.I. CH	0.00	\$1,797.72
ER H.I. FA	0.00	\$5,407.52
ER H.I. SP	0.00	\$3,149.58
GC Earnings	0.00	\$91.51
Hourly	281.50	\$4,757.76
Hourly - Reg	960.00	\$21,252.80
Life & Dis	0.00	\$470.46
Salary	0.00	\$68,092.00
	Gross Pay	\$94,194.07
	Gross Benefits	\$17,153.14
	Gross Pay/Benefits	\$111,347.21

<b>Deductions/Employee Taxes</b>	<b>Adj. Gross</b>	<b>Amount</b>
457-\$	N/A	\$1,700.00
457-%	N/A	\$992.58
457-Rolh \$	N/A	\$100.00
457-Rolh%	N/A	\$542.84
AFLAC	N/A	\$326.88
AT AFLAC	N/A	\$65.28
Credit Union	N/A	\$400.00
Dental Ins	N/A	\$727.92
Flex Plan 17	N/A	\$1,419.14
Gift Cards	N/A	\$85.00
Health Ins	N/A	\$1,725.84
Pension Loan	N/A	\$240.16
Pension Plan	N/A	\$3,527.59
Retirement	N/A	\$142.04
United Way	N/A	\$48.00
VISION	N/A	\$114.52
Federal	82,987.60	\$8,560.77
Medicare	89,879.77	\$1,303.26
Soc Security	89,879.77	\$5,572.57
State - NE	83,659.60	\$3,348.73
	Deductions/Employee Taxes:	\$30,943.12

<b>Employer Expenses</b>	<b>Adj. Gross</b>	<b>Amount</b>
ER Pension	N/A	\$4,850.46
Medicare	89,879.77	\$1,303.26
Soc Security	89,879.77	\$5,572.57
SUTA	672.00	\$3.50
	Additional Employer Expenses:	\$11,726.29

GRAND TOTAL NET PAY: \$63,250.95

GRAND TOTAL EXPENSE: \$123,073.50

# Metropolitan Area Planning Agency

## Aged Accounts Receivable Report

November 30, 2017

Aging Balance For	Client ID	Last Paid	current	31-60	61-90	over 90	Balance
<b>Central Nebraska Economic Development District</b>		12/1/2017					
<i>Central Nebraska Economic Development Distr</i>		12/1/2017	\$210.00	\$0.00	\$0.00	\$0.00	\$210.00
<b>Totals for Central Nebraska Economic Develo</b>			<u>\$210.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$210.00</u>
<b>City of Bellevue</b>		12/1/2017					
<i>City of Bellevue</i>		12/1/2017	\$11.99	\$0.00	\$0.00	\$0.00	\$11.99
<b>Totals for City of Bellevue:</b>			<u>\$11.99</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$11.99</u>
<b>City of Council Bluffs</b>		11/3/2017					
<i>City of Council Bluffs</i>		11/3/2017	\$0.00	\$60.00	\$0.00	\$0.00	\$60.00
<b>Totals for City of Council Bluffs:</b>			<u>\$0.00</u>	<u>\$60.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$60.00</u>
<b>City of Gretna</b>		12/1/2017					
<i>City of Gretna</i>		12/1/2017	\$11.99	\$30.00	\$0.00	\$0.00	\$41.99
<b>Totals for City of Gretna:</b>			<u>\$11.99</u>	<u>\$30.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$41.99</u>
<b>City of Omaha</b>		12/1/2017					
<i>City of Omaha</i>		12/1/2017	\$11.99	\$0.00	\$9,556.00	\$1,331.40	\$10,899.39
<b>Totals for City of Omaha:</b>			<u>\$11.99</u>	<u>\$0.00</u>	<u>\$9,556.00</u>	<u>\$1,331.40</u>	<u>\$10,899.39</u>
<b>City of Plattsmouth</b>		12/1/2017					
<i>City of Plattsmouth</i>		12/1/2017	\$11.99	\$0.00	\$0.00	\$0.00	\$11.99
<b>Totals for City of Plattsmouth:</b>			<u>\$11.99</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$11.99</u>
<b>City of Ralston</b>		5/30/2014					
<i>City of Ralston</i>		5/30/2014	\$11.99	\$0.00	\$0.00	\$0.00	\$11.99
<b>Totals for City of Ralston:</b>			<u>\$11.99</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$11.99</u>
<b>City of Treynor</b>		11/16/2017					
<i>City of Treynor</i>		11/16/2017	\$0.00	\$0.00	\$0.00	\$4,500.00	\$4,500.00
<b>Totals for City of Treynor:</b>			<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$4,500.00</u>	<u>\$4,500.00</u>
<b>City of Wahoo</b>		12/1/2017					
<i>City of Wahoo</i>		12/1/2017	\$11.99	\$0.00	\$0.00	\$0.00	\$11.99
<b>Totals for City of Wahoo:</b>			<u>\$11.99</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$11.99</u>

# Metropolitan Area Planning Agency Aged Accounts Receivable Report

November 30, 2017

Aging Balance For	Client ID	Last Paid	current	31-60	61-90	over 90	Balance
<b>Cornhusker Motor Club Foundation</b>		3/30/2017					
<i>Cornhusker Motor Club Foundation</i>		3/30/2017	\$0.00	\$0.00	\$3,500.00	\$0.00	\$3,500.00
<b>Totals for Cornhusker Motor Club Foundation</b>			\$0.00	\$0.00	\$3,500.00	\$0.00	\$3,500.00
<b>Department of Defense</b>		12/6/2017					
<i>Department of Defense</i>		12/6/2017	\$22,776.00	\$0.00	\$0.00	\$37,301.00	\$60,077.00
<b>Totals for Department of Defense:</b>			\$22,776.00	\$0.00	\$0.00	\$37,301.00	\$60,077.00
<b>District Office</b>							
<i>District Office</i>			\$0.00	\$35.00	\$0.00	\$0.00	\$35.00
<b>Totals for District Office:</b>			\$0.00	\$35.00	\$0.00	\$0.00	\$35.00
<b>Douglas County</b>		12/1/2017					
<i>Douglas County</i>		12/1/2017	\$11.99	\$0.00	\$0.00	\$0.00	\$11.99
<b>Totals for Douglas County:</b>			\$11.99	\$0.00	\$0.00	\$0.00	\$11.99
<b>FEDERAL TRANSIT ADMINISTRATION</b>		12/4/2017					
<i>FEDERAL TRANSIT ADMINISTRATION</i>		12/4/2017	\$0.00	\$83,874.59	\$0.00	\$65,454.05	\$149,328.64
<b>Totals for FEDERAL TRANSIT ADMINISTRATIC</b>			\$0.00	\$83,874.59	\$0.00	\$65,454.05	\$149,328.64
<b>Greater Omaha Chamber of Commerce</b>		12/1/2017					
<i>Greater Omaha Chamber of Commerce</i>		12/1/2017	\$0.00	\$1,046.00	\$0.00	\$0.00	\$1,046.00
<b>Totals for Greater Omaha Chamber of Comme</b>			\$0.00	\$1,046.00	\$0.00	\$0.00	\$1,046.00
<b>IOWA COG</b>							
<i>IOWA COG</i>			\$3,100.00	\$0.00	\$0.00	\$0.00	\$3,100.00
<b>Totals for IOWA COG:</b>			\$3,100.00	\$0.00	\$0.00	\$0.00	\$3,100.00
<b>IOWA WEST FOUNDATION</b>		8/25/2017					
<i>IOWA WEST FOUNDATION</i>		8/25/2017	\$0.00	\$0.00	\$0.00	\$16,250.00	\$16,250.00
<b>Totals for IOWA WEST FOUNDATION:</b>			\$0.00	\$0.00	\$0.00	\$16,250.00	\$16,250.00
<b>JEO Consulting Group, Inc.</b>		12/8/2017					
<i>JEO Consulting Group, Inc.</i>		12/8/2017	\$4,275.00	\$0.00	\$0.00	\$0.00	\$4,275.00
<b>Totals for JEO Consulting Group, Inc.:</b>			\$4,275.00	\$0.00	\$0.00	\$0.00	\$4,275.00

# Metropolitan Area Planning Agency Aged Accounts Receivable Report

November 30, 2017

Aging Balance For	Client ID	Last Paid	current	31-60	61-90	over 90	Balance
<b>Metro Transit</b>		12/1/2017					
<i>Metro Transit</i>		12/1/2017	\$0.00	\$2,201.61	\$0.00	\$0.00	\$2,201.61
<b>Totals for Metro Transit:</b>			<u>\$0.00</u>	<u>\$2,201.61</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$2,201.61</u>
<b>Mobilitie</b>		12/1/2017					
<i>Mobilitie</i>		12/1/2017	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00
<b>Totals for Mobilitie:</b>			<u>\$0.00</u>	<u>\$0.00</u>	<u>\$1,000.00</u>	<u>\$0.00</u>	<u>\$1,000.00</u>
<b>NARC</b>		12/15/2017					
<i>NARC</i>		12/15/2017	\$0.00	\$60.00	\$0.00	\$0.00	\$60.00
<b>Totals for NARC:</b>			<u>\$0.00</u>	<u>\$60.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$60.00</u>
<b>NDOT- Bike Education (Live Well)</b>		11/22/2017					
<i>NDOT- Bike Education (Live Well)</i>		11/22/2017	\$907.53	\$0.00	\$0.00	\$0.00	\$907.53
<b>Totals for NDOT- Bike Education (Live Well):</b>			<u>\$907.53</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$907.53</u>
<b>NDOT- CMAQ</b>		5/17/2017					
<i>NDOT- CMAQ</i>		5/17/2017	\$0.00	\$0.00	\$0.00	\$164,747.81	\$164,747.81
<b>Totals for NDOT- CMAQ:</b>			<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$164,747.81</u>	<u>\$164,747.81</u>
<b>Northeast Nebraska Economic Development District</b>		12/8/2017					
<i>Northeast Nebraska Economic Development Dis</i>		12/8/2017	\$350.00	\$0.00	\$0.00	\$0.00	\$350.00
<b>Totals for Northeast Nebraska Economic Deve</b>			<u>\$350.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$350.00</u>
<b>Omaha Community Foundation</b>		12/8/2017					
<i>Omaha Community Foundation</i>		12/8/2017	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00
<b>Totals for Omaha Community Foundation:</b>			<u>\$5,000.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$5,000.00</u>
<b>Panhandle Area Development District</b>		12/12/2017					
<i>Panhandle Area Development District</i>		12/12/2017	\$210.00	\$0.00	\$0.00	\$0.00	\$210.00
<b>Totals for Panhandle Area Development Distr</b>			<u>\$210.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$210.00</u>
<b>Sarpy County</b>		12/1/2017					
<i>Sarpy County</i>		12/1/2017	\$11.99	\$0.00	\$0.00	\$0.00	\$11.99
<b>Totals for Sarpy County:</b>			<u>\$11.99</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$11.99</u>

# Metropolitan Area Planning Agency Aged Accounts Receivable Report

November 30, 2017

Aging Balance For	Client ID	Last Paid	current	31-60	61-90	over 90	Balance
<b>Security National Trust</b>							
<i>Security National Trust</i>			\$0.00	\$35.00	\$0.00	\$0.00	\$35.00
<b>Totals for Security National Trust:</b>			<u>\$0.00</u>	<u>\$35.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$35.00</u>
<b>Siouxland Interstate Metropolitan Planning Council</b>							
		12/1/2017					
<i>Siouxland Interstate Metropolitan Planning Council</i>		12/1/2017	\$140.00	\$0.00	\$0.00	\$0.00	\$140.00
<b>Totals for Siouxland Interstate Metropolitan P</b>			<u>\$140.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$140.00</u>
<b>South Central Economic Development District, Inc.</b>							
		12/8/2017					
<i>South Central Economic Development District, Inc.</i>		12/8/2017	\$490.00	\$0.00	\$0.00	\$0.00	\$490.00
<b>Totals for South Central Economic Developme</b>			<u>\$490.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$490.00</u>
<b>Southeast Nebraska Development District</b>							
		12/1/2017					
<i>Southeast Nebraska Development District</i>		12/1/2017	\$70.00	\$0.00	\$0.00	\$0.00	\$70.00
<b>Totals for Southeast Nebraska Development D</b>			<u>\$70.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$70.00</u>
<b>Grand Totals:</b>			<b>\$37,624.45</b>	<b>\$87,342.20</b>	<b>\$14,056.00</b>	<b>\$289,584.26</b>	<b>\$428,606.91</b>

**Metropolitan Area Planning Agency**  
**Aged Accounts Payable Report**  
November 30, 2017

Vendor Name	Trans. No.	Description	current	31-60	61-90	over 90	Credits	Net Due
<b>All Makes Office Equipment Co.</b>								
All Makes Office Equipment Co.	94808		\$250.00	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00
		<i>Totals for All Makes Office Equipment Co.:</i>	<u>\$250.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$250.00</u>
<b>City of Omaha Cashier</b>								
City of Omaha Cashier	18-1		\$0.00	\$0.00	\$17,831.78	\$0.00	\$0.00	\$17,831.78
		<i>Totals for City of Omaha Cashier:</i>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$17,831.78</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$17,831.78</u>
<b>The Colonial Press, Inc.</b>								
The Colonial Press, Inc.	78156		\$1,050.13	\$0.00	\$0.00	\$0.00	\$0.00	\$1,050.13
		<i>Totals for The Colonial Press, Inc.:</i>	<u>\$1,050.13</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$1,050.13</u>
<b>Cross Dillon Tire Omaha</b>								
Cross Dillon Tire Omaha	6425273		\$27.19	\$0.00	\$0.00	\$0.00	\$0.00	\$27.19
		<i>Totals for Cross Dillon Tire Omaha:</i>	<u>\$27.19</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$27.19</u>
<b>The Daily Nonpareil</b>								
The Daily Nonpareil	11-26-17		\$31.68	\$0.00	\$0.00	\$0.00	\$0.00	\$31.68
		<i>Totals for The Daily Nonpareil:</i>	<u>\$31.68</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$31.68</u>
<b>The Daily Record</b>								
The Daily Record	109404		\$23.90	\$0.00	\$0.00	\$0.00	\$0.00	\$23.90
The Daily Record	109289		\$20.90	\$0.00	\$0.00	\$0.00	\$0.00	\$20.90
		<i>Totals for The Daily Record:</i>	<u>\$44.80</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$44.80</u>
<b>DAS State Accounting - Central Finance</b>								
DAS State Accounting - Central Finance	1090420		\$31.23	\$0.00	\$0.00	\$0.00	\$0.00	\$31.23
		<i>Totals for DAS State Accounting - Central Finance:</i>	<u>\$31.23</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$31.23</u>
<b>Douglas County GIS</b>								
Douglas County GIS	012		\$0.00	\$0.00	\$14,349.45	\$0.00	\$0.00	\$14,349.45
		<i>Totals for Douglas County GIS:</i>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$14,349.45</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$14,349.45</u>
<b>Douglas County Treasurer</b>								
Douglas County Treasurer	4924		\$78.13	\$0.00	\$0.00	\$0.00	\$0.00	\$78.13
Douglas County Treasurer	2732		\$117.25	\$0.00	\$0.00	\$0.00	\$0.00	\$117.25
		<i>Totals for Douglas County Treasurer:</i>	<u>\$195.38</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$195.38</u>
<b>Greater Omaha Chamber of Commerce</b>								
Greater Omaha Chamber of Commerce	267124	December 2017 - Jump Start Challenge - Stop & Gi	\$0.00	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00
		<i>Totals for Greater Omaha Chamber of Commerce:</i>	<u>\$0.00</u>	<u>\$100.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$100.00</u>

# Metropolitan Area Planning Agency Aged Accounts Payable Report

November 30, 2017

Vendor Name	Trans. No.	Description	current	31-60	61-90	over 90	Credits	Net Due
<b>Hamilton Associates, P.C.</b>								
Hamilton Associates, P.C.	22493	Audit Final Bill	\$1,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,200.00
		<i>Totals for Hamilton Associates, P.C.:</i>	<i>\$1,200.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$1,200.00</i>
<b>Live Well Omaha</b>								
Live Well Omaha	33	PMT # 35	\$907.53	\$0.00	\$0.00	\$0.00	\$0.00	\$907.53
Live Well Omaha	21		\$774.73	\$0.00	\$0.00	\$0.00	\$0.00	\$774.73
		<i>Totals for Live Well Omaha:</i>	<i>\$1,682.26</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$1,682.26</i>
<b>Lovgren Marketing Group</b>								
Lovgren Marketing Group	19244		\$0.00	\$0.00	\$43,087.68	\$0.00	\$0.00	\$43,087.68
		<i>Totals for Lovgren Marketing Group:</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$43,087.68</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$43,087.68</i>
<b>Metro</b>								
Metro	33343		\$0.00	\$0.00	\$23,657.80	\$0.00	\$0.00	\$23,657.80
		<i>Totals for Metro:</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$23,657.80</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$23,657.80</i>
<b>National Association of Development Organizations</b>								
National Association of Development Organizations	INV-12711-7P		\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00
		<i>Totals for National Association of Development Organizations:</i>	<i>\$500.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$500.00</i>
<b>Pleasure Your Palate Catering</b>								
Pleasure Your Palate Catering	3386		\$259.70	\$0.00	\$0.00	\$0.00	\$0.00	\$259.70
		<i>Totals for Pleasure Your Palate Catering:</i>	<i>\$259.70</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$259.70</i>
<b>Pottawattamie County GIS</b>								
Pottawattamie County GIS	20171026		\$0.00	\$0.00	\$6,322.51	\$0.00	\$0.00	\$6,322.51
		<i>Totals for Pottawattamie County GIS:</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$6,322.51</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$6,322.51</i>
<b>Reliable Auto Repair</b>								
Reliable Auto Repair	28942		\$0.00	\$34.63	\$0.00	\$0.00	\$0.00	\$34.63
		<i>Totals for Reliable Auto Repair:</i>	<i>\$0.00</i>	<i>\$34.63</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$34.63</i>
<b>Sarpy County GIS</b>								
Sarpy County GIS	2018-1		\$0.00	\$0.00	\$15,934.57	\$0.00	\$0.00	\$15,934.57
		<i>Totals for Sarpy County GIS:</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$15,934.57</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$15,934.57</i>
<b>Sarpy County Planning</b>								
Sarpy County Planning	2018-1		\$0.00	\$0.00	\$12,080.30	\$0.00	\$0.00	\$12,080.30
		<i>Totals for Sarpy County Planning:</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$12,080.30</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$12,080.30</i>
<b>Twiner-Herald</b>								

# Metropolitan Area Planning Agency Aged Accounts Payable Report

November 30, 2017

Vendor Name	Trans. No.	Description	current	31-60	61-90	over 90	Credits	Net Due
Twiner-Herald	11-8-17		\$46.00	\$0.00	\$0.00	\$0.00	\$0.00	\$46.00
		<i>Totals for Twiner-Herald:</i>	<i>\$46.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$46.00</i>
<b>Verizon</b>								
Verizon	9796512347		\$83.74	\$0.00	\$0.00	\$0.00	\$0.00	\$83.74
		<i>Totals for Verizon:</i>	<i>\$83.74</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$83.74</i>
<b>GRAND TOTALS:</b>			<b>\$5,402.11</b>	<b>\$134.63</b>	<b>\$133,264.09</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$138,800.83</b>

A total of 25 transaction(s) listed

# Metropolitan Area Planning Agency

## Statement of Financial Position

November 30, 2017

Assets	<u>Actual</u>
10-1000 Petty Cash	\$424.34
10-1005 Paypal Account	\$310.07
10-1010 Cash - American National Bank	\$528,419.39
10-1030 Treasury Bills	\$470,730.62
10-1040 NPAIT Investments General	\$260,407.16
10-1045 NPAIT Investments Capitol Reserve	\$57,624.96
10-1050 NPAIT Investments Ortho Quads	\$58,309.13
10-1100 Accounts Receivable	\$428,606.91
10-1110 Due To/Due From Funds	(\$171,001.32)
10-1140 Due from Employee	\$15.74
10-1300 Prepaid Expenses	\$9,324.18
10-1310 Prepaid Insurance	\$9,932.06
11-1110 Due To/Due From Funds	\$6,216.03
12-1055 NPAIT Investments Sarpy Co. Revolving Loan	\$46,504.58
13-1200 Furniture, Fixtures & Equipment	\$139,222.20
13-1205 Vehicles	\$51,215.35
13-1220 Less: Accumulated Depreciation	\$155,844.69
15-1040 NPAIT Investments General	\$3,889.00
15-1045 NPAIT Investments Special Projects	\$2,986.64
15-1057 NPAIT CD Investments	\$135,184.35
15-1110 Due To/Due From Funds	\$164,128.06
20-1020 Cash - ANB Foundation	\$22,379.48
20-1060 NPAIT Investments Foundation	\$33,046.92
20-1065 NPAIT Investments FD NDO	\$121,862.14
20-1070 NPAIT Investments FD Washington County Revolving	\$184,747.15
20-1110 Due To/Due From Funds	\$657.23
20-1415 Note Receivable - Sterling Ambitions, LLC	\$37,499.00
20-1425 Note Receivable KB Quality Meats	\$14,570.00
40-1100 Accounts Receivable	\$356,104.02
<b>Total Assets</b>	<b><u><u>\$2,817,470.70</u></u></b>

### Liabilities and Fund Balance

#### Liabilities

10-2000 Accounts Payable	\$138,395.57
10-2105 Nebraska Withholding	\$3,548.18
10-2115 AFLAC W/H Payable	(\$136.67)
10-2125 Dental Insurance W/H Payable	(\$1,089.80)
10-2126 Life & Disability Insurance Payable	(\$799.73)
10-2130 Flex W/H Payable	\$2,377.85
10-2132 Vision Insurance Payable	(\$168.52)
10-2135 Health Insurance Payable	(\$13,805.66)

# Metropolitan Area Planning Agency Statement of Financial Position

November 30, 2017

		<u>Actual</u>
10-2160	SUTA Tax	\$5.25
10-2210	Accrued Compensated Absences	\$16,486.02
10-2220	Accrued Audit Fees	\$10,800.00
20-2000	Accounts Payable	\$405.06
20-2430	Deferred Revolving Loan	\$260,067.08
40-2000	Accounts Payable	\$462,232.00
<b>Total Liabilities</b>		<b><u>\$878,316.63</u></b>

## Fund Balance

10-3000	Fund Balance Undesignated	\$1,076,501.98
10-3010	Fund Balance Assigned	\$65,988.77
10-3020	Fund Balance Committed	\$355,000.00
11-3000	Fund Balance Undesignated	\$6,216.03
12-3100	Fund Balance Restricted	\$46,504.58
13-3005	Invested in Capital Assets	\$34,592.86
15-3010	Fund Balance Assigned	\$306,188.05
20-3000	Fund Balance Undesignated	\$53,698.57
20-3100	Fund Balance Restricted	\$100,591.21
40-3010	Fund Balance Assigned	(\$106,127.98)
<b>Total Fund Balance</b>		<b><u>\$1,939,154.07</u></b>

<b>Total Liabilities and Fund Balance</b>	<b><u><u>\$2,817,470.70</u></u></b>
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**Metropolitan Area Planning Agency**  
**Statement of Revenues and Expenditures**  
November 30, 2017

		10/1/17 - 11/30/17		7/1/17 - 11/30/17		% to YTD Budget	Variance to YTD Budget	FY 2018 Budget
		Actual	Budget	Actual YTD	Budget YTD			
<b>Revenues</b>								
10-4100	Federal Revenue	\$571,988.43	\$0.00	\$990,052.42	\$977,967.25	101.24 %	(\$12,085.17)	\$3,911,869.00
10-4200	State Revenue	\$79,663.62	\$0.00	\$79,663.62	\$38,144.00	208.85 %	(\$41,519.62)	\$152,576.00
10-4300	Local Revenue	\$0.00	\$0.00	\$187,078.00	\$196,189.00	95.36 %	\$9,111.00	\$392,378.00
10-4310	Match Contributions	\$0.00	\$0.00	\$0.00	\$18,638.50	0.00 %	\$18,638.50	\$74,554.00
10-4350	Heartland 2050 Local Revenue	\$1,600.00	\$0.00	\$30,900.00	\$19,800.00	156.06 %	(\$11,100.00)	\$79,200.00
10-4400	Contracts	\$8,860.31	\$0.00	\$26,101.10	\$145,652.00	17.92 %	\$119,550.90	\$582,608.00
10-4500	Forums/Annual Dinner	\$1,521.00	\$0.00	\$16,936.00	\$4,000.00	423.40 %	(\$12,936.00)	\$16,000.00
10-4510	In-Kind Revenue	\$108,125.03	\$0.00	\$240,476.77	\$208,578.00	115.29 %	(\$31,898.77)	\$834,312.00
10-4520	Investment Earnings	(\$671.98)	\$0.00	\$251.11	\$0.00	0.00 %	(\$251.11)	\$0.00
10-4540	Miscellaneous	\$12,942.00	\$0.00	\$23,508.93	\$104,375.00	22.52 %	\$80,866.07	\$417,500.00
15-4310	Match Contributions	\$3,000.00	\$0.00	\$8,000.00	\$0.00	0.00 %	(\$8,000.00)	\$0.00
15-4520	Investment Earnings	\$239.71	\$0.00	\$650.08	\$0.00	0.00 %	(\$650.08)	\$0.00
15-4540	Miscellaneous	\$50,000.00	\$0.00	\$115,000.00	\$0.00	0.00 %	(\$115,000.00)	\$0.00
<b>Total Revenues</b>		<b>\$837,268.12</b>	<b>\$0.00</b>	<b>\$1,718,618.03</b>	<b>\$1,713,343.75</b>	<b>100.31 %</b>	<b>(\$5,274.28)</b>	<b>\$6,460,997.00</b>
<b>Expenses</b>								
10-5000	Salaries	\$172,234.62	\$227,260.50	\$422,589.40	\$568,151.25	74.38 %	\$145,561.85	\$1,363,563.00
10-5100	FICA	\$13,813.69	\$19,073.50	\$38,702.80	\$47,683.75	81.17 %	\$8,980.95	\$114,441.00
10-5105	Unemployment Taxes	\$5.25	\$370.50	\$68.63	\$926.25	7.41 %	\$857.62	\$2,223.00
10-5110	Health Insurance	\$33,365.36	\$38,000.33	\$75,798.46	\$95,000.81	79.79 %	\$19,202.35	\$228,002.00
10-5115	Life & Disability Insurance	\$940.92	\$933.33	\$2,163.46	\$2,333.31	92.72 %	\$169.85	\$5,600.00
10-5120	Retirement Contributions	\$9,723.38	\$14,895.83	\$23,646.35	\$37,239.56	63.50 %	\$13,593.21	\$89,375.00
10-5125	Accrued Salaries & Compensated Absences	\$9,203.04	\$33,618.50	\$13,384.38	\$84,046.25	15.93 %	\$70,661.87	\$201,711.00
10-5200	Advertising	\$368.76	\$3,000.00	\$1,194.12	\$7,500.00	15.92 %	\$6,305.88	\$18,000.00
10-5210	Membership - Reference Materials	\$2,816.35	\$2,500.00	\$11,060.97	\$11,250.00	98.32 %	\$189.03	\$20,000.00
10-5220	Printing	\$4,660.97	\$5,833.33	\$11,202.42	\$14,583.31	76.82 %	\$3,380.89	\$35,000.00
10-5300	Business Insurance Expense	\$1,902.04	\$2,666.66	\$4,770.69	\$6,666.65	71.56 %	\$1,895.96	\$16,000.00
10-5310	Data Processing	\$7,627.19	\$7,500.00	\$14,605.47	\$18,750.00	77.90 %	\$4,144.53	\$45,000.00

# Metropolitan Area Planning Agency Statement of Revenues and Expenditures

November 30, 2017

		10/1/17 - 11/30/17		7/1/17 - 11/30/17		% to YTD Budget	Variance to YTD Budget	FY 2018 Budget
		Actual	Budget	Actual YTD	Budget YTD			
10-5320	Professional Services	\$12,377.08	\$9,000.00	\$15,034.57	\$15,000.00	100.23 %	(\$34.57)	\$40,000.00
10-5400	Contracts	\$7,992.50	\$224,765.50	\$65,962.02	\$561,913.75	11.74 %	\$495,951.73	\$1,348,593.00
10-5420	Pass Through Contracts - Planning	\$0.00	\$0.00	\$91,121.60	\$362,769.25	25.12 %	\$271,647.65	\$1,451,077.00
10-5430	Pass Through Contracts - STP	\$432,500.16	\$0.00	\$806,373.87	\$112,718.75	715.39 %	(\$693,655.12)	\$450,875.00
10-5440	In-Kind Expense	\$108,125.03	\$0.00	\$240,476.77	\$177,734.25	135.30 %	(\$62,742.52)	\$710,937.00
10-5500	Equipment Maintenance	\$997.70	\$1,500.00	\$2,261.43	\$3,750.00	60.30 %	\$1,488.57	\$9,000.00
10-5600	Forums	\$17,513.17	\$0.00	\$39,868.85	\$19,625.00	203.15 %	(\$20,243.85)	\$58,500.00
10-5650	Miscellaneous Expenses	\$313.84	\$250.00	\$837.84	\$625.00	134.05 %	(\$212.84)	\$1,500.00
10-5700	Postage	\$238.28	\$916.66	\$941.35	\$2,291.65	41.08 %	\$1,350.30	\$5,500.00
10-5710	Supplies	\$2,073.52	\$3,250.00	\$3,010.96	\$8,125.00	37.06 %	\$5,114.04	\$19,500.00
10-5730	Bank Charges	\$54.80	\$166.66	\$161.50	\$416.65	38.76 %	\$255.15	\$1,000.00
10-5800	Office Rent	\$11,600.00	\$12,500.00	\$29,000.00	\$31,250.00	92.80 %	\$2,250.00	\$75,000.00
10-5810	Telephone	\$243.04	\$500.00	\$633.81	\$1,250.00	50.70 %	\$616.19	\$3,000.00
10-5900	Travel & Conferences	\$32,369.16	\$16,666.66	\$40,679.05	\$41,666.65	97.63 %	\$987.60	\$100,000.00
10-5950	Capital Outlays	\$0.00	\$70,000.00	\$0.00	\$70,000.00	0.00 %	\$70,000.00	\$70,000.00
10-8000	Transfers	\$0.00	(\$3,733.34)	\$0.00	(\$9,333.35)	0.00 %	(\$9,333.35)	(\$22,400.00)
<b>Total Expenses</b>		<b>\$883,059.85</b>	<b>\$691,434.62</b>	<b>\$1,955,550.77</b>	<b>\$2,293,933.74</b>	<b>85.25 %</b>	<b>\$338,382.97</b>	<b>\$6,460,997.00</b>
<b>NET SURPLUS/(DEFICIT)</b>		<b>(\$45,791.73)</b>	<b>(\$691,434.62)</b>	<b>(\$236,932.74)</b>	<b>(\$580,589.99)</b>	<b>40.81 %</b>	<b>(\$343,657.25)</b>	<b>\$0.00</b>

# Metropolitan Area Planning Agency Statement of Revenues and Expenditures

November 30, 2017

		<u>10/1/17 - 11/30/17</u>	<u>7/1/17 - 11/30/17</u>
		<u>Actual</u>	<u>YTD</u>
<b>Revenues</b>			
20-4520	Investment Earnings	\$39.83	\$90.29
20-4700	Motorist Assist Income	\$50.00	\$14,101.00
<b>Total Revenues</b>		<b><u>\$89.83</u></b>	<b><u>\$14,191.29</u></b>
<b>Expenses</b>			
20-6000	Auto - Gas/Maintenance	\$268.55	\$866.90
20-6075	Miscellaneous Foundation	\$259.70	\$2,699.22
20-6088	Telephone - Foundation	\$168.59	\$420.08
20-6098	Vehicle Purchases - Foundation	\$0.00	\$28,389.40
<b>Total Expenses</b>		<b><u>\$696.84</u></b>	<b><u>\$32,375.60</u></b>
<b>NET SURPLUS/(DEFICIT)</b>		<b><u>(\$607.01)</u></b>	<b><u>(\$18,184.31)</u></b>

METROPOLITAN AREA PLANNING AGENCY  
2222 Cuming Street  
Omaha, Nebraska 68102

Subcontractor's Payment Authorization

Contractor: Lovgren Marketing Group

Project Title: 2017 CMAQ Air Quality and Reduced Fare Program

Contract Approved by Board of Directors: February 23, 2017

Effective: February 1, 2017 - January 31, 2018

Contract Amount of: \$196,000

Payment # 6

1. Computation of Payment

Bill to Date	\$141,547.97
Less Previous Payments	<u>\$116,465.20</u>
Payment Due this Date	<u>\$ 25,082.77</u>

2. Payment Approved

RECOMMENDED PAYMENT BY:

  
\_\_\_\_\_  
Staff Member

  
\_\_\_\_\_  
Responsible Charge & Department Manager

\_\_\_\_\_  
Executive Director

Payment approved by Finance Committee \_\_\_\_\_

\_\_\_\_\_  
Treasurer

LOVGREN MARKETING GROUP  
 809 North 96 Street Suite 2  
 Omaha NE 68114-2498  
 402-397-7158

**STATEMENT**



Metropolitian Area Planning Agency (MAPA)  
 2222 Cuming Street  
 Omaha NE 68102-4328

Date
10/31/2017

9/1/2017 - 9/30/17  
 Project #CM-D2 (107)

E-Mail: [mengel@mapacog.org](mailto:mengel@mapacog.org) [scutsforth@mapacog.org](mailto:scutsforth@mapacog.org)

Date	Invoice	Transaction	Amount
10/31/2017	19285	CMAQ REDUCED FARE CAMPAIGN	\$25,082.77
<b>AMOUNT DUE*PLEASE REMIT</b>			<b>\$25,082.77</b>

**LOVGREN MARKETING GROUP**

809 North 96 Street Suite 2  
 Omaha NE 68114-2498  
 402-397-7158

**INVOICE**



Metropolitan Area Planning Agency (MAPA)  
 2222 Cuming Street  
 Omaha NE 68102-4328

Invoice #
19285
10/31/2017

E-Mail: [mengel@mapacog.org](mailto:mengel@mapacog.org) [scutsforth@mapacog.org](mailto:scutsforth@mapacog.org)

9/1/17 - 9/30/17  
 Project #CM-D2 (107)

Services	Amount
<i>CMAQ Reduced Fare Campaign**Project #CM-D2-(107)</i>	
<b>TASK 1 * PROJECT MANAGEMENT</b>	
<i>1.3 Progress &amp; Client Meetings</i>	
Principal Manager* Linda Lovgren 2.00 Hrs @ \$190 ✓	\$380.00 ✓
<i>1.5 Administrative Duties</i>	
Project Administration* Donna Maxey 2.00 Hrs @ \$85 ✓	\$170.00 ✓
<b>TASK 3 * CREATIVE/GRAPHICS</b>	
<i>3.3 Web Design</i>	
Creative Mgr/Web Designer* Tom Nemitz 4.75 Hrs @ \$145 ✓	\$688.75 ✓

LOVGREN MARKETING GROUP  
 809 North 96 Street Suite 2  
 Omaha NE 68114-2498  
 402-397-7158

**INVOICE**



Metropolitan Area Planning Agency (MAPA)  
 2222 Cuming Street  
 Omaha NE 68102-4328

Invoice #
19285
10/31/2017

E-Mail: [mengel@mapacog.org](mailto:mengel@mapacog.org) [scutsforth@mapacog.org](mailto:scutsforth@mapacog.org)

9/1/17 - 9/30/17  
 Project #CM-D2 (107)

Services	Amount
<i>CMAQ Reduced Fare Campaign**Project #CM-D2-(107)</i>	
<b>TASK 4 * MEDIA COORDINATION</b>	
<b>4.1.1 Research Rates for Media Buy</b>	
Principal Manager* Linda Lovgren .50 Hrs @ \$190	\$95.00
<b>4.1.2 Negotiate Media Rates with Value</b>	
Principal Manager* Linda Lovgren .75 Hrs @ \$190	\$142.50
<b>4.4.1 Monitor Placement/Schedules</b>	
Project Administration* Pam Haizlip 3.00 Hrs @ \$85	\$255.00
<b>4.4.2 Coordinate Invoicing/Payments</b>	
Project Administration* Donna Maxey 2.00 Hrs @ \$85	\$170.00
<b>4.4.3 Provide Detailed Billing Summary</b>	
Project Administration* Donna Maxey 4.00 Hrs @ \$85	\$340.00

**LOVGREN MARKETING GROUP**

809 North 96 Street Suite 2  
 Omaha NE 68114-2498  
 402-397-7158

**INVOICE**



Metropolitan Area Planning Agency (MAPA)  
 2222 Cuming Street  
 Omaha NE 68102-4328

Invoice #
19285
10/31/2017

E-Mail: [mengel@mapacog.org](mailto:mengel@mapacog.org) [scutsforth@mapacog.org](mailto:scutsforth@mapacog.org)

9/1/17 - 9/30/17  
 Project #CM-D2 (107)

Services	Amount
<i>CMAQ Reduced Fare Campaign**Project #CM-D2-(107)</i>	
<b>TASK 5 * PUBLIC RELATIONS</b>	
<b>5.2.2 Initiate Earned Media Opps</b>	
Principal Manager* Linda Lovgren 6.00 Hrs @ \$190	\$1,140.00
<b>5.4.2 Strategic Plan Social Media Platform</b>	
Principal Manager* Linda Lovgren .25 Hrs @ \$190	\$47.50
<b>5.5.2 Develop Network of Corp/Business/Schools</b>	
Principal Manager* Linda Lovgren 1.25 Hrs @ \$190	\$237.50
<b>5.6.1 Meetings Briefings Presentations</b>	
Principal Manager* Linda Lovgren 1.00 Hrs @ \$190	\$190.00

**LOVGREN MARKETING GROUP**

809 North 96 Street Suite 2  
 Omaha NE 68114-2498  
 402-397-7158

**INVOICE**



Metropolitan Area Planning Agency (MAPA)  
 2222 Cuming Street  
 Omaha NE 68102-4328

Invoice #
19285
10/31/2017

E-Mail: [mengel@mapacog.org](mailto:mengel@mapacog.org) [scutsforth@mapacog.org](mailto:scutsforth@mapacog.org)

9/1/17 - 9/30/17  
 Project #CM-D2 (107)

Services	Amount
<i>CMAQ Reduced Fare Campaign**Project #CM-D2-(107)</i>	
<b>SUB-CONSULTANTS</b>	
Social Media Consulting* September 2017	\$1,100.00
<b>DIRECT COSTS</b>	
1 Pop Up Display <i>October</i>	\$1,662.47
Tax* Pop Up Display	\$116.38
Delivery Services 9/13 & 9/27	\$19.00
<b>MEDIA ADVERTISING</b>	
KSRZ Radio * 8/28/17 - 9/10/17 73 Spots	\$1,100.00
Social Media* Facebook Paid Posts Sept 2017	\$565.22
Social Media* Twitter 9/1/17 - 9/30/17	\$678.45
WOWT 9/11/17 - 9/22/17 20 Spots	\$3,960.00
Cox Media * 8/28/17 - 9/10/17 69 Spots	\$2,025.00
KETV 8/29/17 - 9/27/17 50 Spots	\$7,190.00
KETV 9/1/17 - 9/30/17 Digital Placement	\$2,810.00
<b>AMOUNT DUE*PLEASE REMIT</b>	<b>\$25,082.77</b>

**LOVGREN MARKETING GROUP**  
809 North 96 Street Suite 2  
Omaha NE 68114-2498  
402-397-7158

**PROGRESS REPORT**



**Project #: CM-D2 (107)**  
**Control #: 22553**  
**Agreement #: BK1710**  
**Location: Douglas County & Sarpy County**

**Invoice #19285**

*9/1/2017 - 9/30/2017*

**Page 1**

**Project Activity During this Period:**

The following is a summary of project work performed by the Lovgren Marketing Group team for CMAQ AIR QUALITY & REDUCED FARE PROGRAM 2017

**Task 1 PROJECT MANAGEMENT**

Prep Meeting Materials & Agenda for Distribution; Committee Meetings  
Administrative duties-prepare copies for reports

**Task 2 AIR QUALITY AWARENESS SURVEY**

\*\*No Activity

**Task 3 CREATIVE/GRAPHICS**

Edit Photos from Manchester School Shoot; Post Photos; Add Links to Website

**Task 4 MEDIA COORDINATION**

Television-WOWT finalize program/updates  
Social Media-revisions/approvals; Discussion with KETV; review media projects  
Check docs for placement accuracy on spots; Prep reports for billing/invoicing

**Task 5 PUBLIC RELATIONS**

Press Release & Distribution (St Gerald's); Interviews-prep agenda; Prep Display for World of Water event  
Coordinate interviews with Radio Station; Media Alert-Howard Kennedy

**Direct Costs\*(Printing/Production)Media Advertising, Radio, Television, Social Media, Bus Tails**

Sub-Consultant\*Social Media Consulting Services-Sept 2017  
Twitter-Paid Posts & Facebook-Paid Posts for Sept 2017 ; Deliveries; Pop Up Display  
Media\* TV Spots; Radio Spots



# Cost Breakdown Form

## Specific Rates of Compensation (Fixed Labor) Agreements

Company Name:	LOVGREN MARKETING GROUP		
Control No.:	22553	Project No.:	CM-D2 (107)
Project Location:	Douglas County and Sarpy County		
Agreement No.:	BK1710	Expire Date:	January 31, 2018
Invoice No.:	19244	Invoice Date:	October 31, 2017
% Work Completed:	59%		
Current Billing Period:	9/1/2017 thru 9/30/2017		

Agreement No: <b>BK1710</b> Agreement amount thru supplement # 000	<b>Maximum Not-to-Exceed Amount</b>	<b>\$196,000.00</b>
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	Amount		
	This Period	Previously Billed	To Date
Direct Labor	\$3,856.25	\$41,241.25	\$45,097.50
Direct Costs (Non-Labor)	\$20,126.52	\$70,323.95	\$90,450.47
<b>Outside Services (Subconsultants):</b>			
<u>Name</u>	<u>Max Amount</u>		
Canary & Coal	\$12,000.00	\$1,100.00	\$4,400.00
			\$5,500.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
<b>Adjustments:</b>			
Description:			\$0.00
<b>Total Amount DUE &gt;&gt;</b>	✓ <b>\$25,082.77</b>	✓ <b>\$115,965.20</b>	✓ <b>\$141,047.97</b>

<i>By submitting this form electronically to State, Consultant certifies submitted costs are actual and allowed by contract</i>	Total Agreement Amount Remaining:	<b>\$54,952.03</b> ✓
Signature (typed or signed name required): Donna Maxey	Title: Business/Accounting Mgr* Lovgren Marketing Group	Date: 10/31/2017

Consultant's email contact for invoice-related questions: maxey@lovgren.com

Lovgren Marketing Group



MAPA\* CMAQ Reduced Fare Campaign\*\*Project #CM-D2-(107)

Task Name	Task Order Hrs Budgeted	Invoice #19285 Sept 2017 Hrs Billed	Invoice #19244 Aug 2017 Hrs Billed	Invoice #19177 July 2017 Hrs Billed	Invoice #19114 June 2017 Hrs Billed	Invoice #19086 May 2017 Hrs Billed	Invoice #19013 April 2017 Hrs Billed	Hrs Billed to Date	Budget Hrs Remaining	% of Budget Hrs Completed
Task 1 Project Management & Administration*Direct Labor	143.00	4.00	7.25	5.75	13.00	14.00	28.75	72.75	70.25	51%
Task 2 Air Quality Awareness Survey*Direct Labor	21.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	21.00	0%
Task 3.1 Graphic Design * Direct Labor	125.00	4.75	2.75	13.25	30.50	49.00	24.75	125.00	0.00	100%
Task 4 Media Planning & Placement * Direct Labor	100.00	10.25	17.00	6.25	15.00	2.75	15.25	66.50	33.50	67%
Task 5 Public Relations * Direct Labor	58.00	8.50	6.00	1.25	1.75	7.25	10.25	35.00	23.00	60%
<b>Total Hours:</b>	<b>447.00</b>	<b>27.50</b>	<b>33.00</b>	<b>26.50</b>	<b>60.25</b>	<b>73.00</b>	<b>79.00</b>	<b>299.25</b>	<b>147.75</b>	<b>67%</b>



Lovgren Marketing Group

MAPA\* CMAQ Reduced Fare Campaign\*\*Project #CM-D2-(107)

Task Name	Task Order Total	Invoice #19285 September 2017	Invoice #19244 August 2017	Invoice #19177 July 2017	Invoice #19114 June 2017	Invoice #19086 May 2017	Invoice #19013 April 2017	Billed to Date	Remaining Budget	% of Project Completed
Task 1 Project Management & Administration*Direct Labor	\$ 22,820.00	\$ 550.00	\$ 1,066.25	\$ 815.00	\$ 2,102.50	\$ 2,491.25	\$ 5,282.50	\$ 12,307.50	\$ 10,512.50	54%
Task 2 Air Quality Awareness Survey*Direct Labor	\$ 3,990.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,990.00	0%
Task 3.1 Graphic Design * Direct Labor	\$ 18,125.00	\$ 688.75	\$ 398.75	\$ 1,921.25	\$ 4,422.50	\$ 7,105.00	\$ 3,588.75	\$ 18,125.00	\$ -	100%
Task 4 Media Planning & Placement * Direct Labor	\$ 11,965.00	\$ 1,002.50	\$ 2,180.00	\$ 557.50	\$ 2,220.00	\$ 522.50	\$ 1,532.50	\$ 8,015.00	\$ 3,950.00	67%
Task 5 Public Relations * Direct Labor	\$ 11,020.00	\$ 1,615.00	\$ 1,140.00	\$ 237.50	\$ 332.50	\$ 1,377.50	\$ 1,947.50	\$ 6,650.00	\$ 4,370.00	60%
<b>Sub-Total:</b>	<b>\$ 67,920.00</b>	<b>\$ 3,856.25</b>	<b>\$ 4,785.00</b>	<b>\$ 3,531.25</b>	<b>\$ 9,077.50</b>	<b>\$ 11,496.25</b>	<b>\$ 12,351.25</b>	<b>\$ 45,097.50</b>	<b>\$ 22,822.50</b>	<b>66%</b>
<b>Direct Expenses</b>										
<b>Direct Costs:</b>										
Printing Collateral; Production-Radio,TV, Outdoor, Website	\$ 16,080.00	\$ 1,797.85	\$ 1,202.68	\$ -	\$ -	\$ -	\$ 2,817.48	\$ 4,020.16	\$ 12,059.84	25%
Media*Print Ads, Radio Spots, TV, Outdoor Brds, On-line, Social Media	\$ 85,000.00	\$ 18,328.67	\$ 36,000.00	\$ 11,823.16	\$ 15,576.83	\$ 2,903.80	\$ -	\$ 66,303.79	\$ 18,696.21	78%
Social Media Consultant	\$ 12,000.00	\$ 1,100.00	\$ 1,100.00	\$ 400.00	\$ 1,800.00	\$ 1,100.00	\$ -	\$ 4,400.00	\$ 7,600.00	37%
Survey*Survey Subconsultant	\$ 15,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000.00	0%
<b>Sub-Total:</b>	<b>\$ 128,080.00</b>	<b>\$ 21,226.52</b>	<b>\$ 38,302.68</b>	<b>\$ 12,223.16</b>	<b>\$ 17,376.83</b>	<b>\$ 4,003.80</b>	<b>\$ 2,817.48</b>	<b>\$ 95,950.47</b>	<b>\$ 32,129.53</b>	<b>75%</b>
<b>GRAND TOTAL:</b>	<b>\$ 196,000.00</b>	<b>\$ 25,082.77</b>	<b>\$ 43,087.68</b>	<b>\$ 15,754.41</b>	<b>\$ 26,454.33</b>	<b>\$ 15,500.05</b>	<b>\$ 15,168.73</b>	<b>\$ 141,047.97</b>	<b>\$ 54,952.03</b>	<b>72%</b>

# TIME SHEET



Employee No: 01

Name Linda Lovgren

METROPOLITAN AREA PLANNING AGY

TASK 1.3 Progress & Client Meetings

Date	Client	Job#	Hours	Description
9/7/17	MAPA	Progress & Client Mtgs	0.50	Prep Materials for Progress Meeting
9/7/17	MAPA	Progress & Client Mtgs	1.25	Progress Meeting with Partners
9/25/17	MAPA	Progress & Client Mtgs	0.25	Meeting Summary
<b>TOTAL:</b>			<b>2.00</b>	

Randa Zalman  
September 2017 | Consulting Hours

Invoice #

Date	Hours	Task	Task Description	Person	Description of Task
9/2/2017	1.75	5.4	Engage social media	Randa Zalman	Upload editorial calendar into Facebook and Twitter; Community management, post and respond.
9/4/2017	0.25	5.4	Engage social media	Randa Zalman	Community management, post and respond.
9/5/2017	2.00	5.4	Engage social media	Randa Zalman	Provide August reporting; Community management, post and respond.
9/6/2017	0.25	5.4	Engage social media	Randa Zalman	Community management, post and respond.
9/7/2017	0.50	5.4	Engage social media	Randa Zalman	St. Gerald's posting; Community management, post and respond.
9/9/2017	0.25	5.4	Engage social media	Randa Zalman	Community management, post and respond.
9/11/2017	1.00	5.4	Engage social media	Randa Zalman	Answer Linda's inquiry into 2016/2017 results; Community management, post and respond.
9/14/2017	0.25	5.4	Engage social media	Randa Zalman	Community management, post and respond.
9/15/2017	0.25	5.4	Engage social media	Randa Zalman	Community management, post and respond.
9/16/2017	1.00	4.2	Social / Digital Placement	Randa Zalman	Place paid placement for September; Community management, post and respond.
9/17/2017	2.50	5.4	Engage social media	Randa Zalman	Research and write editorial calendar; Community management, post and respond.
9/18/2017	1.50	5.4	Engage social media	Randa Zalman	Send Linda the October editorial calendar; Community management, post and respond.
9/19/2017	0.50	5.4	Engage social media	Randa Zalman	Check social media advertisements;
9/21/2017	0.25	5.4	Engage social media	Randa Zalman	Community management, post and respond.
9/22/2017	0.25	5.4	Engage social media	Randa Zalman	Community management, post and respond.
9/23/2017	0.50	5.4	Engage social media	Randa Zalman	Check social media advertisements; Community management, post and respond.
9/26/2017	0.25	5.4	Engage social media	Randa Zalman	Community management, post and respond.
9/27/2017	0.5	4.2	Social / Digital Placement	Randa Zalman	Check social media advertisements; Community management, post and respond.
9/28/2017	0.50	4.2	Social / Digital Placement	Randa Zalman	Shift paid placement
9/29/2017	0.25				Community management, post and respond.
9/30/2017	0.25	4.2	Social / Digital Placement	Randa Zalman	Check social media advertisements; Community management, post and respond.

14.75

# TIME SHEET



Employee No: 07

Name Donna Maxey

METROPOLITAN AREA PLANNING AGY

TASK 1.5 Administrative Duties

Date	Client	Job#	Hours	Description
9/25/17	MAPA	Administrative Duties	2.00	Prep documents/copies for billing
<b>TOTAL:</b>			<b>2.00</b>	

# TIME SHEET



Employee No: 76

Name Tom Nemitz

METROPOLITAN AREA PLANNING AGY

TASK 3.3 Web Design

Date	Client	Job#	Hours	Description
<i>Not Billed</i> 8/28/17	<i>In Aug Am</i> MAPA	Web Design	2.25	Edit Photos from Manchester Shoot-Post
9/7/17	MAPA	Web Design	2.50	Add links/photos to School Ozone on Website
<b>TOTAL:</b>			<b>4.75</b>	

# TIME SHEET



Employee No: 01

Name Linda Lovgren

METROPOLITAN AREA PLANNING AGY

TASK 4.1.1 Research Rates for Media Buy

Date	Client	Job#	Hours	Description
9/6/17	MAPA	Rates-Media Buy	0.50	Finalize Media Buy-WOWT
<b>TOTAL:</b>			<b>0.50</b>	

# TIME SHEET



Employee No: 01

Name Linda Lovgren

METROPOLITAN AREA PLANNING AGY

TASK 4.1.2 Negotiate Media Rates with Value

Date	Client	Job#	Hours	Description
9/1/17	MAPA	Negotiate Media Rates/Value	0.50	Work on WOWT program with updates
9/7/17	MAPA	Negotiate Media Rates/Value	0.25	Updates-Lamar Outdoor
<b>TOTAL:</b>			<b>0.75</b>	

# TIME SHEET



Employee No: 01

Name Pam Haizlip

METROPOLITAN AREA PLANNING AGY

TASK 4.4.1 Monitor Placement/Schedule/Billing

Date	Client	Job#	Hours	Description
9/15/17	MAPA	Media Placement/Schedules	3.00	Check placement on media schedule/invoices from vendor
<b>TOTAL:</b>			<b>3.00</b>	

# TIME SHEET



Employee No: 07

Name Donna Maxey

METROPOLITAN AREA PLANNING AGY

TASK 4.4.2 Coordinate Invoicing/Payments

Date	Client	Job#	Hours	Description
9/25/17	MAPA	Coordinate Invoicing/Payments	2.00	Check docs for invoicing/vendor invoices/accuracy
<b>TOTAL:</b>			2.00	

# TIME SHEET



Employee No: 07

Name Donna Maxey

METROPOLITAN AREA PLANNING AGY

TASK 4.4.3 Provide Detailed Billing Summary

Date	Client	Job#	Hours	Description
9/26/17	MAPA	Coordinate Invoicing/Payments	4.00	Prepare reports/invoices for billing to client
<b>TOTAL:</b>			4.00	

# TIME SHEET



Employee No: 01

Name Linda Lovgren

METROPOLITAN AREA PLANNING AGY

TASK 5.2.2 Initiate Earned Media Opps

Date	Client	Job#	Hours	Description
9/1/17	MAPA	Initiate Earned Media Opps	1.00	Write Release-St Geraldsozone Monitoring
9/5/17	MAPA	Initiate Earned Media Opps	0.75	Distribution*Release for St Geraldsozone
9/6/17	MAPA	Initiate Earned Media Opps	0.75	Media Followup for St Geraldsozone-Send Media Alert
9/6/17	MAPA	Initiate Earned Media Opps	0.75	Prep Agenda for interviews
9/7/17	MAPA	Initiate Earned Media Opps	0.50	Work on interviews; provide WOWT materials
9/8/17	MAPA	Initiate Earned Media Opps	0.25	Prep Display for World of Water Event
9/11/17	MAPA	Initiate Earned Media Opps	0.25	Coordinate Scripps Interview with Sue C
9/25/17	MAPA	Initiate Earned Media Opps	0.50	Write copy for Media Alert-Howard Kennedy
9/27/17	MAPA	Initiate Earned Media Opps	0.25	Forward Podcast
9/27/17	MAPA	Initiate Earned Media Opps	1.00	Press Release revisions-coordinate with OPS
<b>TOTAL:</b>			<b>6.00</b>	

# TIME SHEET



Employee No: 01

Name Linda Lovgren

METROPOLITAN AREA PLANNING AGY  
TASK 5.4.2 Strategic Plan Social Media Platform

Date	Client	Job#	Hours	Description
9/8/17	MAPA	Strat Plan*Social Media Platform	0.25	Discussion-Social Media Results with Randa
<b>TOTAL:</b>			<b>0.25</b>	

# TIME SHEET



Employee No: 01

Name Linda Lovgren

METROPOLITAN AREA PLANNING AGY

TASK 5.5.2 Develop Network of Corp/Business/Schools

Date	Client	Job#	Hours	Description
9/21/17	MAPA	Develop Network	0.50	Discussion with OPS & Sue - Teacher Project
9/28/17	MAPA	Develop Network	0.75	Followup-with OPS on Howard Kennedy
<b>TOTAL:</b>			<b>1.25</b>	

# TIME SHEET



Employee No: 01

Name Linda Lovgren

METROPOLITAN AREA PLANNING AGY

TASK 5.6.1 Meetings Briefings Presentation

Date	Client	Job#	Hours	Description
9/20/17	MAPA	Meetings Briefings Presentations	1.00	Radio interviews with Howard Kennedy teachers
<b>TOTAL:</b>			1.00	

**SUB-CONSULTANT**

**SEPT 2017**



# INVOICE

To:  
**Linda Lovgren, President & CEO**  
**Lovgren Marketing Group**  
e: [lovgren@lovgren.com](mailto:lovgren@lovgren.com); [maxey@lovgren.com](mailto:maxey@lovgren.com)

From:  
**Canary & Coal**  
**Randa Zalman, President & CEO**  
2111 South 67<sup>th</sup> St., Ste. 300  
Omaha, NE 68106  
C: 402-321-0051  
E: [randa@canaryandcoal.com](mailto:randa@canaryandcoal.com)

Date	Description	Amount
September 2017	MAPA LSBI Consulting Hours	\$1,100.00

**\*\*Social Media Management – Planning/Copy/Posting for Facebook/Twitter\*\***

**TOTALS:** **\$1,100.00** ✓

*Please pay upon receipt.*

**Thank you for this opportunity!**

**MISC DIRECT COSTS**

**SEPT 2017**

0546

# Invoice #: 51272



## Renze Display Company

6847 North 16th Street  
Omaha, NE 68112

800-627-9131  
<http://www.renze.com>

Sale Date: 10/10/2017 2:47PM

Salesperson: Lindsey Buchanan

Email: [lbuchanan@renze.com](mailto:lbuchanan@renze.com)

Office Phone: (402) 342-1111 x135

Page 1 of 1

Payment Due Date: 10/25/2017

**Billed To:** LOVGREN ADVERTISING, INC.  
DONNA MAXEY  
809 N 96th St Ste 2  
Omaha, NE 68114-2498

**Shipped To:** LOVGREN ADVERTISING, INC.  
Nemitz, Tom  
809 N 96th St Ste 2  
Omaha, NE 68114-2498

Email: [maxey@lovgren.com](mailto:maxey@lovgren.com)

Email: [tnemitz@lovgren.com](mailto:tnemitz@lovgren.com)  
Shipped Date:

Description: 3x2 Tension Fabric Display

Quantity	Description	Unit Price	Subtotal
1.00	3x2 Xpressions Pop Up Display - Price Includes the graphics, the frame and the case.	\$1,662.47	\$1,662.47
1.00	Delivery to Lovgren	\$0.00	\$0.00

Order Subtotal: \$1,662.47  
 Total Taxes: \$116.38  
 Total: \$1,778.85  
 Order Balance: \$1,778.85

Payment Terms: Net 15; Balance due in 15 days.

Print Date: 10/10/2017

**MEDIA\* RADIO/TV/SOCIAL MEDIA**

**SEPT 2017**



**GRIFF'S DELIVERY SERVICE**  
Omaha, NE

**402-677-0800**

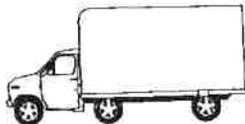
402-672-0727 • 402-850-1553 • 402-331-4299



**No 200097**

SHIPPER						LMG						DISPLAY					
DATE		TIME		AM		SHIPPER SIGNATURE		PM									
9/13																	
CONSIGNEE NAME AND ADDRESS						BAGS	ENVS	BOXES	OTHER	WEIGHT							
MAPA										1 Display							
2222 Cumming Street																	
Sue Catzforth																	
x						COURIER SIGNATURE		TL									
CONSIGNEE SIGNATURE						DATE		TIME		AM		PM		TOTAL CHARGES		7.00	

Priority 
  1 Hour 
  2 Hour 
  3 Hour 
  Same Day



**GRIFF'S DELIVERY SERVICE**  
Omaha, NE

**402-677-0800**

402-672-0727 • 402-850-1553 • 402-331-4299



**No 200144**

SHIPPER						LMG											
DATE		TIME		AM		SHIPPER SIGNATURE		PM									
9/25																	
CONSIGNEE NAME AND ADDRESS						BAGS	ENVS	BOXES	OTHER	WEIGHT							
MAPA										3 medium boxes							
2222 Cumming Street																	
Attn Sue Catzforth																	
x						COURIER SIGNATURE		TL									
CONSIGNEE SIGNATURE						DATE		TIME		AM		PM		TOTAL CHARGES		12	

Priority 
  1 Hour 
  2 Hour 
  3 Hour 
  Same Day

# INVOICE



Send Payment To:  
**KSRZ**  
 Omaha  
 P.O. Box 203590  
 Dallas, TX 75320-3590

Invoice # 296777-3	Invoice Date 09/24/17	Invoice Month September 2017	Invoice Period 08/28/17 - 09/24/17
Advertiser Metro Area Planning Agency		Product Little Steps. Big Impact.	Estimate Number

Line	Start Date	End Date	Description	Start/End Time	MTWTFSS	Length	Spots/ Week	Rate	Type																																																																																																																																					
3	07/03/17	09/03/17	Mon-Sun 5a-1a	Mon-Sun 5a-1a	MTWTFSS	:30	10	\$1.00	NM																																																																																																																																					
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2017

INVOICE



**KSRZ**  
 10714 Mockingbird Drive  
 Omaha, NE 68127  
 Main: (402) 592-3333  
 Billing: (888) 877-8004

Invoice # 296777-3	Invoice Date 09/24/17	Invoice Month September 2017	Invoice Period 08/28/17 - 09/24/17
Property KSRZ	Account Executive Patrick Henry	Sales Office Radio-Omaha Ld	Sales Region Local

SCR0927P  
 2000000373 69/2

Advertiser Metro Area Planning Agenc	Product Little Steps. Big Impact.	Estimate Number
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LOVGREN MARKETING GROUP  
 ATTENTION: ACCOUNTS PAYABLE  
 809 NORTH 96TH STREET SUITE 2  
 OMAHA, NE 68114

Flight Dates 07/03/17 - 09/24/17	Order # 296777	Alt Order #
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Billing Calendar Broadcast	Billing Type Cash	Deal #
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Special Handling
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Agency Code	Advertiser Code	Product 1/2
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Agency Ref	Advertiser Ref
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Sand Payment To:

**KSRZ**  
**OMAHA**  
**P.O. BOX 203590**  
**DALLAS, TX 75320-3590**

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Send Payment To:

**KSRZ**  
**Omaha**  
**P.O. Box 203590**  
**Dallas, TX 75320-3590**

**INVOICE**

"[3/3]"

Invoice # 296777-3	Invoice Date 09/24/17	Invoice Month September 2017	Invoice Period 08/28/17 - 09/24/17
Advertiser Metro Area Planning Agency	Product Little Steps. Big Impact.	Estimate Number	

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43	KSRZ	W	09/06/17	1:22 AM	Mon-Sun 12a-12a	Mon-Sun 12a-12a	:15	MAPA-15A-2017	\$0.00	BB																																																																																																																																				
48	KSRZ	W	09/06/17	11:48 PM	Mon-Sun 12a-12a	Mon-Sun 12a-12a	:15	MAPA-15C 2017	\$0.00	BB																																																																																																																																				
49	KSRZ	Th	09/07/17	4:20 AM	Mon-Sun 12a-12a	Mon-Sun 12a-12a	:15	MAPA-15A-2017	\$0.00	BB																																																																																																																																				
44	KSRZ	Th	09/07/17	4:45 AM	Mon-Sun 12a-12a	Mon-Sun 12a-12a	:15	MAPA-15B 2017	\$0.00	BB																																																																																																																																				
50	KSRZ	F	09/08/17	12:46 AM	Mon-Sun 12a-12a	Mon-Sun 12a-12a	:15	MAPA-15A-2017	\$0.00	BB																																																																																																																																				
45	KSRZ	F	09/08/17	2:20 AM	Mon-Sun 12a-12a	Mon-Sun 12a-12a	:15	MAPA-15B 2017	\$0.00	BB																																																																																																																																				

Total Spots 73

We warrant that the actual broadcast information shown on this invoice was taken from the program log. We do not discriminate in advertising contracts on the basis of race or ethnicity, and will not accept any advertising which is intended to discriminate on the basis of race or ethnicity. Advertiser represents and warrants that it is not purchasing advertising time from us or our station that is intended to discriminate on the basis of race or ethnicity. SEM Customers: Charges for Search Engine Marketing include click costs as well as fees for account set up, management and optimizations. Local advertising in Phoenix, by any method, is subject to tax. If you consider yourself to fall under an exemption, please provide the appropriate documentation. If no documentation is provided, the transaction privilege tax (TPT) with a rate of 0.5% will be applied to your invoice.

Advertiser and Agency, jointly and severally, represent, warrant, and covenant that the advertising supplied to Station, including any music contained therein, is rights-cleared for exhibition, distribution, performance, and/or retransmission by broadcast television, including on a mobile DTV (ATSC M/H or successor standard) basis, and by any multichannel video programming distributor or any other video delivery

INVOICE

RECEIVED OCT - 2 2017



Send Payment To:  
KSRZ  
Omaha  
P.O. Box 203590  
Dallas, TX 75320-3590

Invoice #	Invoice Date	Invoice Month	Invoice Period
296777-3	09/24/17	September 2017	08/28/17 - 09/24/17

Advertiser	Product	Estimate Number
Metro Area Planning Agency	Little Steps. Big Impact.	

Payment Terms 30 Days

Gross Total                      \$1,100.00

0750



# INVOICE

Twitter Inc

1355 Market Street, Suite 900  
San Francisco, CA 94103

Invoice number 600000004239540  
Invoice date September 28, 2017  
Billing period September 1 - September 24, 2017

Date	Description	Total amount in (USD \$)
September 24, 2017	LSBI - September 2017 - Follower Campaign · #16051996 LSBI - September 2017 - Video Views · #16052019	\$21.24 \$100.01
	Total	\$121.25

0750



# INVOICE

Twitter Inc

1355 Market Street, Suite 900  
San Francisco, CA 94103

Invoice number 600000004243045  
Invoice date September 28, 2017  
Billing period September 25 - September 26, 2017

Date	Description	Total amount in (USD \$)
September 25, 2017	LSBI - September 2017 - Follower Campaign · #16051996	\$95.10
	LSBI - September 2017 - Video Views · #16052019	\$100.01
September 26, 2017	LSBI - September 2017 - Follower Campaign · #16051996	\$68.67
	LSBI - September 2017 - Video Views · #16052019	\$49.70
Total		\$313.48

0750



# INVOICE

Twitter Inc

1355 Market Street, Suite 900  
San Francisco, CA 94103

Invoice number 600000004256919  
Invoice date October 2, 2017  
Billing period September 27 - September 30, 2017

Date	Description	Total amount in (USD \$)
September 27, 2017	LSBI - September 2017 - Follower Campaign · #16051996 LSBI - September 2017 - Video Views · #16052019	\$80.00 \$0.30
September 28, 2017	LSBI - September 2017 - Follower Campaign · #16051996	\$53.42
September 29, 2017	LSBI - September 2017 - Follower Campaign · #16051996	\$55.00
September 30, 2017	LSBI - September 2017 - Follower Campaign · #16051996	\$55.00
Total		\$243.72

Receipt for Little Steps Big Impact

Account ID: 893568200765745



Payment Date  
Sep 30, 2017 6:50am

Payment Method  
VISA \*9694  
Reference Number: FYCD3D6Q72

Transaction ID  
1335163173261794-2833187

Product Type  
Facebook

Paid

**\$565.22 USD**

Remaining ad costs at the end of the month.

**Campaigns**

<b>LSBI - September 2017 - Page Likes</b>		
From Sep 24, 2017 4:41pm to Sep 30, 2017 12:00am		
		<b>\$363.90</b>
LSBI - September 2017 - Page Likes	13,700 Impressions	<b>\$363.90</b>
<b>LSBI - September 2017 - Video Views</b>		
From Sep 24, 2017 4:41pm to Sep 30, 2017 12:00am		
		<b>\$201.32</b>
<input type="checkbox"/> LSBI - September 2017 - Video Views	9,596 Impressions	<b>\$201.32</b>



WOWT  
3501 Farnam St.  
Omaha NE 68131

**INVOICE**

WOWT - OMAHA

RECEIVED OCT - 2 2017

Invoice # 645892-1	Invoice Date 09/24/17	Invoice Month September 2017	Invoice Period 08/28/17 - 09/24/17
Station WOWT	Account Executive Mary Wilson	Sales Office Omaha Local	Sales Region Local
Advertiser Little Steps - Big Impact (145631)		IDB#	
Agency Lovgren Advertising (3579)		Order # 645892	Alt Order #
Flight Dates 09/11/17 - 10/06/17		Billing Calendar Broadcast	Billing Type Cash
Advertiser Code	Product Code	Estimate Number Air Quality	
Product Description Little Steps, Big Impact			

001361

**Lovgren Advertising**  
809 N 96th St  
Omaha NE 68114

Send Payment To:  
WOWT  
P.O. Box 14200  
Tallahassee FL 32317-4200

For Billing Inquiries Call: (402) 346-6666

Line	Start Date	End Date	Description	Start/End Time	MTWTFSS	Length	Spots / Week	Rate	Type	
1.1	09/11/17	10/06/17	EM News Rotator	5:00 AM-6:00 AM	-----	:30	3	\$60.00		
<b>Spots #</b>	<b>Ch</b>	<b>Day</b>	<b>Air Date</b>	<b>Air Time</b>	<b>Description</b>	<b>Start/End Time</b>	<b>Length</b>	<b>Ad-ID</b>	<b>Rate</b>	<b>Type</b>
1	WOWT	M	09/11/17	05:10 am	EM News Rotator M-F	5:00 AM-6:00 AM	:30	MAPA01H	\$60.00	NM
2	WOWT	T	09/12/17	05:24 am	EM News Rotator M-F	5:00 AM-6:00 AM	:30	MAPA01H	\$60.00	NM
3	WOWT	F	09/15/17	05:19 am	EM News Rotator M-F	5:00 AM-6:00 AM	:30	MAPA01H	\$60.00	NM
6	WOWT	T	09/19/17	05:24 am	EM News Rotator M-F	5:00 AM-6:00 AM	:30	MAPA01H	\$60.00	NM
4	WOWT	W	09/20/17	05:24 am	EM News Rotator M-F	5:00 AM-6:00 AM	:30	MAPA01H	\$60.00	NM
5	WOWT	F	09/22/17	05:23 am	EM News Rotator M-F	5:00 AM-6:00 AM	:30	MAPA01H	\$60.00	NM

Line	Start Date	End Date	Description	Start/End Time	MTWTFSS	Length	Spots / Week	Rate	Type	
1.2	09/11/17	10/06/17	News @ 6p M-F	559p-7p	-----	:30	2	\$275.00		
<b>Spots #</b>	<b>Ch</b>	<b>Day</b>	<b>Air Date</b>	<b>Air Time</b>	<b>Description</b>	<b>Start/End Time</b>	<b>Length</b>	<b>Ad-ID</b>	<b>Rate</b>	<b>Type</b>
1	WOWT	W	09/13/17	06:28 pm	News @ 6p M-F	559p-7p	:30	MAPA01H	\$275.00	NM
2	WOWT	T	09/14/17	06:44 pm	News @ 6p M-F	559p-7p	:30	MAPA01H	\$275.00	NM
3	WOWT	W	09/20/17	06:46 pm	News @ 6p M-F	559p-7p	:30	MAPA01H	\$275.00	NM
4	WOWT	F	09/22/17	06:19 pm	News @ 6p M-F	559p-7p	:30	MAPA01H	\$275.00	NM

Line	Start Date	End Date	Description	Start/End Time	MTWTFSS	Length	Spots / Week	Rate	Type	
1.3	09/11/17	10/06/17	Graphic		Non-Spot	MTWTF--	:00	5	\$250.00	
<b>Spots #</b>	<b>Ch</b>	<b>Day</b>	<b>Air Date</b>	<b>Air Time</b>	<b>Description</b>	<b>Start/End Time</b>	<b>Length</b>	<b>Ad-ID</b>	<b>Rate</b>	<b>Type</b>
1	WOWT	M	09/11/17	12:00 am	Graphic	Non-Spot	:00		\$250.00	NS
2	WOWT	T	09/12/17	12:00 am	Graphic	Non-Spot	:00		\$250.00	NS
3	WOWT	W	09/13/17	12:00 am	Graphic	Non-Spot	:00		\$250.00	NS
4	WOWT	T	09/14/17	12:00 am	Graphic	Non-Spot	:00		\$250.00	NS
5	WOWT	F	09/15/17	12:00 am	Graphic	Non-Spot	:00		\$250.00	NS
6	WOWT	M	09/18/17	12:00 am	Graphic	Non-Spot	:00		\$250.00	NS
7	WOWT	T	09/19/17	12:00 am	Graphic	Non-Spot	:00		\$250.00	NS
8	WOWT	W	09/20/17	12:00 am	Graphic	Non-Spot	:00		\$250.00	NS
9	WOWT	T	09/21/17	12:00 am	Graphic	Non-Spot	:00		\$250.00	NS
10	WOWT	F	09/22/17	12:00 am	Graphic	Non-Spot	:00		\$250.00	NS

Total Spots 20

Payment Terms 30 days US Funds Only Due Date: 10/24/2017 Gross Total \$3,960.00

We warrant that the actual broadcast information shown on this invoice was taken from the program log.

Gray does not discriminate in its advertising contracts, and it will not accept advertising intended to discriminate on the basis of race or ethnicity. Advertiser hereto affirms that nothing in this Agreement is intended to discriminate on the basis of race or ethnicity. This Agreement is subject to the Standard Terms and Conditions available at [www.gray.tv/advertising](http://www.gray.tv/advertising).



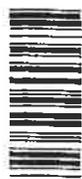
Date	Weekday	Network	Zone	Program Name	Air Time	Spot Name	Spot Len	Con Line	Billing Status	Spot Cost
09/06/17	Wednesday	OXYG	OMAHA CB METRO	NCIS	8:11am	Little Steps Big Impact	00:00:30	72	Bonus	0.00
09/06/17	Wednesday	OXYG	OMAHA CB METRO	NCIS	9:48am	Little Steps Big Impact	00:00:30	155	Bonus	0.00
09/06/17	Wednesday	TBSC	OMAHA CB METRO	The Big Bang Theory	7:14pm	Little Steps Big Impact	00:00:30	108	Charged	140.00
09/06/17	Wednesday	TOON	OMAHA CB METRO	Bob's Burgers	9:58pm	Little Steps Big Impact	00:00:30	143	Charged	19.00
09/07/17	Thursday	ESPN	OMAHA CB METRO	SportsCenter	7:28am	Little Steps Big Impact	00:00:30	36	Charged	32.00
09/07/17	Thursday	ESPN	OMAHA CB METRO	SportsCenter	8:00am	Little Steps Big Impact	00:00:30	36	Charged	32.00
09/07/17	Thursday	OXYG	OMAHA CB METRO	CSI: Crime Scene	2:18pm	Little Steps Big Impact	00:00:30	72	Bonus	0.00
09/07/17	Thursday	SPK	OMAHA CB METRO	Stephen King's II	9:41pm	Little Steps Big Impact	00:00:30	84	Charged	50.00
09/08/17	Friday	BET	OMAHA CB METRO	Life	6:41pm	Little Steps Big Impact	00:00:30	12	Charged	9.00
09/08/17	Friday	OXYG	OMAHA CB METRO	DaKline: Secrets	6:19pm	Little Steps Big Impact	00:00:30	72	Bonus	0.00
09/08/17	Friday	OXYG	OMAHA CB METRO	Cold Justice	9:25pm	Little Steps Big Impact	00:00:30	155	Bonus	0.00
09/09/17	Saturday	FRFM	OMAHA CB METRO	Hook	9:54am	Little Steps Big Impact	00:00:30	48	Charged	14.00
09/09/17	Saturday	FRFM	OMAHA CB METRO	Men In Black	12:11pm	Little Steps Big Impact	00:00:30	48	Charged	14.00
09/09/17	Saturday	FRFM	OMAHA CB METRO	X2: X-Men United	6:26pm	Little Steps Big Impact	00:00:30	60	Charged	25.00
09/09/17	Saturday	OXYG	OMAHA CB METRO	Snapped	8:28am	Little Steps Big Impact	00:00:30	155	Bonus	0.00
09/09/17	Saturday	TBSC	OMAHA CB METRO	The Big Bang Theory	9:44pm	Little Steps Big Impact	00:00:30	120	Charged	180.00
09/09/17	Saturday	TOON	OMAHA CB METRO	Tokyo Ghoul	11:59pm	Little Steps Big Impact	00:00:30	144	Charged	19.00
09/10/17	Sunday	FRFM	OMAHA CB METRO	Pirates Caribbean Curse	2:38pm	Little Steps Big Impact	00:00:30	48	Charged	14.00
09/10/17	Sunday	FRFM	OMAHA CB METRO	Pirates Caribbean Curse	3:43pm	Little Steps Big Impact	00:00:30	48	Charged	14.00
09/10/17	Sunday	FRFM	OMAHA CB METRO	Fast Five	5:53pm	Little Steps Big Impact	00:00:30	60	Charged	25.00
09/10/17	Sunday	OXYG	OMAHA CB METRO	Natalee Holloway	11:27am	Little Steps Big Impact	00:00:30	155	Bonus	0.00
09/10/17	Sunday	OXYG	OMAHA CB METRO	Natalee Holloway	12:55pm	Little Steps Big Impact	00:00:30	155	Bonus	0.00
09/10/17	Sunday	TOON	OMAHA CB METRO	Family Guy	9:30pm	Little Steps Big Impact	00:00:30	144	Charged	19.00
<b>Grand Total</b>										<b>2,025.00</b>

### Channel Summary

Network	Zone	Total Spots	Gross Revenue
BET	OMAHA CB METRO	6	\$54.00
CMD	OMAHA CB METRO	2	\$116.00
ESPN	OMAHA CB METRO	4	\$128.00
FRFM	OMAHA CB METRO	13	\$237.00
OXYG	OMAHA CB METRO	24	\$0.00
SPK	OMAHA CB METRO	4	\$138.00
TBSC	OMAHA CB METRO	8	\$1,200.00
TOON	OMAHA CB METRO	0	\$152.00
<b>Grand Total</b>		<b>69</b>	<b>\$2,025.00</b>

Note: Program Names may vary due to alterations in network scheduling.

COX MEDIA - EAST  
 CCI - CFC A/R  
 P.O. BOX 105353  
 ATLANTA, GA 30348  
 (877)695-3338



## Affidavit of Performance

Client Name: MAPA  
 Remarks: April-September 2017  
 Bill Cycle: 09/17  
 Agency: Lovgren Advertising

Contract ID: 1827896  
 Contract Type: Standard

Date	Weekday	Network	Zone	Program Name	Air Time	Spot Name	Spot Len	Con Line	Billing Status	Spot Cost
08/28/17	Monday	BET	OMAHA CB METRO	Addicted	5:53pm	Little Steps Big Impact	00:00:30	11	Charged	9.00
08/28/17	Monday	CMD	OMAHA CB METRO	Daily Show Trevor Noah	10:21pm	Little Steps Big Impact	00:00:30	23	Charged	58.00
08/28/17	Monday	ESPN	OMAHA CB METRO	SportsCenter	6:47am	Little Steps Big Impact	00:00:30	35	Charged	32.00
08/28/17	Monday	OXYG	OMAHA CB METRO	Snapped	8:29am	Little Steps Big Impact	00:00:30	71	Bonus	0.00
08/28/17	Monday	OXYG	OMAHA CB METRO	Snapped	6:31pm	Little Steps Big Impact	00:00:30	154	Bonus	0.00
08/28/17	Monday	OXYG	OMAHA CB METRO	Snapped	11:57pm	Little Steps Big Impact	00:00:30	154	Bonus	0.00
08/28/17	Monday	TBSC	OMAHA CB METRO	Family Guy	7:18pm	Little Steps Big Impact	00:00:30	107	Charged	140.00
08/28/17	Monday	TOON	OMAHA CB METRO	Bob's Burgers	9:29pm	Little Steps Big Impact	00:00:30	141	Charged	19.00
08/29/17	Tuesday	OXYG	OMAHA CB METRO	Dalaina: Secrets	9:49am	Little Steps Big Impact	00:00:30	154	Bonus	0.00
08/29/17	Tuesday	OXYG	OMAHA CB METRO	Snapped	3:28pm	Little Steps Big Impact	00:00:30	71	Bonus	0.00
08/29/17	Tuesday	SPK	OMAHA CB METRO	Tattoo Nightmares	10:51pm	Little Steps Big Impact	00:00:30	96	Charged	19.00
08/30/17	Wednesday	BET	OMAHA CB METRO	Boyz N the Hood	7:54pm	Little Steps Big Impact	00:00:30	11	Charged	9.00
08/30/17	Wednesday	BET	OMAHA CB METRO	Martin	10:44pm	Little Steps Big Impact	00:00:30	11	Charged	9.00
08/30/17	Wednesday	OXYG	OMAHA CB METRO	CSI: Crime Scene	6:51am	Little Steps Big Impact	00:00:30	154	Bonus	0.00
08/30/17	Wednesday	OXYG	OMAHA CB METRO	CSI: Crime Scene	10:48am	Little Steps Big Impact	00:00:30	71	Bonus	0.00
08/30/17	Wednesday	TOON	OMAHA CB METRO	Family Guy	10:58pm	Little Steps Big Impact	00:00:30	141	Charged	19.00
08/31/17	Thursday	OXYG	OMAHA CB METRO	NCIS	10:17pm	Little Steps Big Impact	00:00:30	154	Bonus	0.00
08/31/17	Thursday	SPK	OMAHA CB METRO	The Longest Yard	8:43pm	Little Steps Big Impact	00:00:30	83	Charged	50.00
08/31/17	Thursday	TBSC	OMAHA CB METRO	The Guest Book	9:49pm	Little Steps Big Impact	00:00:30	107	Charged	140.00
09/01/17	Friday	OXYG	OMAHA CB METRO	Snapped	12:26pm	Little Steps Big Impact	00:00:30	71	Bonus	0.00
09/01/17	Friday	OXYG	OMAHA CB METRO	Dalaina: Secrets	7:20pm	Little Steps Big Impact	00:00:30	154	Bonus	0.00
09/01/17	Friday	TBSC	OMAHA CB METRO	The Big Bang Theory	8:44pm	Little Steps Big Impact	00:00:30	107	Charged	140.00
09/02/17	Saturday	FRFM	OMAHA CB METRO	Harry Potter Sorcerer	9:20am	Little Steps Big Impact	00:00:30	47	Charged	14.00
09/02/17	Saturday	FRFM	OMAHA CB METRO	Harry Potter Azkaban	3:50pm	Little Steps Big Impact	00:00:30	59	Charged	25.00
09/02/17	Saturday	FRFM	OMAHA CB METRO	Harry Potter Azkaban	4:17pm	Little Steps Big Impact	00:00:30	59	Charged	25.00
09/02/17	Saturday	TBSC	OMAHA CB METRO	The Big Bang Theory	9:45pm	Little Steps Big Impact	00:00:30	119	Charged	180.00
09/02/17	Saturday	TOON	OMAHA CB METRO	Dragon Ball Z Kai	11:58pm	Little Steps Big Impact	00:00:30	142	Charged	19.00
09/03/17	Sunday	FRFM	OMAHA CB METRO	Harry Potter Phoenix	11:30am	Little Steps Big Impact	00:00:30	47	Charged	14.00
09/03/17	Sunday	FRFM	OMAHA CB METRO	Harry Potter Phoenix	12:26pm	Little Steps Big Impact	00:00:30	47	Charged	14.00
09/03/17	Sunday	FRFM	OMAHA CB METRO	Harry Potter Half-Blood	2:42pm	Little Steps Big Impact	00:00:30	47	Charged	14.00
09/03/17	Sunday	FRFM	OMAHA CB METRO	Harry Potter Hallows 1	5:58pm	Little Steps Big Impact	00:00:30	59	Charged	25.00
09/03/17	Sunday	OXYG	OMAHA CB METRO	Dalaina: Secrets	8:22am	Little Steps Big Impact	00:00:30	154	Bonus	0.00
09/03/17	Sunday	OXYG	OMAHA CB METRO	Natalee Holloway	1:57pm	Little Steps Big Impact	00:00:30	71	Bonus	0.00
09/03/17	Sunday	TOON	OMAHA CB METRO	Family Guy	9:57pm	Little Steps Big Impact	00:00:30	142	Charged	19.00
09/04/17	Monday	BET	OMAHA CB METRO	Madea's Family Reunion	9:53pm	Little Steps Big Impact	00:00:30	12	Charged	9.00
09/04/17	Monday	CMD	OMAHA CB METRO	Broad City	10:19pm	Little Steps Big Impact	00:00:30	24	Charged	58.00
09/04/17	Monday	ESPN	OMAHA CB METRO	SportsCenter	6:49am	Little Steps Big Impact	00:00:30	36	Charged	32.00
09/04/17	Monday	OXYG	OMAHA CB METRO	Snapped	2:26pm	Little Steps Big Impact	00:00:30	155	Bonus	0.00
09/04/17	Monday	OXYG	OMAHA CB METRO	It Takes a Killer	10:54pm	Little Steps Big Impact	00:00:30	72	Bonus	0.00
09/04/17	Monday	TBSC	OMAHA CB METRO	Family Guy	7:48pm	Little Steps Big Impact	00:00:30	108	Charged	140.00
09/04/17	Monday	TOON	OMAHA CB METRO	Mike Tyson Mysteries	11:58pm	Little Steps Big Impact	00:00:30	143	Charged	19.00
09/05/17	Tuesday	OXYG	OMAHA CB METRO	Snapped	3:55pm	Little Steps Big Impact	00:00:30	155	Bonus	0.00
09/05/17	Tuesday	OXYG	OMAHA CB METRO	Snapped	4:55pm	Little Steps Big Impact	00:00:30	72	Bonus	0.00
09/05/17	Tuesday	SPK	OMAHA CB METRO	Tattoo Nightmares	10:51pm	Little Steps Big Impact	00:00:30	96	Charged	19.00
09/05/17	Tuesday	TBSC	OMAHA CB METRO	The Big Bang Theory	8:43pm	Little Steps Big Impact	00:00:30	108	Charged	140.00
09/06/17	Wednesday	BET	OMAHA CB METRO	Martin	11:54pm	Little Steps Big Impact	00:00:30	12	Charged	9.00



KETV  
1001 So. 10th Street  
Omaha, NE 68108  
ph: (402) 345-7777  
fx: (000) 000-0000

Advertiser Metro Area Planning Agency (8756)  
Agency Lovgren Marketing Group (NE) (5704)  
Buyer  
Salesperson Ahrens, Chris (1075)  
ph: (402) 345-7777

Invoice 126677  
Inv Date 9/30/2017  
Terms Net 30  
Proposal 289844  
Bill Type Calendar  
Period 9/1/2017 - 9/30/2017

Lovgren Marketing Group (NE)  
809 North 96th Street  
Omaha, NE 68114  
  
AgM

Product Digital (1001)  
Brand Internet (9)  
Acct Types DIG/Paid For  
PO Number  
Demo  
Revision  
Comments 289844/ Little Steps Big Impact

CO-OP/Order Type No/Internet  
Package  
Gen. Date 10/3/2017 9:50:50AM

Omaha (KETV)

OFFICIAL BILLING INVOICE

Line	Rate Type	Rate	Quantity	Billing Start End Date	Product Descriptions	Amount	Remarks
11043135	CPM	\$0.00	0	09/01/17 - 09/30/17	HTV   KETV   Standard   Cross Platform   ROS   *All Sizes/	\$1100.00	
11043136	CPM	\$0.00	0	09/01/17 - 09/30/17	HTV   KETV   Standard   Cross Platform   ROS   *Video/	\$1710.00	
						Gross Total	\$2,810.00
						Total Items	2

Remit to :  
KETV  
PO Box 90016  
Prescott, AZ 86304-9016

# INVOICE



**KETV**  
 1001 So. 10th Street  
 Omaha, NE 68108  
 Main: (402)345-7777  
 Billing: (704)208-2350

www.kelv.com

Invoice #	Invoice Date	Invoice Month	Invoice Period
1650959-1	09/24/17	September 2017	08/28/17 - 09/24/17

Property	Account Executive	Sales Office	Sales Region
KETV	Chris Ahrens	Omaha	Local

Billing Address: Lovgren Marketing Group (NE)  
 ATTENTION: LINDA LOVGREN  
 809 NORTH 96TH STREET  
 SUITE 2  
 OMAHA NE 68114-2498

Advertiser	Product	Estimate Number
Metro Area Planning Agenc	Little Steps Big Impact	

928 - 14: 2150

Flight Dates	Order #	Alt Order #
08/28/17 - 09/24/17	1650959	

Billing Calendar	Billing Type	Deal #
Broadcast	Cash	

Special Handling

Agency Code	Advertiser Code	Product 1/2

Agency Ref	Advertiser Ref

Send Payment To:

**KETV**  
 PO Box 90016  
 Prescott, AZ 86304-9016

Line	Start Date	End Date	Description	Start/End Time	MTWTFSS	Length	Spots/ Week	Rate	Type																																																																																																																																																																																																																																																																																			
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# INVOICE



Send Payment To:  
**KETV**  
 PO Box 90016  
 Prescott, AZ 86304-9016

www.kelv.com

Invoice #	Invoice Date	Invoice Month	Invoice Period
1650959-1	09/24/17	September 2017	08/28/17 - 09/24/17

Advertiser	Product	Estimate Number
Metro Area Planning Agency	Little Steps Big Impact	

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This invoice is subject to the Standard Terms and Conditions for Purchase of Broadcast Advertising, which can be reviewed at the following URL: [www.hearst.com/newsroom/hearst-television-advertising-sales](http://www.hearst.com/newsroom/hearst-television-advertising-sales)

We warrant that the actual broadcast information shown on this invoice was taken from the program log

Notwithstanding to whom bills are rendered, advertiser, agency and service, jointly and severally, shall remain obligated to pay to station the amount of any bills rendered by station within the time specified and until payment in full is received by station. Payment by advertiser to agency or to service or payment by agency to service, shall not constitute payment to station. Station will not be bound by conditions, printed or otherwise, on contracts, insertion orders, copy instructions or any correspondence when such conflict with the above terms and conditions. Four weeks advance cancellation notice is required unless otherwise specified.

Station, and its parent company, does not discriminate in the sale of advertising time, and will accept no advertising which is placed with an intent to discriminate on the basis of race or ethnicity. Advertiser hereby represents and warrants that it is not purchasing broadcast air time under this advertising sales contract for a discriminatory purpose, including but not limited to decisions not to place advertising on particular stations on the basis of race or ethnicity.

# INVOICE



Send Payment To:  
**KETV**  
**PO Box 90016**  
**Prescott, AZ 86304-9016**

www.ketv.com

Invoice # 1650959-1	Invoice Date 09/24/17	Invoice Month September 2017	Invoice Period 08/28/17 - 09/24/17
Advertiser Metro Area Planning Agency	Product Little Steps Big Impact	Estimate Number	

Line	Start Date	End Date	Description	Start/End Time	MTWTFSS	Length	Spots/ Week	Rate	Type																																												
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This invoice is subject to the Standard Terms and Conditions for Purchase of Broadcast Advertising, which can be reviewed at the following URL: [www.hearst.com/newsroom/hearst-television-advertising-sales](http://www.hearst.com/newsroom/hearst-television-advertising-sales)

We warrant that the actual broadcast information shown on this invoice was taken from the program log

Notwithstanding to whom bills are rendered, advertiser, agency and service, jointly and severally, shall remain obligated to pay to station the amount of any bills rendered by station within the time specified and until payment in full is received by station. Payment by advertiser to agency or to service or payment by agency to service, shall not constitute payment to station. Station will not be bound by conditions, printed or otherwise, on contracts, insertion orders, copy instructions or any correspondence when such conflict with the above terms and conditions. Four weeks advance cancellation notice is required unless otherwise specified.

Station, and its parent company, does not discriminate in the sale of advertising time, and will accept no advertising which is placed with an intent to discriminate on the basis of race or ethnicity. Advertiser hereby represents and warrants that it is not purchasing broadcast air time under this advertising sales contract for a discriminatory purpose, including but not limited to decisions not to place advertising on particular stations on the basis of race or ethnicity.

# INVOICE RECEIVED OCT - 2 2017



Send Payment To:  
**KETV**  
 PO Box 90016  
 Prescott, AZ 86304-9016

www.ketv.com

Invoice # 1650959-1	Invoice Date 09/24/17	Invoice Month September 2017	Invoice Period 08/28/17 - 09/24/17
Advertiser Metro Area Planning Agency		Product Little Steps Big Impact	Estimate Number

Line	Start Date	End Date	Description	Start/End Time	MTWTFSS	Length	Spots/Week	Rate	Type
7	08/28/17	09/24/17	First News at 6a	6-7a	MTWTF--	:30	2	\$315.00	NM
Weeks: <u>Start Date</u> <u>End Date</u> <u>MTWTFSS</u> <u>Spots/Week</u> <u>Rate</u> 09/18/17 09/24/17 MTWTF-- 1 \$315.00									
Spots: # Ch Day Air Date Air Time Description Start/End Time Length Ad-ID Rate Type 6 KETV W 09/20/17 6:59 AM First News at 6a 6-7a :30 LSBI-TV1-GoodUpHigh30 \$315.00 NM									
8	08/28/17	09/24/17	Good Morning America	7-9a	MTWTF--	:30	2	\$300.00	NM
Weeks: <u>Start Date</u> <u>End Date</u> <u>MTWTFSS</u> <u>Spots/Week</u> <u>Rate</u> 08/28/17 09/03/17 MTWTF-- 1 \$300.00									
Spots: # Ch Day Air Date Air Time Description Start/End Time Length Ad-ID Rate Type 2 KETV Tu 08/29/17 8:55 AM Good Morning America 7-9a :30 LSBI-TV1-GoodUpHigh30 \$300.00 NM									
Weeks: <u>Start Date</u> <u>End Date</u> <u>MTWTFSS</u> <u>Spots/Week</u> <u>Rate</u> 09/04/17 09/10/17 MTWTF-- 2 \$300.00									
Spots: # Ch Day Air Date Air Time Description Start/End Time Length Ad-ID Rate Type 3 KETV W 09/06/17 7:47 AM Good Morning America 7-9a :30 LSBI-TV1-GoodUpHigh30 \$300.00 NM 4 KETV F 09/08/17 8:40 AM Good Morning America 7-9a :30 LSBI-TV1-GoodUpHigh30 \$300.00 NM									
9	08/28/17	09/24/17	Sat/Sun News 5-6am	5-6am	-----SS	:30	1	\$30.00	NM
Weeks: <u>Start Date</u> <u>End Date</u> <u>MTWTFSS</u> <u>Spots/Week</u> <u>Rate</u> 09/04/17 09/10/17 -----SS 1 \$35.00									
Spots: # Ch Day Air Date Air Time Description Start/End Time Length Ad-ID Rate Type 1 KETV Sa 09/09/17 5:49 AM Sat/Sun News 5-6am 5-6am :30 LSBI-TV1-GoodUpHigh30 \$35.00 NM									
Weeks: <u>Start Date</u> <u>End Date</u> <u>MTWTFSS</u> <u>Spots/Week</u> <u>Rate</u> 09/11/17 09/17/17 -----SS 1 \$30.00									
Spots: # Ch Day Air Date Air Time Description Start/End Time Length Ad-ID Rate Type 2 KETV Su 09/17/17 5:52 AM Sat/Sun News 5-6am 5-6am :30 LSBI-TV1-GoodUpHigh30 \$30.00 NM									
10	08/28/17	09/24/17	Newswatch First News Sat-Sun	7-9am	-----SS	:30	2	\$150.00	NM
Weeks: <u>Start Date</u> <u>End Date</u> <u>MTWTFSS</u> <u>Spots/Week</u> <u>Rate</u> 08/28/17 09/03/17 -----SS 2 \$150.00									
Spots: # Ch Day Air Date Air Time Description Start/End Time Length Ad-ID Rate Type 1 KETV Sa 09/02/17 7:58 AM Newswatch First News Sat-Sun 7-9am :30 LSBI-TV1-GoodUpHigh30 \$150.00 NM 2 KETV Su 09/03/17 8:23 AM Newswatch First News Sat-Sun 7-9am :30 LSBI-TV1-GoodUpHigh30 \$150.00 NM									
Weeks: <u>Start Date</u> <u>End Date</u> <u>MTWTFSS</u> <u>Spots/Week</u> <u>Rate</u> 09/04/17 09/10/17 -----SS 1 \$150.00									
Spots: # Ch Day Air Date Air Time Description Start/End Time Length Ad-ID Rate Type 4 KETV Su 09/10/17 8:46 AM Newswatch First News Sat-Sun 7-9am :30 LSBI-TV1-GoodUpHigh30 \$150.00 NM									

Total Spots 50

Payment Terms 30 Days

Gross Total \$7,190.00

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METROPOLITAN AREA PLANNING AGENCY  
2222 Cuming Street  
Omaha, Nebraska 68102

Subcontractor's Payment Authorization

Contractor: Steve Jensen Consulting, LLC

Contract Approved by Board of Directors: March 26, 2015

Contract Amount of: \$31,200

Amendment Approved: 12/08/16 not to exceed \$36,00

Contract Period: 04/01/15 – 06/030/16

Amendment: 04/01/15 – 06/30/17

Amendment: 04/01/15 – 10/31/17

Amendment: 04/01/15 – 01/31/18

Payment #11

1. Computation of Payment

Bill to Date	\$32, 987.50
Less Previous Payments	32,727.50
Payment Due this Date	<u>\$260.00</u>

2. Payment Approved

RECOMMENDED PAYMENT BY:

\_\_\_\_\_  
Staff

\_\_\_\_\_  
Executive Director

Payment approved by Finance Committee \_\_\_\_\_

\_\_\_\_\_  
Treasurer

December 31, 2017

Greg Youell, Executive Director  
Metropolitan Area Planning Agency  
2222 Cuming Street  
Omaha, NE 68102-4328

Dear Greg,

Enclosed please find an invoice for my work with MAPA on the Heartland 2050 Project from October 1<sup>st</sup> through December 31<sup>st</sup>, 2017. This invoice covers the fourth quarter of 2017. If you have any questions or would like more information, just let me know.

Wishing you and everyone at MAPA a Happy New Year!

Sincerely,

A handwritten signature in cursive script, appearing to read "Steven Jensen".

Steven Jensen, Principal  
Steven Jensen Consulting  
1516 Cuming Street  
Omaha, NE 68102-4409  
[snjensen@cox.net](mailto:snjensen@cox.net)  
C = 402-676-9999

C: Melissa Engel

# Invoice

Steven Jensen Consulting  
5619 S. 169th Street  
Omaha, Nebraska 68135

Customer

Metropolitan Area Planning Agency  
c/o Greg Youell, Executive Director  
2222 Cuming Street  
Omaha, Nebraska 68102-4328

Date	Invoice No.	Dates of Service	Terms	Project
12/31/17	192	10/1/17-12/31/17		

Item	Description	Quantity	Rate	Amount
Principal 2	H2050 - Executive Comm. mtg.,	2	130.00	260.00

Total \$260.00

# Invoice

Customer:  
Metropolitan Area Planning Agency  
2222 Cuming Street  
Omaha, NE 68102-4328

Steven Jensen Consulting  
5619 S. 169th St.  
Omaha, NE 68135

<b>2015</b>				
	<u>Jan. - Mar.</u>	<u>Apr. - June</u>	<u>July - Sept.</u>	<u>Oct. - Dec.</u>
Current Billing	\$0	\$4,290.00	\$3,607.50	\$2,990.00
Previous Billing	\$0	\$0.00	\$4,290.00	\$7,897.50
Contract to Date	\$0	\$4,290.00	\$7,897.50	\$10,887.50

<b>2016</b>				
	<u>Jan. - Mar.</u>	<u>Apr. - June</u>	<u>July - Sept.</u>	<u>Oct. - Dec.</u>
Current Billing	\$3,737.50	\$1,625.00	\$4,192.50	\$3,737.50
Previous Billing	\$10,887.50	\$14,625.00	\$16,250.00	\$20,442.50
Contract to Date	\$14,625.00	\$16,250.00	\$20,442.50	\$24,180.00

<b>2017</b>				
	<u>Jan. - Mar.</u>	<u>Apr. - June</u>	<u>July - Sept.</u>	<u>Oct. - Dec.</u>
Current Billing	\$4,485.00	\$2,632.50	\$1,430.00	\$260.00
Previous Billing	\$24,180.00	\$28,665.00	\$31,297.50	\$32,727.50
Contract to Date	\$28,665.00	\$31,297.50	\$32,727.50	\$32,987.50



Subcontractor Payment Authorization

Contract Number: 18904101501  
 Contract Party: Pottawattamie County  
 Contract Description: GIS Activities - FY 2018  
 Contract Approved by Board of Directors: June 29, 2017  
 Contract Amount: \$30,000.00  
 Match Amount: \$12,857.00  
 Contract Period: July 1, 2017 - June 30, 2018

Payment # 2

Billed to Date: \$ 15,443.34  
 Less Previous Payments: \$ 6,322.51  
 Amount Due: \$ 9,120.83

Payment Recommended By: \_\_\_\_\_  
Responsible Charge / MAPA Staff Member

\_\_\_\_\_  
Department Manager

\_\_\_\_\_  
MAPA Executive Director

Approved by MAPA Finance Committee: \_\_\_\_\_  
Date

\_\_\_\_\_  
MAPA Treasurer/Finance Committee Member

## Cost Breakdown Form for Actual Cost Plus Fixed Fee Agreements

Company Name:	Pottawattamie County		
Address:	227 S 6 <sup>th</sup> St, Council Bluffs, IA 51501		
Employer (FEIN) No.:	42-6004433		
Project No.:	18904101501		
Project Location:	xxxxxxx		
Control No.:	xxxxxxx		
Agreement No.:	xxxxxxx		
Invoice No. and Date:	20180108 & January 8, 2018		
Progress Report Date:	January 8, 2018		
% Work Completed:	51.48%		
Current Billing Period:	10/1/2017 - 12/31/2017		
<b>Actual Cost plus Fixed Fee Amount &gt;</b>	<b>Limiting Max. Amount \$30,000.00</b>	<b>Fixed Fee for Profit</b>	<b>Total Contract Amount \$30,000.00</b>
	<b>Amount</b>		
	<b>This Period</b>	<b>Previously Billed</b>	<b>To Date</b>
Direct Labor	\$9,120.83	\$6,322.51	\$15,443.34
Overhead @      % of Direct Labor	\$0.00		\$0.00
Fixed Fee =      % of Labor and Overhead	\$0.00		\$0.00
FCCM @      % of Direct Labor	\$0.00		\$0.00
Direct Non-Labor Costs			\$0.00
Indirect Costs			\$0.00
Outside Services (Subconsultants)			
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
<b>Subtotal – Outside Services</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Total Amount Due &gt;</b>	<b>\$9,120.83</b>	<b>\$6,322.51</b>	<b>\$15,443.34</b>
<i>I certify that the billed amounts are actual and in agreement with the contract terms.</i>		<b>Balance:</b>	<b>\$14,556.66</b>
Signature: 	Title: Chief Information Officer		Date: 1/8/2018

# Progress Report Form

**Work Completed for Current Billing Period:**

- Road Centerline Edits
- Road Right-of-Way Edits
- Land Records Edits (see table below)
- Section Corner Edits
- Basemap Edits
- Website Maintenance both public facing and internal sites – for a list and access to all our public-facing sites please visit <https://gis.pottcounty-ia.gov>

Month	New or Modified Parcels	Subdivisions	Surveys
Oct-17	16	2	12
Nov-17	25	1	9
Dec-17	175	4	16

**Anticipated Work for Next Billing Period:** The same or similar

**Information Needed from MAPA/IDOT:** None anticipated

**Percent of Work Completed to Date:** 51.48%

**Outstanding Issues:** None

**Billing Period**

**October 1, 2017 - December 31, 2017**

**Total Requested this Period: \$9,120.83**

Description	Employee	Hours Worked	Hourly Rate	Calculated Total	Requested Amount	In-Kind Match (30%)
Project A: Data Maintenance	Employee 1	92	\$44.25	\$4,071.00	\$2,849.70	\$1,221.30 ✓
	Employee 2	109	\$29.70	\$3,237.30	\$2,266.11	\$971.19 ✓
Project B: Website Maintenance	Employee 1	0	\$44.25	\$0.00	\$0.00	\$0.00 ✓
	Employee 2	88	\$29.70	\$2,613.60	\$1,829.52	\$784.08 ✓
Fringe Benefits	Employee 1	92	\$15.58	\$1,433.36	\$1,003.35	\$430.01 ✓
Fringe Benefits	Employee 2	197	\$8.50	\$1,674.50	\$1,172.15	\$502.35 ✓
				\$13,029.76	\$9,120.83	\$3,908.93

To-Date Received: \$ 6,322.51

Balance available for disbursement: **\$ 23,677.49**

Name	Salary	Fringe Benefits				Fringe Benefits per hour
		Medical Insurance	Dental Insurance	FICA	Pension	
Employee 1	\$ 92,040.00	\$ 16,580.28	\$ 680.76	\$ 7,041.06	\$ 8,219.17	\$ 15.58
Employee 2	\$ 61,776.00	\$ 7,249.68	\$ 258.96	\$ 4,725.86	\$ 5,516.60	\$ 8.50

Note: Longevity pay is built into the hourly rate and has been paid to the employee this quarter.



# Subcontractor Payment Authorization

Contract Number: 18604101301  
 Contract Party: Sarpy County  
 Contract Description: Planning & GIS Activities  
 Contract Approved by Board of Directors: June 29, 2017  
 Contact Amount: \$80,000.00  
 Match Amount: \$34,286.00  
 Contract Period: July 1, 2017 - June 30, 2018

## Payment # 2

	GIS	Planning	Total
Billed to Date: \$	26,319.44	\$ 23,452.84	\$ 49,772.28
Less Previous Payments: \$	15,934.57	\$ 12,080.30	\$ 28,014.87
Amount Due: \$	<u>10,384.87</u>	<u>11,372.54</u>	<u>21,757.41</u>

Payment Recommended By: \_\_\_\_\_  
 Responsible Charge / MAPA Staff Member

\_\_\_\_\_  
 Department Manager

\_\_\_\_\_  
 MAPA Executive Director

Approved by MAPA Finance Committee: \_\_\_\_\_  
 Date

\_\_\_\_\_  
 MAPA Treasurer/Finance Committee Member

# Invoice

Invoice Number: 2018-2  
 Date: 2018/01/03



Sarpy County  
 1210 Golden Gate Drive  
 Papillion, NE  
 USA  
 68046  
 Phone: 402-593-4164  
 Fax: 402-593-4304  
 www.sarpy.com

Company: MAPA  
 Address: ATTN: AMANDA MORALES  
 Address: 2222 CUMING STREET  
 City, State, Zip: OMAHA, NE 68102  
 Phone:  
 Fax:  
 Contact Name:

Item	Description	Quantity	Unit Price	Amount
GIS	REIMBURSE PERSONNEL EXPENSE FOR 10/1/17-12/31/17 70%	1	\$8,600.55	\$8,600.55
GIS	REIMBURSE BENEFIT EXPENSES FOR 10/1/17-12/31/17 70%		\$1,784.32	\$1,784.32
	TOTAL GIS \$10,384.87			
PLANNING	REIMBURSE PERSONNEL EXPENSE FOR 10/1/17-12/31/17 70%	1	\$8,910.87	\$8,910.87
PLANNING	REIMBURSE BENEFIT EXPENSES FOR 10/1/17-12/31/17 70%	1	\$2,461.67	\$2,461.67
	TOTAL PLANNING \$11,372.54			

Comments:

<b>Sub-total</b>	<b>\$21,757.41</b>
<b>Grand Total</b>	<b>\$21,757.41</b>

Thank You.  
 We appreciate your business.

### Internal Use Only

Amount Paid:	
Date:	

**SARPY COUNTY, NEBRASKA  
2018 FY GIS TRANSPORTATION GRANT  
AGREEMENT #18604101301  
10/1/17-12/31/17**

<u>EMPLOYEE</u>	<u># GRANT HOURS</u>	<u>EFFECTIVE HOURLY RATE</u>	<u>TOTAL HOURLY COST</u>	<u>GRANT MATCH</u>	
				70%	30%
HERBERT	✓ 3.25	\$ ✓ 52.85	\$ 171.76	\$ 120.23	\$ 51.53
KRIENER	0.00	\$ ✓ 41.95	\$ -	\$ -	\$ -
✓ LAMPE	✓ 215.35	\$ ✓ 35.69	\$ 7,685.84	\$ 5,380.09	\$ 2,305.75
✓ NELSEN	✓ 133	\$ ✓ 33.30	\$ 4,428.90	\$ 3,100.23	\$ 1,328.67
<b>TOTAL DIRECT LABOR</b>			<b>\$ 12,286.50</b>	<b>\$ 8,600.55</b>	<b>\$ 3,685.95</b>

<u>EMPLOYEE</u>	<u># GRANT HOURS</u>	<u>FRINGE PER HOUR</u>	<u>TOTAL FRINGE COST</u>	<u>GRANT MATCH</u>	
				70%	30%
HERBERT	✓ 3.25	\$ ✓ 18.48	\$ 60.06	\$ 42.04	\$ 18.02
KRIENER	0.00	\$ ✓ 16.86	\$ -	\$ -	\$ -
✓ LAMPE	✓ 215.35	\$ ✓ 5.53	\$ 1,190.89	\$ 833.62	\$ 357.27
✓ NELSEN	✓ 133	\$ ✓ 9.76	\$ 1,298.08	\$ 908.66	\$ 389.42
<b>TOTAL OVERHEAD</b>			<b>\$ 2,549.03</b>	<b>\$ 1,784.32</b>	<b>\$ 764.71</b>

% OF FRINGE BENEFITS 20.747%

**GRAND TOTAL** **\$ 14,835.53** **\$ 10,384.87** **\$ 4,450.66**

<u>GIS GRANT</u>	<u>Award</u>	<u>Match</u>
	\$ 44,400.00	\$ 19,029.00
1st Qtr	\$ 15,934.57	\$ 6,829.10
2nd Qtr	\$ 10,384.87	\$ 4,450.66
3rd Qtr	\$ ✓	\$ -
4th Qtr	\$ -	\$ -
Remaining Balance	\$ 18,080.56	\$ 7,749.24

Decimal Hours

Chris Nelsen  
Eric Herbert  
Nikki Lampe

133  
3.25  
215.35

**Fringe Benefit Calculation for Responsible Charge**

**CHRIS NELSEN**

Annual Salary*	Estimated hours worked/year	Effective Wage rate
\$ 69,264.00	2080	\$ 33.30

\*Shaded areas to be completed by the LPA

**Insurance Cost (Per Month)**

Health*	\$ 797.35
Dental	\$ 32.32
Life & AD&D	\$ 5.10
LTD	\$ 25.44
Vision	\$
<b>Other Insurance Benefits</b>	\$
Insurance Cost/month	\$ 860.21
Insurance Cost/hour	\$ 4.96

**Workmen's Compensation**

Workman's Compensation Insurance - rate = \$.14 per \$100 of wages (rate + \$100 x Wage Rate = \$.05 per hr.)	\$	-
Rate per \$100 of coverage	\$	-
<b>Effective Hourly Effective Wage Rate</b>	\$	33.30
Workman's Compensation Insurance Cost	\$	-

**FICA/Medicare (7.65 %)**

FICA (6.2 Percent of Effective Hourly Wage Rate)	\$	2.06
Medicare (1.45 Percent of Effective Hourly Wage Rate)	\$	0.48

**Holiday/Vacation/Sick Leave/Personal/Admin Time Off**

Vacation days	-
Sick Days	-
Pers/Adm. Days	-
Holidays	-
Leave days/year	-
Leave hours/year	-

Normal Working Hours/day	8.0
Normal Hours/year	2,080.0
Adjusted Working Hours/year	2,080.0
<b>Effective Hourly Wage Rate</b>	\$ 33.30

Holiday/Vacation/Sick Leave/Personal/Admin Time Off Cost \$ -

**Pension**

Percent of Effective Wage Rate	6.75%
Pension/Retirement Cost	\$ 2.25

Insurance Cost	Work Comp	6.2% FICA	1.45% Medicare	Holiday Vac Sick	Pension/Retirement	Total fringe/hour
\$4.9628	\$0.0000	\$2.0646	\$0.4829	\$0.0000	\$2.2478	\$9.76

Other typical expenses may be submitted for reimbursement as allowed under the RC Reimbursement guidelines

\*\$786.66 x 2 months + \$818.74 x 1 month = \$2392.06 / 3 = \$797.35

<b>Effective hourly rate</b>	\$	33.3000
<b>Fringe benefits per hour</b>	\$	9.7580
<b>Total hourly rate</b>	\$	43.06

**% of Fringe benefits 22.66%**

**Fringe Benefit Calculation for Responsible Charge**

**ERIC KREINER**

Annual Salary*	Estimated hours worked/year	Effective Wage rate
\$ 87,262.00	2080	\$ 41.95

\*Shaded areas to be completed by the LPA

**Insurance Cost (Per Month)**

Health*	\$ 1,773.36
Dental	\$ 61.76
Life & AD&D	\$ 5.10
LTD	\$ 34.60
Vision	\$
Other Insurance Benefits	\$
<b>Insurance Cost/month</b>	<b>\$ 1,874.82</b>
<b>Insurance Cost/hour</b>	<b>\$ 10.82</b>

**Workmen's Compensation**

Workman's Compensation Insurance - rate = \$.14 per \$100 of wages (rate ÷ \$100 x Wage Rate = \$.05 per hr.)	\$ -
Rate per \$100 of coverage	\$
<b>Effective Hourly Effective Wage Rate</b>	<b>\$ 41.95</b>
<b>Workman's Compensation Insurance Cost</b>	<b>\$ -</b>

**FICA/Medicare (7.65 %)**

FICA (6.2 Percent of Effective Hourly Wage Rate)	\$ 2.60
Medicare (1.45 Percent of Effective Hourly Wage Rate)	\$ 0.61

**Holiday/Vacation/Sick Leave/Personal/Admin Time Off**

Vacation days	
Sick Days	
Pers/Adm. Days	
Holidays	
<b>Leave days/year</b>	<b>-</b>
<b>Leave hours/year</b>	<b>-</b>
Normal Working Hours/day	8.0
Normal Hours/year	2,080.0
Adjusted Working Hours/year	2,080.0
<b>Effective Hourly Wage Rate</b>	<b>\$ 41.95</b>
<b>Holiday/Vacation/Sick Leave/Personal/Admin Time Off Cost</b>	<b>\$ -</b>

**Pension**

Percent of Effective Wage Rate	6.75%
<b>Pension/Retirement Cost</b>	<b>\$ 2.83</b>

Insurance Cost	Work Comp	6.2% FICA	1.45% Medicare	Holiday Vac Sick	Pension/Retirement	Total fringe/hour
\$10.8163	\$0.0000	\$2.6011	\$0.6083	\$0.0000	\$2.8318	\$16.86

Other typical expenses may be submitted for reimbursement as allowed under the RC Reimbursement guidelines

\*\$1750.73 x 2 months + \$1818.61 x 1 month = 5320.07 / 3 = \$1,773.36

<b>Effective hourly rate</b>	<b>\$ 41.9529</b>
<b>Fringe benefits per hour</b>	<b>\$ 16.8575</b>
<b>Total hourly rate</b>	<b>\$ 58.81</b>
<b>% of Fringe benefits</b>	<b>28.66%</b>

**Fringe Benefit Calculation for Responsible Charge**

**NIKKI LAMPE**

Annual Salary*	Estimated hours worked/year	Effective Wage rate
\$ 74,230.00	2080	\$ 35.69

\*885 longevity paid out on 11/9/17 pay period.

\*Shaded areas to be completed by the LPA

**Insurance Cost (Per Month)**

Health	\$	-
Dental	\$	32.32
Life & AD&D	\$	5.10
LTD	\$	29.67
Vision	\$	-
Other Insurance Benefits	\$	-

Insurance Cost/month	\$	67.09
Insurance Cost/hour	\$	0.39

**Workmen's Compensation**

Workman's Compensation Insurance - rate = \$.14 per \$100 of wages (rate + \$100 x Wage Rate = \$.05 per hr.)	\$	-
Rate per \$100 of coverage	\$	-
Effective Hourly Effective Wage Rate	\$	35.69
Workman's Compensation Insurance Cost	\$	-

**FICA/Medicare (7.65 %)**

FICA (6.2 Percent of Effective Hourly Wage Rate)	\$	2.21
Medicare (1.45 Percent of Effective Hourly Wage Rate)	\$	0.52

**Holiday/Vacation/Sick Leave/Personal/Admin Time Off**

Vacation days	-
Sick Days	-
Pers/Adm. Days	-
Holidays	-
Leave days/year	-
Leave hours/year	-

Normal Working Hours/day	8.0
Normal Hours/year	2,080.0
Adjusted Working Hours/year	2,080.0
Effective Hourly Wage Rate	\$ 35.69

Holiday/Vacation/Sick Leave/Personal/Admin Time Off Cost \$ -

**Pension**

Percent of Effective Wage Rate	6.75%
Pension/Retirement Cost	\$ 2.41

Insurance Cost	Work Comp	6.2% FICA	1.45% Medicare	Holiday Vac Sick	Pension/Retirement	Total fringe/hour
\$0.3871	\$0.0000	\$2.2126	\$0.5175	\$0.0000	\$2.4089	\$5.53

Other typical expenses may be submitted for reimbursement as allowed under the RC Reimbursement guidelines

Effective hourly rate	\$	35.6875
Fringe benefits per hour	\$	5.5251
Total hourly rate	\$	41.21

**% of Fringe benefits 13.41%**

**Fringe Benefit Calculation for Responsible Charge**

**ERIC HERBERT**

Annual Salary*	Estimated hours worked/year	Effective Wage rate
\$ 109,924.00	2080	\$ 52.85

Longevity removed

\*Shaded areas to be completed by the LPA

**Insurance Cost (Per Month)**

Health*	\$ 1,773.36
Dental	\$ 61.76
Life & AD&D	\$ 5.10
LTD	\$ 43.59
Vision	\$
<b>Other Insurance Benefits</b>	<b>\$</b>
<b>Insurance Cost/month</b>	<b>\$ 1,883.81</b>
<b>Insurance Cost/hour</b>	<b>\$ 10.87</b>

**Workmen's Compensation**

Workman's Compensation Insurance - rate = \$.14 per \$100 of wages (rate ÷ \$100 x Wage Rate = \$.05 per hr.)	\$ -
Rate per \$100 of coverage	\$ -
<b>Effective Hourly Effective Wage Rate</b>	<b>\$ 52.85</b>
<b>Workman's Compensation Insurance Cost</b>	<b>\$ -</b>

**FICA/Medicare (7.65 %)**

FICA (6.2 Percent of Effective Hourly Wage Rate)	\$ 3.28
Medicare (1.45 Percent of Effective Hourly Wage Rate)	\$ 0.77

**Holiday/Vacation/Sick Leave/Personal/Admin Time Off**

Vacation days	-
Sick Days	-
Pers/Adm. Days	-
Holidays	-
<b>Leave days/year</b>	<b>-</b>
<b>Leave hours/year</b>	<b>-</b>

Normal Working Hours/day	8.0
Normal Hours/year	2,080.0
<b>Adjusted Working Hours/year</b>	<b>2,080.0</b>
<b>Effective Hourly Wage Rate</b>	<b>\$ 52.85</b>

Holiday/Vacation/Sick Leave/Personal/Admin Time Off Cost \$ -

**Pension**

Percent of Effective Wage Rate	6.75%
<b>Pension/Retirement Cost</b>	<b>\$ 3.57</b>

Insurance Cost	Work Comp	6.2% FICA	1.45% Medicare	Holiday Vac Sick	Pension/Retirement	Total fringe/hour
\$10.8681	\$0.0000	\$3.2766	\$0.7663	\$0.0000	\$3.5672	\$18.48

Other typical expenses may be submitted for reimbursement as allowed under the RC Reimbursement guidelines

\*\$1750.73 x 2 months + \$1818.61 x 1 month = 5320.07 / 3 = \$1,773.36

<b>Effective hourly rate</b>	<b>\$ 52.8481</b>
<b>Fringe benefits per hour</b>	<b>\$ 18.4783</b>
<b>Total hourly rate</b>	<b>\$ 71.33</b>

**% of Fringe benefits 25.91%**



Sarpy County Information Systems  
1210 Golden Gate Drive Suite 112B  
Papillion, Nebraska 68046

402 . 593 . 2325  
www.sarpy.com

**To:** Greg Youell, MAPA Director  
**Subject:** Sarpy County GIS Quarterly Report  
**Date:** January 3, 2018

Sarpy GIS has been continuing efforts to develop transportation, address, land/property record, and administrative data sets for the county and cities within. Participation in projects that support the county and cities within, as well as support standards and initiatives that benefit the region and state remain a priority.

Transportation planning related GIS activities from the last quarter:

GIS Data Development & Maintenance – 50% complete

- Updates to the transportation GIS datasets to reflect the current infrastructure
- Updates of asset management and work order system datasets
- Continued incorporation of vendor-provided business data into address datasets
- Traffic accident data updates
- Updates to the parcel, zoning & land use datasets
- Second quarter data updates completed – a geodatabase has been made accessible to MAPA for download

Database Management, Application Development & Maintenance – 50% complete

- Development and support of the county web & enterprise business applications
- Cooperation with Douglas & Pottawattamie for shared GIS initiatives

Sarpy County GIS looks forward to continuing its relationship with MAPA in our effort to develop quality and reliable geospatial information throughout the metro region. If you have any questions or feedback, please contact me via email at [eric@sarpy.com](mailto:eric@sarpy.com) or telephone at 593-2274.

A handwritten signature in black ink that reads "Eric Herbert". The signature is written in a cursive, flowing style.

Eric Herbert  
GIS Coordinator

5840127	10/19/2017 6:33 AM	MAPA - Transportation Planning Grant	Chris Nelsen	7	7	0 Data Maintenance	Land Records
5954931	10/19/2017 8:24 AM	MAPA - Transportation Planning Grant	Nikki Lampe	3.6	3	36 Data Maintenance	Streets & Addressing
5954975	10/19/2017 1:17 PM	MAPA - Transportation Planning Grant	Nikki Lampe	3.3	3	18 Data Maintenance	Streets & Addressing
5840128	10/20/2017 6:33 AM	MAPA - Transportation Planning Grant	Chris Nelsen	7	7	0 Data Maintenance	Land Records
5954980	10/20/2017 8:14 AM	MAPA - Transportation Planning Grant	Nikki Lampe	3.27	3	16 Data Maintenance	Streets & Addressing
5954985	10/20/2017 1:06 PM	MAPA - Transportation Planning Grant	Nikki Lampe	3.38	3	23 Data Maintenance	Streets & Addressing
5840129	10/23/2017 6:33 AM	MAPA - Transportation Planning Grant	Chris Nelsen	7	7	0 Data Maintenance	Land Records
5954991	10/23/2017 8:24 AM	MAPA - Transportation Planning Grant	Nikki Lampe	3.6	3	36 Data Maintenance	Streets & Addressing
5954994	10/23/2017 1:06 PM	MAPA - Transportation Planning Grant	Nikki Lampe	3.32	3	19 Data Maintenance	Streets & Addressing
5840130	10/24/2017 6:33 AM	MAPA - Transportation Planning Grant	Chris Nelsen	7	7	0 Data Maintenance	Land Records
5954997	10/24/2017 8:24 AM	MAPA - Transportation Planning Grant	Nikki Lampe	3.68	3	41 Data Maintenance	Streets & Addressing
5954999	10/24/2017 1:18 PM	MAPA - Transportation Planning Grant	Nikki Lampe	3.33	3	20 Data Maintenance	Streets & Addressing
5955004	10/25/2017 8:23 AM	MAPA - Transportation Planning Grant	Nikki Lampe	3.37	3	22 Data Maintenance	Streets & Addressing
5955006	10/25/2017 1:17 PM	MAPA - Transportation Planning Grant	Nikki Lampe	3.37	3	22 Data Maintenance	Streets & Addressing
5955010	10/26/2017 8:23 AM	MAPA - Transportation Planning Grant	Nikki Lampe	3.37	3	22 Data Maintenance	Streets & Addressing
5955014	10/26/2017 1:12 PM	MAPA - Transportation Planning Grant	Nikki Lampe	3.4	3	24 Data Maintenance	Streets & Addressing
5955019	10/27/2017 8:24 AM	MAPA - Transportation Planning Grant	Nikki Lampe	3.6	3	36 Data Maintenance	Streets & Addressing
5955032	10/27/2017 1:22 PM	MAPA - Transportation Planning Grant	Nikki Lampe	3.35	3	21 Data Maintenance	Streets & Addressing
5955028	10/30/2017 8:13 AM	MAPA - Transportation Planning Grant	Nikki Lampe	3.53	3	32 Data Maintenance	Streets & Addressing
5955051	10/30/2017 1:08 PM	MAPA - Transportation Planning Grant	Nikki Lampe	3.58	3	35 Data Maintenance	Streets & Addressing
5955054	10/31/2017 8:21 AM	MAPA - Transportation Planning Grant	Nikki Lampe	3.4	3	24 Data Maintenance	Streets & Addressing
5955058	10/31/2017 1:23 PM	MAPA - Transportation Planning Grant	Nikki Lampe	3.22	3	13 Data Maintenance	Streets & Addressing
5955067	11/01/2017 8:04 AM	MAPA - Transportation Planning Grant	Nikki Lampe	3.68	3	41 Data Maintenance	Streets & Addressing
5955069	11/01/2017 1:17 PM	MAPA - Transportation Planning Grant	Nikki Lampe	3.27	3	16 Data Maintenance	Streets & Addressing
5955099	11/02/2017 8:10 AM	MAPA - Transportation Planning Grant	Nikki Lampe	3.33	3	20 Data Maintenance	Streets & Addressing
5955101	11/02/2017 1:00 PM	MAPA - Transportation Planning Grant	Nikki Lampe	3.7	3	42 Data Maintenance	Streets & Addressing
5955102	11/03/2017 8:11 AM	MAPA - Transportation Planning Grant	Nikki Lampe	3.32	3	19 Data Maintenance	Streets & Addressing
5955104	11/03/2017 1:02 PM	MAPA - Transportation Planning Grant	Nikki Lampe	3.55	3	33 Data Maintenance	Streets & Addressing
5955119	11/06/2017 8:26 AM	MAPA - Transportation Planning Grant	Nikki Lampe	3.07	3	4 Data Maintenance	Streets & Addressing
5955121	11/06/2017 1:08 PM	MAPA - Transportation Planning Grant	Nikki Lampe	3.27	3	16 Data Maintenance	Streets & Addressing
5955129	11/07/2017 8:09 AM	MAPA - Transportation Planning Grant	Nikki Lampe	3.27	3	16 Data Maintenance	Streets & Addressing
5955133	11/07/2017 1:09 PM	MAPA - Transportation Planning Grant	Nikki Lampe	3.27	3	16 Data Maintenance	Streets & Addressing
5955140	11/08/2017 8:14 AM	MAPA - Transportation Planning Grant	Nikki Lampe	3.27	3	16 Data Maintenance	Streets & Addressing

Id	Date/Time	Project	Who	Decimal		Task List	Task
				Hours	Hours Minutes		
5840113	10/02/2017 6:31 AM	MAPA - Transportation Planning Grant	Chris Nelsen	7	7	0 Data Maintenance	Land Records
5733785	10/02/2017 10:00 AM	MAPA - Transportation Planning Grant	Eric Herbert	1.5	1	30 Project Administration	Project/grant administration
5840115	10/03/2017 6:31 AM	MAPA - Transportation Planning Grant	Chris Nelsen	7	7	0 Data Maintenance	Land Records
5954863	10/03/2017 8:07 AM	MAPA - Transportation Planning Grant	Nikki Lampe	3.88	3	53 Data Maintenance	Streets & Addressing
5954867	10/03/2017 1:09 PM	MAPA - Transportation Planning Grant	Nikki Lampe	3.55	3	33 Data Maintenance	Streets & Addressing
5840116	10/04/2017 6:32 AM	MAPA - Transportation Planning Grant	Chris Nelsen	7	7	0 Data Maintenance	Land Records
5954859	10/04/2017 8:09 AM	MAPA - Transportation Planning Grant	Nikki Lampe	3.6	3	36 Data Maintenance	Streets & Addressing
5840117	10/05/2017 6:32 AM	MAPA - Transportation Planning Grant	Chris Nelsen	7	7	0 Data Maintenance	Land Records
5954863	10/05/2017 8:11 AM	MAPA - Transportation Planning Grant	Nikki Lampe	3.57	3	34 Data Maintenance	Streets & Addressing
5954862	10/05/2017 8:11 AM	MAPA - Transportation Planning Grant	Nikki Lampe	3.65	3	39 Data Maintenance	Streets & Addressing
5840118	10/06/2017 6:32 AM	MAPA - Transportation Planning Grant	Chris Nelsen	7	7	0 Data Maintenance	Land Records
5954866	10/06/2017 8:16 AM	MAPA - Transportation Planning Grant	Nikki Lampe	3.75	3	45 Data Maintenance	Streets & Addressing
5954869	10/06/2017 1:02 PM	MAPA - Transportation Planning Grant	Nikki Lampe	3.67	3	40 Data Maintenance	Streets & Addressing
5840119	10/10/2017 6:32 AM	MAPA - Transportation Planning Grant	Chris Nelsen	7	7	0 Data Maintenance	Land Records
5954877	10/10/2017 8:08 AM	MAPA - Transportation Planning Grant	Nikki Lampe	3.62	3	37 Data Maintenance	Streets & Addressing
5954879	10/10/2017 1:05 PM	MAPA - Transportation Planning Grant	Nikki Lampe	3.58	3	35 Data Maintenance	Streets & Addressing
5840120	10/11/2017 6:32 AM	MAPA - Transportation Planning Grant	Chris Nelsen	7	7	0 Data Maintenance	Land Records
5954890	10/11/2017 8:15 AM	MAPA - Transportation Planning Grant	Nikki Lampe	3.58	3	35 Data Maintenance	Streets & Addressing
5954893	10/11/2017 1:16 PM	MAPA - Transportation Planning Grant	Nikki Lampe	3.38	3	23 Data Maintenance	Streets & Addressing
5840121	10/12/2017 6:32 AM	MAPA - Transportation Planning Grant	Chris Nelsen	7	7	0 Data Maintenance	Land Records
5954899	10/12/2017 8:26 AM	MAPA - Transportation Planning Grant	Nikki Lampe	3.57	3	34 Data Maintenance	Streets & Addressing
5954898	10/12/2017 8:28 AM	MAPA - Transportation Planning Grant	Nikki Lampe	3.32	3	19 Data Maintenance	Streets & Addressing
5954902	10/12/2017 1:18 PM	MAPA - Transportation Planning Grant	Nikki Lampe	3.35	3	21 Data Maintenance	Streets & Addressing
5840122	10/13/2017 6:32 AM	MAPA - Transportation Planning Grant	Chris Nelsen	7	7	0 Data Maintenance	Land Records
5954904	10/13/2017 8:24 AM	MAPA - Transportation Planning Grant	Nikki Lampe	3.37	3	22 Data Maintenance	Streets & Addressing
5954910	10/13/2017 1:31 PM	MAPA - Transportation Planning Grant	Nikki Lampe	3	3	0 Data Maintenance	Streets & Addressing
5840124	10/16/2017 6:32 AM	MAPA - Transportation Planning Grant	Chris Nelsen	7	7	0 Data Maintenance	Land Records
5840125	10/17/2017 6:33 AM	MAPA - Transportation Planning Grant	Chris Nelsen	7	7	0 Data Maintenance	Land Records
5954918	10/17/2017 8:20 AM	MAPA - Transportation Planning Grant	Nikki Lampe	3.67	3	40 Data Maintenance	Streets & Addressing
5954924	10/17/2017 1:16 PM	MAPA - Transportation Planning Grant	Nikki Lampe	3.42	3	25 Data Maintenance	Streets & Addressing
5954942	10/18/2017 8:22 AM	MAPA - Transportation Planning Grant	Nikki Lampe	3.38	3	23 Data Maintenance	Streets & Addressing
5954948	10/18/2017 1:17 PM	MAPA - Transportation Planning Grant	Nikki Lampe	3.35	3	21 Data Maintenance	Streets & Addressing

PERSONNEL	HOURS				EARNINGS				GROSS	STATUTORY DEDUCTIONS			VOLUNTARY DEDUCTIONS				NET PAY	LDR			
	Reg	O/T	Hours	Rate	Reg	O/T	Earnings	Rate		Earnings	Federal	State	Local								
<b>HERBERT, ERIC</b> File: 001232 Dept: 565001 Rate: 52.8481	80.00		2.00	9A	4,227.85		105.70	9A	4,333.55	274.96	FIT	189.06	NE	2872.39	W CHECK2	195.01	P 414H	25,329.00	M- A HLTHVL		
										247.75	SS			8.75	C4 GOLIFE	186.24	H4 HLTHFM	292.51	N- P 414HM		
										57.94	MED			98.08	H5 MEDFSA	150.00	R8 DCVOYA				
														53.37	S1 AFLPRE						
<b>KRIENER, ERIC</b> File: 001319 Dept: 565001 Rate: 41.9530	80.00		2.00	9A	3,356.24		83.91	9A	3,440.15	279.27	FIT	136.93	NE	2250.84	V CHECK1	154.81	P 414H	25,329.00	M- A HLTHVL		
										189.45	SS			186.24	H4 HLTHFM	6.00	H5 MEDFSA	232.21	N- P 414HM		
										44.31	MED			192.30	H6 DEPFSA						
<b>LAMPE, NICOLE</b> File: 001327 Dept: 565001 Rate: 35.2619	72.00		8.00	4S	2,538.85		282.10	4S	2,820.96	319.24	FIT	99.31	NE	1396.67	V CHECK1	126.94	P 414H				
										174.90	SS			673.00	R8 DCVOYA						
										40.90	MED										
<b>NELSEN, CHRISTOPHER</b> File: 001436 Dept: 565001 Rate: 33.3000	51.50		20.50	3V	1,714.95		682.65	3V	2,664.00	412.39	FIT	118.90	NE	1667.77	V CHECK1	119.88	P 414H	10,506.00	M- A HLTHVL		
										157.70	SS			45.48	H1 HLTHSI	75.00	H5 MEDFSA	179.82	N- P 414HM		
										35.88	MED			30.00	R8 DCNATW						
<b>DEPT TOTAL 565001</b>	283.50	REG			11,837.90	REG								1,285.86	FIT			10,478.77	TOTAL DEDUCTIONS		4 Pays
	.00	O/T			1,420.76	EARNINGS 3				.00	EARNINGS 4			769.80	SS						.00
	40.50	HOURS 3			.00	EARNINGS 5			13,258.66	GROSS				180.03	MED						
	.00	HOURS 4												544.20	STATE						

HOURS ANALYSIS:	20.50	3V	VAC	16.00	4S	SICK	4.00	9A	ONCALL
EARNINGS ANALYSIS:	682.65	3V	VAC	548.50	4S	SICK	189.51	9A	ONCALL
MEMO ANALYSIS:	61,181.28	A	HLTHVL	894.95	P	414HM			
STATUTORY DED. ANALYSIS:	544.20	47	NE						
VOLUNTARY DED. ANALYSIS:	596.64	P	414H	5,305.28	V	CHECK1	2,872.39	W	CHECK2
	45.48	H1	HLTHSI	372.48	H4	HLTHFM	179.08	H5	MEDFSA
	30.00	R6	DCNATW	823.00	R8	DCVOYA	53.37	S1	AFLPRE
							8.75	C4	GOLIFE
							192.30	H6	DEPFSA



## PLANNING & BUILDING PAYROLL REPORT - Time card

Date	IN	Lunch Leave	Lunch Return	OUT	R	O	V	S	H	F	+C	-C	Admin. Time	TOTAL
10/2/2017	7:30 AM	12:00 PM	12:30 PM	5:30 PM	8.00									8.00
10/3/2017	8:00 AM	12:00 PM	1:00 PM	5:00 PM	8.00									8.00
10/4/2017	7:30 AM	12:30 PM	1:00 PM	9:00 PM	8.00									8.00
10/5/2017	8:00 AM	1:00 PM	2:00 PM	5:00 PM	8.00									8.00
10/6/2017	8:00 AM	-	-	5:00 PM	8.00									8.00
<b>Week Totals</b>					40.00									40.00
10/9/2017									8.00					8.00
10/10/2017	8:00 AM	12:30 PM	1:30 PM	5:00 PM	8.00									8.00
10/11/2017	8:00 AM	12:00 PM	1:00 PM	6:00 PM	8.00									8.00
10/12/2017	7:30 AM	1:00 PM	2:00 PM	5:30 PM	8.00									8.00
10/13/2017	8:00 AM	12:00 PM	1:00 PM	5:00 PM	8.00									8.00
<b>Week Totals</b>					40.00				8.00					48.00
<b>2 Wk. Total</b>														<b>88.00</b>

MAPA Grant Total Hrs	Category				
	DR	RC	TS	TF	GA
2.00	2	0	0	0	0
4.75	1	1.5	1	1	0.25
4.00	2	0	1	1	0
2.00	1	0	1	0	0
1.00	1	0	0	0	0
<b>Week Totals</b>	<b>5.75</b>	<b>1.50</b>	<b>2.00</b>	<b>2.00</b>	<b>0.25</b>
	DR	RC	TS	TF	GA
0.00	0	0	0	0	0
4.25	2	0	1	1	0.25
2.00	1	0	0	1	0
1.00	1	0	0	0	0
4.50	1	1.5	2	0	0
<b>Week Totals</b>	<b>8.75</b>	<b>1.50</b>	<b>3.00</b>	<b>2.00</b>	<b>0.25</b>
<b>25.50</b>	<b>12.00</b>	<b>3.00</b>	<b>6.00</b>	<b>4.00</b>	<b>0.50</b>

### Hours Summary

Regular	72.00
Overtime	0.00
Vacation (3V)	0.00
Sick (4S)	0.00
Holiday	8.00
Funeral (1F)	0.00
Comp +	0.00
Comp -	0.00
Admin. Time	0.00
<b>Total Hours</b>	<b>80.00</b>

I hereby certify that this payroll report is true and correct to the best of my knowledge.

*Bruce Fountain*  
Date: October 16, 2017

  
Department Head Signature:

**KEY - MAPA Grant Related Time**  
 DR - Development Review  
 RC - Regional Coordination of Trans. Planning f  
 GA - Grant Administration/Project Coordination  
 TS - Future Trans. Standards & Systems Plann  
 TF - Trans. Financing Planning Efforts

## PLANNING & BUILDING PAYROLL REPORT - Time card

Date	IN	Lunch Leave	Lunch Return	OUT	R	O	V	S	H	F	+C	-C	Admin. Time	TOTAL
10/16/2017	11:00 AM	-	-	9:30 PM	8.00									8.00
10/17/2017	8:00 AM	12:00 PM	1:00 PM	10:00 PM	8.00									8.00
10/18/2017	8:00 AM	1:00 PM	2:00 PM	5:30 PM	8.00									8.00
10/19/2017	8:00 AM	12:00 PM	1:00 PM	5:30 PM	8.00									8.00
10/20/2017	8:00 AM	12:30 PM	1:30 PM	5:00 PM	8.00									8.00
WEEK TOTALS														
10/23/2017	8:00 AM	1:00 PM	2:00 PM	6:00 PM	8.00									8.00
10/24/2017	8:00 AM	12:30 PM	1:30 PM	5:30 PM	8.00									8.00
10/25/2017	8:00 AM	12:30 PM	1:30 PM	5:30 PM	8.00									8.00
10/26/2017	8:00 AM	12:30 PM	1:30 PM	6:00 PM	8.00									8.00
10/27/2017	8:00 AM	12:00 PM	1:00 PM	5:00 PM	8.00									8.00
WEEK TOTALS														
2 Wk. Total														80.00

MAPA Grant Total Hrs	Category				
	DR	RC	TS	TF	GA
3.00	2	0	1	0	0
5.25	3	0	1	1	0.25
3.00	1	0	1	1	0
2.00	2	0	0	0	0
4.00	0	3	1	0	0
WEEK TOTALS					
3.25	3.00	3.00	2.00	2.00	0.25
	DR	RC	TS	TF	GA
5.00	1.5	1.5	1	1	0
2.25	2	0	0	0	0.25
3.00	1	0	1	1	0
3.00	2	0	1	0	0
0.00	0	0	0	0	0
WEEK TOTALS					
3.25	3.50	1.50	3.00	2.00	0.25
<b>30.50</b>	<b>14.50</b>	<b>4.50</b>	<b>7.00</b>	<b>4.00</b>	<b>0.50</b>

### Hours Summary

Regular	80.00
Overtime	0.00
Vacation (3V)	0.00
Sick (4S)	0.00
Holiday (2H)	0.00
Admin. Time (2A)	0.00
Comp +	0.00
Comp -	0.00
Admin. Time	0.00
<b>Total Hours</b>	<b>80.00</b>

I hereby certify that this payroll report is true and correct to the best of my knowledge.

*Bruce Fountain*

Date: October 30, 2017

*[Signature]*

Department Head Signature:

### KEY - MAPA Grant Related Time

- DR - Development Review
- RC - Regional Coordination of Trans. Planning E
- GA - Grant Administration/Project Coordination
- TS - Future Trans. Standards & Systems Plannir
- TF - Trans. Financing Planning Efforts

## PLANNING & BUILDING PAYROLL REPORT - Time card

Date	IN	Lunch Leave	Lunch Return	OUT	R	O	V	S	H	F	+C	-C	Admin. Time	TOTAL
10/30/2017	8:00 AM	12:15 PM	1:15 PM	5:30 PM	8.00									8.00
10/31/2017	8:00 AM	-	-	5:30 PM	8.00									8.00
11/1/2017	9:00 AM	-	-	5:30 AM	8.00									8.00
11/2/2017	8:00 AM	-	-	5:00 PM	8.00									8.00
11/3/2017	8:00 AM	-	-	5:00 PM	8.00									8.00
<b>Week Totals</b>					40.00			0.00	0.00	0.00	0.00	0.00	0.00	40.00
11/6/2017	8:00 AM	-	-	5:30 PM	8.00									8.00
11/7/2017	8:00 AM	12:30 PM	1:30 PM	5:00 PM	8.00									8.00
11/8/2017	8:00 AM	12:30 PM	1:30 PM	5:00 PM	8.00									8.00
11/9/2017							8.00							8.00
11/10/2017								8.00						8.00
<b>Week Totals</b>					24.00		8.00	8.00	0.00	0.00	0.00	0.00	0.00	40.00
<b>2 Wk. Total</b>														
														<b>80.00</b>

MAPA Grant Total Hrs	Category				
	DR	RC	TS	TF	GA
0.00	0	0	0	0	0
4.25	2	0	1	1	0.25
2.00	1	0	1	0	0
4.50	1	1.5	1	1	0
1.00	1	0	0	0	0
<b>Week Totals</b>	<b>5.00</b>	<b>1.50</b>	<b>3.00</b>	<b>2.00</b>	<b>0.25</b>
	DR	RC	TS	TF	GA
4.00	1	0	2	1	0
3.25	2	0	1	0	0.25
3.00	2	0	0	1	0
0.00	0	0	0	0	0
0.00	0	0	0	0	0
<b>Week Totals</b>	<b>10.00</b>	<b>0.00</b>	<b>3.00</b>	<b>2.00</b>	<b>0.25</b>
<b>22.00</b>	<b>10.00</b>	<b>1.50</b>	<b>6.00</b>	<b>4.00</b>	<b>0.50</b>

### Hours Summary

Regular	64.00
Overtime	0.00
Vacation (3V)	8.00
Sick (4S)	0.00
Holiday (2H)	8.00
Admin. Time (2A)	0.00
Comp +	0.00
Comp -	0.00
Admin. Time	0.00
<b>Total Hours</b>	<b>80.00</b>

I hereby certify that this payroll report is true and correct to the best of my knowledge.

*Bruce Fountain*

Date: November 14, 2017



Department Head Signature:

**KEY - MAPA Grant Related Time**  
 DR - Development Review  
 RC - Regional Coordination of Trans. Planning E  
 GA - Grant Administration/Project Coordination  
 TS - Future Trans. Standards & Systems Plannin  
 TF - Trans. Financing Planning Efforts

## PLANNING & BUILDING PAYROLL REPORT - Time card

Date	IN	Lunch Leave	Lunch Return	OUT	R	O	V	S	H	F	+C	-C	Admin. Time	TOTAL
11/13/2017							8.00							8.00
11/14/2017	8:00 AM	11:30 AM	12:30 PM	6:15 PM	9.25									9.25
11/15/2017	7:30 AM	12:30 PM	1:00 PM	6:00 PM	10.00									10.00
11/16/2017	7:00 AM	12:30 PM	1:00 PM	5:00 PM	9.50									9.50
11/17/2017	7:30 AM	-	-	3:30 PM	8.00									8.00
<b>Week Totals</b>					36.75									36.75
11/20/2017	7:30 AM	12:00 PM	1:00 PM	5:00 PM	8.50									8.50
11/21/2017	10:00 AM	1:00 PM	2:00 PM	9:00 PM	10.00									10.00
11/22/2017							8.00							8.00
11/23/2017									8.00					8.00
11/24/2017									8.00					8.00
<b>Week Totals</b>					26.50									26.50
<b>2 Wk. Total</b>														<b>87.25</b>

MAPA Grant Total Hrs	Category				
	DR	RC	TS	TF	GA
0.00	0	0	0	0	0
6.25	3	1	1	1	0.25
5.00	1	2	1	1	0
2.00	1	0	1	0	0
0.00	0	0	0	0	0
<b>Week Totals</b>	<b>5.00</b>	<b>3.00</b>	<b>3.00</b>	<b>2.00</b>	<b>0.25</b>
4.00	2	0	1	1	0
6.25	3	0	2	1	0.25
0.00	0	0	0	0	0
0.00	0	0	0	0	0
0.00	0	0	0	0	0
<b>Week Totals</b>	<b>10.25</b>	<b>3.00</b>	<b>3.00</b>	<b>2.00</b>	<b>0.25</b>
<b>23.50</b>	<b>10.00</b>	<b>3.00</b>	<b>6.00</b>	<b>4.00</b>	<b>0.50</b>

### Hours Summary

Regular	55.25
Overtime	0.00
Vacation (3V)	16.00
Sick (4S)	0.00
Holiday (2H)	16.00
Admin. Time (2A)	0.00
Comp +	0.00
Comp -	0.00
Admin. Time	0.00
<b>Total Hours</b>	<b>87.25</b>

I hereby certify that this payroll report is true and correct to the best of my knowledge.

*Bruce Fountain*  
Date:

*BF*  
Department Head Signature:

**KEY - MAPA Grant Related Time**  
 DR - Development Review  
 RC - Regional Coordination of Trans. Planning E  
 GA - Grant Administration/Project Coordination  
 TS - Future Trans. Standards & Systems Planni  
 TF - Trans. Financing Planning Efforts

## PLANNING & BUILDING PAYROLL REPORT - Time card

Date	IN	Lunch Leave	Lunch Return	OUT	R	O	V	S	H	F	+C	-C	Admin. Time	TOTAL
11/27/2017	8:00 AM	12:30 PM	1:30 PM	5:00 PM	8.00									8.00
11/28/2017							8.00							8.00
11/29/2017	7:30 AM	12:00 PM	12:30 PM	5:00 PM	8.00									8.00
11/30/2017	8:00 AM	12:00 PM	12:30 PM	5:30 PM	8.00									8.00
12/1/2017	8:00 AM	-	-	4:00 PM	8.00									8.00
<b>Week 1 Totals</b>					32.00		8.00							40.00
12/4/2017	8:00 AM	12:30 PM	1:00 PM	6:00 PM	8.00									8.00
12/5/2017	8:00 AM	11:30 AM	12:30 PM	5:30 PM	8.00									8.00
12/6/2017	8:00 AM	12:00 PM	1:00 PM	6:00 PM	8.00									8.00
12/7/2017								8.00						8.00
12/8/2017	8:00 AM	1:00 PM	2:00 PM	5:00 PM	8.00									8.00
<b>Week 2 Totals</b>					32.00		8.00	8.00	8.00	0.00	0.00	0.00	0.00	40.00
<b>2 Wk. Total</b>														<b>80.00</b>

MAPA Grant Total Hrs	Category				
	DR	RC	TS	TF	GA
5.25	2	2	1	0	0.25
0.00	0	0	0	0	0
3.00	1	1	0	1	0
2.00	1		1	0	0
5.00	1	2	1	1	0
<b>5.25</b>	<b>5.00</b>	<b>5.00</b>	<b>3.00</b>	<b>2.00</b>	<b>0.25</b>
	DR	RC	TS	TF	GA
1.00	1	0	0	0	0
3.25	1	0	1	1	0.25
5.50	2	1.5	1	1	0
0.00	0	0	0	0	0
2.00	1	0	1	0	0
<b>11.75</b>	<b>5.00</b>	<b>1.50</b>	<b>3.00</b>	<b>2.00</b>	<b>0.25</b>
<b>27.00</b>	<b>10.00</b>	<b>6.50</b>	<b>6.00</b>	<b>4.00</b>	<b>0.50</b>

### Hours Summary

Regular	64.00
Overtime	0.00
Vacation (3V)	8.00
Sick (4S)	8.00
Holiday (2H)	0.00
Admin. Time (2A)	0.00
Comp +	0.00
Comp -	0.00
Admin. Time	0.00
<b>Total Hours</b>	<b>80.00</b>

I hereby certify that this payroll report is true and correct to the best of my knowledge.

*Bruce Fountain*  
 Date: December 11, 2017

  
 Department Head Signature:

**KEY - MAPA Grant Related Time**  
 DR - Development Review  
 RC - Regional Coordination of Trans. Planning Efforts  
 GA - Grant Administration/Project Coordination  
 TS - Future Trans. Standards & Systems Planning  
 TF - Trans. Financing Planning Efforts

## PLANNING & BUILDING PAYROLL REPORT - Time card

Date	IN	Lunch Leave	Lunch Return	OUT	R	O	V	S	H	F	+C	-C	Admin. Time	TOTAL
12/11/2017	8:00 AM	1:00 PM	2:00 PM	5:30 PM	8.00									8.00
12/12/2017	8:00 AM	-	-	5:00 PM	8.00									8.00
12/13/2017	8:00 AM	12:00 PM	1:00 PM	5:30 PM	8.00									8.00
12/14/2017	8:00 AM	12:00 PM	1:00 PM	5:00 PM	8.00									8.00
12/15/2017	8:00 AM	-	-	5:00 PM	8.00									8.00
Week Totals														
12/18/2017	8:00 AM	12:00 PM	1:00 PM	6:00 PM	8.00									8.00
12/19/2017	8:00 AM	1:00 PM	2:00 PM	5:00 PM	8.00									8.00
12/20/2017	8:00 AM	1:00 PM	2:00 PM	5:00 PM	8.00									8.00
12/21/2017	8:00 AM	1:00 PM	2:00 PM	5:00 PM	8.00									8.00
12/22/2017							8.00							8.00
Week Totals														
2 Wk. Total														80.00

MAPA Grant Total Hrs	Category				
	DR	RC	TS	TF	GA
1.00	1	0	0	0	0
4.25	3	0	0	1	0.25
3.00	1	1	1	0	0
3.00	0	1	1	1	0
1.00	0	0	1	0	0
Week Totals					
2.25	5.00	2.00	3.00	2.00	0.25
	DR	RC	TS	TF	GA
3.00	2	0	1	0	0
3.25	1	0	1	1	0.25
3.00	1	0	1	1	0
1.00	1	0	0	0	0
0.00	0	0	0	0	0
Week Totals					
10.25	5.00	2.00	3.00	2.00	0.25
22.50	10.00	2.00	6.00	4.00	0.50

### Hours Summary

Regular	72.00
Overtime	0.00
Vacation (3V)	8.00
Sick (4S)	0.00
Holiday (2H)	0.00
Admin. Time (2A)	0.00
Comp +	0.00
Comp -	0.00
Admin. Time	0.00
<b>Total Hours</b>	<b>80.00</b>

I hereby certify that this payroll report is true and correct to the best of my knowledge.

*Bruce Fountain*

Date: December 26, 2017

*[Signature]*

Department Head Signature:

### KEY - MAPA Grant Related Time

- DR - Development Review
- RC - Regional Coordination of Trans. Planning E
- GA - Grant Administration/Project Coordination
- TS - Future Trans. Standards & Systems Plannir
- TF - Trans. Financing Planning Efforts



## PLANNING & BUILDING PAYROLL REPORT - Time card

Date	IN	Lunch Leave	Lunch Return	OUT	R	O	V	S	H	+C	-C	Admin. Time	TOTAL
10/2/2017	8:00	12:00 PM	1:00 PM	5:30 PM	8.00								8.00
10/3/2017	8:00	12:00 PM	1:00 PM	5:45 PM	8.00								8.00
10/4/2017	8:00	12:00 PM	1:00 PM	5:00 PM	8.00								8.00
10/5/2017	8:00	12:00 PM	1:00 PM	5:30 PM	8.00								8.00
10/6/2017	8:00	12:00 PM	1:00 PM	4:45 PM	8.00								8.00
<b>Week Totals</b>					40.00				8.00				48.00
10/9/2017			2:00 PM	5:00 PM					8.00				8.00
10/10/2017	8:00	12:00 PM	1:00 PM	6:00 PM	8.00								8.00
10/11/2017	8:00	12:00 PM	1:00 PM	5:00 PM	8.00								8.00
10/12/2017	7:30	12:00 PM	1:00 PM	7:45 PM	8.00								8.00
10/13/2017	8:00	12:00 PM	1:00 PM	4:45 PM	8.00								8.00
<b>Week 2 Totals</b>					32.00				8.00				40.00
<b>2 Wk. Total</b>													<b>80.00</b>

MAPA Grant Total Hrs	Category			
	DR	RC	TS	TF
2.5	2.0	0.0	0.5	0
2.25	1.3	0.0	1.0	0
2	1.5	0.0	0.5	0
1.75	1.3	0.0	0.5	0
1.5	1.0	0.0	0.5	0
<b>10.00</b>	<b>7.00</b>	<b>0.00</b>	<b>3.00</b>	<b>0.00</b>
0.75	0.5	0.0	0.3	0
2	1.5	0.0	0.5	0
3.5	2.0	0.0	1.5	0
2.25	1.8	0.0	0.5	0
1.5	1.3	0.0	0.3	0
<b>19.36</b>	<b>14.00</b>	<b>0.00</b>	<b>6.00</b>	<b>0.00</b>
<b>20.00</b>	<b>14.00</b>	<b>0.00</b>	<b>6.00</b>	<b>0.00</b>

### Hours Summary

Regular	72.00
Overtime	0.00
Vacation (3V)	0.00
Sick (4S)	0.00
Holiday	8.00
Comp +	0.00
Comp -	0.00
Admin. Time	0.00
<b>Total Hours</b>	<b>80.00</b>

I hereby certify that this payroll report is true and correct to the best of my knowledge.

Donna Lynam

Date: 10/13/2017

[Signature]

Department Head Signature:

### KEY - MAPA Grant Related Time

- DR - Development Review
- RC - Regional Coordination of Trans. Planning Efforts
- TS - Future Trans. Standards & Systems Planning
- TF - Trans. Financing Planning Efforts

## PLANNING & BUILDING PAYROLL REPORT - Time card

Date	IN	Lunch Leave	Lunch Return	OUT	R	O	V	S	H	+C	-C	Admin. Time	TOTAL
10/16/2017	8:00	12:00 PM	1:00 PM	5:30 PM	8.00								8.00
10/17/2017	8:00	12:00 PM	1:00 PM	9:45 PM	8.00								8.00
10/18/2017	8:00	12:00 PM	1:00 PM	5:00 PM	8.00								8.00
10/19/2017	8:00	12:00 PM	1:00 PM	5:30 PM	8.00								8.00
10/20/2017	8:00	12:00 PM	1:00 PM	5:30 PM	8.00								8.00
<b>Week 1 Totals</b>					40.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	40.00
10/23/2017	8:00	12:00 PM	1:00 PM	6:00 PM	8.00								8.00
10/24/2017	8:00	12:00 PM	1:00 PM	5:30 PM	8.00								8.00
10/25/2017	8:00	12:00 PM	1:00 PM	5:00 PM	8.00								8.00
10/26/2017	7:30	12:00 PM	1:00 PM	4:45 PM	8.00								8.00
10/27/2017	8:00	12:00 PM	1:00 PM	4:45 PM	8.00								8.00
<b>Week 2 Totals</b>					40.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	40.00
<b>2 Wk. Total</b>													<b>80.00</b>

MAPA Grant Total Hrs	Category			
	DR	RC	TS	TF
2	1.5	0.0	0.5	0
2.25	1.3	0.0	1.0	0
2	1.5	0.0	0.5	0
1.75	1.3	0.0	0.5	0
2	1.5	0.0	0.5	0
0.75	0.5	0.0	0.3	0
2	1.5	0.0	0.5	0
3.5	2.0	0.0	1.5	0
2.25	1.8	0.0	0.5	0
1.5	1.3	0.0	0.3	0
<b>20.00</b>	<b>14.00</b>	<b>0.00</b>	<b>6.00</b>	<b>0.00</b>

### Hours Summary

Regular	80.00
Overtime	0.00
Vacation (3V)	0.00
Sick (4S)	0.00
Holiday	0.00
Comp +	0.00
Comp -	0.00
Admin. Time	0.00
<b>Total Hours</b>	<b>80.00</b>

I hereby certify that this payroll report is true and correct to the best of my knowledge.

Donna Lynam

Date: 10/27/2017

BF

Department Head Signature:

### KEY - MAPA Grant Related Time

- DR - Development Review
- RC - Regional Coordination of Trans. Planning Efforts
- TS - Future Trans. Standards & Systems Planning
- TF - Trans. Financing Planning Efforts

## PLANNING & BUILDING PAYROLL REPORT - Time card

Date	IN	Lunch Leave	Lunch Return	OUT	R	O	V	S	H	+C	-C	Admin. Time	TOTAL
10/30/2017	8:00	12:00 PM	1:00 PM	5:30 PM	8.00								8.00
10/31/2017	8:00	12:00 PM	1:00 PM	5:30 PM	8.00								8.00
11/1/2017	8:00	12:00 PM	1:00 PM	10:00 PM	8.00								8.00
11/2/2017	8:00	12:00 PM	1:00 PM	5:30 PM	8.00								8.00
11/3/2017	8:00	12:00 PM	1:00 PM	4:45 PM	8.00								8.00
<b>Week 1 Totals</b>					40.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	40.00
11/6/2017	8:00	12:00 PM	1:00 PM	4:45 PM	8.00								8.00
11/7/2017	8:00	12:00 PM	1:00 PM	4:45 PM	8.00								8.00
11/8/2017	8:00	12:00 PM	1:00 PM	5:00 PM	8.00								8.00
11/9/2017	7:30	12:00 PM	1:00 PM	5:00 PM	8.00								8.00
11/10/2017									8.00				8.00
<b>Week 2 Totals</b>					32.00	0.00	0.00	0.00	8.00	0.00	0.00	0.00	40.00
<b>2 Wk. Total</b>													<b>80.00</b>

MAPA Grant Total Hrs	Category			
	DR	RC	TS	TF
2.25	1.5	0	0.75	0
1.75	1.25	0	0.5	0
2.25	1.5	0	0.75	0
1.75	1.25	0	0.5	0
2	1.5	0	0.5	0
2	1.5	0	0.5	0
3.5	2	0	1.5	0
2	1.5	0	0.5	0
2.5	2	0	0.5	0
0	0	0	0	0
<b>20.00</b>	<b>14.00</b>	<b>0.00</b>	<b>6.00</b>	<b>0.00</b>

### Hours Summary

Regular	72.00
Overtime	0.00
Vacation (3V)	0.00
Sick (4S)	0.00
Holiday	8.00
Comp +	0.00
Comp -	0.00
Admin. Time	0.00
<b>Total Hours</b>	<b>80.00</b>

I hereby certify that this payroll report is true and correct to the best of my knowledge.

Donna Lynam

Date: 11/10/2017

  
 Department Head Signature:

### KEY - MAPA Grant Related Time

- DR - Development Review
- RC - Regional Coordination of Trans. Planning Efforts
- TS - Future Trans. Standards & Systems Planning
- TF - Trans. Financing Planning Efforts

## PLANNING & BUILDING PAYROLL REPORT - Time card

Date	IN	Lunch Leave	Lunch Return	OUT	R	O	V	S	H	+C	-C	Admin. Time	TOTAL
11/13/2017	8:00	12:00 PM	1:00 PM	6:00 PM	8.00								8.00
11/14/2017	8:00	12:00 PM	1:00 PM	5:30 PM	8.00								8.00
11/15/2017	8:00	12:00 PM	1:00 PM	6:00 PM	8.00								8.00
11/16/2017	8:00	12:00 PM	1:00 PM	5:45 PM	8.00								8.00
11/17/2017	8:00	12:00 PM	1:00 PM	4:45 PM	8.00								8.00
<b>Week 1 Totals</b>					40.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	40.00
11/20/2017	8:00	12:00 PM	1:00 PM	4:45 PM	8.00								8.00
11/21/2017	8:00	12:00 PM	1:00 PM	8:45 PM	8.00								8.00
11/22/2017	8:00	12:00 PM	1:00 PM	5:20 PM	8.00								8.00
11/23/2017									8.00				8.00
11/24/2017									8.00				8.00
<b>Week 2 Totals</b>					24.00	0.00	0.00	0.00	16.00	0.00	0.00	0.00	40.00
<b>2 Wk. Total</b>													<b>80.00</b>

MAPA Grant Total Hrs	Category			
	DR	RC	TS	TF
2.25	1.5	0	0.75	0
2.25	1.5	0	0.75	0
2	1.5	0	0.5	0
1.75	1.25	0	0.5	0
1.75	1.25	0	0.5	0
<b>10.00</b>	<b>7.00</b>	<b>0.00</b>	<b>3.00</b>	<b>0.00</b>
3.5	2.5	0	1	0
3.5	2.5	0	1	0
3	2	0	1	0
0	0	0	0	0
0	0	0	0	0
<b>10.00</b>	<b>7.00</b>	<b>0.00</b>	<b>3.00</b>	<b>0.00</b>
<b>20.00</b>	<b>14.00</b>	<b>0.00</b>	<b>6.00</b>	<b>0.00</b>

### Hours Summary

Regular	64.00
Overtime	0.00
Vacation (3V)	0.00
Sick (4S)	0.00
Holiday	16.00
Comp +	0.00
Comp -	0.00
Admin. Time	0.00
<b>Total Hours</b>	<b>80.00</b>

I hereby certify that this payroll report is true and correct to the best of my knowledge.

Donna Lynam

Date: 11/24/2017

RF

Department Head Signature:

### KEY - MAPA Grant Related Time

- DR - Development Review
- RC - Regional Coordination of Trans. Planning Efforts
- TS - Future Trans. Standards & Systems Planning
- TF - Trans. Financing Planning Efforts

## PLANNING & BUILDING PAYROLL REPORT - Time card

Date	IN	Lunch Leave	Lunch Return	OUT	R	O	V	S	H	+C	-C	Admin. Time	TOTAL
11/27/2017	8:00	12:00 PM	1:00 PM	6:15 PM	8.00								8.00
11/28/2017	8:00	12:00 PM	1:00 PM	5:00 PM	8.00								8.00
11/29/2017	8:00	12:00 PM	1:00 PM	4:45 PM	8.00								8.00
11/30/2017	8:00	12:00 PM	1:00 PM	5:45 PM	8.00								8.00
12/1/2017	8:00	12:00 PM	1:00 PM	5:15 PM	8.00								8.00
<b>Week 1 Totals</b>					40.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	40.00
12/4/2017	8:00	12:00 PM	1:00 PM	6:15 PM	8.00								8.00
12/5/2017	8:00	12:00 PM	1:00 PM	5:00 PM	8.00								8.00
12/6/2017	8:00	12:00 PM	1:00 PM	6:15 PM	8.00								8.00
12/7/2017	7:30	12:00 PM	1:00 PM	5:15 PM	8.00								8.00
12/8/2017	8:00	12:00 PM	1:00 PM	4:45 PM	8.00								8.00
<b>Week 2 Totals</b>					40.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	40.00
<b>2 Wk. Total</b>													<b>80.00</b>

MAPA Grant Total Hrs	Category			
	DR	RC	TS	TF
2.5	1.5	0	1	0
1.75	1.25	0	0.5	0
2	1.5	0	0.5	0
2.25	1.5	0	0.75	0
1.5	1.25	0	0.25	0
<b>10.00</b>	<b>7.00</b>	<b>0.00</b>	<b>3.00</b>	<b>0.00</b>
2	1.5	0	0.5	0
2	1.5	0	0.5	0
2.5	1.5	0	1	0
2.25	1.75	0	0.5	0
1.25	0.75	0	0.5	0
<b>10.00</b>	<b>7.00</b>	<b>0.00</b>	<b>3.00</b>	<b>0.00</b>
<b>20.00</b>	<b>14.00</b>	<b>0.00</b>	<b>6.00</b>	<b>0.00</b>

### Hours Summary

Regular	80.00
Overtime	0.00
Vacation (3V)	0.00
Sick (4S)	0.00
Holiday	0.00
Comp +	0.00
Comp -	0.00
Admin. Time	0.00
<b>Total Hours</b>	<b>80.00</b>

I hereby certify that this payroll report is true and correct to the best of my knowledge.

Donna Lynam

*DL*

Date: 12/11/2017

Bee Jota

Department Head Signature:

### KEY - MAPA Grant Related Time

- DR - Development Review
- RC - Regional Coordination of Trans. Planning Efforts
- TS - Future Trans. Standards & Systems Planning
- TF - Trans. Financing Planning Efforts

## PLANNING & BUILDING PAYROLL REPORT - Time card

Date	IN	Lunch Leave	Lunch Return	OUT	R	O	V	S	H	+C	-C	Admin. Time	TOTAL
12/11/2017	8:00	12:00 PM	1:00 PM	5:15 PM	8.00								8.00
12/12/2017	8:00	12:00 PM	1:00 PM	6:00 PM	8.00								8.00
12/13/2017	8:00	12:00 PM	1:00 PM	4:45 PM	8.00								8.00
12/14/2017	8:00	12:00 PM	1:00 PM	5:45 PM	8.00								8.00
12/15/2017	8:00	12:00 PM	1:00 PM	4:45 PM	8.00								8.00
<b>Week 1 Totals</b>					40.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	40.00
12/18/2017							8.00						8.00
12/19/2017								8.00					8.00
12/20/2017								8.00					8.00
12/21/2017								8.00					8.00
12/22/2017	10:00			2:00 PM	4.00			4.00					8.00
<b>Week 2 Totals</b>					4.00	0.00	8.00	28.00	8.00	0.00	0.00	0.00	40.00
<b>2 Wk. Total</b>												<b>80.00</b>	

MAPA Grant Total Hrs	Category			
	DR	RC	TS	TF
2.75	1.8	0	1	0
2.75	1.75	0	1	0
2.75	1.75	0	1	0
2.5	1.75	0	0.75	0
2.25	1.5	0	0.75	0
<b>18.00</b>	<b>9.50</b>	<b>0.00</b>	<b>4.50</b>	<b>0.00</b>
0	0.0	0	0	0
0	0	0	0	0
0	0	0	0	0
0	0	0	0	0
0.5	0.5	0	0	0
<b>3.50</b>	<b>3.50</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>13.50</b>	<b>9.00</b>	<b>0.00</b>	<b>4.50</b>	<b>0.00</b>

### Hours Summary

Regular	44.00
Overtime	0.00
Vacation (3V)	8.00
Sick (4S)	28.00
Holiday	0.00
Comp +	0.00
Comp -	0.00
Admin. Time	0.00
<b>Total Hours</b>	<b>80.00</b>

I hereby certify that this payroll report is true and correct to the best of my knowledge.

*Donna Lynam*

Date: 1/3/2018

*[Signature]*

Department Head Signature:

### KEY - MAPA Grant Related Time

- DR - Development Review
- RC - Regional Coordination of Trans. Planning Efforts
- TS - Future Trans. Standards & Systems Planning
- TF - Trans. Financing Planning Efforts



**2nd QUARTER - FY 2018**

**BRUCE**

MAPA Grant Total Hrs	Category					
	TOTAL HRS	DR	RC	TS	TF	GA
<b>OCTOBER</b>						
Oct. 2-6	13.75	7.00	1.50	3.00	2.00	0.25
Oct. 9-13	11.75	5.00	1.50	3.00	2.00	0.25
Oct. 16-20	17.25	8.00	3.00	4.00	2.00	0.25
Oct. 23-27	13.25	6.50	1.50	3.00	2.00	0.25
Oct. 30-31	4.25	2.00	0.00	1.00	1.00	0.25
<b>TOTAL</b>	<b>64.25</b>	<b>28.00</b>	<b>7.50</b>	<b>14.00</b>	<b>9.00</b>	<b>1.25</b>
<b>NOVEMBER</b>						
Nov. 1-3	7.50	3.00	1.50	2.00	1.00	0.00
Nov. 6-10	10.25	5.00	0.00	3.00	2.00	0.25
Nov. 13-17	13.25	5.00	3.00	3.00	2.00	0.25
Nov. 20-24	10.25	5.00	0.00	3.00	2.00	0.25
Nov. 27-30	10.25	4.00	3.00	2.00	1.00	0.25
<b>TOTAL</b>	<b>51.50</b>	<b>22.00</b>	<b>7.50</b>	<b>13.00</b>	<b>8.00</b>	<b>1.00</b>
<b>DECEMBER</b>						
Dec. 1	5.00	1.00	2.00	1.00	1.00	0.00
Dec. 4-8	11.75	5.00	1.50	3.00	2.00	0.25
Dec. 11-15	12.25	5.00	2.00	3.00	2.00	0.25
Dec. 18-22	10.25	5.00	0.00	3.00	2.00	0.25
Dec. 25-29	0.00	0.00	0.00	0.00	0.00	0.00
<b>TOTAL</b>	<b>39.25</b>	<b>13.00</b>	<b>5.50</b>	<b>10.00</b>	<b>7.00</b>	<b>0.75</b>

**TOTAL FOR  
QUARTER**

<b>151.00</b>	<b>66.50</b>	<b>20.50</b>	<b>37.00</b>	<b>24.00</b>	<b>3.00</b>
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**GRAND TOTAL HRS  
FOR QUARTER  
BRUCE & DONNA**

TOTAL HRS	DR	RC	TS	TF	GA
<b>275.75</b>	<b>153.25</b>	<b>20.50</b>	<b>75.00</b>	<b>24.00</b>	<b>3.00</b>

**DONNA**

MAPA Grant Total Hrs	Category					
	TOTAL HRS	DR	RC	TS	TF	GA
<b>OCTOBER</b>						
Oct. 2-6	10.00	7.00	0.00	3.00	0.00	0.00
Oct. 9-13	10.00	7.00	0.00	3.00	0.00	0.00
Oct. 16-20	10.00	7.00	0.00	3.00	0.00	0.00
Oct. 23-27	10.00	7.00	0.00	3.00	0.00	0.00
Oct. 30-31	4.00	2.75	0.00	1.25	0.00	0.00
<b>TOTAL</b>	<b>44.00</b>	<b>30.75</b>	<b>0.00</b>	<b>13.25</b>	<b>0.00</b>	<b>0.00</b>
<b>NOVEMBER</b>						
Nov. 1-3	6.00	4.25	0.00	1.75	0.00	0.00
Nov. 6-10	10.00	7.00	0.00	3.00	0.00	0.00
Nov. 13-17	10.00	7.00	0.00	3.00	0.00	0.00
Nov. 20-24	10.00	7.00	0.00	3.00	0.00	0.00
Nov. 27-30	8.50	5.75	0.00	2.75	0.00	0.00
<b>TOTAL</b>	<b>44.50</b>	<b>30.00</b>	<b>0.00</b>	<b>13.50</b>	<b>0.00</b>	<b>0.00</b>
<b>DECEMBER</b>						
Dec. 1	1.50	1.25	0.00	0.25	0.00	0.00
Dec. 4-8	10.00	7.00	0.00	3.00	0.00	0.00
Dec. 11-15	13.00	8.50	0.00	4.50	0.00	0.00
Dec. 18-22	0.50	0.50	0.00	0.00	0.00	0.00
Dec. 25-29	11.25	7.75	0.00	3.50	0.00	0.00
<b>TOTAL</b>	<b>36.25</b>	<b>25.00</b>	<b>0.00</b>	<b>11.25</b>	<b>0.00</b>	<b>0.00</b>

**TOTAL FOR  
QUARTER**

<b>124.75</b>	<b>86.75</b>	<b>0.00</b>	<b>38.00</b>	<b>0.00</b>	<b>0.00</b>
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**GRAND TOTAL HRS  
YTD  
BRUCE & DONNA**

TOTAL HRS	DR	RC	TS	TF	GA
<b>562.25</b>	<b>312.75</b>	<b>46.00</b>	<b>144.50</b>	<b>52.50</b>	<b>6.50</b>

**KEY - MAPA Grant Related Time**

- DR - Development Review
- RC - Regional Coordination of Trans. Planning Efforts
- TS - Future Transportation Standards & Systems Planning
- TF - Transportation Financing Planning Efforts
- GA - Grant Administration/Project Coordination

**FY YEAR-TO-DATE**

**Bruce: Running Total**

**Donna: Running Total**

**TOTAL**

TOTAL HRS	DR	RC	TS	TF	GA
326.00	143.50	46.00	77.50	52.50	6.50
236.25	169.25	0.00	67.00	0.00	0.00
<b>562.25</b>	<b>312.75</b>	<b>46.00</b>	<b>144.50</b>	<b>52.50</b>	<b>6.50</b>

**Fringe Benefit Calculation for Responsible Charge**

**DONNA LYNAM**

Annual Salary	Estimated hours worked/year	Effective Wage rate
\$ 84,077.00	2080	\$ 40.422

\*Shaded areas to be completed by the LPA

**Insurance Cost (Per Month)**

Health	\$	-
Dental	\$	61.76
Life & AD&D	\$	7.65
LTD	\$	29.81
Vision	\$	-
<b>Other Insurance Benefits</b>	\$	-
Insurance Cost/month	\$	99.2200
Insurance Cost/hour	\$	0.5724

**Workmen's Compensation**

Workman's Compensation Insurance - rate = \$.14 per \$100 of wages (rate ÷ \$100 x Wage Rate = \$.05 per hr.) \$ -

Rate per \$100 of coverage \$ -

**Effective Hourly Effective Wage Rate** \$ 40.42

Workman's Compensation Insurance Cost \$ -

**FICA/Medicare (7.65 %)**

FICA (6.2 Percent of Effective Hourly Wage Rate) \$ 2.5061

Medicare (1.45 Percent of Effective Hourly Wage Rate) \$ 0.5861

**Holiday/Vacation/Sick Leave/Personal/Admin Time Off**

Vacation days	
Sick Days	
Pers/Adm. Days	
Holidays	
Leave days/year	-
Leave hours/year	-
Normal Working Hours/day	8.0
Normal Hours/year	2,080.0
Adjusted Working Hours/year	2,080.0
<b>Effective Hourly Wage Rate</b>	\$ 40.42
Holiday/Vacation/Sick Leave/Personal/Admin Time Off Cost	\$ -

**Pension**

Percent of Effective Wage Rate 6.75%

Pension/Retirement Cost \$ 2.7285

Insurance Cost	Work Comp	6.2% FICA	1.45% Medicare	Holiday Vac Sick	Pension/Retirement	Total fringe/hour
\$0.5724	\$0.0000	\$2.5061	\$0.5861	\$0.0000	\$2.7285	\$6.39

Other typical expenses may be submitted for reimbursement as allowed under the RC Reimbursement guidelines

<b>Effective hourly rate</b>	\$	40.42
<b>Fringe benefits per hour</b>	\$	6.39
<b>Total hourly rate</b>	\$	46.81
<b>% of Fringe benefits</b>		13.66%

**Fringe Benefit Calculation for Responsible Charge**

**BRUCE FOUNTAIN**

Annual Salary	Estimated hours worked/year	Effective Wage rate
\$ 105,885.00	2080	\$ 50.906

\*Shaded areas to be completed by the LPA

**Insurance Cost (Per Month)**

Health*	\$	1,773.36
Dental	\$	32.32
Life & AD&D	\$	7.65
LTD	\$	37.55
Vision		
<b>Other Insurance Benefits</b>		
Insurance Cost/month	\$	1,850.88
Insurance Cost/hour	\$	10.6782

**Workmen's Compensation**

Workman's Compensation Insurance - rate = \$.14 per \$100 of wages (rate ÷ \$100 x Wage Rate = \$.05 per hr.)	\$	-
Rate per \$100 of coverage	\$	-
Effective Hourly Effective Wage Rate	\$	50.91
Workman's Compensation Insurance Cost	\$	-

**FICA/Medicare (7.65 %)**

FICA (6.2 Percent of Effective Hourly Wage Rate)	\$	3.1562
Medicare (1.45 Percent of Effective Hourly Wage Rate)	\$	0.7381

**Holiday/Vacation/Sick Leave/Personal/Admin Time Off**

Vacation days	-
Sick Days	-
Pers/Adm. Days	-
Holidays	-
Leave days/year	-
Leave hours/year	-

Normal Working Hours/day	8.0
Normal Hours/year	2,080.0
Adjusted Working Hours/year	2,080.0
Effective Hourly Wage Rate	\$ 50.91

Holiday/Vacation/Sick Leave/Personal/Admin Time Off Cost \$ -

**Pension**

Percent of Effective Wage Rate	6.75%
Pension/Retirement Cost	\$ 3.4362

Insurance Cost	Work Comp	6.2% FICA	1.45% Medicare	Holiday Vac Sick	Pension/Retirement	Total fringe/hour
\$10.6782	\$0.0000	\$3.1562	\$0.7381	\$0.0000	\$3.4362	\$18.01

Other typical expenses may be submitted for reimbursement as allowed under the RC Reimbursement guidelines

\*2 months @ \$1750.73 & 1 month @ \$1818.61 = \$5,320.07 / 3 = \$1,773.36

Effective hourly rate	\$	50.91
Fringe benefits per hour	\$	18.009
<b>Total hourly rate</b>	\$	<b>68.91</b>
<b>% of Fringe benefits</b>		<b>26.13%</b>

**Second Quarter FY2018 Work Hours – Sarpy County Planning Department  
10/1/2017 – 12/31/2017**

**Sarpy County Planning Department  
Bruce Fountain, AICP - Planning Director  
Donna Lynam, Assistant Director**

• **DEVELOPMENT REVIEW**

Review of various development applications – included review of traffic, transportation and access issues:

- 2 Preliminary Plats under review – 2 approved
- 3 Final Plats under review – 2 approved
- 4 Special Use Permits under review
- 3 Rezoning Applications under review – 3 approved
- 8 Commercial building and site plan reviews for permitting
- 12 Development Pre-Application Meetings

• **FUTURE TRANSPORTATION STANDARDS & SYSTEMS PLANNING  
(ZONING & SUBDIVISION REGULATIONS)**

- Ongoing bi-weekly meetings w/consultant on zoning and subdivision regulation updates including transportation policies and regulations.
- Continued review and editing of existing regulations in relationship to new Comprehensive Plan transportation policies
- Coordination with other metro area communities and planning agencies in reviewing development projects and transportation needs

• **TRANSPORTATION FINANCING PLANNING EFFORTS**

- Attended weekly staff meetings to discuss funding of development related road projects
- Continued review of various transportation funding programs utilized in other areas of the state
- Continued review/discussion of County road financing policy in relationship to development projects
- Negotiation with developers on partnerships in financing road improvements adjacent to their subdivision projects

• **REGIONAL COORDINATION & COOPERATION**

- Meeting on Cooperative Land Use Forecast GIS project with MAPA, City of Omaha, UNO – October 3rd
- MAPA Annual Meeting – October 4th
- MAPA 2050 Ability/Livability Forum – October 20<sup>th</sup>
- Bellevue Bridge Steering Committee Meeting – November 27th
- MAPA-Sarpy County Para-transit Coordination Meeting – November 27<sup>th</sup>
- MAPA, City of Omaha, Sarpy County Meeting to discuss coordinated development reports – November 29th
- MAPA TTAC Meeting – December 1st
- Attended quarterly meeting with MAPA and City of Omaha staff for coordination of various projects

• **HOURS**

	<b>Development Review</b>	<b>Regional Coordination Efforts</b>	<b>Future Trans. Standards &amp; Systems Planning</b>	<b>Trans. Financing Planning Efforts</b>	<b>Grant Administration</b>	<b>TOTAL</b>
<b>Bruce Fountain</b>	<b>66.5 hrs.</b>	<b>20.5 hrs.</b>	<b>37 hrs.</b>	<b>24 hrs.</b>	<b>3 hrs.</b>	<b>151 hrs.</b>
<b>Donna Lynam</b>	<b>86.75 hrs.</b>	<b>0 hours</b>	<b>38 hrs.</b>	<b>0 hrs.</b>	<b>0 hrs.</b>	<b>124.75 hrs.</b>

PERSONNEL	HOURS				EARNINGS				GROSS	STATUTORY DEDUCTIONS			VOLUNTARY DEDUCTIONS				NET PAY
	Reg	O/T	Hours	Rate	Reg	O/T	Earnings	Rate		Federal	State	Local					
<b>HERBERT, ERIC</b> File: 001232 Dept: 565001 Rate: 52,8481	72.00		8.00	2H	3,805.06		422.78	2H								292.51 N- P 414HM	
			2.00	9A			105.70	9A									
									4,333.54	276.00 FIT	189.54 NE	2877.28 W CHECK2	195.01 P 414H				Memo <input type="checkbox"/>
										248.18 SS		8.75 C4 GOLIFE	179.29 H4 HLTHFM				.00
										58.04 MED		98.08 H5 MEDFSA	150.00 R8 DCVOYA				
												53.37 S1 AFLPRE					
<b>KRIENER, ERIC</b> File: 001319 Dept: 565001 Rate: 41,9530	72.00		8.00	2H	3,020.62		335.62	2H								232.21 N- P 414HM	
			2.00	9A			83.91	9A									
									3,440.15	280.31 FIT	137.42 NE	2255.74 V CHECK1	154.81 P 414H				Memo <input type="checkbox"/>
										189.88 SS		179.29 H4 HLTHFM	6.00 H5 MEDFSA				.00
										44.40 MED		192.30 H6 DEPFSA					
<b>LAMPE, NICOLE</b> File: 001327 Dept: 565001 Rate: 35,2619	64.00		8.00	2H	2,256.76		282.10	2H								190.41 N- P 414HM	
			8.00	3V			282.10	3V									
									2,820.96	319.24 FIT	99.31 NE	1386.66 V CHECK1	126.94 P 414H				Memo <input type="checkbox"/>
										174.90 SS		673.00 R8 DCVOYA					.00
										40.91 MED							
<b>NELSEN, CHRISTOPHER</b> File: 001436 Dept: 565001 Rate: 33,3000	72.00		8.00	2H	2,397.60		266.40	2H								179.82 N- P 414HM	
									2,664.00	412.84 FIT	119.01 NE	1668.85 V CHECK1	119.88 P 414H				Memo <input type="checkbox"/>
										157.81 SS		43.70 H1 HLTHSI	75.00 H5 MEDFSA				.00
										36.91 MED		30.00 R6 DCNATW					
<b>DEPT TOTAL 565001</b>	280.00 REG				11,480.04 REG			.00 O/T		1,288.39 FIT		10,473.95 TOTAL DEDUCTIONS				4 Pays <input type="checkbox"/>	.00
	.00 O/T				1,778.61 EARNINGS 3			.00 EARNINGS 4		770.77 SS							
	44.00 HOURS 3				.00 EARNINGS 5			13,258.65 GROSS		180.26 MED							
	.00 HOURS 4									545.28 STATE							

HOURS ANALYSIS:	32.00	2H	HOLIDAY	8.00	3V	VAC	4.00	9A	ONCALL			
EARNINGS ANALYSIS:	1,306.90	2H	HOLIDAY	282.10	3V	VAC	189.61	9A	ONCALL			
MEMO ANALYSIS:	894.95	P	414HM									
STATUTORY DED. ANALYSIS:	545.28	47	NE									
VOLUNTARY DED. ANALYSIS:	596.64	P	414H	5,311.25	V	CHECK1	2,877.28	W	CHECK2	8.75	C4	GOLIFE
	43.70	H1	HLTHSI	358.58	H4	HLTHFM	179.08	H5	MEDFSA	192.30	H6	DEPFSA
	30.00	R6	DCNATW	823.00	R8	DCVOYA	53.37	S1	AFLPRE			

PERSONNEL	HOURS				EARNINGS				GROSS	STATUTORY DEDUCTIONS		VOLUNTARY DEDUCTIONS				NET PAY <input checked="" type="checkbox"/>				
	Reg	O/T	Hours	SSA	Reg	O/T	Earnings	SSA		Earnings	\$	Federal	State /Local							
<b>HERBERT, ERIC</b> File: 001232 Dept: 565001 Rate: 52.8481	75.00		5.00	3V	3,963.61		264.24	3V					282.51	N-	P	414HM				
			2.00	9A			105.70	9A												
									4,333.55	273.15	FIT	188.22	NE	2863.92	W	CHECK2	195.01	P	414H	Memo <input type="checkbox"/>
										246.99	SS			8.75	C4	GOLIFE	19.00	D2	DENTF	.00
										57.77	MED			179.29	H4	HLTHFM	98.08	H5	MEDFSA	
														150.00	R8	DCVOYA	53.37	S1	AFLPRE	
<b>KRIENER, ERIC</b> File: 001319 Dept: 565001 Rate: 41.9530	40.00		40.00	3V	1,678.12		1,678.12	3V						232.21	N-	P	414HM			
			2.00	9A			83.91	9A												
									3,440.15	277.46	FIT	136.10	NE	2242.35	V	CHECK1	154.81	P	414H	Memo <input type="checkbox"/>
										188.70	SS			19.00	D2	DENTF	179.29	H4	HLTHFM	.00
										44.14	MED			6.00	H5	MEDFSA	192.30	H6	DEPFS	
<b>LAMPE, NICOLE</b> File: 001327 Dept: 565001 Rate: 35.2619	72.00		8.00	3V	2,538.66		282.10	3V						190.41	N-	P	414HM			
							885.00	7L												
									3,705.96	540.49	FIT	159.57	NE	1922.46	V	CHECK1	126.94	P	414H	Memo <input type="checkbox"/>
										229.77	SS			673.00	R8	DCVOYA				.00
										53.73	MED									
<b>NELSEN, CHRISTOPHER</b> File: 001436 Dept: 565001 Rate: 33.3000	72.00		8.00	4S	2,397.60		266.40	4S						179.82	N-	P	414HM			
									2,664.00	412.84	FIT	119.01	NE	1668.85	V	CHECK1	119.88	P	414H	Memo <input type="checkbox"/>
										157.81	SS			43.70	H1	HLTHSI	75.00	H5	MEDFSA	.00
										36.91	MED			30.00	R6	DCNATW				.00
<b>DEPT TOTAL 565001</b>	259.00	REG			10,578.19	REG			.00	O/T				1,503.94	FIT					4 Pays <input type="checkbox"/>
	.00	O/T			3,565.47	EARNINGS 3			.00	EARNINGS 4				823.27	SS					.00
	65.00	HOURS 3			.00	EARNINGS 5			14,143.66	GROSS				192.55	MED					
	.00	HOURS 4												602.90	STATE					

HOURS ANALYSIS:	53.00	3V	VAC		8.00	4S	SICK		4.00	9A	ONCALL									
EARNINGS ANALYSIS:	2,224.46	3V	VAC		266.40	4S	SICK		885.00	7L	LONGVT		189.61	9A	ONCALL					
MEMO ANALYSIS:	894.95	P	414HM																	
STATUTORY DED. ANALYSIS:	602.90	47	NE																	
VOLUNTARY DED. ANALYSIS:	596.64	P	414H		5,833.66	V	CHECK1		2,863.92	W	CHECK2		8.75	C4	GOLIFE					
	38.00	D2	DENTF		43.70	H1	HLTHSI		358.58	H4	HLTHFM		179.08	H5	MEDFSA					
	192.30	H6	DEPFS		30.00	R6	DCNATW		823.00	R8	DCVOYA		53.37	S1	AFLPRE					

PERSONNEL	HOURS			EARNINGS			GROSS	STATUTORY DEDUCTIONS			VOLUNTARY DEDUCTIONS			NET PAY <input checked="" type="checkbox"/>
	Reg	O/T	Hours	Reg	O/T	Earnings		Reg	State	Local				
<b>HERBERT, ERIC</b> File: 001232 Dept: 565001 Rate: 52.8481	72.00		8.00 2H	3,805.06		422.78 2H						292.51 N- P 414HM		
			2.00 9A			105.70 9A								
							4,333.54	276.00 FIT	189.54 NE	2877.28	W CHECK2	195.01 P 414H	Memo <input type="checkbox"/>	
								248.18 SS		8.75	C4 GOLIFE	179.29 H4 HLTHFM		
								58.04 MED		98.08	H5 MEDFSA	150.00 R8 DCVOYA	.00	
										53.37	S1 AFLPRE			
<b>KRIENER, ERIC</b> File: 001319 Dept: 565001 Rate: 41.9530	72.00		8.00 2H	3,020.62		335.62 2H						232.21 N- P 414HM		
			2.00 9A			63.91 9A								
							3,440.15	280.31 FIT	137.42 NE	2255.74	V CHECK1	154.81 P 414H	Memo <input type="checkbox"/>	
								189.88 SS		179.29	H4 HLTHFM	6.00 H5 MEDFSA		
								44.40 MED		192.30	H6 DEPFSA		.00	
<b>LAMPE, NICOLE</b> File: 001327 Dept: 565001 Rate: 35.2619	72.00		8.00 2H	2,538.86		282.10 2H						190.41 N- P 414HM		
							2,820.96	319.24 FIT	99.31 NE	1386.66	V CHECK1	126.94 P 414H	Memo <input type="checkbox"/>	
								174.90 SS		673.00	R8 DCVOYA		.00	
								40.91 MED						
<b>NELSEN, CHRISTOPHER</b> File: 001436 Dept: 565001 Rate: 33.3000	65.25		8.00 2H	2,172.83		266.40 2H						179.82 N- P 414HM		
			5.00 3V			166.50 3V								
			1.75 4S			58.28 4S								
							2,564.01	412.84 FIT	119.01 NE	1668.88	V CHECK1	119.88 P 414H	Memo <input type="checkbox"/>	
								157.80 SS		43.70	H1 HLTHSI	75.00 H5 MEDFSA		
								36.90 MED		30.00	R6 DCNATW		.00	
<b>DEPT TOTAL 565001</b>	281.25	REG		11,537.37	REG	.00	O/T	1,288.39	FIT	10,473.98	TOTAL DEDUCTIONS		4 Pays <input type="checkbox"/>	
	.00	O/T		1,721.29	EARNINGS 3	.00	EARNINGS 4	770.76	SS				.00	
	42.75	HOURS 3		.00	EARNINGS 5		13,258.66	180.25	MED					
	.00	HOURS 4						545.28	STATE					

HOURS ANALYSIS:	32.00	2H	HOLIDAY	5.00	3V	VAC	1.75	4S	SICK	4.00	9A	ONCALL
EARNINGS ANALYSIS:	1,306.90	2H	HOLIDAY	166.50	3V	VAC	58.28	4S	SICK	189.61	9A	ONCALL
MEMO ANALYSIS:	894.95		P 414HM									
STATUTORY DED. ANALYSIS:	545.28		47 NE									
VOLUNTARY DED. ANALYSIS:	596.64		P 414H	5,311.28		V CHECK1	2,877.28		W CHECK2	8.75	C4	GOLIFE
	43.70		H1 HLTHSI	358.58		H4 HLTHFM	179.08		H5 MEDFSA	192.30	H6	DEPFSA
	30.00		R6 DCNATW	823.00		R8 DCVOYA	53.37		S1 AFLPRE			

PERSONNEL	HOURS			EARNINGS			GROSS	STATUTORY DEDUCTIONS		VOLUNTARY DEDUCTIONS			NET PAY <input checked="" type="checkbox"/>
	Reg	O/T	Hours 384	Reg	O/T	Earnings 384		Earnings 5	Federal	State /Local			
<b>HERBERT, ERIC</b> File: 001232 Dept: 565001 Rate: 52.8481	64.00		16.00 2H 2.00 9A	3,382.28		845.57 2H 105.70 9A						292.51 N- P 414HM	
							4,333.55	272.11 FIT 246.56 SS 57.66 MED	187.74 NE	2859.03 W CHECK2 8.75 C4 GOLIFE 186.24 H4 HLTHFM 150.00 R8 DCVOYA	195.01 P 414H 19.00 D2 DENTF 53.37 S1 AFLPRE		Memo <input type="checkbox"/> .00
<b>KRIENER, ERIC</b> File: 001319 Dept: 565001 Rate: 41.9530	56.00		16.00 2H 8.00 3V 2.00 9A	2,349.37		671.25 2H 335.62 3V 83.91 9A						232.21 N- P 414HM	
							3,440.15	276.42 FIT 188.27 SS 44.03 MED	135.61 NE	2237.47 V CHECK1 19.00 D2 DENTF 6.00 H5 MEDFSA	154.81 P 414H 186.24 H4 HLTHFM 192.30 H6 DEPFSA		Memo <input type="checkbox"/> .00
<b>LAMPE, NICOLE</b> File: 001327 Dept: 565001 Rate: 35.2619	64.00		16.00 2H	2,256.76		564.19 2H						190.41 N- P 414HM	
							2,820.95	319.23 FIT 174.90 SS 40.90 MED	99.31 NE	1386.67 V CHECK1 673.00 R8 DCVOYA	126.94 P 414H		Memo <input type="checkbox"/> .00
<b>NELSEN, CHRISTOPHER</b> File: 001436 Dept: 565001 Rate: 33.3000	52.50		16.00 2H 7.50 3V 4.00 4S	1,748.25		532.80 2H 249.75 3V 133.20 4S						179.82 N- P 414HM	
							2,664.00	412.39 FIT 157.70 SS 36.89 MED	118.90 NE	1667.76 V CHECK1 45.48 H1 HLTHSI 30.00 R6 DCNATW	119.88 P 414H 75.00 H5 MEDFSA		Memo <input type="checkbox"/> .00
<b>DEPT TOTAL 565001</b>	236.50 REG .00 O/T 87.50 HOURS 3 .00 HOURS 4			9,736.66 REG 3,521.99 EARNINGS 3 .00 EARNINGS 5		.00 O/T .00 EARNINGS 4 13,258.65 GROSS		1,280.15 FIT 767.43 SS 179.48 MED 541.56 STATE		10,490.03 TOTAL DEDUCTIONS			4 Pays <input type="checkbox"/> .00

HOURS ANALYSIS:	64.00 2H HOLIDAY	15.50 3V VAC	4.00 4S SICK	4.00 9A ONCALL
EARNINGS ANALYSIS:	2,613.81 2H HOLIDAY	585.37 3V VAC	133.20 4S SICK	189.61 9A ONCALL
MEMO ANALYSIS:	894.95 P 414HM			
STATUTORY DED. ANALYSIS:	541.56 47 NE			
VOLUNTARY DED. ANALYSIS:	596.64 P 414H	5,291.90 V CHECK1	2,859.03 W CHECK2	8.75 C4 GOLIFE
	38.00 D2 DENTF	45.48 H1 HLTHSI	372.48 H4 HLTHFM	179.08 H5 MEDFSA
	192.30 H6 DEPFSA	30.00 R6 DCNATW	823.00 R8 DCVOYA	53.37 S1 AFLPRE



5955142	11/08/2017 1:09 PM	MAPA - Transportation Planning Grant	Nikki Lampe	3.37	3	22 Data Maintenance	Streets & Addressing
5955144	11/09/2017 8:04 AM	MAPA - Transportation Planning Grant	Nikki Lampe	3.43	3	26 Data Maintenance	Streets & Addressing
5955150	11/09/2017 1:11 PM	MAPA - Transportation Planning Grant	Nikki Lampe	3.38	3	23 Data Maintenance	Streets & Addressing
5955153	11/13/2017 8:09 AM	MAPA - Transportation Planning Grant	Nikki Lampe	3.35	3	21 Data Maintenance	Streets & Addressing
5955155	11/13/2017 1:06 PM	MAPA - Transportation Planning Grant	Nikki Lampe	3.35	3	21 Data Maintenance	Streets & Addressing
5955158	11/14/2017 8:12 AM	MAPA - Transportation Planning Grant	Nikki Lampe	3.47	3	28 Data Maintenance	Streets & Addressing
5955160	11/14/2017 12:00 PM	MAPA - Transportation Planning Grant	Nikki Lampe	5.5	5	30 Data Maintenance	Streets & Addressing
5955162	11/15/2017 8:06 AM	MAPA - Transportation Planning Grant	Nikki Lampe	3.4	3	24 Data Maintenance	Streets & Addressing
5955166	11/15/2017 1:04 PM	MAPA - Transportation Planning Grant	Nikki Lampe	3.47	3	28 Data Maintenance	Streets & Addressing
5955169	11/16/2017 8:07 AM	MAPA - Transportation Planning Grant	Nikki Lampe	3.38	3	23 Data Maintenance	Streets & Addressing
5955176	11/16/2017 1:06 PM	MAPA - Transportation Planning Grant	Nikki Lampe	3.55	3	33 Data Maintenance	Streets & Addressing
5955177	11/17/2017 8:27 AM	MAPA - Transportation Planning Grant	Nikki Lampe	3.3	3	18 Data Maintenance	Streets & Addressing
5955181	11/17/2017 1:12 PM	MAPA - Transportation Planning Grant	Nikki Lampe	3.47	3	28 Data Maintenance	Streets & Addressing
6107413	12/18/2017 6:32 AM	MAPA - Transportation Planning Grant	Chris Nelsen	7	7	0 Data Maintenance	Land Records
6107416	12/19/2017 6:33 AM	MAPA - Transportation Planning Grant	Chris Nelsen	7	7	0 Data Maintenance	Land Records
6107419	12/20/2017 6:33 AM	MAPA - Transportation Planning Grant	Chris Nelsen	7	7	0 Data Maintenance	Land Records
6107421	12/22/2017 6:33 AM	MAPA - Transportation Planning Grant	Chris Nelsen	7	7	0 Data Maintenance	Land Records
6130669	12/29/2017 3:00 PM	MAPA - Transportation Planning Grant	Eric Herbert	1.75	1	45 Project Administration	Project/grant administration

PERSONNEL	HOURS				EARNINGS				GROSS	STATUTORY DEDUCTIONS			VOLUNTARY DEDUCTIONS				NET PAY	✓	
	Reg	O/T	Hours	Rate	Reg	O/T	Earnings	Rate		Federal	State/Local								
<b>BAKER, MARK SHANE</b> File: 001020 Dept: 001018 Rate: 28.5600	80.00				2,284.80				2,284.80	270.67 FIT 138.95 SS 32.48 MED	107.04 NE	154.22 N- 1589.13 U CHECK3 43.70 H1 HLTHSI	P 414HM 102.82 P 414H				Memo	.00	
<b>DAWSON, JENNIFER L</b> File: 002225 Dept: 001018 Rate: 18.5900	80.00				1,495.20				1,495.20	105.06 FIT 92.70 SS 21.68 MED	39.16 NE	100.93 N- 1169.32 U CHECK3 67.28 P 414H	P 414HM				Memo	.00	
<b>FOUNTAIN, BRUCE</b> File: 001874 Dept: 001018 Rate: 4072.50	80.00				4,072.50				4,072.50	666.53 FIT 235.18 SS 55.00 MED	286.22 NE	274.89 N- 2140.47 U CHECK3 150.00 X SAVNG1 16.95 C4 GOLIFE 100.00 H5 MEDFSA	5.00 V CHECK1 183.26 P 414H 179.29 H4 HLTHFM 54.60 SA AFLPST				Memo	.00	
<b>GLEASON, RHONDA</b> File: 002129 Dept: 001018 Rate: 16.5036	44.50		5.50	3V	734.41		90.77	3V	825.18	45.54 FIT 51.16 SS 11.96 MED	15.30 NE	55.70 N- 664.09 U CHECK3 37.13 P 414H	P 414HM				Memo	.00	
<b>JECK, KELLY J</b> File: 001928 Dept: 001018 Rate: 19.8900	50.50				1,004.45				1,004.45	57.66 FIT 62.28 SS 14.57 MED	19.20 NE	67.80 N- 755.54 U CHECK3 45.20 P 414H 50.00 R8 DCVOYA	P 414HM				Memo	.00	
<b>LYNAM, DONNA J</b> File: 001915 Dept: 001018 Rate: 3233.72	80.00				3,233.72				3,233.72	446.99 FIT 189.64 SS 44.35 MED	123.64 NE	218.28 N- 2046.38 U CHECK3 19.00 D2 DENTF 50.00 R8 DCVOYA 11.96 S6 LGLSHD	145.52 P 414H 100.00 H5 MEDFSA 56.04 S1 AFLPRE				Memo	.00	
<b>NISBET, JEFF M</b> File: 001984 Dept: 001018 Rate: 27.5706	80.00				2,205.65				2,205.65	230.20 FIT 136.76 SS 31.98 MED	83.51 NE	148.88 N- 1623.95 U CHECK3 99.25 P 414H	P 414HM				Memo	.00	
<b>DEPT TOTAL 001018</b>	495.00	REG			15,030.73	REG		.00	O/T			1,822.65	FIT			11,505.88	TOTAL DEDUCTIONS	7 Pays	.00
	.00	O/T			90.77	EARNINGS 3		.00	EARNINGS 4			906.67	SS						
	5.50	HOURS 3			.00	EARNINGS 5		15,121.50	GROSS			212.03	MED						
	.00	HOURS 4										674.27	STATE						

HOURS ANALYSIS:	5.50	3V	VAC
EARNINGS ANALYSIS:	90.77	3V	VAC
MEMO ANALYSIS:	1,020.70	P	414HM
STATUTORY DED. ANALYSIS:	674.27	47	NE
VOLUNTARY DED. ANALYSIS:	680.46	P	414H
	16.95	C4	GOLIFE
	200.00	H5	MEDFSA
	11.96	S6	LGLSHD
	9,988.88	U	CHECK3
	19.00	D2	DENTF
	100.00	R8	DCVOYA
	5.00	V	CHECK1
	43.70	H1	HLTHSI
	54.60	SA	AFLPST
	150.00	X	SAVNG1
	179.29	H4	HLTHFM
	56.04	S1	AFLPRE



PERSONNEL	HOURS				EARNINGS					GROSS	STATUTORY DEDUCTIONS		VOLUNTARY DEDUCTIONS			NET PAY	<input checked="" type="checkbox"/>
	Reg	O/T	Hours	384	Reg	O/T	Earnings	384	Earnings		E	Federal	State /Local				
<b>BAKER, MARK SHANE</b> File: 001020 Dept: 001018 Rate: 28.5600	80.00				2,284.80					2,284.80	270.67 FIT 138.95 SS 32.49 MED	107.04 NE	1589.13 U CHECK3 43.70 H1 HLTHSI	102.82 P 414H	154.22 N- P 414HM	Memo	<input type="checkbox"/>
<b>DAWSON, JENNIFER L</b> File: 002225 Dept: 001018 Rate: 18.6800	80.00				1,485.20					1,485.20	105.06 FIT 92.70 SS 21.68 MED	39.16 NE	1169.32 U CHECK3	67.28 P 414H	100.93 N- P 414HM	Memo	<input type="checkbox"/>
<b>FOUNTAIN, BRUCE</b> File: 001874 Dept: 001018 Rate: 4072.50	80.00				4,072.50					4,072.50	666.53 FIT 235.17 SS 55.00 MED	286.22 NE	2140.48 U CHECK3 150.00 X SAVNG1 16.95 C4 GOLIFE 100.00 H5 MEDFSA	5.00 V CHECK1 183.26 P 414H 179.29 H4 HLTHFM 54.60 SA AFLPST	274.89 N- P 414HM	Memo	<input type="checkbox"/>
<b>GLEASON, RHONDA</b> File: 002129 Dept: 001018 Rate: 16.5036	50.00				825.18					825.18	45.54 FIT 51.16 SS 11.96 MED	16.30 NE	664.09 U CHECK3	37.13 P 414H	55.70 N- P 414HM	Memo	<input type="checkbox"/>
<b>JECK, KELLY J</b> File: 001928 Dept: 001018 Rate: 19.8600	54.25				1,079.03					1,079.03	64.78 FIT 66.90 SS 15.64 MED	21.49 NE	811.66 U CHECK3 50.00 R8 DCVOYA	48.56 P 414H	72.83 N- P 414HM	Memo	<input type="checkbox"/>
<b>LYNAM, DONNA J</b> File: 001018 Dept: 001018 Rate: 3233.72	80.00				3,233.72					3,233.72	446.89 FIT 189.64 SS 44.36 MED	123.84 NE	2046.37 U CHECK3 19.00 D2 DENTF 50.00 R8 DCVOYA 11.96 S6 LGLSHD	145.52 P 414H 100.00 H5 MEDFSA 56.04 S1 AFLPRE	218.28 N- P 414HM	Memo	<input type="checkbox"/>
<b>NISBET, JEFF M</b> File: 001984 Dept: 001018 Rate: 28.6200	80.00				2,289.60					2,289.60	242.23 FIT 141.95 SS 33.20 MED	88.79 NE	1680.40 U CHECK3	103.03 P 414H	154.55 N- P 414HM	Memo	<input type="checkbox"/>
<b>DEPT TOTAL 001018</b>	504.25 REG .00 O/T .00 HOURS 3 .00 HOURS 4				15,280.03 REG .00 EARNINGS 3 .00 EARNINGS 5				.00 O/T .00 EARNINGS 4	15,280.03 GROSS	1,841.80 FIT 916.47 SS 214.33 MED 681.84 STATE		11,625.59 TOTAL DEDUCTIONS			7 Pays	<input type="checkbox"/>

MEMO ANALYSIS:

STATUTORY DED. ANALYSIS:

VOLUNTARY DED. ANALYSIS:

1,031.40	P 414HM		
681.84	47 NE		
687.60	P 414H	10,101.45	U CHECK3
16.95	C4 GOLIFE	19.00	D2 DENTF
200.00	H5 MEDFSA	100.00	R8 DCVOYA
11.96	S6 LGLSHD		
		5.00	V CHECK1
		43.70	H1 HLTHSI
		54.60	SA AFLPST
		150.00	X SAVNG1
		179.29	H4 HLTHFM
		56.04	S1 AFLPRE

PERSONNEL	HOURS			EARNINGS			GROSS	STATUTORY DEDUCTIONS			VOLUNTARY DEDUCTIONS			NET PAY
	Reg	O/T	Hours	Reg	O/T	Earnings		Federal	State/Local					
BAKER, MARK SHANE File: 001020 Dept: 001018 Rate: 28.5600	72.00		8.00 2H	2,056.32		228.48 2H	2,284.80	270.67 FIT 138.95 SS 32.50 MED	107.04 NE		154.22 N- 102.82 P	P 414HM 414H	Memo <input type="checkbox"/>	.00
DAWSON, JENNIFER L File: 002225 Dept: 001018 Rate: 18.6900	72.00		8.00 2H	1,345.68		149.52 2H	1,495.20	105.06 FIT 92.70 SS 21.68 MED	39.18 NE		100.93 N- 67.28 P	P 414HM 414H	Memo <input type="checkbox"/>	.00
FOUNTAIN, BRUCE File: 001874 Dept: 001018 Rate: 4072.50	64.00		8.00 2H 8.00 3V	4,072.50			4,072.50	666.53 FIT 235.18 SS 55.01 MED	286.22 NE		274.89 N- 5.00 V	P 414HM CHECK1	Memo <input type="checkbox"/>	.00
GLEASON, RHONDA File: 002129 Dept: 001018 Rate: 16.5036	40.00		5.00 2H 5.00 3V	660.14		82.52 2H 82.52 3V	825.18	45.54 FIT 51.16 SS 11.97 MED	15.30 NE		55.70 N- 37.13 P	P 414HM 414H	Memo <input type="checkbox"/>	.00
JECK, KELLY J File: 001928 Dept: 001018 Rate: 20.6400	20.75		5.00 2H	428.28		103.20 2H						69.43 N- P	P 414HM	
Dept: 001018 Rate: 19.8900	25.00			497.25			1,028.73	59.97 FIT 63.79 SS 14.92 MED	19.94 NE		773.81 U CHECK3 50.00 R8 DCVOYA	46.30 P 414H	Memo <input type="checkbox"/>	.00
LYNAM, DONNA J File: 001915 Dept: 001018 Rate: 3233.72	72.00		8.00 2H	3,233.72			3,233.72	449.84 FIT 190.81 SS 44.62 MED	125.16 NE		218.28 N- 145.52 P	P 414HM 414H	Memo <input type="checkbox"/>	.00
Dept: 001018 Rate: 28.6200	72.00		8.00 2H	2,060.64		228.96 2H	2,289.60	242.23 FIT 141.96 SS 33.20 MED	88.79 NE		154.55 N- 103.03 P	P 414HM 414H	Memo <input type="checkbox"/>	.00
DEPT TOTAL 001018	437.75 REG .00 O/T 63.00 HOURS 3 .00 HOURS 4			14,354.53 REG 875.20 EARNINGS 3 .00 EARNINGS 5		.00 O/T .00 EARNINGS 4 15,229.73 GROSS		1,839.84 FIT 914.55 SS 213.90 MED 681.61 STATE			11,579.83 TOTAL DEDUCTIONS		7 Pays <input type="checkbox"/>	.00

HOURS ANALYSIS: 50.00 2H HOLIDAY 13.00 3V VAC  
EARNINGS ANALYSIS: 792.68 2H HOLIDAY 82.52 3V VAC  
MEMO ANALYSIS: 1,028.00 P 414HM  
STATUTORY DED. ANALYSIS: 681.61 47 NE



PERSONNEL	HOURS			EARNINGS		GROSS	STATUTORY DEDUCTIONS		VOLUNTARY DEDUCTIONS		NET PAY	✓	
	Reg	O/T	Hours 3&4	Reg	O/T Earnings 3&4 Earnings 5		Federal	State /Local					
<b>BAKER, MARK SHANE</b> File: 001020 Dept: 001018 Rate: 28.5600	80.00			2,284.80		2,284.80	270.23 FIT 138.84 SS 32.47 MED	106.92 NE	1588.04 U CHECK3 45.48 H1 HLTHSI	102.82 P 414H	10,506.00 M- A HLTHVL 154.22 N- P 414HM	Memo <input type="checkbox"/>	LDR .00
<b>DAWSON, JENNIFER L</b> File: 002225 Dept: 001018 Rate: 18.6900	80.00			1,495.20		1,495.20	105.06 FIT 92.71 SS 21.88 MED	39.16 NE	1169.31 U CHECK3	67.28 P 414H	100.93 N- P 414HM	Memo <input type="checkbox"/>	.00
<b>FOUNTAIN, BRUCE</b> File: 001874 Dept: 001018 Rate: 4072.50	64.00	8.00 3V 8.00 4S		4,072.50		4,072.50	664.79 FIT 234.75 SS 54.90 MED	285.74 NE	2136.27 U CHECK3 150.00 X SAVNG1 16.95 C4 GOLIFE 100.00 H5 MEDFSA	5.00 V CHECK1 183.26 P 414H 186.24 H4 HLTHFM 54.60 SA AFLPST	25,329.00 M- A HLTHVL 274.89 N- P 414HM	Memo <input type="checkbox"/>	.00
<b>GLEASON, RHONDA</b> File: 002129 Dept: 001018 Rate: 16.5036	50.00			825.18		825.18	45.54 FIT 51.16 SS 11.97 MED	15.30 NE	664.08 U CHECK3	37.13 P 414H	55.70 N- P 414HM	Memo <input type="checkbox"/>	.00
<b>JECK, KELLY J</b> File: 001928 Dept: 001018 Rate: 20.6400	50.00			1,032.00		1,032.00	60.29 FIT 63.98 SS 14.97 MED	20.04 NE	776.28 U CHECK3 50.00 R8 DCVOYA	46.44 P 414H	69.66 N- P 414HM	Memo <input type="checkbox"/>	.00
<b>LYNAM, DONNA J</b> File: 001915 Dept: 001018 Rate: 3233.72	80.00			3,233.72		3,233.72	449.84 FIT 190.82 SS 44.63 MED	125.16 NE	2059.75 U CHECK3 100.00 H5 MEDFSA 56.04 S1 AFLPRE	145.52 P 414H 50.00 R8 DCVOYA 11.96 S6 LGLSHD	17.28 M- A HLTHVL 218.28 N- P 414HM	Memo <input type="checkbox"/>	.00
<b>NISBET, JEFF M</b> File: 001984 Dept: 001018 Rate: 28.6200	72.00	8.00 3V		2,060.64	228.96 3V	2,289.60	242.23 FIT 141.96 SS 33.19 MED	88.79 NE	1680.40 U CHECK3	103.03 P 414H	17.28 M- A HLTHVL 154.55 N- P 414HM	Memo <input type="checkbox"/>	.00
<b>REESE, GEORGE A</b> File: 001487 Dept: 001018 Rate: 2348.36							.00 FIT				17.28 M- A HLTHVL	Memo <input type="checkbox"/>	.00
<b>DEPT TOTAL 001018</b>	476.00 REG .00 O/T 24.00 HOURS 3 .00 HOURS 4			15,004.04 REG 228.96 EARNINGS 3 .00 EARNINGS 5	.00 O/T .00 EARNINGS 4 15,233.00 GROSS		1,837.98 FIT 914.22 SS 213.81 MED 681.11 STATE		11,585.88 TOTAL DEDUCTIONS			8 Pays <input type="checkbox"/>	.00

HOURS ANALYSIS: 16.00 3V VAC 8.00 4S SICK  
EARNINGS ANALYSIS: 228.96 3V VAC

11- November 2017 Health Paid in October

Last Name	First Name	Department-Fund	Dept #	Benefits for Grant Information	Coverage Type	Total County Share	Variance	Comments
Hubbard	John	General	97000	Corrections	Family	\$1,392.15	(\$358.58)	Eff 10-1 New Hire Need to collect arrears for October (collecting in October) from employee Collected in FULL on 09-29 DONE but not paid to EBS the employee portion Paid October in October No Arrears
Eret	Jesse	General	97000	Emergency Mgmt	Family	\$1,750.73	\$0.00	
Marshall	Stuart	General	97000	Emergency Mgmt	E/S	\$1,538.72	\$0.00	
Welsbrodt	Ashlie	General	97000	FG -Mental Health	Family	\$1,750.73	\$0.00	Tammy, her insurance benefits will still come out of the General fund.
Herbert	Eric	GIS Fund 100%	64300	GIS	Family	\$1,750.73	\$0.00	
Kriener	Eric	GIS Fund 100%	64300	GIS	Family	\$1,760.73	\$0.00	
Lampe	Nicole	GIS Fund 100%	64300	GIS	Zero	\$0.00	\$0.00	
Nelsen	Christopher	GIS Fund 100%	64300	GIS	Single	\$788.66	\$0.00	
Blaha	Charlene	Child Support Dist Crt	63100	Kremer	Family	\$1,750.73	\$0.00	
Eberle	Jessica	General	97000	Kremer	Single	\$1,573.32	\$0.00	Eff 10-1 Need to collect arrears for October from employee and pay October on November Billing DONE
Gray	Deborah	General	97000	Kremer	E/S	\$1,538.72	\$0.00	
Heath	Dori	Child Support Dist Crt	63100	Kremer	E/S	\$1,538.72	\$0.00	
Helwig	Lisa	Child Support Dist Crt	63100	Kremer	Single	\$788.66	\$0.00	
Horner	Helen	General	97000	Kremer	Single	\$788.66	\$0.00	
Kremer	Carol	General - Elected	97000	Kremer	Single	\$788.66	\$0.00	
Lauritsen	Lois	General	97000	Kremer	E/S	\$1,538.72	\$0.00	
Lecrone	Pam	General	97000	Kremer	E/S	\$0.00	\$0.00	Termed 10-13-2017 Not on November Billing DONE
Morones-Harris	Angelica	Child Support Dist Crt	63100	Kremer	Single	\$788.66	\$0.00	
Mulvaney	Lisa	Child Support Dist Crt	63100	Kremer	Zero	\$0.00	\$0.00	
Placzek	Karla	General	97000	Kremer	Zero	\$0.00	\$0.00	
Troxel	Jacquelyn	General	97000	Kremer	Single	\$788.66	\$0.00	
Underwood	Rose	General	97000	Kremer	Zero	\$0.00	\$0.00	
Fraundorfer	Todd	Split 47% LB561 53% JJC	65254	LB561	E/C	\$723.19	\$0.00	
Fraundorfer	Todd	Split 47% LB561 53% JJC	97000	LB561	E/C	\$815.63	\$0.00	
Harris	Clarence	Juvenile Services LB561 100%	65254	LB561	Zero	\$0.00	\$0.00	
Harris-Hogan	Darlene	Juvenile Services LB561 100%	65254	LB561	Single	\$788.66	\$0.00	
Seeba	David	Juvenile Services LB561	65254	LB561	Zero	\$0.00	\$0.00	
Sheets	Trevor	Juvenile Services LB561	65254	LB561	Zero	\$0.00	\$0.00	
Weber	James	General	97000	LB561	Zero	\$0.00	\$0.00	
Wofford	Marlo	Juvenile Services LB561 100%	65254	LB561	E/C	\$1,538.72	\$0.00	
Pirsch	Peter	General	97000	Mental Health	Family	\$1,750.73	\$0.00	
Fountain	Bruce	General	97000	Planning	Family	\$1,750.73	\$0.00	
Lynham	Donna	General	97000	Planning	Zero	\$0.00	\$0.00	
Craney	Cinda	State Ed	68951	State Ed	Single	\$788.66	\$0.00	
Greenfelder	David	State Ed	68951	State Ed	E/C	\$1,538.72	\$0.00	
Keenan	Daniel	State Ed	68951	State Ed	Zero	\$0.00	\$0.00	
Prestlto	Catherine	State Ed	68951	State Ed	Family	\$1,750.73	\$0.00	
Vanwassenhoven	Barbara	State Ed	68951	State Ed	Zero	\$0.00	\$0.00	
Marek	Pamela	General	97000	STOP	Family	\$1,750.73	\$0.00	
Blankman	Mary	Child Support CA	68200	Vickie Raymond	E/C	\$1,538.72	\$0.00	
Burke	Nicholas	General	68200	Vickie Raymond	E/C	\$1,538.72	\$0.00	
Duffy	Kevin	Child Support CA	68200	Vickie Raymond	E/S	\$1,538.72	\$0.00	
Freese	Theresa	Child Support CA	68200	Vickie Raymond	Zero	\$0.00	\$0.00	
Gibbs	Carrie	Child Support CA	68200	Vickie Raymond	E/C	\$1,538.72	\$0.00	

Last Name	First Name	Coverage	Department-Fund	Dept #	Benefits for Grants Information	Co Share	Variance	Comments
Hubbard	John	AD&D	General	97000	Corrections	\$7.65		Eff 10-1
Hubbard	John	LTD	General	97000	Corrections			
Eret	Jesse	AD&D	General	97000	Emergency Mgmt	\$5.10		
Eret	Jesse	LTD	General	97000	Emergency Mgmt	\$19.98		
Marshall	Stuart	AD&D	General	97000	Emergency Mgmt	\$7.65		
Marshall	Stuart	LTD	General	97000	Emergency Mgmt	\$27.67		
Herbert	Eric	AD&D	GIS Fund	64300	GIS	\$5.10		
Herbert	Eric	LTD	GIS Fund	64300	GIS	\$43.69		
Kriener	Eric	AD&D	GIS Fund	64300	GIS	\$5.10		
Kriener	Eric	LTD	GIS Fund	64300	GIS	\$34.60		
Lamba	Nicole	AD&D	GIS Fund	64300	GIS	\$5.10		
Lamba	Nicole	LTD	GIS Fund	64300	GIS	\$29.67		
Nelsen	Christopher	AD&D	GIS Fund	64300	GIS	\$5.10		
Nelsen	Christopher	LTD	GIS Fund	64300	GIS	\$25.44		
Blahe	Charlene	AD&D	Child Support Dist Cr	63100	Kremer	\$5.10		7-7-17 EAF moving to 63100
Blahe	Charlene	LTD	Child Support Dist Cr	63100	Kremer	\$19.46		7-7-17 EAF moving to 63100
Eberle	Jessica	AD&D	General	97000	Kremer	\$5.10		Eff 10-1
Eberle	Jessica	LTD	General	97000	Kremer			
Gray	Deborah	AD&D	General	97000	Kremer	\$5.10		
Gray	Deborah	LTD	General	97000	Kremer	\$17.54		
Heath	Dori	AD&D	Child Support Dist Cr	63100	Kremer	\$7.65		7-7-17 EAF moving to 63100
Heath	Dori	LTD	Child Support Dist Cr	63100	Kremer			7-7-17 EAF moving to 63100
Helwig	Lisa	AD&D	Child Support Dist Cr	63100	Kremer	\$5.10		7-7-17 EAF moving to 63100
Helwig	Lisa	LTD	Child Support Dist Cr	63100	Kremer	\$17.54		7-7-17 EAF moving to 63100
Homer	Helen	AD&D	General	97000	Kremer	\$5.10		
Homer	Helen	LTD	General	97000	Kremer	\$15.68		
Kremer	Carol	AD&D	General	97000	Kremer	\$4.98		
Kremer	Carol	LTD	General	97000	Kremer	\$38.51		
Lauritsen	Lois	AD&D	General	97000	Kremer	\$5.10		
Lauritsen	Lois	LTD	General	97000	Kremer	\$16.90		
Lacrone	Pam	AD&D	General	97000	Kremer	\$3.32		
Lacrone	Pam	LTD	General	97000	Kremer	\$17.54		
Morones-Harris	Angelica	AD&D	Child Support Dist Cr	63100	Kremer	\$5.10		7-7-17 EAF moving to 63100
Morones-Harris	Angelica	LTD	Child Support Dist Cr	63100	Kremer	\$19.46		7-7-17 EAF moving to 63100
Mulvaney	Lisa	AD&D	Child Support Dist Cr	63100	Kremer	\$5.10		7-7-17 EAF moving to 63100
Mulvaney	Lisa	LTD	Child Support Dist Cr	63100	Kremer	\$14.99		7-7-17 EAF moving to 63100
Placzek	Karla	AD&D	General	97000	Kremer	\$5.10		
Placzek	Karla	LTD	General	97000	Kremer	\$18.75		
Troxel	Jacquelyn	AD&D	General	97000	Kremer	\$5.10		
Troxel	Jacquelyn	LTD	General	97000	Kremer	\$19.47		
Underwood	Rose	AD&D	General	97000	Kremer	\$3.32		
Underwood	Rose	LTD	General	97000	Kremer	\$18.75		
Frauendorfer	Todd	AD&D	FG - LB561 47%	66254	LB561	\$2.40		Split
Frauendorfer	Todd	AD&D	General 53%	97000	LB561	\$2.70		Split
Frauendorfer	Todd	LTD	FG - LB561 47%	66254	LB561	\$10.70		Split
Frauendorfer	Todd	LTD	General 53%	97000	LB561	\$12.07		Split
Harris	Clarence	AD&D	FG - LB561	65254	LB561	\$5.10		
Harris	Clarence	LTD	FG - LB561	65254	LB561	\$20.49		
Harris-Hogan	Darlene	AD&D	FG - LB561	65254	LB561	\$5.10		
Harris-Hogan	Darlene	LTD	FG - LB561	65254	LB561	\$15.30		
Seeba	David	AD&D	FG - LB561	65254	LB561	\$4.98		
Seeba	David	LTD	FG - LB561	65254	LB561	\$15.17		
Sheets	Trevor	AD&D	FG - LB561	65254	LB561	\$5.10		
Sheets	Trevor	LTD	FG - LB561	65254	LB561	\$20.49		
Weber	James	AD&D	General	97000	LB561	\$5.10		
Weber	James	LTD	General	97000	LB561	\$22.58		
Wofford	Marlo	AD&D	FG - LB561 100%	65254	LB561	\$5.10		
Wofford	Marlo	LTD	FG - LB561 100%	65254	LB561	\$15.78		
Pirach	Peter	AD&D	General	97000	Mental Health	\$7.65		
Pirach	Peter	LTD	General	97000	Mental Health	\$26.10		
Welsbrodt	Ashlie	AD&D	General	97000	Mental Health	\$5.10		
Welsbrodt	Ashlie	LTD	General	97000	Mental Health	\$18.83		
Fountain	BrUCE	AD&D	General	97000	Planning	\$7.65		
Fountain	BrUCE	LTD	General	97000	Planning	\$37.65		
Lynam	Donna	AD&D	General	97000	Planning	\$7.65		
Lynam	Donna	LTD	General	97000	Planning	\$29.81		
Crane	Cinda	AD&D	General	66951	State Ed	\$7.66		
Crane	Cinda	LTD	General	66951	State Ed	\$15.76		
Greenfelder	David	AD&D	State Ed	66951	State Ed	\$5.10		
Greenfelder	David	LTD	State Ed	66951	State Ed	\$20.49		
Keenan	Daniel	AD&D	State Ed	66951	State Ed	\$4.98		
Keenan	Daniel	LTD	State Ed	66951	State Ed	\$17.61		
Prestito	Catherine	AD&D	State Ed	66951	State Ed	\$5.10		
Prestito	Catherine	LTD	State Ed	66951	State Ed	\$16.45		
Vanwassenhoven	Barbara	AD&D	State Ed	66951	State Ed	\$4.98		
Vanwassenhoven	Barbara	LTD	State Ed	66951	State Ed	\$21.38		
Marek	Pamela	AD&D	General	97000	STOP	\$5.10		

10- October 2017 Reliance Dental

Last Name	First Name	Dental Coverage Type	Department-Fund	Dept #	Benefits for Grants Information	Co Share	Variance	Comments
Eret	Jesse	FAMILY	General	97000	Emergency Mgmt	\$61.76	\$0.00	
Marshall	Stuart	SINGLE	General	97000	Emergency Mgmt	\$32.32	\$0.00	
Frauentorfer	Todd	SINGLE	Split 47% LB561 53% JJC	65254	FG - LB561	\$15.20	\$0.00	Split
Frauentorfer	Todd	SINGLE	Split 47% LB561 53% JJC	97000	FG - LB561	\$17.12	\$0.00	
Harris	Clarence E.	FAMILY	FG - LB561	65254	FG - LB561	\$61.76	\$0.00	
Harris-Hogan	Darlene	SINGLE	FG - LB561	65254	FG - LB561	\$32.32	\$0.00	
Seeba	David	ZERO	FG - LB561	65254	FG - LB561	\$0.00	\$0.00	
Sheets	Trevor	ZERO	FG - LB561	65254	FG - LB561	\$0.00	\$0.00	
Weber	James P	FAMILY	General	97000	FG - LB561	\$61.76	\$0.00	
Wofford	Mario	FAMILY	FG - LB561 100%	65254	FG - LB561	\$61.76	\$0.00	
Herbert	Eric P.	FAMILY	GIS Fund	64300	GIS	\$61.76	\$0.00	
Kröner	Eric	FAMILY	GIS Fund	64300	GIS	\$61.76	\$0.00	
Lampe	Nicole	SINGLE	GIS Fund	64300	GIS	\$32.32	\$0.00	
Nelsen	Christopher M.	SINGLE	GIS Fund	64300	GIS	\$32.32	\$0.00	
Blahe	Charlene M	FAMILY	Child Support Dist Court	63100	Kremer	\$61.76	\$0.00	
Gray	Deborah L	FAMILY	General	97000	Kremer	\$61.76	\$0.00	
Heath	Dori	FAMILY	Child Support Dist Court	63100	Kremer	\$61.76	\$0.00	
Helwig	Lisa	SINGLE	Child Support Dist Court	63100	Kremer	\$32.32	\$0.00	
Horner	Helen	SINGLE	General	97000	Kremer	\$32.32	\$0.00	
Kremer	Carol	SINGLE	General	97000	Kremer	\$32.32	\$0.00	
Lauritsen	Lois	SINGLE	General	97000	Kremer	\$32.32	\$0.00	
Lecrone	Pam M	FAMILY	General	97000	Kremer	\$61.76	\$0.00	Termed 10-13-2017
Morones-Harris	Angelica	SINGLE	Child Support Dist Court	63100	Kremer	\$32.32	\$0.00	
Mulvaney	Lisa	FAMILY	Child Support Dist Court	63100	Kremer	\$61.76	\$0.00	
Placzek	Karla	ZERO	General	97000	Kremer	\$0.00	\$0.00	
Troxel	Jacquelyn J	FAMILY	General	97000	Kremer	\$61.76	\$0.00	
Underwood	Rose	SINGLE	General	97000	Kremer	\$32.32	\$0.00	
Pirsch	Peter	FAMILY	General	97000	Mental Health	\$61.76	\$0.00	
Welsbrodt	Ashlie	FAMILY	General	97000	Mental Health	\$61.76	\$0.00	Tammy, her insurance benefits will still come out of the General fund.
Fountain	Bruce	SINGLE	General	97000	Planning	\$32.32	\$0.00	
Lynam	Dorita	FAMILY	General	97000	Planning	\$61.76	\$0.00	
Crane	Cinda	SINGLE	State Ed	66951	State Ed	\$32.32	\$0.00	
Greenfelder	David J.	FAMILY	State Ed	66951	State Ed	\$61.76	\$0.00	
Keenan	Daniel	ZERO	State Ed	66951	State Ed	\$0.00	\$0.00	
Prestito	Catherine	FAMILY	State Ed	66951	State Ed	\$61.76	\$0.00	
Vanwassenhoven	Barbara	ZERO	State Ed	66951	State Ed	\$0.00	\$0.00	
Marek	Pamela	FAMILY	General	97000	STOP	\$61.76	\$0.00	
Blankman	Mary J	FAMILY	Child Supp CA	66200	Vickie Raymond	\$61.76	\$0.00	
Burke	Nicholas	FAMILY	General	66200	Vickie Raymond	\$61.76	\$0.00	9-18 EAF Transfer CSEO
Duffy	Kevin F	FAMILY	Child Supp CA	66200	Vickie Raymond	\$61.76	\$0.00	
Freese	Theresa A	FAMILY	Child Supp CA	66200	Vickie Raymond	\$61.76	\$0.00	
Gibbs	Carrie J	FAMILY	Child Supp CA	66200	Vickie Raymond	\$61.76	\$0.00	
Gulfoyle-Wissing	Lorraine	FAMILY	Child Supp CA	66200	Vickie Raymond	\$61.76	\$0.00	
Kimball	Lynn J	FAMILY	Child Supp CA	66200	Vickie Raymond	\$61.76	\$0.00	
Lockman	Kathleen	SINGLE	Child Supp CA	66200	Vickie Raymond	\$32.32	\$0.00	
Maddox	Shannon	SINGLE	Child Supp CA	66200	Vickie Raymond	\$32.32	\$0.00	
Martin	Gayella	SINGLE	Child Supp CA	66200	Vickie Raymond	\$32.32	\$0.00	
Mattingly	Lysandra	SINGLE	Child Support Incent	66250	Vickie Raymond	\$32.32	\$0.00	
Peter	Liba	SINGLE	Child Supp CA	66200	Vickie Raymond	\$32.32	\$0.00	
Preisinger	Sarah	SINGLE	Child Supp CA	66200	Vickie Raymond	\$32.32	\$0.00	
Raymond	Vickie	FAMILY	Child Supp CA	66200	Vickie Raymond	\$61.76	\$0.00	
Scott	Joanne	ZERO	Child Supp CA	66200	Vickie Raymond	\$0.00	\$0.00	
Wilson	Lyndsey	SINGLE	Child Supp CA	66200	Vickie Raymond	\$32.32	\$0.00	
Ziemba	Barbette L	FAMILY	Child Support Incent	66250	Vickie Raymond	\$61.76	\$0.00	
Hagelstien	Christina	FAMILY	FG - Victim Witness 50%	66312	Victim Witness	\$30.88	\$0.00	Split
Hagelstien	Christina	FAMILY	General 50%	97000	Victim Witness	\$30.88	\$0.00	
Healey	Kathy	SINGLE	FG - Victim Witness 50%	66312	Victim Witness	\$16.16	\$0.00	Split
Healey	Kathy	SINGLE	General 50%	97000	Victim Witness	\$16.16	\$0.00	
Nielsen	Jill C	FAMILY	FG - Victim Witness 50%	66312	Victim Witness	\$30.88	\$0.00	Split
Nielsen	Jill C	FAMILY	General 50%	97000	Victim Witness	\$30.88	\$0.00	
Yodogawa-Campbell	Sakura	FAMILY	FG - Victim Witness 50%	66312	Victim Witness	\$30.88	\$0.00	Split
Yodogawa-Campbell	Sakura	FAMILY	General 50%	97000	Victim Witness	\$30.88	\$0.00	

12- December 2017 Health Paid in November

Last Name	First Name	Department-Fund	Dept #	Benefits for Grant Information	Coverage Type	Total County Share	Variance	Comments
Hubbard	John	Misc	97000	Corrections	Family	\$1,750.73	\$0.00	
Eret	Jesse	Emergency Management	97000	Emergency Mgmt	Family	\$1,750.73	\$0.00	
Marshall	Stuart	Emergency Management	97000	Emergency Mgmt	E/S	\$1,538.72	\$0.00	
Welsbrodt	Ashlie	General	97000	FG -Mental Health	Family	\$1,750.73	\$0.00	Tammy, her insurance benefits will still come out of the General fund.
Herbert	Eric	GIS Fund	64300	GIS	Family	\$1,750.73	\$0.00	
Kriener	Eric	GIS Fund	64300	GIS	Family	\$1,750.73	\$0.00	
Lampe	Nicole	GIS Fund	64300	GIS	Zero	\$0.00	\$0.00	
Nelsen	Christopher	GIS Fund	64300	GIS	Single	\$786.66	\$0.00	
Frauendorfer	Todd	General	97000	JJC	E/C	\$1,538.72	\$0.00	11-6 Per Debby Matthew Simmons replaces Todd Frauendorder same proportions
Blaha	Charlene	Child Support Dist Crt	63100	Kremer	Family	\$1,750.73	\$0.00	
Eberle	Jessica	Clerk of District Court	97000	Kremer	Single	\$786.66	\$0.00	
Gray	Deborah	Clerk of District Court	97000	Kremer	E/S	\$1,538.72	\$0.00	
Heath	Dori	Child Support Dist Crt	63100	Kremer	E/S	\$1,538.72	\$0.00	
Helwig	Lisa	Child Support Dist Crt	63100	Kremer	Single	\$786.66	\$0.00	
Horner	Helen	Clerk of District Court	97000	Kremer	Single	\$786.66	\$0.00	
Kremer	Carol	Clerk of District Court	97000	Kremer	Single	\$786.66	\$0.00	
Lauritsen	Lois	Clerk of District Court	97000	Kremer	E/S	\$1,538.72	\$0.00	
Morones-Harris	Angelica	Child Support Dist Crt	63100	Kremer	Single	\$786.66	\$0.00	
Mulvaney	Lisa	Child Support Dist Crt	63100	Kremer	Zero	\$0.00	\$0.00	
Placzek	Karia	Clerk of District Court	97000	Kremer	Zero	\$0.00	\$0.00	
Troxel	Jacquelyn	Clerk of District Court	97000	Kremer	Single	\$786.66	\$0.00	
Underwood	Rose	Clerk of District Court	97000	Kremer	Zero	\$0.00	\$0.00	
Greenfelder	David	Juvenile Services LB561	65254	LB561	E/C	\$1,538.72	\$0.00	11-6 Per Debby move from State Ed (66951) to LB561 (65254)
Harris	Clarence	Juvenile Services LB561	65254	LB561	Zero	\$0.00	\$0.00	
Harris-Hogan	Darlene	Juvenile Services LB561	65254	LB561	Single	\$786.66	\$0.00	
Seeba	David	Juvenile Services LB561	65254	LB561	Zero	\$0.00	\$0.00	
Simmons	Matthew	Split 47% LB561 53% JJC	65254	LB561	Single	\$389.73	\$0.00	11-6 Per Debby Matthew Simmons replaces Todd Frauendorder same proportions
Simmons	Matthew	Split 47% LB561 53% JJC	97000	LB561	Single	\$416.93	\$0.00	11-6 Per Debby Matthew Simmons replaces Todd Frauendorder same proportions
Weber	James	Juvenile Intake	97000	LB561	Zero	\$0.00	\$0.00	
Wofford	Marlo	Juvenile Services LB561	65254	LB561	E/C	\$1,538.72	\$0.00	
Pirsch	Peter	Mental Health Diversion	97000	Mental Health	Family	\$1,750.73	\$0.00	
Fountain	Bruce	Planning & Zoning	97000	Planning	Family	\$1,750.73	\$0.00	
Lynam	Donna	Planning & Zoning	97000	Planning	Zero	\$0.00	\$0.00	
Craney	Cinda	State Ed	66951	State Ed	Single	\$786.66	\$0.00	
Keenan	Daniel	State Ed	66951	State Ed	Zero	\$0.00	\$0.00	
Prestilo	Catherine	State Ed	66951	State Ed	Family	\$1,750.73	\$0.00	
Vanwassenhoven	Barbara	State Ed	66951	State Ed	Zero	\$0.00	\$0.00	
Marek	Pamela	Sheriff Admin	97000	STOP	Family	\$1,750.73	\$0.00	
Blankman	Mary	Child Support CA	86200	Vickie Raymond	E/C	\$1,538.72	\$0.00	
Burke	Nicholas	Child Support CA	86200	Vickie Raymond	E/C	\$1,538.72	\$0.00	
Duffy	Kevin	Child Support CA	86200	Vickie Raymond	E/S	\$1,538.72	\$0.00	
Freese	Theresa	Child Support CA	86200	Vickie Raymond	Zero	\$0.00	\$0.00	
Gibbs	Carrie	Child Support CA	86200	Vickie Raymond	E/C	\$1,538.72	\$0.00	
Gulfoyle-Wissing	Lorraine	Child Support CA	86200	Vickie Raymond	Zero	\$0.00	\$0.00	
Holdcraft	Kailssa	Child Support CA	86200	Vickie Raymond	Single	\$786.66	\$0.00	

Last Name	First Name	Coverage	Department-Fund	Dept #	Benefits for Grants Information	Co Share	Variance	Comments
Hubbard	John	AD&D	General	97000	Corrections	\$7.65		Eff 10-1
Hubbard	John	LTD	General	97000	Corrections			
Eret	Jesse	AD&D	General	97000	Emergency Mgmt	\$5.10		
Eret	Jesse	LTD	General	97000	Emergency Mgmt	\$19.98		
Marshall	Stuart	AD&D	General	97000	Emergency Mgmt	\$7.65		
Marshall	Stuart	LTD	General	97000	Emergency Mgmt	\$27.67		
Herbert	Eric	AD&D	GIS Fund	64300	GIS	\$5.10		
Herbert	Eric	LTD	GIS Fund	64300	GIS	\$43.69		
Kriener	Eric	AD&D	GIS Fund	64300	GIS	\$5.10		
Kriener	Eric	LTD	GIS Fund	64300	GIS	\$34.60		
Lampe	Nicole	AD&D	GIS Fund	64300	GIS	\$5.10		
Lampe	Nicole	LTD	GIS Fund	64300	GIS	\$29.67		
Nelson	Christopher	AD&D	GIS Fund	64300	GIS	\$5.10		
Nelson	Christopher	LTD	GIS Fund	64300	GIS	\$25.44		
Blahe	Charlene	AD&D	Child Support Dist Cr	63100	Kramer	\$5.10		
Blahe	Charlene	LTD	Child Support Dist Cr	63100	Kramer	\$19.46		
Eberle	Jessica	AD&D	General	97000	Kramer	\$5.10		Eff 10-1
Eberle	Jessica	LTD	General	97000	Kramer			
Gray	Deborah	AD&D	General	97000	Kramer	\$5.10		
Gray	Deborah	LTD	General	97000	Kramer	\$17.54		
Heath	Dori	AD&D	Child Support Dist Cr	63100	Kramer	\$7.65		
Heath	Dori	LTD	Child Support Dist Cr	63100	Kramer			
Helwig	Lisa	AD&D	Child Support Dist Cr	63100	Kramer	\$5.10		
Helwig	Lisa	LTD	Child Support Dist Cr	63100	Kramer	\$17.54		
Hornor	Helen	AD&D	General	97000	Kramer	\$5.10		
Hornor	Helen	LTD	General	97000	Kramer	\$15.68		
Kramer	Carol	AD&D	General	97000	Kramer	\$4.98		
Kramer	Carol	LTD	General	97000	Kramer	\$36.51		
Lauritsen	Lois	AD&D	General	97000	Kramer	\$5.10		
Lauritsen	Lois	LTD	General	97000	Kramer	\$16.90		
Lecrone	Pam	AD&D	General	97000	Kramer	\$0.00		Termed 10-13 DONE
Lecrone	Pam	LTD	General	97000	Kramer	\$0.00		Termed 10-13 DONE
Morones-Harris	Angelica	AD&D	Child Support Dist Cr	63100	Kramer	\$5.10		
Morones-Harris	Angelica	LTD	Child Support Dist Cr	63100	Kramer	\$19.46		
Mulvaney	Lisa	AD&D	Child Support Dist Cr	63100	Kramer	\$5.10		
Mulvaney	Lisa	LTD	Child Support Dist Cr	63100	Kramer	\$14.99		
Placzek	Karla	AD&D	General	97000	Kramer	\$5.10		
Placzek	Karla	LTD	General	97000	Kramer	\$18.75		
Troxel	Jacquelyn	AD&D	General	97000	Kramer	\$5.10		
Troxel	Jacquelyn	LTD	General	97000	Kramer	\$19.47		
Underwood	Rose	AD&D	General	97000	Kramer	\$3.32		
Underwood	Rose	LTD	General	97000	Kramer	\$18.75		
Greenfelder	David	AD&D	FG - LB561	65254	LB561	\$5.10		11-6 Per Debby move from State Ed (66951) to LB561 (65254)
Greenfelder	David	LTD	FG - LB561	65254	LB561	\$20.49		11-6 Per Debby move from State Ed (66951) to LB561 (65254)
Harris	Clarence	AD&D	FG - LB561	65254	LB561	\$5.10		
Harris	Clarence	LTD	FG - LB561	65254	LB561	\$20.49		
Harris-Hogan	Darlene	AD&D	FG - LB561	65254	LB561	\$5.10		
Harris-Hogan	Darlene	LTD	FG - LB561	65254	LB561	\$15.30		
Seeba	David	AD&D	FG - LB561	65254	LB561	\$4.98		
Seeba	David	LTD	FG - LB561	65254	LB561	\$15.17		
Simmons	Matthew	AD&D	FG - LB561 47%	65254	LB561	\$2.40		11-6 Per Debby Matt Simmons replaced Todd Fraudendorfer
Simmons	Matthew	AD&D	General 63%	97000	LB561	\$2.70		11-6 Per Debby Matt Simmons replaced Todd Fraudendorfer
Simmons	Matthew	LTD	FG - LB561 47%	65254	LB561	\$10.35		11-6 Per Debby Matt Simmons replaced Todd Fraudendorfer
Simmons	Matthew	LTD	General 63%	97000	LB561	\$11.68		11-6 Per Debby Matt Simmons replaced Todd Fraudendorfer
Weber	James	AD&D	General	97000	LB561	\$5.10		
Weber	James	LTD	General	97000	LB561	\$22.68		
Wofford	Marlo	AD&D	FG - LB561 100%	65254	LB561	\$5.10		
Wofford	Marlo	LTD	FG - LB561 100%	65254	LB561	\$17.78		
Pirsch	Peter	AD&D	General	97000	Mental Health	\$7.65		
Pirsch	Peter	LTD	General	97000	Mental Health	\$26.10		
Weisbrodt	Ashlie	AD&D	General	97000	Mental Health	\$5.10		
Weisbrodt	Ashlie	LTD	General	97000	Mental Health	\$18.83		
Fountain	Bruce	AD&D	General	97000	Planning	\$7.65		
Fountain	Bruce	LTD	General	97000	Planning	\$37.65		
Lynam	Dorina	AD&D	General	97000	Planning	\$7.65		
Lynam	Dorina	LTD	General	97000	Planning	\$29.81		
Craney	Cinda	AD&D	General	66951	State Ed	\$7.65		
Craney	Cinda	LTD	General	66951	State Ed	\$15.76		
Keenan	Daniel	AD&D	State Ed	66951	State Ed	\$4.98		
Keenan	Daniel	LTD	State Ed	66951	State Ed	\$17.61		
Preslto	Catherine	AD&D	State Ed	66951	State Ed	\$5.10		
Preslto	Catherine	LTD	State Ed	66951	State Ed	\$16.45		

11- November 2017 Reliance Dental

Last Name	First Name	Dental Coverage Type	Department-Fund	Dept #	Benefits for Grants Information	Co Share	Variance	Comments
Eret	Jesse	FAMILY	General	97000	Emergency Mgmt	\$61.76	\$0.00	
Marshall	Stuart	SINGLE	General	97000	Emergency Mgmt	\$32.32	\$0.00	
Greenfelder	David J.	FAMILY	FG - LB561	65254	FG - LB561	\$61.76	\$0.00	11-6 Per Debby move from State Ed (68951) to LB561 (65254)
Harris	Clarence E.	FAMILY	FG - LB561	65254	FG - LB561	\$61.76	\$0.00	
Harris-Hogan	Darlens	SINGLE	FG - LB561	65254	FG - LB561	\$32.32	\$0.00	
Seeba	David	ZERO	FG - LB561	65254	FG - LB561	\$0.00	\$0.00	
Simmons	Matthew	SINGLE	Split 47% LB561 53% JJC	65254	FG - LB561	\$15.20	\$0.00	Split
Simmons	Matthew	SINGLE	Split 47% LB561 53% JJC	97000	FG - LB561	\$17.12	\$0.00	11-6 Per Debby Matt Simmons replaced Todd Fraudendorfer
Weber	James P	FAMILY	General	97000	FG - LB561	\$61.76	\$0.00	
Wofford	Marlo	FAMILY	FG - LB561 100%	65254	FG - LB561	\$61.76	\$0.00	
Herbert	Eric P.	FAMILY	GIS Fund	64300	GIS	\$61.76	\$0.00	
Kriener	Eric	FAMILY	GIS Fund	64300	GIS	\$61.76	\$0.00	
Lampé	Nicole	SINGLE	GIS Fund	64300	GIS	\$32.32	\$0.00	
Nelken	Christopher M.	SINGLE	GIS Fund	64300	GIS	\$32.32	\$0.00	
Blaha	Charlene M	FAMILY	Child Support Dist Court	63100	Kremer	\$61.76	\$0.00	
Gray	Deborah L.	FAMILY	General	97000	Kremer	\$61.76	\$0.00	
Heath	Don	FAMILY	Child Support Dist Court	63100	Kremer	\$61.76	\$0.00	
Helwig	Lisa	SINGLE	Child Support Dist Court	63100	Kremer	\$32.32	\$0.00	
Homer	Helen	SINGLE	General	97000	Kremer	\$32.32	\$0.00	
Kremer	Carol	SINGLE	General	97000	Kremer	\$32.32	\$0.00	
Lauritsen	Lois	SINGLE	General	97000	Kremer	\$32.32	\$0.00	
Lecrone	Pam M	FAMILY	General	97000	Kremer	\$0.00	\$0.00	Termed 10-13-2017 DONE
Morones-Harris	Angellca	SINGLE	Child Support Dist Court	63100	Kremer	\$32.32	\$0.00	
Mulvaney	Lisa	FAMILY	Child Support Dist Court	63100	Kremer	\$61.76	\$0.00	
Placzek	Karla	ZERO	General	97000	Kremer	\$0.00	\$0.00	
Troxel	Jacquelyn J	FAMILY	General	97000	Kremer	\$61.76	\$0.00	
Underwood	Rose	SINGLE	General	97000	Kramer	\$32.32	\$0.00	
Pirsch	Peter	FAMILY	General	97000	Mental Health	\$61.76	\$0.00	
Walsbrodt	Ashlie	FAMILY	General	97000	Mental Health	\$61.76	\$0.00	Tammy, her insurance benefits will still come out of the General fund.
Fountain	Bruce	SINGLE	General	97000	Planning	\$32.32	\$0.00	
Lynam	Dónna	FAMILY	General	97000	Planning	\$61.76	\$0.00	
Craney	Cinda	SINGLE	State Ed	68951	State Ed	\$32.32	\$0.00	
Keenan	Daniel	ZERO	State Ed	68951	State Ed	\$0.00	\$0.00	
Preslito	Catherine	FAMILY	State Ed	68951	State Ed	\$61.76	\$0.00	
Vanwassenhoven	Barbara	ZERO	State Ed	68951	State Ed	\$0.00	\$0.00	
Marek	Pamela	FAMILY	General	97000	STOP	\$61.76	\$0.00	
Blankman	Mary J	FAMILY	Child Supp CA	66200	Vickie Raymond	\$61.76	\$0.00	
Burke	Nicholas	FAMILY	Child Supp CA	66200	Vickie Raymond	\$61.76	\$0.00	9-18 EAF Transfer CSEO
Duffy	Kevin F	FAMILY	Child Supp CA	66200	Vickie Raymond	\$61.76	\$0.00	
Freese	Theresa A	FAMILY	Child Supp CA	66200	Vickie Raymond	\$61.76	\$0.00	
Gibbs	Carrie J	FAMILY	Child Supp CA	66200	Vickie Raymond	\$61.76	\$0.00	
Guilfoyle-Wissing	Lorraine	FAMILY	Child Supp CA	66200	Vickie Raymond	\$61.76	\$0.00	
Kimball	Lynn J	FAMILY	Child Supp CA	66200	Vickie Raymond	\$61.76	\$0.00	
Lockman	Kathleen	SINGLE	Child Supp CA	66200	Vickie Raymond	\$32.32	\$0.00	
Maddox	Shannon	SINGLE	Child Supp CA	66200	Vickie Raymond	\$32.32	\$0.00	
Martin	Gayella	SINGLE	Child Supp CA	66200	Vickie Raymond	\$32.32	\$0.00	
Mattingly	Lysandra	SINGLE	Child Support Incent	66250	Vickie Raymond	\$32.32	\$0.00	
Peter	Lisa	SINGLE	Child Supp CA	66200	Vickie Raymond	\$32.32	\$0.00	
Prelsinger	Sarah	SINGLE	Child Supp CA	66200	Vickie Raymond	\$32.32	\$0.00	
Raymond	Vickie	FAMILY	Child Supp CA	66200	Vickie Raymond	\$61.76	\$0.00	
Scott	Joanne	ZERO	Child Supp CA	66200	Vickie Raymond	\$0.00	\$0.00	
Wilson	Lyndsey	SINGLE	Child Supp CA	66200	Vickie Raymond	\$32.32	\$0.00	
Ziemba	Barbette L	FAMILY	Child Support Incent	66250	Vickie Raymond	\$61.76	\$0.00	
Hagelstien	Christina	FAMILY	FG - Victim Witness 50%	66312	Victim Witness	\$30.88	\$0.00	Split
Hagelstien	Christina	FAMILY	General 50%	97000	Victim Witness	\$30.88	\$0.00	
Healey	Kathy	SINGLE	FG - Victim Witness 50%	66312	Victim Witness	\$16.16	\$0.00	Split
Healey	Kathy	SINGLE	General 50%	97000	Victim Witness	\$16.16	\$0.00	
Nielsen	Jill C	FAMILY	FG - Victim Witness 50%	66312	Victim Witness	\$30.88	\$0.00	Split
Nielsen	Jill C	FAMILY	General 50%	97000	Victim Witness	\$30.88	\$0.00	
Yodogawa-Campbell	Sakura	FAMILY	FG - Victim Witness 50%	66312	Victim Witness	\$30.88	\$0.00	Split
Yodogawa-Campbell	Sakura	FAMILY	General 50%	97000	Victim Witness	\$30.88	\$0.00	

01- January 2018 Health Paid in December 2017

Last Name	First Name	Department-Fund	Dept #	Benefits for Grant Information	Coverage Type	Total County Share	Variance	Comments
Hubbard	John	Misc	97000	Corrections	Family	\$1,818.61	\$0.00	
Erel	Jesse	Emergency Management	97000	Emergency Mgmt	Family	\$1,818.61	\$0.00	
Marshall	Stuart	Emergency Management	97000	Emergency Mgmt	E/S	\$1,600.21	\$0.00	
Welsbrodt	Ashlie	General	97000	FG -Mental Health	Family	\$1,818.61	\$0.00	Tammy, her insurance benefits will still come out of the General fund.
Herbert	Eric	GIS Fund	64300	GIS	Family	\$1,818.61	\$0.00	
Kriener	Eric	GIS Fund	64300	GIS	Family	\$1,818.61	\$0.00	
Lampe	Nicole	GIS Fund	64300	GIS	Zero	\$0.00	\$0.00	
Nelsen	Christopher	GIS Fund	64300	GIS	Single	\$818.74	\$0.00	
Fraundorfer	Todd	General	97000	JJC	E/C	\$1,600.21	\$0.00	
Blaha	Charlene	Clerk of District Court	97000	Kremer	Family	\$1,818.61	\$0.00	12-19 EAF to follow
Eberle	Jessica	Clerk of District Court	97000	Kremer	Single	\$818.74	\$0.00	
Gray	Deborah	Clerk of District Court	97000	Kremer	E/S	\$1,600.21	\$0.00	
Heath	Dori	Clerk of District Court	97000	Kremer	E/S	\$1,600.21	\$0.00	12-19 EAF to follow
Helwig	Lisa	Clerk of District Court	97000	Kremer	Single	\$818.74	\$0.00	12-19 EAF to follow
Horner	Helen	Clerk of District Court	97000	Kremer	Single	\$818.74	\$0.00	
Kremer	Carol	Clerk of District Court	97000	Kremer	Single	\$818.74	\$0.00	
Lauritsen	Lois	Clerk of District Court	97000	Kremer	E/S	\$1,600.21	\$0.00	
Morones-Harris	Angelica	Clerk of District Court	97000	Kremer	Single	\$818.74	\$0.00	12-19 EAF to follow
Mulvaney	Lisa	Clerk of District Court	97000	Kremer	Zero	\$0.00	\$0.00	12-19 EAF to follow
Placzek	Karla	Clerk of District Court	97000	Kremer	Zero	\$0.00	\$0.00	
Simmonds	Jennifer	Clerk of District Court	97000	Kremer	Zero	\$0.00	\$0.00	Eff 12-1-2017
Troxel	Jacquelyn	Clerk of District Court	97000	Kremer	Single	\$818.74	\$0.00	
Underwood	Rose	Clerk of District Court	97000	Kremer	Zero	\$0.00	\$0.00	
Greenfelder	David	State Ed	65254	LB561	E/C	\$1,600.21	\$0.00	11-6 Per Debby move from State Ed (66951) to LB561 (65254)
Harris	Clarence	Juvenile Services LB561	65254	LB561	Zero	\$0.00	\$0.00	
Harris-Hogan	Dariene	Juvenile Services LB561	65254	LB561	Single	\$818.74	\$0.00	
Seeba	David	Juvenile Services LB561	65254	LB561	Zero	\$0.00	\$0.00	
Simmons	Matthew	Split 47% LB561 53% JJC	65254	LB561	Single	\$384.80	\$0.00	11-6 Per Debby Matthew Simmons replaces Todd Fraundorder same proportions
Simmons	Matthew	Split 47% LB561 53% JJC	97000	LB561	Single	\$433.94	\$0.00	11-8 Per Debby Matthew Simmons replaces Todd Fraundorder same proportions
Weber	James	Juvenile Intake	97000	LB561	Zero	\$0.00	\$0.00	
Wofford	Marlo	Juvenile Services LB561	65254	LB561	E/C	\$1,600.21	\$0.00	
Pirsch	Peter	Mental Health Diversion	97000	Mental Health	Family	\$1,818.61	\$0.00	
Fountain	Bruce	Planning & Zoning	97000	Planning	Family	\$1,818.61	\$0.00	
Lynam	Donna	Planning & Zoning	97000	Planning	Zero	\$0.00	\$0.00	
Craney	Cinda	State Ed	66951	State Ed	Single	\$818.74	\$0.00	
Keenan	Daniel	State Ed	66951	State Ed	Zero	\$0.00	\$0.00	
Piernicky	John	Juvenile Justice Center	66951	State Ed	Zero	\$0.00	\$0.00	11-22 EAF from JJC to State Ed Grant
Preslito	Catherine	State Ed	66951	State Ed	Family	\$1,818.61	\$0.00	
Vanwassenhoven	Barbara	State Ed	66951	State Ed	Zero	\$0.00	\$0.00	
Marek	Pamela	Sheriff Admin	97000	STOP	Family	\$1,818.61	\$0.00	
Blankman	Mary	Child Support CA	66200	Vickie Raymond	E/C	\$1,600.21	\$0.00	
Burke	Nicholas	Child Support CA	66200	Vickie Raymond	E/C	\$1,600.21	\$0.00	
Duffy	Kevin	Child Support CA	66200	Vickie Raymond	E/S	\$1,600.21	\$0.00	
Freese	Theresa	Child Support CA	66200	Vickie Raymond	Zero	\$0.00	\$0.00	
Gibbs	Carrie	Child Support CA	66200	Vickie Raymond	E/C	\$1,600.21	\$0.00	
Gulfoyle-Wissing	Lorraine	Child Support CA	66200	Vickie Raymond	Zero	\$0.00	\$0.00	
Holdcraft	Kailssa	Child Support CA	66200	Vickie Raymond	Single	\$818.74	\$0.00	

Last Name	First Name	Coverage	Department-Fund	Dept #	Benefits for Grants Information	Co Share	Variance	Comments
Hubbard	John	AD&D	General	97000	Corrections	\$7.65		
Hubbard	John	LTD	General	97000	Corrections			
Erel	Jesse	AD&D	General	97000	Emergency Mgmt	\$5.10		
Erel	Jesse	LTD	General	97000	Emergency Mgmt	\$19.98		
Marshall	Stuart	AD&D	General	97000	Emergency Mgmt	\$7.65		
Marshall	Stuart	LTD	General	97000	Emergency Mgmt	\$27.67		
Herbert	Eric	AD&D	GIS Fund	64300	GIS	\$5.10		
Herbert	Eric	LTD	GIS Fund	64300	GIS	\$43.69		
Kriener	Eric	AD&D	GIS Fund	64300	GIS	\$5.10		
Kriener	Eric	LTD	GIS Fund	64300	GIS	\$34.80		
Lampe	Nicole	AD&D	GIS Fund	64300	GIS	\$5.10		
Lampe	Nicole	LTD	GIS Fund	64300	GIS	\$29.67		
Nelsen	Christopher	AD&D	GIS Fund	64300	GIS	\$5.10		
Nelsen	Christopher	LTD	GIS Fund	64300	GIS	\$25.44		
Blaha	Charlene	AD&D	Child Support Dist Cr	63100	Kremer	\$5.10		
Blaha	Charlene	LTD	Child Support Dist Cr	63100	Kremer	\$19.46		
Eberle	Jessica	AD&D	General	97000	Kremer	\$5.10		
Eberle	Jessica	LTD	General	97000	Kremer			
Gray	Deborah	AD&D	General	97000	Kremer	\$5.10		
Gray	Deborah	LTD	General	97000	Kremer	\$17.54		
Heath	Dori	AD&D	Child Support Dist Cr	63100	Kremer	\$7.65		
Heath	Dori	LTD	Child Support Dist Cr	63100	Kremer			
Helwig	Lisa	AD&D	Child Support Dist Cr	63100	Kremer	\$5.10		
Helwig	Lisa	LTD	Child Support Dist Cr	63100	Kremer	\$17.54		
Homer	Helen	AD&D	General	97000	Kremer	\$5.10		
Homer	Helen	LTD	General	97000	Kremer	\$15.68		
Kremer	Carol	AD&D	General	97000	Kremer	\$4.98		
Kremer	Carol	LTD	General	97000	Kremer	\$38.61		
Lauritsen	Lois	AD&D	General	97000	Kremer	\$5.10		
Lauritsen	Lois	LTD	General	97000	Kremer	\$16.90		
Morones-Harris	Angelica	AD&D	Child Support Dist Cr	63100	Kremer	\$5.10		
Morones-Harris	Angelica	LTD	Child Support Dist Cr	63100	Kremer	\$19.46		
Mulvaney	Lisa	AD&D	Child Support Dist Cr	63100	Kremer	\$5.10		
Mulvaney	Lisa	LTD	Child Support Dist Cr	63100	Kremer	\$14.99		
Placzek	Karla	AD&D	General	97000	Kremer	\$5.10		
Placzek	Karla	LTD	General	97000	Kremer	\$18.75		
Troxel	Jacquelyn	AD&D	General	97000	Kremer	\$5.10		
Troxel	Jacquelyn	LTD	General	97000	Kremer	\$19.47		
Underwood	Rose	AD&D	General	97000	Kremer	\$3.32		
Underwood	Rose	LTD	General	97000	Kremer	\$18.75		
Greenfelder	David	AD&D	FG - LB561	65254	LB561	\$5.10		11-6 Per Debby move from State Ed (68951) to LB561 (65254)
Greenfelder	David	LTD	FG - LB561	65254	LB561	\$20.49		11-6 Per Debby move from State Ed (68951) to LB561 (65254)
Harris	Clarence	AD&D	FG - LB561	65254	LB561	\$5.10		
Harris	Clarence	LTD	FG - LB561	65254	LB561	\$20.49		
Harris-Hogan	Darlene	AD&D	FG - LB561	65254	LB561	\$5.10		
Harris-Hogan	Darlene	LTD	FG - LB561	65254	LB561	\$16.30		
Seeba	David	AD&D	FG - LB561	65254	LB561	\$4.98		
Seeba	David	LTD	FG - LB561	65254	LB561	\$15.17		
Simmons	Matthew	AD&D	FG - LB561 47%	65254	LB561	\$2.40		11-6 Per Debby Matt Simmons replaced Todd Fraudendorfer
Simmons	Matthew	AD&D	General 63%	97000	LB561	\$2.70		11-6 Per Debby Matt Simmons replaced Todd Fraudendorfer
Simmons	Matthew	LTD	FG - LB561 47%	65254	LB561	\$10.35		11-6 Per Debby Matt Simmons replaced Todd Fraudendorfer
Simmons	Matthew	LTD	General 63%	97000	LB561	\$11.68		11-6 Per Debby Matt Simmons replaced Todd Fraudendorfer
Weber	James	AD&D	General	97000	LB561	\$5.10		
Weber	James	LTD	General	97000	LB561	\$22.68		
Wofford	Mario	AD&D	FG - LB561 100%	65254	LB561	\$5.10		
Wofford	Mario	LTD	FG - LB561 100%	65254	LB561	\$15.78		
Pirsch	Peter	AD&D	General	97000	Mental Health	\$7.65		
Pirsch	Peter	LTD	General	97000	Mental Health	\$26.10		
Weisbrodt	Ashlie	AD&D	General	97000	Mental Health	\$5.10		
Weisbrodt	Ashlie	LTD	General	97000	Mental Health	\$18.83		
Fountain	Bruce	AD&D	General	97000	Planning	\$7.65		
Fountain	Bruce	LTD	General	97000	Planning	\$37.65		
Lyniam	Donna	AD&D	General	97000	Planning	\$7.65		
Lyniam	Donna	LTD	General	97000	Planning	\$29.81		
Craney	Cinda	AD&D	General	68951	State Ed	\$7.65		
Craney	Cinda	LTD	General	68951	State Ed	\$15.76		
Keenan	Daniel	AD&D	State Ed	68951	State Ed	\$4.98		
Keenan	Daniel	LTD	State Ed	68951	State Ed	\$17.61		
Preslito	Catherine	AD&D	State Ed	68951	State Ed	\$5.10		
Preslito	Catherine	LTD	State Ed	68951	State Ed	\$16.46		
Vanwassenhoven	Barbara	AD&D	State Ed	68951	State Ed	\$4.98		
Vanwassenhoven	Barbara	LTD	State Ed	68951	State Ed	\$21.38		

12- December 2017 Reliance Dental

Last Name	First Name	Dental Coverage Type	Department-Fund	Dept #	Benefits for Grants Information	Co Share	Variance	Comments
Eret	Jesse	FAMILY	General	97000	Emergency Mgmt	\$61.76	\$0.00	
Marshall	Stuart	SINGLE	General	97000	Emergency Mgmt	\$32.32	\$0.00	
Greenfelder	David J.	FAMILY	FG - LB561	65254	FG - LB561	\$61.76	\$0.00	11-6 Per Debby move from State Ed (66951) to LB561 (65254)
Harris	Clarence E.	FAMILY	FG - LB561	65254	FG - LB561	\$61.76	\$0.00	
Harris-Hogan	Darlene	SINGLE	FG - LB561	65254	FG - LB561	\$32.32	\$0.00	
Seeba	David	ZERO	FG - LB561	65254	FG - LB561	\$0.00	\$0.00	
Simmons	Matthew	SINGLE	Split 47% LB561 53% JJC	65254	FG - LB561	\$15.20	\$0.00	Split
Simmons	Matthew	SINGLE	Split 47% LB561 53% JJC	97000	FG - LB561	\$17.12	\$0.00	11-6 Per Debby Malt Simmons replaced Todd Fraudendorfer
Weber	James P	FAMILY	General	97000	FG - LB561	\$61.76	\$0.00	
Wofford	Marlo	FAMILY	FG - LB561 100%	65254	FG - LB561	\$61.76	\$0.00	
Herbert	Eric P.	FAMILY	GIS Fund	64300	GIS	\$61.76	\$0.00	
Kriener	Eric	FAMILY	GIS Fund	64300	GIS	\$61.76	\$0.00	
Lampe	Nicole	SINGLE	GIS Fund	64300	GIS	\$32.32	\$0.00	
Nelsen	Christopher M.	SINGLE	GIS Fund	64300	GIS	\$32.32	\$0.00	
Blahe	Charlene M	FAMILY	Child Support Dist Court	63100	Kremer	\$61.76	\$0.00	
Gray	Deborah L	FAMILY	General	97000	Kremer	\$61.76	\$0.00	
Heath	Dori	FAMILY	Child Support Dist Court	63100	Kremer	\$61.76	\$0.00	
Helwig	Lisa	SINGLE	Child Support Dist Court	63100	Kremer	\$32.32	\$0.00	
Horner	Helen	SINGLE	General	97000	Kremer	\$32.32	\$0.00	
Kremer	Carol	SINGLE	General	97000	Kremer	\$32.32	\$0.00	
Lauritsen	Lols	SINGLE	General	97000	Kremer	\$32.32	\$0.00	
Morones-Harris	Angelca	SINGLE	Child Support Dist Court	63100	Kremer	\$32.32	\$0.00	
Mulvaney	Lisa	FAMILY	Child Support Dist Court	63100	Kremer	\$61.76	\$0.00	
Placzek	Karla	ZERO	General	97000	Kremer	\$0.00	\$0.00	
Troxel	Jacquelyn J	FAMILY	General	97000	Kremer	\$61.76	\$0.00	
Underwood	Rose	SINGLE	General	97000	Kremer	\$32.32	\$0.00	
Pirsch	Peter	FAMILY	General	97000	Mental Health	\$61.76	\$0.00	
Weisbrodt	Ashlie	FAMILY	General	97000	Mental Health	\$61.76	\$0.00	Tammy, her insurance benefits will still come out of the General fund.
Pountain	Bridget	SINGLE	General	97000	Planning	\$32.32	\$0.00	
Lynam	Dorina	FAMILY	General	97000	Planning	\$61.76	\$0.00	
Craney	Cinda	SINGLE	State Ed	66951	State Ed	\$32.32	\$0.00	
Keenan	Daniel	ZERO	State Ed	66951	State Ed	\$0.00	\$0.00	
Prestito	Catherine	FAMILY	State Ed	66951	State Ed	\$61.76	\$0.00	
Vanwassenhoven	Barbara	ZERO	State Ed	66951	State Ed	\$0.00	\$0.00	
Marek	Pamela	FAMILY	General	97000	STOP	\$61.76	\$0.00	
Blankman	Mary J	FAMILY	Child Supp CA	66200	Vickie Raymond	\$61.76	\$0.00	
Burke	Nicholas	FAMILY	Child Supp CA	66200	Vickie Raymond	\$61.76	\$0.00	
Duffy	Kevin F	FAMILY	Child Supp CA	66200	Vickie Raymond	\$61.76	\$0.00	
Freese	Theresa A	FAMILY	Child Supp CA	66200	Vickie Raymond	\$61.76	\$0.00	
Gibbs	Carrie J	FAMILY	Child Supp CA	66200	Vickie Raymond	\$61.76	\$0.00	
Guilfoyle-Wissing	Lorraine	FAMILY	Child Supp CA	66200	Vickie Raymond	\$61.76	\$0.00	
Kimball	Lynn J	FAMILY	Child Supp CA	66200	Vickie Raymond	\$61.76	\$0.00	
Lockman	Kathleen	SINGLE	Child Supp CA	66200	Vickie Raymond	\$32.32	\$0.00	
Maddox	Shannon	SINGLE	Child Supp CA	66200	Vickie Raymond	\$32.32	\$0.00	
Martin	Gayella	SINGLE	Child Supp CA	66200	Vickie Raymond	\$32.32	\$0.00	
Mattingly	Lysandra	SINGLE	Child Support Incent	66250	Vickie Raymond	\$32.32	\$0.00	
Peter	Lisa	SINGLE	Child Supp CA	66200	Vickie Raymond	\$32.32	\$0.00	
Preisinger	Sarah	SINGLE	Child Supp CA	66200	Vickie Raymond	\$32.32	\$0.00	
Raymond	Vickie	FAMILY	Child Supp CA	66200	Vickie Raymond	\$61.76	\$0.00	
Scott	Joanne	ZERO	Child Supp CA	66200	Vickie Raymond	\$0.00	\$0.00	
Wilson	Lyndsey	SINGLE	Child Supp CA	66200	Vickie Raymond	\$32.32	\$0.00	
Ziemba	Barbette L.	FAMILY	Child Support Incent	66250	Vickie Raymond	\$61.76	\$0.00	
Hagelstien	Christina	FAMILY	FG - Victim Witness 50%	66312	Victim Witness	\$30.88	\$0.00	Split
Hagelstien	Christina	FAMILY	General 50%	97000	Victim Witness	\$30.88	\$0.00	
Healey	Kathy	SINGLE	FG - Victim Witness 50%	66312	Victim Witness	\$16.16	\$0.00	Split
Healey	Kathy	SINGLE	General 50%	97000	Victim Witness	\$16.16	\$0.00	
Nielsen	Jill C	FAMILY	FG - Victim Witness 50%	66312	Victim Witness	\$30.88	\$0.00	Split
Nielsen	Jill C	FAMILY	General 50%	97000	Victim Witness	\$30.88	\$0.00	
Yodogawa-Campbell	Sakura	FAMILY	FG - Victim Witness 50%	66312	Victim Witness	\$30.88	\$0.00	Split
Yodogawa-Campbell	Sakura	FAMILY	General 50%	97000	Victim Witness	\$30.88	\$0.00	



Subcontractor Payment Authorization

Contract Number: 17504400301  
 Contract Party: Metro Transit Authority  
 Contract Description: Automated Vehicle Location - Vetrans Grant  
 Contract Approved by Board of Directors: April 27, 2017  
 Contact Amount: \$881,250.00  
 Match Amount: \$220,313.00  
 Contract Period: April 1, 2017 - September 30, 2017  
 Amendment: April 1, 2017 - December 31, 2017  
 Payment # Final

Billed to Date: \$ 881,250.00  
 Less Previous Payments: \$ 739,773.41  
 Amount Due: \$ 141,476.59

Payment Recommended By: \_\_\_\_\_  
 Responsible Charge / MAPA Staff Member  
 \_\_\_\_\_  
 Department Manager  
 \_\_\_\_\_  
 MAPA Executive Director

Approved by MAPA Finance Committee: \_\_\_\_\_  
 Date  
 \_\_\_\_\_  
 MAPA Treasurer/Finance Committee Member

Approved by MAPA Board of Directors: \_\_\_\_\_  
 Date  
 \_\_\_\_\_  
 MAPA Board Chair/Member



2222 CUMING ST  
 OMAHA, NE 68102  
 Phone 402-341-7560 Fax 402-342-0949  
 47-0542132

Invoice No. 033593

**INVOICE**

MAPA - NE 04-0006  
 2222 CUMING STREET  
 OMAHA, NE 68102

Date December 13, 2017  
 PO \_\_\_\_\_  
 Reference # \_\_\_\_\_  
 Customer # 20-20113

Qty	Description	Unit Price	TOTAL
0.00	2020113 - TRAPEZE SOFTWARE	0.00	87,802.12
0.00	2020113 - 80% FEDERAL PORTION	0.00	0.00
0.00	2020113 - INVOICE # TPPAG00568	0.00	0.00
0.00	2020113 - INVOICE #TPPAG00600	0.00	0.00

**Payment Details**

- Cash
- Check
- \_\_\_\_\_

**SubTotal** 87,802.12

**TOTAL** 87,802.12

Office Use Only



# Purchase Order

Metro  
2222 Cuming Street  
Omaha, NE 68102-4392  
(402) 341-7560

ORDER NUMBER
77894

TO:

PRIME COMMUNICATIONS PO BOX 131 ELKHORN, NE 68022
---

SHIP TO:

METRO 2222 CUMING ST OMAHA, NE 68102
--

DATE OF ORDER	DATE RECEIVED			PO Account	BUYER		
6/28/2017				113005-0000	KELLY BENESCH		
LOCATION	QUANTITY ORDERED	ITEM NUMBER	VENDOR ITEM	DESCRIPTION	ACCOUNT NUMBER	UNIT PRICE	EXTENDED PRICE
	12		16535	EXTREME X440-G2 DATA SWITCHES		2188.3500	26260.20
	4		10304	10 GIGABIT ETHERNET CABLE ASM		53.6500	214.60
	18		10099	POWER CORD 15A		11.1800	201.24
	3		16179	SUMMIT X450-GS SWITCHES		2948.3500	8845.05
	3		10945	FAN MODULES		131.8800	395.64
	6		10951	715W POWER SUPPLY MODULE		400.1200	2400.72
	3		10311	40 GIGABIT ETHERNET PASSIVE CABLE		111.7600	335.28
	2		10071H	1GB SFP 10 PACK		1601.4300	3202.86
	1		NMS-10	NMS-10 DEVICE LICENSE		3350.7100	3350.71
	8		16542	CONVERSION LICENSES FOR 1GB TO 10G		335.2900	2682.32
	8		10303	LRM SFP+ MODULES LC MMF LINKS		782.3500	6258.80
	1		10301	10GB ETHERNET 850NM LC CONNECTOR		534.2400	534.24
	1		LICENSE	SOFTWARE LICENSE PACKAGE		11390.0000	11390.00

**PO Total: 66071.66**

COMMENTS: GRANT PURCHASE

AUTHORIZED SIGNATURE

PURCHASING AGENT

Date

6-30-17

determine the price to be fair & reasonable based on at least one of the following: (Check one or more, as they apply)

- Found reasonable on recent purchase;  Obtained from current price list;  Obtained from current catalog;
- Commercial market sales price from advertisement;  Similar in related industry;  Personal knowledge of item procured;
- Regulated rate (utility);  other (attach document(s))

Project / Item Amount:  Less than \$3,000.00      Amount: \_\_\_\_\_





# Purchase Order

Metro  
2222 Cuming Street  
Omaha, NE 68102-4392  
(402) 341-7560

ORDER NUMBER
77894

TO:

PRIME COMMUNICATIONS  
PO BOX 131  
ELKHORN, NE 68022

SHIP TO:

METRO  
2222 CUMING ST  
OMAHA, NE 68102

DATE OF ORDER 6/28/2017		DATE RECEIVED		PO Account 113005-0000		BUYER KELLY BENESCH	
LOCATION	QUANTITY ORDERED	ITEM NUMBER	VENDOR ITEM	DESCRIPTION	ACCOUNT NUMBER	UNIT PRICE	EXTENDED PRICE

	12	16535		EXTREME X440-G2 DATA SWITCHES		2188.3500	26260.20
	4	10304		10 GIGABIT ETHERNET CABLE ASM.		53.6500	214.60
	18	10099		POWER CORD 15A		11.1800	201.24
	3	16179		SUMMIT X450-GS SWITCHES		2948.3500	8845.05
	3	10945		FAN MODULES		131.8800	395.64
	6	10951		715W POWER SUPPLY MODULE		400.1200	2400.72
	3	10311		40 GIGABIT ETHERNET PASSIVE CABLE		111.7600	335.28
	2	10071H		1GB SFP 10 PACK		1601.4300	3202.86
	1	NMS-10		NMS-10 DEVICE LICENSE		3350.7100	3350.71
	8	16542		CONVERSION LICENSES FOR 1GB TO 1C		335.2900	2682.32
	8	10303		LRM SFP+ MODULES LC MMF LINKS		782.3500	6258.80
	1	10301		10GB ETHERNET 850NM LC CONNECTOR		534.2400	534.24
	1	LICENSE		SOFTWARE LICENSE PACKAGE		11390.0000	11390.00

**PO Total: 66071.66**

JAV 43182  
7-19-17 OKJR

66071.66

COMMENTS: GRANT PURCHASE

AUTHORIZED SIGNATURE

PURCHASING AGENT

Date

6-30-17

I determine the price to be fair & reasonable based on at least one of the following: (Check one or more, as they apply)

Found reasonable on recent purchase;  Obtained from current price list;  Obtained from current catalog;

Commercial market sales price from advertisement;  Similar in related industry;  Personal knowledge of item procured;

Regulated rate (utility);  other (attach document(s))

Project / Item Amount:  Less than \$3,000.00

Amount: \_\_\_\_\_

<b>Total Materials:</b>		<b>\$66,071.66</b>
Make checks payable to Prime Communications, Inc. PO Box 131 Elkhorn, NE 68022	<b>Invoice Subtotal:</b>	\$66,071.66
	<b>Sales Tax:</b>	\$0.00
	<b>Invoice Total:</b>	<b>\$66,071.66</b>

1.5% Service Charge will be assessed per month on invoices 30 days past due. 402-289-4126 ext. 244



Order 101 ND-01-0000

<b>APPROVED</b>			
GRANT	EXEC	DEPT. HD.	Prime Communications, Inc.
P.O. NUMBER <b>77894</b>		TERMS	P.O. Box 131 Elkhorn, NE 68022 (402) 289-4126
ACCT.	AMOUNT	Date	<b>PURCHASING</b>
<b>113,005</b>	<b>66071.66</b>	07/19/2017	43182

**APPROVED**

NOV 02 2017

**Bill To:**

METRO AREA TRANSIT  
Attn: Accounts Payable  
2222 Cuming Street  
Omaha, NE 68102

**Ship To**

METRO AREA TRANSIT  
Attn: Kevin Pendland  
2222 Cuming Street  
Omaha, NE 68102

SPR: 05-17 ALL  
Grant: NE 57-KETE ND-01-0000  
TASK 114227

Terms	Due Date	PO Number	Reference
Net 30 days	08/18/2017	77894	

<b>Service Request Number</b>	<b>36597</b>
-------------------------------	--------------

Summary Extreme Network upgrade 5yr (#PCIQ11155)

Materials	Quantity	Price	Amount
<b>Billable Materials</b>			
X440-G2 48 10/100/1000BASE-T POE+, 4 1GbE unpopulated SFP upgradable to 10GbE SFP+ (2 combo/2 non-combo), 2 1GbE copper combo upgradable to 10GbE, 1 Fixed AC PSU, 1 RPS port, ExtremeXOS Edge license	12.00	\$2,188.35	\$26,260.20
10 Gigabit Ethernet SFP+ passive cable assembly, 1m length.	4.00	\$53.65	\$214.60
Power Cord, 15A, USA, NEMA 5-15, IEC320-C15	12.00	\$11.18	\$134.16
Summit X450-G2 48 10/100/1000BASE-T POE+, 4 10GBASE-X unpopulated SFP+, two 21Gb stacking ports, 2 unpopulated power supply slots, fan module slot (unpopulated), ExtremeXOS Edge license	3.00	\$2,948.35	\$8,845.05
Fan Module for Summit X460-G2/X450-G2 Series Switches - front to back airflow	3.00	\$131.88	\$395.64
715W AC PoE Power Supply Module for Summit X460-G2 and X450-G2 series switches with front to back airflow	6.00	\$400.12	\$2,400.72
Power Cord, 15A, USA, NEMA 5-15, IEC320-C15	6.00	\$11.18	\$67.08
40 Gigabit Ethernet QSFP+ passive copper cable assembly, 0.5m length.	3.00	\$111.76	\$335.28
1000BASE-SX SFP 10 Pack, Industrial Temp	2.00	\$1,601.43	\$3,202.86
NMS - 10 DEVICES / 100 THIN APS	1.00	\$3,350.71	\$3,350.71
License that converts the two non-stack 1GbE SFP ports to be 10GbE SFP+	8.00	\$335.29	\$2,682.32
LRM SFP+ Module0 Gigabit Ethernet SFP+ module, 1310nm, MMF 220m link, LC connector	8.00	\$782.35	\$6,258.80
10 Gigabit Ethernet SFP+ module, 850nm, MMF 26-300m link, LC connector	1.00	\$534.24	\$534.24
EW NBD AHR 16535 This Year Term: 1825 Days	1.00	\$1,225.00	\$1,225.00
EW NBD AHR 16179 This Year Term: 1825 Days	1.00	\$1,825.00	\$1,825.00
EW TAC & OS 16190 This Year Term: 1825 Days	3.00	\$450.00	\$1,350.00
EW Software Subscription This Year Term: 1825 Days	1.00	\$6,990.00	\$6,990.00

108199

44310

PRIME COMMUNICATIONS, INC.

Transit Authority of the City of Omaha

11/22/2017

Ref Nbr	Invoice Nbr	Inv Date	Invoice Amount	Amount Paid	Disc Taken	Net Check Amt
108199	43182	07/19/17	66,071.66	66,071.66		66,071.66

016561



2222 CUMING ST  
 OMAHA, NE 68102  
 Phone 402-341-7560 Fax 402-342-0949  
 47-0542132

Invoice No. 033592

**INVOICE**

MAPA - NE 04-0006  
 2222 CUMING STREET  
 OMAHA, NE 68102

Date December 13, 2017  
 PO \_\_\_\_\_  
 Reference # \_\_\_\_\_  
 Customer # 20-20113

Qty	Description	Unit Price	TOTAL
0.00	2020113 - PRIME COMMUNICATIONS	0.00	52,857.33
0.00	2020113 - 80% FEDERAL PORTION	0.00	0.00
0.00	2020113 - INVOICE #43182	0.00	0.00

**Payment Details**

- Cash
- Check
- \_\_\_\_\_

**SubTotal** 52,857.33

**TOTAL** 52,857.33

Office Use Only

44020

TRAPEZE SOFTWARE

Transit Authority of the City of Omaha

12/11/2017

Ref Nbr	Invoice Nbr	Inv Date	Invoice Amount	Amount Paid	Disc Taken	Net Check Amt
108390	TPPAG00656	11/30/17	78,394.75	78,394.75		
108392	TPPAG00663	12/08/17	31,357.90	31,357.90		109,752.65

016568

Trapeze Software Group, Inc  
 5265 Rockwell Drive, NE  
 Cedar Rapids, IOWA 52402  
 USA

Metro Transit Omaha  
 Accounts Payable  
 2222 Cuming Street  
 Omaha, NE 68102  
 US

<b>APPROVED</b>			
GRANT	EXEC.	DEPT. HD.	PLU
P.O. NUMBER <i>77854</i>	E.A.		TERMS
ACCT	AMOUNT		
<i>113.005</i>	<i>31359.90</i>		
<i>Spec: 05-17</i>			
<i>Contract NE-04-0006</i>			
<i>TASK: 11.42.08</i>			

APPROVED  
 DEC 07 2017  
 PURCHASING

**PROJECT INVOICE**



Project Invoice #TPPAG00663  
 Date: December 8th 2017  
 Due: January 7th 2018

PO Number: 77854

Project	Activity	Total
6040-150/156 (OPS CORE/OPS SIT)	<i>Milestones 4 &amp; 5</i>	
	MS 4: 5% of services on Subject Matter Expert Training (System Administrator, Bidding, Dispatch, Yard Management and OPS-SIT)	US\$15,678.95
	MS 5: 5% of services on Subject Matter Expert Training (Workforce Management and Timekeeping)	US\$15,678.95

*108392*

**Total US\$31,357.90**

*OK. K. Shubler*

Please make payment to Lockbox:

For billing inquiries contact:

Trapeze Software Group Inc.  
 P.O. Box 202528  
 Dallas, TX 75320-2528

[trapezebilling@trapezegrup.com](mailto:trapezebilling@trapezegrup.com)  
 Toll Free: 1-800-265-3617 Ext. #5

Interest may be charged on overdue amounts  
 not paid by the specified due date.



# Purchase Order

Metro  
2222 Cuming Street  
Omaha, NE 68102-4392  
(402) 341-7560

ORDER NUMBER
77854

TO:

TRAPEZE SOFTWARE GROUP

SHIP TO:

METRO  
2222 CUMING ST  
OMAHA, NE 68102

DATE OF ORDER 6/22/2017		DATE RECEIVED			PO Account 113005-0000		BUYER KELLY BENESCH	
LOCATION	QUANTITY ORDERED	ITEM NUMBER	VENDOR ITEM	DESCRIPTION	ACCOUNT NUMBER	UNIT PRICE	EXTENDED PRICE	
	1		SERVICES	TRAPEZE OPS UPGRADE		388529.0000	388529.00	

**PO Total: 388529.00**

Inv# TPPAG00568  
10-15-17 OK/JR/KS

- 31,357.90  
\$ 357,171.10

Inv# TPPAG 0060

- 78,394.75

Inv# TPPAG 00656  
12-7-17 OK/KR

278,776.35  
- 78,394.75

Inv# TPPAG 00663

200,381.60  
- 31,357.90

149,023.70

COMMENTS: SPEC 05-17, GRANT NE-04-0006, TASK 11.42.08, REF 0517-AVL TRAPEZE OPS SUBJECT TO FEDERAL CLAUSES FOR PROCUREMENT OF MATERIALS AND SUPPLIES. DELIVERY OF PRODUCT TO BE COORDINATED BY METRO

AUTHORIZED SIGNATURE

PURCHASING AGENT

Date

6-22-17

I determine the price to be fair & reasonable based on at least one of the following: (Check one or more, as they apply)

- Found reasonable on recent purchase;  Obtained from current price list;  Obtained from current catalog;
- Commercial market sales price from advertisement;  Similar in related industry;  Personal knowledge of item procured;
- Regulated rate (utility);  other (attach document(s))

Project / Item Amount: Less than \$3,000.00 Amount: \_\_\_\_\_

Trapeze Software Group, Inc  
 5265 Rockwell Drive, NE  
 Cedar Rapids, IOWA 52402  
 USA

#109,752.65  
 Both Invoices

APPROVED			
GRANT	EST.	DEPT. NO.	DATE
77854			
113,005		78394.75	
Spec: 05-17 AVL			
Grant: 04-0000			
TASK: 11.42.08			

APPROVED  
 DEC 07 2017  
 PURCHASING

Metro Transit Omaha  
 Accounts Payable  
 2222 Cuming Street  
 Omaha, NE 68102  
 US

PROJECT INVOICE



Project Invoice #TPPAG00656  
 Date: November 30th 2017  
 Due: December 30th 2017

PO Number: 77854

Project  
 6040-150/156 (OPS CORE/OPS SIT)

Activity	Total
Milestone #2	
MS 2: 25% of services on Operational Review	US\$78,394.75

108390

Total US\$78,394.75

OK, K Shadid

Please make payment to Lockbox:

For billing inquiries contact:

Trapeze Software Group Inc.  
 P.O. Box 202528  
 Dallas, TX 75320-2528

[trapezebilling@trapezegrp.com](mailto:trapezebilling@trapezegrp.com)  
 Toll Free: 1-800-265-3617 Ext. #5

Interest may be charged on overdue amounts  
 not paid by the specified due date.



# Purchase Order

Metro  
2222 Cuming Street  
Omaha, NE 68102-4392  
(402) 341-7560

ORDER NUMBER
77854

TO:

TRAPEZE SOFTWARE GROUP

SHIP TO:

METRO  
2222 CUMING ST  
OMAHA, NE 68102

DATE OF ORDER 6/22/2017		DATE RECEIVED			PO Account 113005-0000		BUYER KELLY BENESCH	
LOCATION	QUANTITY ORDERED	ITEM NUMBER	VENDOR ITEM	DESCRIPTION	ACCOUNT NUMBER	UNIT PRICE	EXTENDED PRICE	
	1		SERVICES	TRAPEZE OPS UPGRADE		388529.0000	388529.00	

**PO Total: 388529.00**

Inv# TPAAG0056B  
10-15-17 OK/JR/KS

Inv# TPAAG0060

Inv# TPAAG00656  
12-17-17 OK/JR

- 31,357.90  
\$ 357,171.10

- 78,394.75

278,776.35  
- 78,394.75

200,381.60

COMMENTS: SPEC 05-17, GRANT NE-04-0006, TASK 11.42.08, REF 0517-AVL TRAPEZE OPS SUBJECT TO FEDERAL CLAUSES FOR PROCUREMENT OF MATERIALS AND SUPPLIES. DELIVERY OF PRODUCT TO BE COORDINATED BY METRO

AUTHORIZED SIGNATURE

PURCHASING AGENT

Date

6-22-17

I determine the price to be fair & reasonable based on at least one of the following: (Check one or more, as they apply)

Found reasonable on recent purchase;  Obtained from current price list;  Obtained from current catalog;

Commercial market sales price from advertisement;  Similar in related industry;  Personal knowledge of item procured;

Regulated rate (utility);  other (attach document(s))

Project / Item Amount:  Less than \$3,000.00 Amount: \_\_\_\_\_



2222 CUMING ST  
 OMAHA, NE 68102  
 Phone 402-341-7560 Fax 402-342-0949  
 47-0542132

Invoice No. 033624

# INVOICE

MAPA - NE 04-0006  
 2222 CUMING STREET  
 OMAHA, NE 68102

Date December 28, 2017  
 PO \_\_\_\_\_  
 Reference # \_\_\_\_\_  
 Customer # 20-20113

Qty	Description	Unit Price	TOTAL
0.00	2020113 - OCT-NOV PROJ ADMIN  Adj to Contract Amt of \$ 281,250	0.00	817.54  ← .39 / 972

### Payment Details

- Cash
- Check
- \_\_\_\_\_

SubTotal 817.15  
~~817.54~~  
 TOTAL 817.15  
~~817.54~~

Office Use Only



2222 CUMING ST  
 OMAHA, NE 68102  
 Phone 402-341-7560 Fax 402-342-0949  
 47-0542132

**\*\* CREDIT MEMO \*\***

Invoice No. 033623

**INVOICE**

MAPA - NE 04-0006  
 2222 CUMING STREET  
 OMAHA, NE 68102

Date December 28, 2017  
 PO \_\_\_\_\_  
 Reference # \_\_\_\_\_  
 Customer # 20-20113

Qty	Description	Unit Price	TOTAL
0.00	2020113 - REVERSE INV 33594	0.00	743.46

**Payment Details**

Cash  
 Check  
 \_\_\_\_\_  
 \_\_\_\_\_

SubTotal 743.46

**TOTAL** 743.46

Office Use Only

# CASH VOUCHER REQUISITION

DATE: 11/30/2017

PAYABLE TO: METRO AREA TRANSIT

ADDRESS: 2222 CUMING STREET

OMAHA, NE 68102

ACCOUNT NO:	ACCOUNT DESCRIPTION	AMOUNT
113005-000-1	PROPERTY COST	(370.39) (462.99)
	80.00%	(296.31) (\$370.39)
NET:	TOTAL:	\$ 370.39 (\$462.99)

**CHECK STUB DATA:**

nov 2017 PROJECT ADMIN AVL MAPA MOVE TO GRANT NE90-0104 FROM NE 04-0006

REQUESTED BY: **DENISE**

APPROVED BY: 

BATCH #: JE	SPECIFICATION #	
PERIOD POST: 11-17	GRANT NUMBER:	GRANT NE 04-0006
	LINE ITEM CODE:	11.79.00



2222 CUMING ST  
 OMAHA, NE 68102  
 Phone 402-341-7560 Fax 402-342-0949  
 47-0542132

Invoice No. 033594

**INVOICE**

MAPA - NE 04-0006  
 2222 CUMING STREET  
 OMAHA, NE 68102

Date December 13, 2017  
 PO \_\_\_\_\_  
 Reference # \_\_\_\_\_  
 Customer # 20-20113

Qty	Description	Unit Price	TOTAL
0.00	2020113 - OCT-NOV PROJ ADMIN	0.00	743.46

**Payment Details**

Cash  
 Check  
 \_\_\_\_\_  
 \_\_\_\_\_

SubTotal 743.46

**TOTAL** 743.46

Office Use Only

**CASH VOUCHER REQUISITION**

DATE: 11/30/2017

PAYABLE TO: METRO AREA TRANSIT

ADDRESS: 2222 CUMING STREET

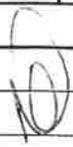
OMAHA, NE 68102

ACCOUNT NO:	ACCOUNT DESCRIPTION	AMOUNT
113005-000-1	PROPERTY COST	(92.60)
	80.00%	(\$74.08)
NET:	TOTAL:	(\$92.60)

CHECK STUB DATA:

nov 2017 PROJECT ADMIN AVL MAPA MOVE TO GRANT NE90-0104 FROM NE 04-0006

REQUESTED BY: **DENISE**

APPROVED BY: 

BATCH #: JE	SPECIFICATION #
PERIOD POST: 11-17	GRANT NUMBER: GRANT NE 04-0006
	LINE ITEM CODE: 11.79.00

# CASH VOUCHER REQUISITION

DATE: 10/31/2017

PAYABLE TO: METRO AREA TRANSIT

ADDRESS: 2222 CUMING STREET

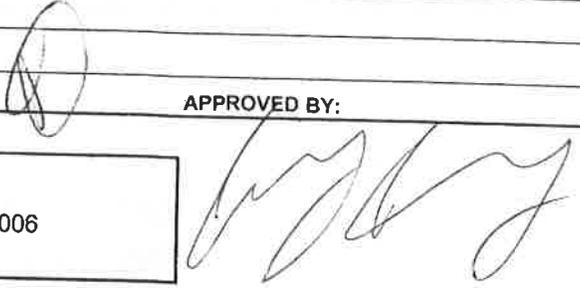
OMAHA, NE 68102

ACCOUNT NO:	ACCOUNT DESCRIPTION	AMOUNT
113005-000-1	PROPERTY COST	637.96
	80.00%	\$510.38
NET:	TOTAL:	\$637.96

CHECK STUB DATA:

SEP 2017 PROJECT ADMIN AVL MAPA

REQUESTED BY: DENISE

APPROVED BY: 

BATCH #: JE

PERIOD POST: 10-17

SPECIFICATION #

GRANT NUMBER:

GRANT NE- 04-0006

LINE ITEM CODE:

11.79.00

**METRO  
 RECAP FOR PROJECT ADMINISTRATION  
 10-01-2017 TO 10-28-2017**

PROJECT Administration Description	Total Hours	Labor Dollars	Fringe Dollars 41.75 %	Total Labor & Fringes
12.6 Bus Procurements	6.00	\$ 164.46	\$ 69.07	\$ 233.53
12.8 Downtown Transit Center	3.00	\$ 164.74	\$ 69.19	\$ 233.94
12.10 Paratransit Procurment	1.00	\$ 27.41	\$ 11.51	\$ 38.92
12.16 Alternative Analysis	46.50	\$ 1,336.06	\$ 40.29	\$ 1,376.35
12.19 Creighton TC	7.50	\$ 388.71	\$ 163.26	\$ 551.97
12.21 BRT	335.00	\$ 11,839.87	\$ 4,972.75	\$ 16,812.62
12.23 AVL Project	55.50	\$ 2,260.06	\$ 949.22	\$ 3,209.28
12.24 MAPA - AVL Project	11.00	\$ 449.27	\$ 188.69	\$ <u>637.96</u>
12.25 A & E IDIQ	4.00	\$ 173.36	\$ 72.81	\$ 246.17
12.26 Bus Facility	1.00	\$ 43.34	\$ 18.20	\$ 61.54
12 PROJECT Administration Total	470.50	\$ 16,847.28	\$ 6,554.99	\$ 23,402.28
OCTOBER 2017 PROJECT TOTAL	470.50	\$ 16,847.28	\$ 6,554.99	\$ 23,402.28

# CASH VOUCHER REQUISITION

DATE: 11/30/2017

PAYABLE TO: METRO AREA TRANSIT

ADDRESS: 2222 CUMING STREET

OMAHA, NE 68102

ACCOUNT NO:	ACCOUNT DESCRIPTION	AMOUNT
113005-000-1	PROPERTY COST	846.94
	80.00%	\$677.55
NET:	TOTAL:	\$846.94

CHECK STUB DATA:

nov 2017 PROJECT ADMIN AVL MAPA

REQUESTED BY: **DENISE**



APPROVED BY:



BATCH #: JE	SPECIFICATION #
PERIOD POST: 11-17	GRANT NUMBER: GRANT NE- 04-0006
	LINE ITEM CODE: 11.79.00

**METRO  
 RECAP FOR PROJECT ADMINISTRATION  
 10-29-2017 TO 11-25-2017**

PROJECT Administration Description	Total Hours	Labor Dollars	Fringe Dollars 56.97 %	Total Labor & Fringes
12.6 Bus Procurements	8.00	\$ 219.28	\$ 92.10	\$ 311.38
12.8 Downtown Transit Center	4.00	\$ 219.66	\$ 92.26	\$ 311.91
12.10 Paratransit Procurment	2.00	\$ 54.82	\$ 23.02	\$ 77.84
12.16 Alternative Analysis	73.00	\$ 2,099.60	\$ 46.05	\$ 2,145.65
12.21 BRT	294.00	\$ 10,617.45	\$ 4,459.33	\$ 15,076.78
12.23 AVL Project	41.50	\$ 1,414.57	\$ 594.12	\$ 2,008.68
12.24 MAPA - AVL Project	13.00	\$ 596.44	\$ 250.50	\$ 846.94
12.25 A & E IDIQ	2.00	\$ 86.68	\$ 36.41	\$ 123.09
12.26 Bus Facility	1.00	\$ 43.34	\$ 18.20	\$ 61.54
12 PROJECT Administration Total	438.50	\$ 15,351.84	\$ 5,611.99	\$ 20,963.81
 NOVEMBER 2017 PROJECT TOTAL	 438.50	 \$ 15,351.84	 \$ 5,611.99	 \$ 20,963.81

# Metro - MAPA Grant

## NE 04-X006

### 11-01-2017 to 12-31-2017 Expenditures

Grant: NE040006 FTA FEDERAL GRANT

MAPA - NE 04-0006 Cust # 20-20113

100% Amount

80% Amount

Invoice #

#### 114207 ACQUIRE ADP HARDWARE

44310 VO 108199 43182

11/22/2017 44310 PRIME COMMUNICATIONS, IN

66,071.66

52,857.33

33592

\* Total ACQUIRE ADP HARDWARE

66,071.66

52,857.33

#### 114208 ACQUIRE ADP SOFTWARE

44020 VO 108390 TPPAG00656

12/11/2017 44020 TRAPEZE SOFTWARE

78,394.75

62,715.80

33593

44020 VO 108392 TPPAG00663

12/11/2017 44020 TRAPEZE SOFTWARE

31,357.90

25,086.32

33593

\* Total ACQUIRE ADP SOFTWARE

109,752.65

87,802.12

#### 117900 PROJECT ADMINISTRATION

GJ JE 11.8!

11/30/2017 PROJECT ADMIN-AVL MAPA

846.94

677.55

33624

GJ JE 11.8!

11/30/2017 PROJECT ADMIN-AVL MAPA

(92.60)

(74.08)

33624

GJ JE 11.8!

11/30/2017 PROJECT ADMIN-AVL MAPA

- (370.39)

(296.31)

33624

GJ JE 10.8!

10/31/2017 PROJECT ADMIN-AVL MAPA

637.92

510.38

33624

\* Total PROJECT ADMINISTRATION

1,021.92

817.54

\*\* Total Grant NE040006

176,846.23

141,476.98

### Grant Transactions

.....  
 Period 01-2017 Thru 12-2017

Task #	Description Vendor / Payee	User ID	Source	AP Doc #	Invoice #	Tran Date	Comment	Project Mgr	Amount
<i>Grant: NE040006 FTA FEDERAL GRANT</i>									
114207	<b>ACQUIRE ADP HARDWARE</b>							<b>FINKEN, DENISE J</b>	
44297	JOHNSON CONTROLS, INC.	DENISE	VO	106813	00040410210	8/1/2017	44297 JOHNSON CONTROLS, INC.		179,572.61
44296	AVTEC, INC.	DENISE	VO	107188	31613	9/1/2017	44296 AVTEC, INC.		139,633.77
40033	FIRST NATIONAL BANK-CREDIT	DENISE	VO	107232	480407992677284	9/6/2017	40033 FIRST NATIONAL BANK-CRED		76.80
44294	RACOM	DENISE	VO	107326	17INV1018	9/14/2017	44294 RACOM		22,993.69
44297	JOHNSON CONTROLS, INC.	DENISE	VO	107327	00040508450	9/14/2017	44297 JOHNSON CONTROLS, INC.		6,003.43
44277	DH WIRELESS SOLUTIONS	DENISE	VO	107388	EXECUIN22702	9/19/2017	44277 DH WIRELESS SOLUTIONS		716.25
44277	DH WIRELESS SOLUTIONS	DENISE	VO	107389	EXECUIN22778	9/19/2017	44277 DH WIRELESS SOLUTIONS		116.88
44296	AVTEC, INC.	DENISE	VO	107460	31775	9/22/2017	44296 AVTEC, INC.		29,855.00
44277	DH WIRELESS SOLUTIONS	DENISE	VO	107567	EXECUIN23301	10/4/2017	44277 DH WIRELESS SOLUTIONS		13,908.72
44294	RACOM	DENISE	VO	107757	17INV1145	10/18/2017	44294 RACOM		337,219.37
44294	RACOM	DENISE	VO	107758	17INV1146	10/18/2017	44294 RACOM		16,140.69
44297	JOHNSON CONTROLS, INC.	DENISE	VO	107763	00040625614	10/18/2017	44297 JOHNSON CONTROLS, INC.		58,996.96
44310	PRIME COMMUNICATIONS, INC.	DENISE	VO	108199	43182	11/22/2017	44310 PRIME COMMUNICATIONS, IN		66,071.66
* Total ACQUIRE ADP HARDWARE									<u>871,305.83</u>
114208	<b>ACQUIRE ADP SOFTWARE</b>							<b>FINKEN, DENISE J</b>	
44020	TRAPEZE SOFTWARE	DENISE	VO	107759	TPPAG00568	10/18/2017	44020 TRAPEZE SOFTWARE		31,357.90
44020	TRAPEZE SOFTWARE	DENISE	VO	107765	TPPAG00600	10/18/2017	44020 TRAPEZE SOFTWARE		78,394.75
44020	TRAPEZE SOFTWARE	DENISE	VO	108390	TPPAG00656	12/11/2017	44020 TRAPEZE SOFTWARE		78,394.75
44020	TRAPEZE SOFTWARE	DENISE	VO	108392	TPPAG00663	12/11/2017	44020 TRAPEZE SOFTWARE		31,357.90
* Total ACQUIRE ADP SOFTWARE									<u>219,505.30</u>
117900	<b>PROJECT ADMINISTRATION</b>							<b>FINKEN, DENISE J</b>	
		DENISE	GJ	JE 05.85		5/31/2017	PROJECT ADMIN-BUS PROCUREMENT		1,815.72
		DENISE	GJ	JE 06.85		6/30/2017	PROJECT ADMIN-BUS PROCUREMENT		2,872.10
		DENISE	GJ	JE 07.85		7/31/2017	PROJECT ADMIN-AVL MAPA		1,743.08
		DENISE	GJ	JE 08.85		8/31/2017	PROJECT ADMIN-AVL MAPA		2,024.00
		DENISE	GJ	JE 09.85		9/30/2017	PROJECT ADMIN-AVL MAPA		1,275.05
		DENISE	GJ	JE 10.85		10/31/2017	PROJECT ADMIN-AVL MAPA		637.9x6
		DENISE	GJ	JE 11.85		11/30/2017	PROJECT ADMIN-AVL MAPA		846.94
		DENISE	CHRG			11/30/2017	MOVE TO GRANT NE57-0010		(370.39)
		DENISE	CHRG			11/30/2017	MOVE TO GRANT NE900104		(92.60)
* Total PROJECT ADMINISTRATION									<u>10,751.8x6</u>

# Grant Transactions

Rept PA.999

Metro

Date 12/18/2017 03:01pm Page 2

.....  
Period 01-2017 Thru 12-2017

Task #	Description Vendor / Payee	User ID	Source	AP Doc #	Invoice #	Tran Date	Comment	Project Mgr	Amount
									<b>** Total Grant NE040006</b>
									<b>1,101,563.00</b>

Records Printed: 26

Metro - MAPA Grant

NE 04-X006

06-01-2017 to 12-31-2017 Expenditures

		Budget	Expensed Thru 10-31-2017	12-31-17 AM Budget Balance
11.42.07	ACQUIRE - ADP HARDWARE 100r%	773,688.00	871,305.83	(97,617.83)
	80%	618,950.40	697,044.66	(78,094.26)
	20%	154,737.60	174,261.17	(19,523.57)
11.42.08	ACQUIRE - ADP SOFTWARE 100%	6,000.00	219,505.30	(213,505.30)
	80%	4,800.00	175,604.24	(170,804.24)
	20%	1,200.00	43,901.06	(42,701.06)
11.62.02	COMMUNICATIONS SYSTEM 100%	175,000.00	0.00	175,000.00
	80%	140,000.00	0.00	140,000.00
	20%	35,000.00	0.00	35,000.00
11.71.11	OTHR 3RD PARTY CONTRACTUAL SERV 100% -	100,000.00	0.00	100,000.00
	80%	80,000.00	0.00	80,000.00
	20%	20,000.00	0.00	20,000.00
11.79.00	PROJ ADMIN 100% Reduced by MAPA Portion	46,875.00	10,751.87	36,123.13
	80%	37,500.00	8,601.50	28,898.50
	20%	9,375.00	2,150.37	7,224.63
	Total Grant NE-04-X006 Budget 100%	1,101,563.00	1,101,563.00	0.00
	Total Grant NE-04-X006 Budget 80%	881,250.40	881,250.40	0.00
	Total Grant NE-04-X006 Budget 20%	220,312.60	220,312.60	0.00

# Metro - MAPA Grant

## NE 04-X006

### 11-01-2017 to 12-31-2017 Expenditures

Grant: NE040006	FTA FEDERAL GRANT	MAPA - NE 04-0006	Cust # 20-20113	100% Amount	80% Amount	Invoice #		
<b>114207 ACQUIRE ADP HARDWARE</b>								
44310	VO	108199	43182	11/22/2017	44310 PRIME COMMUNICATIONS, IN	66,071.66	52,857.33	33592
				<b>* Total ACQUIRE ADP HARDWARE</b>		<b>66,071.66</b>	<b>52,857.33</b>	
<b>114208 ACQUIRE ADP SOFTWARE</b>								
44020	VO	108390	TPPAG00656	12/11/2017	44020 TRAPEZE SOFTWARE	78,394.75	62,715.80	33593
44020	VO	108392	TPPAG00663	12/11/2017	44020 TRAPEZE SOFTWARE	31,357.90	25,086.32	33593
				<b>* Total ACQUIRE ADP SOFTWARE</b>		<b>109,752.65</b>	<b>87,802.12</b>	
<b>117900 PROJECT ADMINISTRATION</b>								
GJ	JE 11.8!	11/30/2017	PROJECT ADMIN-AVL MAPA	✓	846.94	677.55	33594	
GJ	JE 11.8!	11/30/2017	PROJECT ADMIN-AVL MAPA	✓	(92.60)	(74.08)	33594	
GJ	JE 11.8!	11/30/2017	PROJECT ADMIN-AVL MAPA	✓	(462.99)	(370.39)	33594	
GJ	JE 10.8!	10/31/2017	PROJECT ADMIN-AVL MAPA		637.97	510.38	33594	
				<b>* Total PROJECT ADMINISTRATION</b>		<b>929.32</b>	<b>743.46</b>	
				<b>** Total Grant NE040006</b>		<b>176,753.63</b>	<b>141,402.90</b>	



## Subcontractor Payment Authorization

Contract Number: \_\_\_\_\_  
Contract Party: Hamilton Associates  
Contract Description: Audit  
Contract Approved by Board of Directors: July 19, 2017  
Contract Amount: \$10,800.00  
Match Amount: \$0.00  
Contract Period: September 1 - December 31, 2017

Payment # 2

Billed to Date: \$ 10,800.00  
Less Previous Payments: \$ 9,600.00  
Amount Due: \$ 1,200.00

Payment Recommended By: \_\_\_\_\_  
Responsible Charge / MAPA Staff Member

\_\_\_\_\_  
Department Manager

\_\_\_\_\_  
MAPA Executive Director

Approved by MAPA Finance Committee: \_\_\_\_\_  
Date

\_\_\_\_\_  
MAPA Treasurer/Finance Committee Member

Approved by MAPA Board of Directors: \_\_\_\_\_  
Date

\_\_\_\_\_  
MAPA Board Chair/Member



20 PEARL STREET  
P.O. BOX 959  
COUNCIL BLUFFS, IA 51502

(712) 322-0277



**Bill To:**

METROPOLITAN AREA PLANNING AGENCY  
2222 Cuming Street  
Omaha, NE 68102-4328

Invoice No. 22493  
Date 11/30/2017  
Client No. 12235

**INVOICE**

Final billing for services rendered in connection with  
the audit for the year ended June 30, 2017

\$ 1,200.00

<b>MAPA Expense Authorization Voucher</b>	
Date <u>11/30/17</u>	Amt. <u>1200.00</u>
Project <u>99000-03</u>	
Account <u>10-5320</u>	
Grant <u>161NCC01</u>	
Acctg. Dir. <u>MKS</u>	
Exec. Dir. _____	
Treasurer _____	

**Payment in Full Due On Receipt**

1 1/4% monthly or 15% annual finance charge  
will be computed on all outstanding balances over 30 days.

METROPOLITAN AREA PLANNING AGENCY  
2222 Cuming Street  
Omaha, Nebraska 68102

Subcontractors Payment Authorization

Contractor: Live Well Omaha

Project Number & Title: 596-900 ENH-28(111) Metro Omaha Bicycle Safety Education

Contract Approved by Board of Directors: August 2012

Amendment: July 2017

Contract Amount of: \$153,625

Amendment: \$146,562.96

Payment Final

1. Computation of Payment

Bill to Date \$127,046.62

Less Previous Payments \$124,516.57

Payment Due this Date \$2,530.05

2. Payment Approved

RECOMMENDED PAYMENT BY:

\_\_\_\_\_  
Responsible Charge & Department Manager

\_\_\_\_\_  
Executive Director

Payment approved by Finance Committee \_\_\_\_\_

\_\_\_\_\_  
Treasurer / MAPA Finance Committee Member

Payment approved at Board of Directors Meeting \_\_\_\_\_

\_\_\_\_\_  
MAPA Board/Chair Member

<b>BILL TO:</b>		<b>REMIT TO:</b>					
Metropolitan Area Planning Agency		Live Well Omaha					
2222 Cuming Street		PO Box 31518					
Omaha, NE 68102		Omaha, NE 68102					
Attn: Mike Helgerson		Attn: Sarah Sjolie					
<b>Project Name</b>		Bike Safety Education					
<b>Project Number</b>		ENH-28(111)					
<b>Control Number</b>		22492					
<b>Project Manager</b>		Madison Haugland					
<b>Biling Period</b>		11-1-17 to 12-31-17					
<b>LABOR</b>							
<b>Name</b>	<b>Title</b>	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>			
Sarah Sjolie	Exec Director	11.5	\$54.85	\$630.77			
Madison Haugland	Program Manager	11.00	\$31.98	\$351.78			
<b>Labor reimbursement request:</b>				<b>\$982.56</b>			
<b>Project Summary</b>							
<b>Category</b>	<b>Project Amount</b>	<b>Previously Billed</b>	<b>Current Billing</b>	<b>Billed to Date</b>	<b>Amount Remaining</b>	<b>% Billed</b>	
Direct Labor	\$49,166.15	\$56,262.33	\$982.56	\$57,244.89	\$8,078.74	116%	
Direct Expenses							
Sub-Consultants	\$59,035.00	\$33,774.23	\$2,180.00	\$35,954.23	\$23,080.77	61%	
Printing and Reproduction	\$18,550.15	\$16,267.85		\$16,267.85	\$2,282.30	88%	
Mileage/Travel	\$1,247.40	\$482.67		\$482.67	\$764.73	39%	
Lodging/Meals	\$480.00	\$52.97		\$52.97	\$427.03	11%	
Other Misc. Costs	\$54,725.00	\$48,805.67	\$0.00	\$48,805.67	\$5,919.33	89%	
Direct Expenses Subtotal	\$134,037.55	\$99,383.39	\$2,180.00	\$101,563.39	\$32,474.16		
<b>TOTALS</b>	<b>\$183,203.70</b>	<b>\$155,645.72</b>	<b>\$3,162.56</b>	<b>\$158,808.27</b>	<b>\$24,395.42</b>	<b>87%</b>	
<b>TOTAL REIMBURSEMENT REQUEST:</b>			<b>\$3,162.56</b>	+ 80%	2530.05		

Cost Breakdown for Actual Costs Fixed Fee Agreement			
Company Name:	Live Well Omaha		
Address:	P.O. Box 31518, Omaha, NE 68131		
Employer No.:	47-0834161		
Project No.:	ENH-28(111)		
Project Location:	Douglas and Sarpy Counties		
Control No.:	22492		
Agreement No.:			
Invoice No. and Date:	Invoice 34, January 5, 2018		
progress Report Date:	5-Jan-18		
% Work Completed:	87%		
Current Billing Period:	11-1-17 to 12-31-17		
Actual Costs	This Period	Previously Billed	To Date
Direct Labor	\$982.56	\$56,262.33	\$57,244.89
Direct Expenses	\$2,180.00	\$99,383.39	\$101,563.39
Local Match	\$632.51	\$31,129.14	\$31,761.65
<b>TOTAL AMOUNT DUE</b>	<b>\$2,530.04</b> 5		
I certify that the billed amounts are actual in agreement with the contract terms.			
Signature:	Title	Date	
	CEO	1/5/2018	

---

**PELL DUVAL CONSULTING****INVOICE**

402.630.7181  
pell.duvall@gmail.com

511 N 36th St  
Omaha, NE 68131

Live Well Omaha  
1516 Cuming St  
Omaha, NE 68102  
Date: 11/10/17

Project Title: Bike Education - TE Grant  
Project Description: Education and Planning  
P.O. Number: N/A  
Invoice Number: LWO0023  
Terms: payable upon receipt

Description	Quantity	Unit Price	Cost
Billable time - Castelar Bike Safety - 6/30/2017	3.0	\$ 40.00	\$ 120.00
Billable time - Bike Safety Coordination with Children's Hospital - 7/14/2017	1.0	\$ 40.00	\$ 40.00
Billable time - Dundee Day - 8/26/2017	2.5	\$ 40.00	\$ 100.00
Billable time - Chandler View - 9/28/2017	1.5	\$ 40.00	\$ 60.00
Billable time - Field Club - Extended Curriculum Development - 8/20-8/26/2017	7.0	\$ 40.00	\$ 280.00
Billable time - Bicycle fleet cleaning and safety check - 9/19/2017	2.5	\$ 40.00	\$ 100.00
Billable time - Field Club Prep & Teach - 9/19/2017	1.5	\$ 40.00	\$ 60.00
Billable time - Field Club Prep & Teach - 9/21/2017	1.5	\$ 40.00	\$ 60.00
Billable time - Field Club Prep & Teach - 9/26/2017	1.5	\$ 40.00	\$ 60.00
Billable time - Field Club Prep & Teach - 9/28/2017	1.5	\$ 40.00	\$ 60.00
Billable time - Field Club Prep & Teach - 10/03/2017	1.5	\$ 40.00	\$ 60.00
Billable time - Field Club Prep & Teach - 10/05/2017	1.5	\$ 40.00	\$ 60.00

Description	Quantity	Unit Price	Cost
Billable time - Field Club Prep & Teach - 10/10/2017	1.5	\$ 40.00	\$ 60.00
Billable time - Field Club Prep & Teach - 10/12/2017	1.5	\$ 40.00	\$ 60.00
Billable time - Field Club - move bicycle fleet back to storage - 10/19/2017	1.0	\$ 40.00	\$ 40.00
			\$ 0.00
			\$ 0.00
			\$ 0.00
		Subtotal	\$ 1,220.00
		Tax	\$ 0.00
		Total	\$ 1,220.00

Thank you for your business!

**PELL DUVALL CONSULTING**

**INVOICE**

402.630.7181  
pell.duvall@gmail.com

511 N 36th St  
Omaha, NE 68131

Live Well Omaha  
6001 Dodge Street, CEC 228  
Omaha, NE 68182 Omaha, NE 68102  
Date: 12/31/2017

Project Title: Bike Education - TE Grant  
Project Description: Education and  
Planning Invoice Number: LWO0024  
Terms: payable upon receipt

Not billable to TE Grant

Description	Quantity	Unit Price	Cost
Billable time - Winter education planning & promotion - 11/10/2017 to 12/15/2017	4.0	\$ 40.00	\$ 160.00
Billable time - Vulnerable Road User curriculum development - 11/13-11/20/2017	10.0	\$ 40.00	\$ 400.00
Billable time - Bike Safety presentation at Siena Francis House - 11/15/2017	1.0	\$ 40.00	\$ 40.00
Billable time - Vulnerable Road User Presentation at Cornhusker - 11/25/2017	1.0	\$ 40.00	\$ 40.00
Billable time - Healthy Kids Day 2018 planning - 11/29/2017	0.5	\$ 40.00	\$ 20.00
Billable time - Bike Rack Winter Clinic - 12/05/2017	2.0	\$ 40.00	\$ 80.00
Billable time - Vulnerable Road User Presentation at Cornhusker - 12/09/2017	1.0	\$ 40.00	\$ 40.00
Billable time - Vulnerable Road User Presentation at Cornhusker - 12/10/2017	1.0	\$ 40.00	\$ 40.00
Billable time - Bike Union Winter Clinic - 12/05/2017	1.5	\$ 40.00	\$ 60.00
Billable time - Education Planning with Golden Hills - 12/15/2017	1.5	\$ 40.00	\$ 60.00

**Live Well Omaha's TE Grant Hours 11-1-17 to 12-31-17**

<b>Date</b>	<b>Client</b>	<b>User</b>	<b>Task</b>	<b>Madison's Hours</b>	<b>Sarah's Hours</b>
11/1/2017	MAPA	Madison	1-on-1	1	
11/1/2017	MAPA	Sarah	1-on-1		1
11/2/2017	MAPA	Madison	Scheduling Classes	3	
11/3/2017	MAPA	Madison	Paperwork	1	
11/3/2017	MAPA	Madison	Scheduling Classes	1	
11/6/2018	MAPA	Madison	Coordinating Incentives	3	
11/8/2017	MAPA	Madison	Education Project	1	
11/8/2017	MAPA	Sarah	Education Project		1
11/10/2017	MAPA	Madison	1-on-1	1	
11/10/2017	MAPA	Sarah	1-on-1		1
11/13/2017	MAPA	Sarah	MAPA call		0.5
11/14/2017	MAPA	Sarah	Invoicing		2
11/20/2017	MAPA	Sarah	Educator Meeting		1
11/20/2017	MAPA	Sarah	Paperwork		0.5
12/14/2017	MAPA	Sarah	MAPA call		1
12/15/2017	MAPA	Sarah	1-on-1		0.5
12/18/2017	MAPA	Sarah	Educator Meeting		1
12/19/2017	MAPA	Sarah	Invoicing		2
<b>Totals:</b>				<b>10</b>	<b>11.5</b>

11



## Progress Report

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**Project No:** Bike Safety Education  
ENH-28(111)  
22492

**Location:** Omaha Metro, Nebraska

**Progress:** Nov 1-Dec 31, 2017

**Type of Work:** Bike Safety Education

**Progress Report No:** 34

---

### **Project progress this reporting period:**

1. Winter Bicycling Clinic at Bike Rack – 21 adults
2. Staff presentation at Siena Francis House – 18 adults
3. Winter Commuting Clinic at Bike Union – 2 adults
4. Vulnerable Road Users Presentations at Cornhusker Driving School
  - a. 11/25 – 56 young adults
  - b. 12/9 – 24 young adults
  - c. 12/10 – 27 young adults
5. Coordinated with Colorado State University for online learning videos
  - a. Information sharing
  - b. Project alignment
6. Delivered remaining boxes of bike maps to be stored at MAPA

### **Upcoming project tasks to be accomplished:**

1. Deliver remaining helmets, bike lights and supplies to MAPA

### **Items required from client:**

None

### **Unresolved project issues affecting the schedule:**

None

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**Progress Report No. 32**  
**Project Name: Bike Safety Education**  
**Project Number: ENH-28(111)**  
**Control Number: 22492**

**Project Manager: Madison Haugland**  
**Biling Period: 11-1-17 to 12-31-17**

The following is a summary of project work performed by the Live Well Omaha team for the project during the invoice period noted above:

## **CURRICULUM DEVELOPMENT**

**Best practices review and toolkit complete; steering committee seated, curriculum development well underway, outreach to school districts complete**

Complete; school outreach determined that train the trainer for PE teachers not possible.

**Curriculum development and supporting documentation drafted; perfunctory and skills test drafted. Materials**

Complete; using LAB materials and curriculum.

## **SAFETY EDUCATION DELIVERY**

In progress, on schedule (44 adult and 100 youth classes since 2013). See attached report for detailed information and number of people reached.

## **TRAINING THE TRAINERS**

**Market second TS101/LCI pair to target professionals**

Complete. LCI course was held October 18-20, 2013

**Conduct second LCI Course**

Complete. LCI course was held October 18-20, 2013. 6 new instructors were certified.

**Market third TS101/LCI pair to target professionals; coordinate 3rd LCI class**

In Progress. Potential for City of Omaha Parks & Rec employees and community members for Fall 2016/Spring 2017, based on demand.

**Conduct third LCI Course**

Complete. LCI training seminar scheduled for April 2017.

## **PROCUREMENT AND ADMINISTRATION**

**Set up financial management system, prepared requirements draft RFP for safety brochure design**

Complete.

**Release RFP for safety brochure design and production, etc.**

Complete. Using LAB materials; design of new materials not necessary.

**Procure materials needed to deliver classes; manage contract instructors remuneration; third and fourth progress reports**

Complete. Materials being ordered from LAB on an on-demand basis (\*\*SINGLE SOURCE MATERIAL\*\*)

Complete/In Progress: Will purchase more throughout 2017.

Complete: Submitted bid documentation and approval from MAPA.

Complete. Agreement reached with wholesale supplier (QBP) to purchase lights/reflective materials for future classes

**Design and production of 10,000 updated metro commuter bike maps**

Complete. Map printed and distributed. Remainder of maps are being stored at MAPA.

METROPOLITAN AREA PLANNING AGENCY  
2222 Cuming Street  
Omaha, Nebraska 68102

Subcontractors Payment Authorization

Contractor: Live Well Omaha

Project Number & Title: 159045004 Live Well Omaha Commuter Challenge

Contract Approved by Board of Directors: April 20, 2016  
Amendment: December 2, 2016

Effective: 04/11/2016 – 12/31/2017

Contract Amount of: \$19,440  
Amendment: \$ 33,440

Payment # Final

1. Computation of Payment

Bill to Date	\$19,701.01
Less Previous Payments	19,368.76
Payment Due this Date	<u>\$332.25</u>

2. Payment Approved

RECOMMENDED PAYMENT BY:

\_\_\_\_\_ Responsible Charge/Staff

\_\_\_\_\_ Department Manager

\_\_\_\_\_ Executive Director

Payment approved by Finance Committee \_\_\_\_\_

\_\_\_\_\_ Treasurer

Payment approved at Board of Directors Meeting \_\_\_\_\_

\_\_\_\_\_ MAPA Board/Chair Member

**BILL TO:**  
 Metropolitan Area Planning Agency  
 2222 Cuming Street  
 Omaha, NE 68102

**REMIT TO:**  
 Live Well Omaha  
 PO Box 31518  
 Omaha, NE



Attn: Sue Cutsforth

Attn: Sarah Sjolie

Project Name	Live Well Omaha Commuter Challenge
Contract Number	
Project Manager	Madison Haugland
Biling Period	11-1-17 to 12-31-17

<b>LABOR</b>					
Name	Title	Hours	Rate	Amount	
Sarah Sjolie	Exec Director	3.0	\$54.85	\$164.55	
Courtney Brewer	Comm Coord	1.0	\$35.10	\$35.10	
Madison Haugland	Active Living Coor	5.0	\$31.98	\$159.90	
<b>Labor reimbursement request:</b>				<b>\$359.55</b>	

<b>Project Summary</b>							
Category	Project Amount	Previously Billed	Current Billing	Billed to Date	Amount Remaining	% Billed	
Direct Labor	\$17,600.44	\$10,039.69	\$359.55	\$10,399.24	\$7,201.20	59%	
Direct Expenses							
Data Tool	\$7,928.00	\$90.00	\$18.00	\$108.00	\$7,820.00	1%	
Postage and Delivery	\$287.97	\$97.68	\$0.00	\$97.68	\$190.29	34%	
Office Supplies	\$298.01	\$147.02	\$0.00	\$147.02	\$150.99	49%	
Bike Valet Services	\$2,375.00	\$2,125.00	\$0.00	\$2,125.00	\$250.00	89%	
Direct Expenses Subtotal	\$10,888.98	\$2,459.70	\$18.00	\$2,477.70	\$8,411.28	23%	
Indirect Expenses 10%	\$2,848.94	\$1,249.94	\$37.76	\$1,287.70	\$1,561.25	45%	
<b>TOTALS</b>	<b>\$31,338.36</b>	<b>\$13,749.33</b>	<b>\$415.31</b>	<b>\$14,164.64</b>	<b>\$17,589.03</b>	<b>45%</b>	

**TOTAL REIMBURSEMENT REQUEST: \$415.31**

17,173.72 AM  
 x 80% = \$332.25

**Cost Breakdown  
Form  
for Actual Costs  
Fixed Fee  
Agreement**

Company Name:	Live Well Omaha P.O. Box 31518, Omaha, NE 68131
Address:	
Employer No:	47-0834161
Contract No.:	
Project Location: Douglas and Sarpy Counties	
Control No.:	
Agreement No.:	
Invoice No. and Date:	Invoice 22, January 5, 2018
progress Report Date:	5-Jan-18
% Work Completed:	45%
Current Billing Period:	11-1-17 to 12-31-17

Actual Costs	This Period	Previously Billed To Date	
Direct Labor	\$359.55	\$10,039.69	\$10,399.24
Direct Expenses	\$18.00	\$2,459.70	\$2,477.70
Indirect Expenses	\$37.76	\$1,249.94	\$1,287.70
Local Match	\$83.06	\$2,749.87	\$2,832.93
<b>TOTAL AMOUNT DUE</b>	<b>\$332.24</b> <i>B AM</i>		

I certify that the billed amounts are actual in agreement with the contract terms.

Signature:

Title

Date

*John Jolie*

CEO

1/5/2017

**Live Well Omaha's Commuter Challenge Hours 11-1-17 to 12-31-17**

<b>Day</b>	<b>Client</b>	<b>User</b>	<b>Task</b>	<b>Madison's Hours</b>	<b>Courtney's Hours</b>	<b>Sarah's Hours</b>
11/3/2017	MAPA	Madison Haugland	*Participant Communication	1.5		
11/6/2017	MAPA	Madison Haugland	*Participant Communication	1		
11/10/2017	MAPA	Madison Haugland	*Participant Communication	1		
11/1/2017	MAPA	Madison Haugland	1-on-1	0.5		
11/10/2017	MAPA	Madison Haugland	1-on-1	0.5		
11/10/2017	MAPA	Madison Haugland	Admin	0.5		
11/1/2017	MAPA	Sarah Sjolie	1-on-1			0.5
11/7/2017	MAPA	Sarah Sjolie	1-on-1			0.5
11/15/2017	MAPA	Sarah Sjolie	Admin			1
12/19/2017	MAPA	Sarah Sjolie	Admin			1
12/6/2017	MAPA	Courtney Brewer	*Outreach		0.5	
12/26/2017	MAPA	Courtney Brewer	*Outreach		0.5	
<b>Totals:</b>				<b>5</b>	<b>1</b>	<b>3</b>

Category	Date	Name	Hours	Current Billing
<u>Direct Labor</u>				
	11-1-17 to 12-31-17	Sarah Sjolie	3.0	\$164.55
	11-1-17 to 12-31-17	Courtney Brewer	1.0	\$35.10
	11-1-17 to 12-31-17	Madison Haugland	5.0	\$159.90
<b>Direct Labor Subtotal</b>				<b>\$359.55</b>
<u>Direct Expenses</u>				
<b>Data Tool</b>	11/7/2017	Heroku Web Hosting		\$9.00
	12/7/2017	Heroku Web Hosting		\$9.00
Data Tool Total				\$18.00
<b>Postage and Delivery</b>				
P & D Total				\$0.00
<b>Office Supplies</b>				
Office Supplies Total				\$0.00
<b>Bike Valet Services</b>				
Bike Valet Services Total				\$0.00
<b>Direct Expenses Subtotal</b>				<b>\$18.00</b>
<b>TOTALS</b>				<b>\$377.55</b>



## Progress Report

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**Project No:** Live Well Omaha Commuter Challenge

**Location:** Omaha Metro, Nebraska

**Dates Covered:** Nov 1-Dec 31, 2017

**Type of Work:** Commuter Challenge

**Progress Report No:** 22

---

**Project progress this reporting period:**

1. Communications Strategy

- a. Shared People on the Move feature on Social Media
  - 1. Megan Snyder
  - 2. Heidi Smith

2. Data Analysis and Participant Outreach

- a. Followed up with prize winners with emails and mailing of prizes/coordinating pickup of prizes

**Upcoming project tasks to be accomplished:**

- 1. Challenge Complete!

Thanks for choosing Heroku,  
The Heroku Billing Team  
billing@heroku.com

Account:  
omahacommuterchallengeops@gmail.com

Billed to:  
Sarah Sjolie  
PO Box 31518  
Omaha NE, 68131  
US

Billing period:  
October 01, 2017 - November 01, 2017

Invoice #:  
14119213

Charges	Amount
<b>Application dynos</b>	\$ 0.00
<b>Add-on services</b>	\$ 9.00
<b>Subtotal:</b>	<b>\$ 9.00</b>
<b>Total:</b>	<b>\$ 9.00</b>

Charges on your credit card bill will be from "[WWW.HEROKUCHARGE.COM](http://WWW.HEROKUCHARGE.COM)".

**[billing] Heroku Invoice for November 2017 (Invoice #14691847)**

2 messages

**Heroku Billing Team** <bot@heroku.com>  
Reply-To: billing@heroku.com  
To: omahacommuterchallengeops@gmail.com

Thu, Dec 7, 2017 at 4:59 PM



Hello,

Your Heroku invoice for **November 2017** is now available. We will charge your credit card **\$9.00** within the next two business days.

You can review all charges for your account (omahacommuterchallengeops@gmail.com) on your invoice.

For a detailed breakdown, log into your Heroku account and visit:  
<https://dashboard.heroku.com/invoices/2017/11>

Need support? Submit a ticket at <https://help.heroku.com/>

Thanks for choosing Heroku.  
The Heroku Billing Team  
billing@heroku.com

Account:  
omahacommuterchallengeops@gmail.com

Billed to:  
Sarah Sjolie  
PO Box 31518  
Omaha NE, 68131  
US

Billing period:  
November 01, 2017 - December 01, 2017

Invoice #:  
14691847

Charges	Amount
Application dynos	\$ 0.00
Add-on services	\$ 9.00
Subtotal:	\$ 9.00
Total:	\$ 9.00

Charges on your credit card bill will be from "WWW.HEROKUCHARGE.COM".

Sarah Sjolie <sarah@livewellomaha.org>  
To: Courtney Brewer <courtney@livewellomaha.org>

Thu, Dec 7, 2017 at 5:00 PM

FYI - For the Commuter Challenge  
Not sure how but we need to make sure that this cancels as of 12/30

**Sarah Sjolie, MPA**  
Chief Executive Officer  
Live Well Omaha | Live Well Omaha Kids  
P.O. Box 31518, Omaha, NE 68131

Barbara Weitz Community Engagement Center  
The University of Nebraska at Omaha  
c: 402-616-8942 e: sarah@livewellomaha.org  
livewellomaha.org | livewellomahakids.org

[Quoted text hidden]

**Live Well Omaha**  
**Transaction Detail by Account**  
 December 2017

6550 Office/General Administrative

6160 Dues and Subscriptions

Total for 6160 Dues and Subscriptions

Total for 6550 Office/General Administrative

Date	Transaction Type	Num	Adj	Name	Class	Memo/Description	Split	Amount	Balance
12/07/2017	Expenditure	14691847	No	Heroku	Unrestricted:Commuter Challenge		1006 Dundee Bank	9.00	9.00
								<u>\$ 9.00</u>	
								<u>\$ 9.00</u>	

Friday, Jan 05, 2018 03:37:13 PM GMT-8 - Accrual Basis

**Live Well Omaha**  
**Transaction Detail by Account**  
 November 2017

Date	Transaction Type	Num	Adj	Name	Class	Memo/Description	Split	Amount	Balance
<b>6550 Office/General Administrative</b>									
<b>6160 Dues and Subscriptions</b>									
11/07/2017	Expenditure	14119213	No	Heroku	Unrestricted:Commuter Challenge		1006 Dundee Bank	9.00	9.00
								<u>\$ 9.00</u>	
<b>Total for 6160 Dues and Subscriptions</b>								<b>\$ 9.00</b>	
<b>Total for 6550 Office/General Administrative</b>									

Friday, Jan 05, 2018 04:22:26 PM GMT-8 - Accrual Basis

MAPA  
CONTRACT COVER PLATE

CONTRACT IDENTIFICATION

1. Contract Parties: MAPA-City of Council Bluffs
2. Project Title: 18903100002 City of Council Bluffs Paratransit Services
3. Effective Date: October 1, 2017
4. Completion Date: December 31, 2018

CONTRACT PARTIES

5. Contractor Name and Address: City of Council Bluffs  
209 Pearl Street  
Council Bluffs, IA 51503
6. The Planning Agency: The Omaha-Council Bluffs Metropolitan Area Planning Agency  
2222 Cuming Street  
Omaha, Nebraska 68102

ACCOUNTING DATA

7. Contract -\$77,380 of FTA 5310 (CFDA 20.513) Enhanced Mobility of Seniors and Individuals with Disabilities funds less independent audit and inspection fees, unless acceptable compliance with 2 CFR 200 can be substituted, plus \$77,380 in matching funds.

DATES OF SIGNING AND MAPA BOARD APPROVAL

8. Date of MAPA Board Approval –
9. Date of Legal Review –
10. Date of FTA Release of Funds –

AGREEMENT  
FOR PROFESSIONAL SERVICES

THIS AGREEMENT entered into this first day of October, 2017, by and between City of Council Bluffs, 209 Pearl Street, Council Bluffs, IA 51503, herein after referred to as "the Contractor", and the Omaha-Council Bluffs Metropolitan Area Planning Agency, 2222 Cuming Street, Omaha, Nebraska 68102, hereinafter referred to as "MAPA", providing for professional services described herein.

NOW, THEREFORE, it is mutually understood and agreed by the parties hereto as follows:

1. EMPLOYMENT OF THE CONTRACTOR

The Contractor agrees to undertake certain transportation planning activities identified in 49 USC 5310-Formula Grants for Enhanced Mobility of Seniors and Individuals with disabilities. This Agreement shall be subject to all required provisions of FTA Project NE-2016-015-01 attached and incorporated hereto by reference (Exhibit A).

2. AREA COVERED

The service area to be covered under this Agreement shall be the Omaha-Council Bluffs urbanized area. The Council Bluffs paratransit service area is ¾ mile buffer around the fixed route. This equates to the city limits of Council Bluffs and Dodge corridor to 42<sup>nd</sup> Street to University of Nebraska Medical Center (UNMC) and the Veteran Affairs Hospital (VA).

3. SCOPE OF SERVICES

- A. The Contractor shall do, perform, and carry out the duties stated herein Exhibit B.
- B. The Contractor will cooperate with MAPA in the preparation of information and reports to meet, in a timely manner, the requirements of the FTA. MAPA will be provided a copy of data and reports developed as a result of this Agreement.
- C. The Contractor will be available to provide quarterly oral reports to the MAPA Coordinated Transportation Committee and the MAPA Board of Directors when necessary, and will submit written quarterly progress reports. These progress reports will provide the following information: work performed during the completed quarter, conformance to approved project scope, percent completed, if on schedule, and planned activities for the next quarter. These reports need to be submitted no later than 30 days after the end of each quarter.

4. PERSONNEL

- A. The Contractor represents that it has, or will secure all personnel required in performing the services under this Agreement without exceeding the project budget. Such personnel will not have any other

financial interest pertaining to work covered by this Agreement.

B. All of the services required hereunder shall be performed by the Contractor or under its supervision and all personnel engaged in the work shall be fully qualified and authorized under state and local law to perform such services.

C. The Contractor has subcontracted with Midwest Medical Transport. All changes to subcontracted services covered by this Agreement shall be reviewed and approved prior to contracting by MAPA and FTA. The Contractor must follow the federal requirements as it pertains to the procurement of goods and services. The Contractor shall provide to MAPA, as well as State and Federal Agencies, upon request proof of the procurement process.

#### 5. RESIDENCY VERIFICATION

Pursuant to Neb. Rev. Stat. § 4-114 *et seq.*, each party shall use a federal immigration verification system to determine the work eligibility status of new employees physically performing services within the State of Nebraska. A federal immigration verification system means the electronic verification of the work authorization program authorized by the illegal Immigration Reform and Immigrant Responsibility Act of 1996, 8 U.S.C. § 1324a, known as the E-Verify Program, or an equivalent federal program designated by the United States Department of Homeland Security or other federal agency authorized to verify the work eligibility status of a newly hired employee.

#### 6. TIME OF PERFORMANCE

The Contractor agrees to perform the services of this Agreement as stated herein, within the time of this Agreement. The agreement shall cover work performed beginning October 1, 2017 and ending December 31, 2018.

#### 7. COMPENSATION

Contingent upon receipt of Federal Transit Administration (FTA) 5310 funds under FTA Project NE-2016-015-01, MAPA agrees to pay for the services rendered by the Contractor under the terms of this Agreement, compensation on a cost reimbursement basis for costs incurred and to include direct costs not to exceed in any event seventy-seven thousand three hundred eighty dollars (\$77,380) less independent audit and inspection fees, unless acceptable compliance with 2 CFR 200 can be substituted. The Contractor agrees to contribute in cash or in services a minimum requirement of seventy-seven thousand three hundred eighty dollars (\$77,380). Services shall be defined as staff time paid with non-federal dollars or equipment purchased with non-federal dollars. (Exhibit C)

A. Direct Labor Costs are the earnings that individuals receive for the time they are working directly on the project.

a. Hourly Rates: For hourly employees, the hourly earnings rate shall be their employee's straight

time hourly rate for the pay period in which the work was performed plus overhead. The approved rates and estimated hours are included in the budget (Attachment C).

b. Time Reports: The hours charged to the project must be supported by adequate time distribution records that clearly indicate the distribution of hours to all projects/activities on a daily basis for the entire pay period. Time reports must provide a clear identifying link to the projects: such as project description, project number, pertinent work phase, dates of service, and the individual's name and position. There must be an adequate system of internal controls in place to ensure that time charges are correct and have the appropriate supervisory approval.

B. Direct Non-Labor Costs: These costs include all necessary, actual, and allowable costs related to completing the work under the agreement, including but not limited to: meals, lodging, mileage, subject to the limitations outlined below; communication costs; reproduction and printing costs; special equipment and materials required for the project; special insurance premiums if required solely for this agreement; and such other allowable items. Meal and lodging expenses shall not exceed IRS published per diem rates for the region. Alcoholic beverages are not considered to be an allowable expense and are not reimbursable.

A non-labor cost charged as a direct cost cannot be included in the Consultant's overhead rate. If for reasons of practicality, the consultant is treating a direct non-labor cost category, in its entirety, as an overhead cost, then costs from that category are not eligible to be billed to this project as a direct expense.

Consultant shall submit to the Planning Agency an invoice or billing itemizing all direct non-labor costs claimed for work under this agreement, and all supporting receipts or invoices.

## 8. RECORDS AND AUDITS

- A. The Contractor shall establish and maintain accounts for the project in a manner in accordance with applicable provisions of 2 CFR, Subtitle A, Chapter 2, Part 200, Subpart F.
- B. Expenditures shall be in conformance with the standards for allowability of costs and the contract cost principles and procedures set forth in 2 CFR 200.
- C. The Contractor shall establish and maintain separate accounts for expenditures under FTA Project NE-2016-015-01.
- D. If necessary, the Federal award information needed for the SEFA includes:

**Federal Grantor:** US Department of Transportation - Federal Transit Administration

**Pass-Through Grantor:** Omaha-Council Bluffs Metropolitan Area Planning Agency

**Program Title:** Enhanced Mobility of Seniors and Individuals with Disabilities

**CFDA Number:** 20.513

**Project Number:** 18903100002

- E. The Contractor shall maintain an accurate cost-keeping system as to all costs incurred in connection with the subject of this Agreement and shall produce for examination books of account, bills, invoices and other vouchers, or certified copies thereof if originals are lost, at such reasonable time and place as may be designated by MAPA, NDOT or a designated Federal representative and shall permit extracts and copies thereof to be made during the period and for three (3) years after the final NDOT-MAPA audit is completed, resolved and closed.
- F. The Contractor shall at all times afford a representative of MAPA, NDOT, FTA, or any authorized representative of the Federal government, reasonable facilities for examination and audits of the cost account records, shall make such returns and reports to a representative as may be required, shall produce and exhibit such books, accounts, documents and property as the representative may desire to inspect, and shall in all things aid the representative in the performance of audit duties.
- G. If any amount paid by MAPA to the Contractor under this Agreement as found to be ineligible for reimbursement from the sponsoring federal agency, the Contractor shall pay such amount back to MAPA.

#### 9. SUBMISSION OF VOUCHERS/INVOICES

- A. The Contractor may submit monthly, but no less than quarterly, documented invoices of costs incurred for the work elements and work activities that were previously identified in Sections 3A of this Agreement. Said reports shall account for the expenditure of Federal and Contractor shares, shall indicate work program percentage completion, and shall contain a statement of the Contractor's estimate of the percentage of work completed and be signed by a responsible representative of the Contractor's certifying that all of the items herein are true and correct for the work performed under the terms of this Agreement. Final payment shall be made upon determination by MAPA and FTA that all requirements hereunder have been completed, which determination shall not be unreasonably withheld. Promptly after receipt of the Contractor's invoices, and following receipt of funds from FTA Project NE-2016-015-01. MAPA shall make payment thereon to the Contractor. MAPA may withhold ten percent (10%) of the total compensation pending a final audit of this Agreement.
- B. All invoices shall be taken from the books of account kept by the Contractor shall have available copies of payroll distribution, receipted bills or other documents reasonably required by MAPA. The Contractor shall use actual labor rates for billing purposes.
- C. The Contractor shall have available a listing of all Contractor personnel positions that may be selected or assigned to the work contemplated herein. Said listing shall indicate the title or classification and salary range of each such position. It is agreed that employees of the Contractor, whose time is directly assignable to the FY 2018 Program, shall keep and sign a time record showing the work element and work activity of the FY 2018 Program, date and hours worked, and title of position.

## 10. TERMINATION OF AGREEMENT FOR CAUSE

- A. If, through any cause, the Contractor shall fail to fulfill in a timely and proper manner its obligations under this Agreement, or if the Contractor shall violate any of the covenants, agreements, or stipulations of this Agreement, or refuse to accept changes required by FTA, MAPA shall thereupon have the right to terminate this Agreement by giving written notice to the Contractor of such termination and specifying the effective date of such termination. In that event, all finished or unfinished documents, data, studies, surveys, drawings and reports prepared by the Contractor shall be made available to MAPA, and the Contractor shall be entitled to receive compensation for all expenses incurred or obligated on all work mutually agreed to be satisfactorily completed through the effective date of termination.
- B. The above also applies when the contract may be terminated because of circumstances beyond the control of MAPA or the Contractor.

## 11. CHANGES

The Contractor or MAPA may, from time to time, request changes in the Scope of Services set forth in this Agreement to be performed by the Contractor. Such changes, including any increase or decrease in the amount of the Contractor's compensation, which are mutually agreed upon by and between MAPA and the Contractor, and subject to the approval of the FTA, shall be incorporated in written amendments to this Agreement.

## 12. PROHIBITED INTEREST

- A. No member of or delegate to the Congress of the United States shall be admitted to any share or part of this contract or to any benefit arising therefrom.
- B. No member, officer, or employee of MAPA or of a local governing public body during his tenure or one year thereafter shall have any interest, direct or indirect, in this Contract or the proceeds thereof.

## 13. ASSIGNABILITY

Neither the Contractor nor MAPA shall assign any interest in this Agreement, and shall not transfer any interest in the same (whether by assignment or novation), without prior written mutual consent.

## 14. CLAIMS

Both parties indemnify, save and hold harmless the other party, and all its agents and employees of and from any and all claims, demands, actions or causes of action of whatever nature or character arising out of, or by reason of, the work to be performed by either party. Each party further agrees to defend, at its own sole cost and expense, any action or proceeding commenced for the purpose of asserting any such claim of whatever character arising as a result of its actions. It is further agreed that any and all employees of either party while engaged in the performance of any work or service required or provided for herein to be performed by that party, shall not be considered employees of the other party, and that any and all claims that may or might arise under the Worker's Compensation Act of the State of Nebraska on behalf of said

employees, while so engaged, and any and all claims made by any third parties as a consequence of any act or omission on the part of said employees, shall in no way be the obligation or responsibility of the other party.

#### 15. INTEREST OF THE CONTRACTOR

The Contractor covenants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance or services required to be performed under this Agreement. The Contractor further covenants that in the performance of this Agreement, no person having any such interest shall be employed.

#### 16. IDENTIFICATION OF DOCUMENTS

A. All reports, maps, and other documents completed as part of this Agreement, other than documents completed exclusively for internal use within MAPA, shall carry the following notation on the front cover or a title page (or, in the case of maps in the same block) containing the name of MAPA, the Contractor and the following:

*"The preparation of this report, document, etc. was financed in part through a Federal grant from the Department of Transportation under U.S.C. Section 5310 Formula Grants for Enhanced Mobility of Seniors and Individuals with Disabilities"*

Together with the date (month and year) the document was prepared.

B. Originals of all documents including computer tapes, tracings, drawings, estimates, specifications, field notes, investigations, studies, etc., as instruments of service under terms of this Agreement are to be the joint property of the political jurisdiction and governmental agencies participating in the transportation planning process. Copies of said documents will be made available to such participants upon request at costs of such reproduction.

#### 17. PUBLICATION OR RELEASE OF INFORMATION

A. Papers, interim reports, forms or other material which are a part of the work under contract will not be copyrighted without written approval of FTA.

B. Either party to the Agreement may initiate a request for publication of the final or interim reports, or any portions thereof.

C. Publication by either party shall give credit to the other party and to FTA. However, if FTA does not wish to subscribe to the findings or conclusions of the study the following statement shall be included on the credit sheet: "The opinions, findings and conclusions expressed in this publication are those of the authors and not necessarily those of FTA."

D. In the event of failure of agreement between FTA and the Contractor relative to the publication of any reports during the period of the contract, each party reserves the right to publish independently, in which

event the nonconcurrence of the other party shall be set forth, if requested.

- E. Both written and oral releases are considered to be within the context of publication. However, there is no intention to limit discussion of the study with participants in the Transportation Planning Program, small technical groups or lectures to employees or students. Lectures to other groups which describe the plans are permissible.
- F. Neither party shall publish nor otherwise disclose, nor permit to be disclosed or published, the results of the investigation herein contemplated, during the period of the Agreement, without notifying the other party.
- G. When the scheduled time for presentation of a paper does not permit formal review and approval of a complete report, abstracts may be used for notification of intent to present a paper based on the study. Such presentation must protect the interest of the other party by the inclusion of a statement in the paper and in presentation to the effect that the paper had not been reviewed by the State.

#### 18. NONDISCRIMINATION

- A. In connection with the execution of this Agreement, the Contractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR part 26 in the award and administration of DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate.
- B. The Contractor agrees to comply with the requirements of Title VI of the Civil Rights Act of 1964.
- C. The Contractor further agrees to comply with any and all requirements of the U. S. Department of Transportation and the Federal Transit Administration regarding equal employment opportunity and nondiscrimination. (See Exhibit B attached and incorporated hereto by reference.)

#### 19. DISADVANTAGED BUSINESS ENTERPRISE

In connection with the performance of this Agreement, the Contractor will cooperate with the project sponsor in meeting commitments and goals with regard to the maximum utilization of disadvantaged business enterprises and will use its best efforts to insure that disadvantaged business enterprises shall have the maximum practicable opportunity to compete for subcontract work under this Agreement.

#### 21. COPELAND "ANTI-KICKBACK" ACT (*18 U.S.C. 874 and 40 U.S.C. 276c*)

The Consultant or subcontractor shall be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he is otherwise entitled. The recipient shall report all suspected or reported violations to the Federal awarding agency.

#### 22. DAVIS-BACON ACT, *as amended (40 U.S.C. 276a to a-7)*

The Consultant and subcontractors shall be required to pay wages to laborers and mechanics at a rate

not less than the minimum wages specified in a wage determination made by the Secretary of Labor. In addition, contractors shall be required to pay wages not less than once a week. The recipient shall place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation and the award of a contract shall be conditioned upon the acceptance of the wage determination. The recipient shall report all suspected or reported violations to the Federal awarding agency.

#### 23. CONTRACT WORK HOURS AND SAFETY STANDARDS ACT (40 U.S.C. 327-333)

The Consultant and subcontractors shall be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than 1 1/2 times the basic rate of pay for all hours worked in excess of 40 hours in the work week. Section 107 of the Act is applicable to construction work and provides that no laborer or mechanic shall be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

#### 24. RIGHTS TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT

Any performance of experimental, developmental, or research work shall provide for the rights of the Federal Government and the recipient in any resulting invention in accordance with 37 CFR part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

#### 25. DEBARMENT AND SUSPENSION (E.O.s 12549 and 12689)

The Consultant and all subcontractors assert the organization or individuals are not listed on the government-wide Excluded Parties List System, in accordance with the OMB guidelines at 2 CFR part 180 that implement E.O.s 12549 (3 CFR, 1986 Comp., p. 189) and 12689 (3 CFR, 1989 Comp., p. 235), "Debarment and Suspension." The Excluded Parties List System contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than E.O. 12549.[69 FR 26281, May 11, 2004, as amended at 70 FR 51879, Aug. 31, 2005]

#### 26. HOLD HARMLESS

The Consultant agrees to and shall indemnify, save and hold harmless the Planning Agency, its members, officers, employees, and agents, from all claims and liability of whatsoever kind or character due to or arising out of the acts and conduct of the Consultant, its officers, agents, employees, subcontractors, and others acting for or under the direction of the Consultant doing the work herein

contracted for, or by or in consequence of any negligence in the performance of this Agreement, or by or on account of any omission in the performance of this Agreement, and also from all claims of damage for infringement of any patent in fulfilling this Agreement. The Consultant will procure and maintain adequate public liability and property damage insurance to protect the Planning Agency, its members, officers, employees, and agents, and will, upon request of the Planning Agency, furnish proof of compliance with this requirement.

27. DRUG FREE POLICY

Both parties have established and maintain drug free workplace policies.

28. ENTIRE AGREEMENT

This Agreement contains the entire agreement of the Parties. The provisions of this Agreement may not be explained, supplemented, or qualified through evidence of trade usage or prior course of dealings. No representations were made or relied upon by either Party other than those that are expressly set forth herein. No agent, employee or other representative of either Party is empowered to alter any of the terms hereof except as provided herein.

IN WITNESS WHEREOF, the parties have hereto caused this Agreement to be executed by their proper officers and representatives.

OMAHA-COUNCIL BLUFFS METROPOLITAN  
AREA PLANNING AGENCY

Attest: \_\_\_\_\_ by \_\_\_\_\_ Date \_\_\_\_\_  
Chairman, Board of Directors

CITY OF COUNCIL BLUFFS

Attest: \_\_\_\_\_ by \_\_\_\_\_ Date \_\_\_\_\_  
Authorized Official

APPROVED AS TO LEGAL FORM

DATE \_\_\_\_\_

Signed \_\_\_\_\_  
Legal Counsel

**City of Council Bluffs, Iowa request for 5310 FTA funds for the Elderly and Persons**

**With Disabilities**

**Scope of Services**

SFY17 Cost of Contracted Services for the City of Council Bluffs Paratransit Service known as the Council Bluffs Special Transit Service (STS) serving the elderly and disabled citizens of Council Bluffs with transportation within the city limits of Council Bluffs and to a limited area of Omaha north to Hamilton Street, south to Woolworth Avenue and west to 42<sup>nd</sup> Street. These boundaries include the University of Nebraska Medical Center (UNMC) and the Veterans Affairs Medical Center (VA).

STS has provided 2,233 rides in the period October 1, 2017 through November 30, 2017 and traveled 25,188 miles, with 21,231 revenue miles. Service is provided Monday-Saturday, mirroring the fixed route service provided by Metro. Our service provides rides to anyone living in Council Bluffs that completes the application and meets the criteria for disabled. Rides are provided not only to medical facilities but also for any daily activities for which the individual needs transportation. The cost of service to the individuals is \$2.50 per ride.

**Budget**

**Operations:** The 5310 \$77,380 request will be used for operations of the paratransit service. Operation of the service is contracted with the Southwest Iowa Transit Agency / Southwest Iowa Planning Council (SWITA / SWIPCO), Atlantic, IA. For overflow, Bluffs Taxi Company in Council Bluffs, IA will also transport. The call center at this location receives calls for service, a schedule is set for the following day(s) of service and their drivers pick up the City's vehicles at the Mall of the Bluffs to run the routes for the day. Currently, 2 to 4 vehicles are used each day Monday-Saturday to meet the needs of this service. Routine maintenance of the vehicles and fuel are obtained by SWITA / SWIPCO; the vehicles are owned by the City and leased by SWITA / SWIPCO for \$1.00 per vehicle per fiscal year.

**Local Match**

The City's transit levy provides the local match needed for this service.

## Exhibit C: Project Budget

Project Name: City of Council Bluffs Special Transit Service

Contact Name: Ann Grober, Resource and Program Coordinator

Budget Detail	10.1.17 to 12.31.18			Year 2		
	Total Cost 10.1.17 to 12.31.18	5310 Funds	Local Match	Total Cost Year 2	5310 Funds	Local Match
<b>A. OPERATING EXPENSES<sup>1</sup></b>						
1. Drivers Wages	\$ -		\$ -			
2. Benefits @ 15%	\$ -		\$ -			
3. Other- Cell Exp	\$ -		\$ -			
4. Vehicle Fuel	\$ -		\$ -			
5. Vehicle Repair/Maintenance	\$ -		\$ -			
6. Cost of Contracted Services - SWITA	\$ 154,760	\$ 77,380	\$ 77,380			
<b>Subtotal - Operating Expenses</b>	<b>\$ 154,760</b>	<b>\$ 77,380</b>	<b>\$ 77,380</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	Year 1			Year 2		
	Total Cost Year 1	5310 Funds	Local Match	Total Cost Year 2	5310 Funds	Local Match
<b>B. CAPITAL EXPENSES<sup>2</sup></b>						
1						
2						
3						
4						
5						
<b>Subtotal - Capital Expenses</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>C. PROGRAM TOTAL BUDGET</b>	<b>\$ 154,760</b>	<b>\$ 77,380</b>	<b>\$ 77,380</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	Year 1 Program Total	Year 1 5310 Funds	Year 1 Local Match Total	Year 2 Program Total	Year 2 5310 Funds	Year 2 Local Match Total

<sup>1</sup> 5310 funding for Operating Expenses may not exceed 50% of the total cost.

<sup>2</sup> 5310 funding for Capital Expenses may not exceed 80% of the total cost.

MAPA  
CONTRACT COVER PLATE

CONTRACT IDENTIFICATION

1. Contract Parties: MAPA-Black Hills Works
2. Project Title: 1860310001 Black Hills Works – Offutt Air Force Base
3. Effective Date: January 25, 2018
4. Completion Date: December 31, 2018

CONTRACT PARTIES

5. Contractor Name and Address: Black Hills Works  
PO Box 1134  
Bellevue NE 68005
6. The Planning Agency: The Omaha-Council Bluffs Metropolitan Area Planning Agency  
2222 Cuming Street  
Omaha, Nebraska 68102

ACCOUNTING DATA

7. Contract -\$30,170 of FTA 5310 (CFDA 20.513) Enhanced Mobility of Seniors and Individuals with Disabilities funds less independent audit and inspection fees, unless acceptable compliance with 2 CFR 200 can be substituted, plus \$30,170 in matching funds.

DATES OF SIGNING AND MAPA BOARD APPROVAL

8. Date of MAPA Board Approval –
9. Date of Legal Review –
10. Date of FTA Release of Funds –

AGREEMENT  
FOR PROFESSIONAL SERVICES

THIS AGREEMENT entered into this twenty-fifth day of January, 2018, by and between Black Hills Workshop, PO Box 1134, Bellevue, NE 68005, herein after referred to as "the Contractor", and the Omaha-Council Bluffs Metropolitan Area Planning Agency, 2222 Cuming Street, Omaha, Nebraska 68102, hereinafter referred to as "MAPA", providing for professional services described herein.

NOW, THEREFORE, it is mutually understood and agreed by the parties hereto as follows:

1. EMPLOYMENT OF THE CONTRACTOR

The Contractor agrees to undertake certain transportation planning activities identified in Section 5310 Enhanced Mobility for Seniors and Individuals with Disabilities. This Agreement shall be subject to all required provisions of FTA Project NE-2016-015-01 attached and incorporated hereto by reference (Exhibit A).

2. AREA COVERED

The service area to be covered under this Agreement shall be the Omaha-Council Bluffs urbanized area. The Contractor will provide paratransit service for disabled individuals employed at Offutt Air Force Base.

3. SCOPE OF SERVICES

- A. The Contractor shall do, perform, and carry out the duties stated herein Exhibit B.
- B. The Contractor will cooperate with MAPA in the preparation of information and reports to meet, in a timely manner, the requirements of the FTA. MAPA will be provided a copy of data and reports developed as a result of this Agreement.
- C. The Contractor will be available to provide quarterly oral reports to the MAPA Coordinated Transportation Committee and the MAPA Board of Directors when necessary, and will submit written quarterly progress reports. These progress reports will provide the following information: work performed during the completed quarter, conformance to approved project scope, percent completed, if on schedule, and planned activities for the next quarter. These reports need to be submitted no later than 30 days after the end of each quarter.

4. PERSONNEL

- A. The Contractor represents that it has, or will secure all personnel required in performing the services under this Agreement without exceeding the project budget. Such personnel will not have any other financial interest pertaining to work covered by this Agreement.
- B. All of the services required hereunder shall be performed by the Contractor or under its supervision and

all personnel engaged in the work shall be fully qualified and authorized under state and local law to perform such services.

C. All subcontracted services covered by this Agreement shall be reviewed and approved prior to contracting by MAPA and FTA. The Contactor must follow the federal requirements as it pertains to the procurement of goods and services. The Contractor shall provide to MAPA, as well as State and Federal Agencies, upon request proof of the procurement process.

#### 5. RESIDENCY VERIFICATION

Pursuant to Neb. Rev. Stat. § 4-114 *et seq.*, each party shall use a federal immigration verification system to determine the work eligibility status of new employees physically performing services within the State of Nebraska. A federal immigration verification system means the electronic verification of the work authorization program authorized by the illegal Immigration Reform and Immigrant Responsibility Act of 1996, 8 U.S.C. § 1324a, known as the E-Verify Program, or an equivalent federal program designated by the United States Department of Homeland Security or other federal agency authorized to verify the work eligibility status of a newly hired employee.

#### 6. TIME OF PERFORMANCE

The Contractor agrees to perform the services of this Agreement as stated herein, within the time of this Agreement. The agreement shall cover work performed beginning January 25, 2018 and ending December 31, 2018.

#### 7. COMPENSATION

Contingent upon receipt of Federal Transit Administration (FTA) 5310 funds under FTA Project NE-2016-015-01, MAPA agrees to pay for the services rendered by the Contractor under the terms of this Agreement, compensation on a cost reimbursement basis for costs incurred and to include direct costs not to exceed in any event thirty thousand one hundred seventy dollars (\$30,170) less independent audit and inspection fees, unless acceptable compliance with 2 CFR 200 can be substituted. The Contractor agrees to contribute in cash or in services a minimum requirement of thirty thousand one hundred seventy dollars (\$30,170). Services shall be defined as staff time paid with non-federal dollars or equipment purchased with non-federal dollars. (Exhibit C)

A. Direct Labor Costs are the earnings that individuals receive for the time they are working directly on the project.

a. Hourly Rates: For hourly employees, the hourly earnings rate shall be their employee's straight time hourly rate for the pay period in which the work was performed plus overhead. The approved rates and estimated hours are included in the budget (Exhibit C).

b. Time Reports: The hours charged to the project must be supported by adequate time distribution records that clearly indicate the distribution of hours to all projects/activities on a daily basis for the entire pay period. Time reports must provide a clear identifying link to the projects: such as project description, project number, pertinent work phase, dates of service, and the individual's name and position. There must be an adequate system of internal controls in place to ensure that time charges are correct and have the appropriate supervisory approval.

B. Direct Non-Labor Costs: These costs include all necessary, actual, and allowable costs related to completing the work under the agreement, including but not limited to: meals, lodging, mileage, subject to the limitations outlined below; communication costs; reproduction and printing costs; special equipment and materials required for the project; special insurance premiums if required solely for this agreement; and such other allowable items. Meal and lodging expenses shall not exceed IRS published per diem rates for the region. Alcoholic beverages are not considered to be an allowable expense and are not reimbursable.

A non-labor cost charged as a direct cost cannot be included in the Consultant's overhead rate. If for reasons of practicality, the consultant is treating a direct non-labor cost category, in its entirety, as an overhead cost, then costs from that category are not eligible to be billed to this project as a direct expense.

Consultant shall submit to the Planning Agency an invoice or billing itemizing all direct non-labor costs claimed for work under this agreement, and all supporting receipts or invoices.

## 8. RECORDS AND AUDITS

- A. The Contractor shall establish and maintain accounts for the project in a manner in accordance with applicable provisions of 2 CFR, Subtitle A, Chapter 2, Part 200, Subpart F.
- B. Expenditures shall be in conformance with the standards for allowability of costs and the contract cost principles and procedures set forth in 2 CFR 200.
- C. The Contractor shall establish and maintain separate accounts for expenditures under FTA Project NE-2016-015-01.
- D. If necessary, the Federal award information needed for the SEFA includes:
  - Federal Grantor:** US Department of Transportation - Federal Transit Administration
  - Pass-Through Grantor:** Omaha-Council Bluffs Metropolitan Area Planning Agency
  - Program Title:** Enhanced Mobility of Seniors and Individuals with Disabilities
  - CFDA Number:** 20.513
  - Project Number:** 1860310001
- E. The Contractor shall maintain an accurate cost-keeping system as to all costs incurred in connection with the subject of this Agreement and shall produce for examination books of account, bills, invoices

and other vouchers, or certified copies thereof if originals are lost, at such reasonable time and place as may be designated by MAPA, NDOT or a designated Federal representative and shall permit extracts and copies thereof to be made during the period and for three (3) years after the final NDOT-MAPA audit is completed, resolved and closed.

- F. The Contractor shall at all times afford a representative of MAPA, NDOT, FTA, or any authorized representative of the Federal government, reasonable facilities for examination and audits of the cost account records, shall make such returns and reports to a representative as may be required, shall produce and exhibit such books, accounts, documents and property as the representative may desire to inspect, and shall in all things aid the representative in the performance of audit duties.
- G. If any amount paid by MAPA to the Contractor under this Agreement as found to be ineligible for reimbursement from the sponsoring federal agency, the Contractor shall pay such amount back to MAPA.

#### 9. SUBMISSION OF VOUCHERS/INVOICES

- A. The Contractor may submit monthly, but no less than quarterly, documented invoices of costs incurred for the work elements and work activities that were previously identified in Sections 3A of this Agreement. Said reports shall account for the expenditure of Federal and Contractor shares, shall indicate work program percentage completion, and shall contain a statement of the Contractor's estimate of the percentage of work completed and be signed by a responsible representative of the Contractor's certifying that all of the items herein are true and correct for the work performed under the terms of this Agreement. Final payment shall be made upon determination by MAPA and FTA that all requirements hereunder have been completed, which determination shall not be unreasonably withheld. Promptly after receipt of the Contractor's invoices, and following receipt of funds from FTA Project NE-2016-015-01. MAPA shall make payment thereon to the Contractor. MAPA may withhold ten percent (10%) of the total compensation pending a final audit of this Agreement.
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- C. The Contractor shall have available a listing of all Contractor personnel positions that may be selected or assigned to the work contemplated herein. Said listing shall indicate the title or classification and salary range of each such position. It is agreed that employees of the Contractor, whose time is directly assignable to the FY 2018 Program, shall keep and sign a time record showing the work element and work activity of the FY 2018 Program, date and hours worked, and title of position.

#### 10. TERMINATION OF AGREEMENT FOR CAUSE

- A. If, through any cause, the Contractor shall fail to fulfill in a timely and proper manner its obligations under this Agreement, or if the Contractor shall violate any of the covenants, agreements, or stipulations of this Agreement, or refuse to accept changes required by FTA, MAPA shall thereupon have the right to

terminate this Agreement by giving written notice to the Contractor of such termination and specifying the effective date of such termination. In that event, all finished or unfinished documents, data, studies, surveys, drawings and reports prepared by the Contractor shall be made available to MAPA, and the Contractor shall be entitled to receive compensation for all expenses incurred or obligated on all work mutually agreed to be satisfactorily completed through the effective date of termination.

- B. The above also applies when the contract may be terminated because of circumstances beyond the control of MAPA or the Contractor.

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#### 12. PROHIBITED INTEREST

- A. No member of or delegate to the Congress of the United States shall be admitted to any share or part of this contract or to any benefit arising therefrom.
- B. No member, officer, or employee of MAPA or of a local governing public body during his tenure or one year thereafter shall have any interest, direct or indirect, in this Contract or the proceeds thereof.

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15. INTEREST OF THE CONTRACTOR

The Contractor covenants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance or services required to be performed under this Agreement. The Contractor further covenants that in the performance of this Agreement, no person having any such interest shall be employed.

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*"The preparation of this report, document, etc. was financed in part through a Federal grant from the Department of Transportation under U.S.C. Section 5310 Formula Grants for Enhanced Mobility of Seniors and Individuals with Disabilities"*

Together with the date (month and year) the document was prepared.

B. Originals of all documents including computer tapes, tracings, drawings, estimates, specifications, field notes, investigations, studies, etc., as instruments of service under terms of this Agreement are to be the joint property of the political jurisdiction and governmental agencies participating in the transportation planning process. Copies of said documents will be made available to such participants upon request at costs of such reproduction.

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B. Either party to the Agreement may initiate a request for publication of the final or interim reports, or any portions thereof.

C. Publication by either party shall give credit to the other party and to FTA. However, if FTA does not wish to subscribe to the findings or conclusions of the study the following statement shall be included on the credit sheet: "The opinions, findings and conclusions expressed in this publication are those of the authors and not necessarily those of FTA."

D. In the event of failure of agreement between FTA and the Contractor relative to the publication of any reports during the period of the contract, each party reserves the right to publish independently, in which event the nonconcurrence of the other party shall be set forth, if requested.

E. Both written and oral releases are considered to be within the context of publication. However, there is no intention to limit discussion of the study with participants in the Transportation Planning Program, small technical groups or lectures to employees or students. Lectures to other groups which describe the

plans are permissible.

- F. Neither party shall publish nor otherwise disclose, nor permit to be disclosed or published, the results of the investigation herein contemplated, during the period of the Agreement, without notifying the other party.
- G. When the scheduled time for presentation of a paper does not permit formal review and approval of a complete report, abstracts may be used for notification of intent to present a paper based on the study. Such presentation must protect the interest of the other party by the inclusion of a statement in the paper and in presentation to the effect that the paper had not been reviewed by the State.

#### 18. NONDISCRIMINATION

- A. In connection with the execution of this Agreement, the Contractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR part 26 in the award and administration of DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate.
- B. The Contractor agrees to comply with the requirements of Title VI of the Civil Rights Act of 1964.
- C. The Contractor further agrees to comply with any and all requirements of the U. S. Department of Transportation and the Federal Transit Administration regarding equal employment opportunity and nondiscrimination. (See Exhibit B attached and incorporated hereto by reference.)

#### 19. DISADVANTAGED BUSINESS ENTERPRISE

In connection with the performance of this Agreement, the Contractor will cooperate with the project sponsor in meeting commitments and goals with regard to the maximum utilization of disadvantaged business enterprises and will use its best efforts to ensure that disadvantaged business enterprises shall have the maximum practicable opportunity to compete for subcontract work under this Agreement.

#### 21. COPELAND "ANTI-KICKBACK" ACT (*18 U.S.C. 874 and 40 U.S.C. 276c*)

The Consultant or subcontractor shall be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he is otherwise entitled. The recipient shall report all suspected or reported violations to the Federal awarding agency.

#### 22. DAVIS-BACON ACT<sup>1</sup>, *as amended (40 U.S.C. 276a to a-7)*

The Consultant and subcontractors shall be required to pay wages to laborers and mechanics at a rate not less than the minimum wages specified in a wage determination made by the Secretary of Labor. In addition, contractors shall be required to pay wages not less than once a week. The recipient shall place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation and the award of a contract shall be conditioned upon the acceptance of the wage

determination. The recipient shall report all suspected or reported violations to the Federal awarding agency.

23. CONTRACT WORK HOURS AND SAFETY STANDARDS ACT (40 U.S.C. 327-333)

The Consultant and subcontractors shall be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than 1 1/2 times the basic rate of pay for all hours worked in excess of 40 hours in the work week. Section 107 of the Act is applicable to construction work and provides that no laborer or mechanic shall be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

24. RIGHTS TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT

Any performance of experimental, developmental, or research work shall provide for the rights of the Federal Government and the recipient in any resulting invention in accordance with 37 CFR part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

25. DEBARMENT AND SUSPENSION (E.O.s 12549 and 12689)

The Consultant and all subcontractors assert the organization or individuals are not listed on the government-wide Excluded Parties List System, in accordance with the OMB guidelines at 2 CFR part 180 that implement E.O.s 12549 (3 CFR, 1986 Comp., p. 189) and 12689 (3 CFR, 1989 Comp., p. 235), "Debarment and Suspension." The Excluded Parties List System contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than E.O. 12549.[69 FR 26281, May 11, 2004, as amended at 70 FR 51879, Aug. 31, 2005]

26. HOLD HARMLESS

The Consultant agrees to and shall indemnify, save and hold harmless the Planning Agency, its members, officers, employees, and agents, from all claims and liability of whatsoever kind or character due to or arising out of the acts and conduct of the Consultant, its officers, agents, employees, subcontractors, and others acting for or under the direction of the Consultant doing the work herein contracted for, or by or in consequence of any negligence in the performance of this Agreement, or by or on account of any omission in the performance of this Agreement, and also from all claims of damage for infringement of any patent in fulfilling this Agreement. The Consultant will procure and maintain adequate public liability and property damage insurance to protect the Planning Agency, its members,

officers, employees, and agents, and will, upon request of the Planning Agency, furnish proof of compliance with this requirement.

#### 27. DRUG FREE POLICY

Both parties have established and maintain drug free workplace policies.

#### 28. ENTIRE AGREEMENT

This Agreement contains the entire agreement of the Parties. The provisions of this Agreement may not be explained, supplemented, or qualified through evidence of trade usage or prior course of dealings. No representations were made or relied upon by either Party other than those that are expressly set forth herein. No agent, employee or other representative of either Party is empowered to alter any of the terms hereof except as provided herein.

IN WITNESS, WHEREOF, the parties have hereto caused this Agreement to be executed by their proper officers and representatives.

OMAHA-COUNCIL BLUFFS METROPOLITAN  
AREA PLANNING AGENCY

Attest: \_\_\_\_\_ by \_\_\_\_\_ Date \_\_\_\_\_  
Chairman, Board of Directors

BLACK HILLS WORKSHOP

Attest: \_\_\_\_\_ by \_\_\_\_\_ Date \_\_\_\_\_  
Authorized Official

APPROVED AS TO LEGAL FORM

DATE \_\_\_\_\_

Signed \_\_\_\_\_  
Legal Counsel

## **Black Hills Works**

### **OPC Service**

#### **Scope of Work**

Black Hills Workshop supports individuals employed at Offutt Air Force Base and provides transportation on almost a 24 hour a day/seven day a week basis. There currently are 9 runs in which our vehicles travel approximately 500 miles each day providing door to door services. The majority of our runs are during hours that the Metro Area Transit does not operate. We also go to a variety of the areas in which the Transit does not serve including large sections of Bellevue, northwest Omaha, and outlying contiguous areas. Our earliest transportation run starts at 3:00 am and our latest run starts at 11:30 pm. Approximately 2,450 trips are projected for the year carrying 17,000 riders. While all of our riders meet the low income standards, the majority also live in impoverished areas of that community. We have been providing services for over 13 years in order to ensure that people with disabilities have employment options. Our services are very safe and our vehicles are maintained. We have not been able to find other transportation systems or other agencies that have services whose destination is in this area of Offutt Air Force Base. We have been unable to locate a service to use as a coordinated pick up and drop off location. We continue to explore this option. This project meets the needs of approximately 65 individuals with disabilities who have been referred by State agencies in the Omaha area. It therefore meets the needs of the State agencies who have made the referrals and whose mission is to find employment opportunities for people with severe disabilities. Most of the people we support do not have the ability to own and operate their own vehicle and therefore are dependent upon a transportation service.

#### **Budget**

Please see Attachment 1 for the 5310 budget request.

Operations: The 5310 \$30,170 request will be used for drivers' salaries and benefits, cellphones for the vans, vehicle fuel, and maintenance costs.

#### **Local Match**

The 50% required local match is from our budgeted funds.

## Exhibit C: Project Budget

**Project Name:** Black Hills Works - MAPA Grant FTA Project NE

**Contact Name:** Robert Mathews

Budget Detail	Total Cost Year 1	Year 1		Total Cost Year 2	Year 2	
		5310 Funds	Local Match		5310 Funds	Local Match
<b>A. OPERATING EXPENSES<sup>1</sup></b>						
1. Drivers Wages	\$ 21,116	\$ 10,558	\$ 10,558			
2. Benefits @ 20%	\$ 4,223	\$ 2,112	\$ 2,112			
3. Other- Cell Exp	\$ -		\$ -			
4. Mileage (\$0.54/mile)	\$ 35,000	\$ 17,500	\$ 17,500			
5. Vehicle Repair/Maintenance	\$ -		\$ -			
<b>Subtotal - Operating Expenses</b>	<b>\$ 60,339</b>	<b>\$ 30,170</b>	<b>\$ 30,170</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>B. CAPITAL EXPENSES<sup>2</sup></b>						
1						
2						
3						
4						
5						
<b>Subtotal - Capital Expenses</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>C. PROGRAM TOTAL BUDGET</b>	<b>\$ 60,339</b>	<b>\$ 30,170</b>	<b>\$ 30,170</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>Year 1 Program Total</b>	<b>Year 1 5310 Funds</b>	<b>Year 1 Local Match Total</b>	<b>Year 2 Program Total</b>	<b>Year 2 5310 Funds</b>	<b>Year 2 Local Match Total</b>

<sup>1</sup> 5310 funding for Operating Expenses may not exceed 50% of the total cost.

<sup>2</sup> 5310 funding for Capital Expenses may not exceed 80% of the total cost.

## CONTRACT COVER PLATE

### CONTRACT IDENTIFICATION

1. Contract Number: 18012700301
2. Project Description: Policy Link - Equity Profile Update
3. Effective Date: January 1, 2018
4. Completion Date: September 30, 2018

### CONTRACT PARTIES

5. Contractor Name and Address:

Policy Link  
1438 Webster Street  
Suite 303  
Oakland, CA 94612

6. The Planning Agency:

The Omaha-Council Bluffs Metropolitan Area Planning Agency  
2222 Cuming Street  
Omaha, Nebraska 68102

### ACCOUNTING DATA

7. Contract – not to exceed \$50,000 FHWA

### DATES OF SIGNING AND MAPA BOARD APPROVAL

8. Date of MAPA Board Approval -
9. Date of Contractor Approval
10. Legal Review -

AGREEMENT  
FOR PROFESSIONAL SERVICES

THIS AGREEMENT entered into this first day of January, 2018 by and between Policy Link, a non-profit organization, 1438 Webster Street, Suite 303, Oakland, California 94612 (hereinafter referred to as "the Contractor") and the Omaha-Council Bluffs Metropolitan Area Planning Agency, 2222 Cuming Street, Omaha, Nebraska, 68102 (hereinafter referred to as "MAPA"), providing for professional services described herein and within the MAPA FY 2018 Unified Work Program (hereinafter referred to as the "FY 2018 Program").

NOW, THEREFORE, it is mutually understood and agreed by the parties hereto as follows:

1. EMPLOYMENT OF THE CONTRACTOR

The Planning Agency hereby agrees to engage the Contractor and the Contractor hereby agrees to perform services herein set forth.

2. SCOPE OF SERVICES

The Contractor shall do, perform and carry out in a satisfactory and proper manner, all of the services as stated. Said services shall include, but not be limited to the following:

A. Objective. The objective of this agreement is update the Equity Profile for the Omaha-Council Bluffs Metropolitan Area.

B. Anticipated Results. The Contractor will update the Omaha-Council Bluffs Metropolitan Area Equity Profile and will provide staff to present the document at specified events and dates as stated herein Exhibit I.

3. PERSONNEL

A. The Contractor represents that it has, or will secure all personnel required in performing the services under this Agreement without exceeding the project budget. Such personnel will not have any other financial interest pertaining to work covered by this Agreement.

B. All of the services required hereunder shall be performed by the Contractor or under its supervision and all personnel engaged in the work shall be fully qualified and authorized under state and local law to perform such services.

C. All subcontracted services covered by this Agreement shall be reviewed and approved prior to contracting by MAPA.

4. TIME OF PERFORMANCE

The Contractor agrees to perform the services of this Agreement as stated herein, within the time of this Agreement. The agreement shall cover work performed beginning January 1, 2018, and ending September 30, 2018.

5. COMPENSATION

MAPA agrees to pay for the services rendered by the Contractor under the terms of this Agreement, compensation on a cost reimbursement basis for costs incurred and to include direct costs not to exceed in any event fifty thousand dollars (\$50,000). (Exhibit II)

Payments for work under this agreement will be made based on actual costs up to a Maximum-Not-To-Exceed amount identified in the preceding paragraph. Actual costs include direct labor costs, direct non-labor costs, and overhead costs.

A. Direct Labor Costs are the earnings that individuals receive for the time they are working directly on the project.

a. Hourly Rates: For hourly employees, the hourly earnings rate shall be their employee's straight time hourly rate for the pay period in which the work was performed. If overtime hours are worked on this project, the premium pay portion of those hours is not allowable as a direct labor cost. For salaried employees, the hourly earnings rate shall be their actual hourly rate as recorded in the Contractor's accounting books of record.

b. Time Reports: The hours charged to the project must be supported by adequate time distribution records that clearly indicate the distribution of hours to all projects/activities on a daily basis for the entire pay period. Time reports must provide a clear identifying link to the projects: such as project description, project number, pertinent work phase, dates of service, and the individual's name and position. There must be an adequate system of internal controls in place to ensure that time charges are correct and have the appropriate supervisory approval.

B. Direct Non-Labor Costs: These costs include all necessary, actual, and allowable costs related to completing the work under the agreement, including but not limited to: meals, lodging, mileage, subject to the limitations outlined below; communication costs; reproduction and printing costs; special equipment and materials required for the project; special insurance premiums if required solely for this agreement; and such other allowable items. Purchases of such items must follow federal funding procurement process. Meal and lodging expenses shall not exceed IRS published per diem rates for the region. Alcoholic beverages are not considered to be an allowable expense and are not reimbursable.

A non-labor cost charged as a direct cost cannot be included in the Contractor's overhead rate. If for reasons of practicality, the consultant is treating a direct non-labor cost category, in its entirety, as an overhead cost, then costs from that category are not eligible to be billed to this project as a direct expense.

Contractor shall submit to the Planning Agency an invoice or billing itemizing all direct non-labor costs claimed for work under this agreement, and all supporting receipts or invoices.

## 6. METHOD OF PAYMENT

The Consultant may request partial payment for services performed under this Contract on a monthly schedule, starting at least 30 days after contract effective date. Such requests shall be based on the percentage of work completed to date of such requests. Final payment of services under this contract shall be made by the Planning Agency within sixty (60) days following satisfactory completion of the Consultant's obligations under this Contract.

## 7. RECORDS AND AUDITS

The Consultant shall maintain accounts and records, including personnel, property and financial records, adequate to identify and account for all costs pertaining to the Contract and such other records as may be deemed necessary by the Planning Agency to assure proper accounting for all project funds, both federal and non-federal shares. These records will be made available for audit purposes to the Planning Agency, any representative of the FHWA, the Inspector General, the Government Accounting Office, the State Auditor's Office, the Nebraska Department of Roads, or any authorized representative, and shall be retained for three years after the expiration of this Contract unless permission to destroy them is granted by the Planning Agency.

## 8. TERMINATION OF AGREEMENT FOR CAUSE

- A. If, through any cause, the Contractor shall fail to fulfill in a timely and proper manner its obligations under this Agreement, or if the Contractor shall violate any of the covenants, agreements, or stipulations of this Agreement, or refuse to accept changes required by NDOR, MAPA shall thereupon have the right to terminate this Agreement by giving written notice to the Contractor of such termination and specifying the effective date of such termination. In that event, all finished or unfinished documents, data, studies, surveys, drawings and reports prepared by the Contractor shall be made available to MAPA, and the Contractor shall be entitled to receive compensation for all expenses incurred or obligated on all work mutually agreed to be satisfactorily completed through the effective date of termination.
- B. The above also applies when the Agreement may be terminated because of circumstances beyond the control of MAPA or the Contractor.

## 9. CHANGES

The Contractor or MAPA may, from time to time, request changes in the Scope of Services set forth in this Agreement, which are to be performed by the Contractor. Such changes, including any increase or decrease in the amount of the Contractor's compensation, which are mutually agreed upon by and between MAPA and the Contractor, and subject to the approval of the NDOR, shall be incorporated in written amendments to this Agreement and duly executed by authorized officials of the Parties.

10. PROHIBITED INTEREST

- A. No member of or delegate to the Congress of the United States shall be admitted to any share or part of this Agreement or to any benefit arising there from.
- B. No member, officer, or employee of MAPA or of a local governing public body during their tenure or one (1) year thereafter shall have any financial interest, direct or indirect, in this Agreement or the proceeds thereof.

11. ASSIGNABILITY

Neither the Contractor nor MAPA shall assign any interest in this Agreement, and shall not transfer any interest in the same (whether by assignment or novation), without prior written mutual consent.

12. CLAIMS

Both parties indemnify, save and hold harmless the other party, and all its agents and employees of and from any and all claims, demands, actions or causes of action of whatever nature or character arising out of, or by reason of, the work to be performed by either party. Each party further agrees to defend, at its own sole cost and expense, any action or proceeding commenced for the purpose of asserting any such claim of whatever character arising as a result of its actions. Each party agrees to cooperate in the defense or settlement negotiation of such claim, action, or proceeding. It is further agreed that any and all employees of either party while engaged in the performance of any work or service required or provided for herein to be performed by that party, shall not be considered employees of the other party, and that any and all claims that may or might arise under the Worker's Compensation Act of the State of Nebraska or any other applicable workers' compensation law on behalf of said employees, while so engaged, and any and all claims made by any third parties as a consequence of any act or omission on the part of said employees, shall in no way be the obligation or responsibility of the other party.

13. INTEREST OF THE CONTRACTOR

The Contractor covenants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance or services required to be performed under this Agreement. The Contractor further covenants that in the performance of this Agreement, no person having any such interest shall be employed.

14. IDENTIFICATION OF DOCUMENTS

- A. All reports, maps, and other documents completed as part of this Agreement, other than documents completed exclusively for internal use within MAPA, shall carry the following notation

on the front cover or a title page (or, in the case of maps in the same block) containing the name of MAPA, the Contractor and the following:

"The preparation of this report, document, etc. was financed in part through a Federal grant from the Department of Transportation under the Transportation Planning Program authorized under Section 134 of Title 23 United States Code."

Together with the date (month and year) the document was prepared.

- B. Originals of all documents including computer tapes, tracings, drawings, estimates, specifications, field notes, investigations, studies, etc., as instruments of service under terms of this Agreement are to be the joint property of the political jurisdiction and governmental agencies participating in the transportation planning process. Copies of said documents will be made available to such participants upon request at costs of such reproduction.

#### 15. PUBLICATION OR RELEASE OF INFORMATION

- A. Papers, interim reports, forms or other material which are a part of the work under this Agreement shall not be copyrighted without written approval of MAPA.
- B. Either party to the Agreement may initiate a request for publication of the final or interim reports, or any portions thereof.
- C. Publication by either party shall give credit to the other party and to the FHWA. However, if NDOT or FHWA does not wish to subscribe to the findings or conclusions of the study the following statement shall be included on the credit sheet: "The opinions, findings and conclusions expressed in this publication are those of the authors and not necessarily those of NDOT or the Federal Highway Administration."
- D. In the event of failure of agreement between NDOT and the Contractor relative to the publication of any reports during the period of the Agreement, each party reserves the right to publish independently, in which event the nonoccurrence of the other party shall be set forth, if requested.
- E. Both written and oral releases are considered to be within the context of publication. However, there is no intention to limit discussion of the study with participants in the Transportation Planning Program, small technical groups or lectures to employees or students. Lectures to other groups which describe the plans are permissible.
- F. Neither party shall publish nor otherwise disclose, nor permit to be disclosed or published, the results of the investigation herein contemplated, during the period of the Agreement, without notifying the other party.
- G. When the scheduled time for presentation of a paper does not permit formal review and approval of a complete report, abstracts may be used for notification of intent to present a paper based on the study. Such presentation must protect the interest of the other party by the inclusion of a statement in the paper and in presentation to the effect that the paper had not been reviewed by the State.

16. NONDISCRIMINATION

- A. Both Parties agree that in accordance with the Nebraska Fair Employment Practice Act, Neb. Rev. Stat. § 48-1101 to 48-1126, they will not discriminate against any employee or applicant for employment, to be employed in the performance of this Agreement, with respect to hire, tenure, terms, conditions, or privileges of employment because of the age, race, color, religion, sex, disability, or national origin of the employee or applicant. None of the Parties shall, in the performance of this Agreement, discriminate or permit discrimination in violation of federal or state laws or local ordinances.
- B. The Contractor agrees to comply with the requirements of Title VI of the Civil Rights Act of 1964.
- C. The Contractor further agrees to comply with any and all requirements of the U. S. Department of Transportation and the Federal Highway Administration regarding equal employment opportunity and nondiscrimination.

17. MINORITY BUSINESS ENTERPRISE

In connection with the performance of this Agreement, the Contractor will cooperate with the project sponsor in meeting commitments and goals with regard to the maximum utilization of minority business enterprises and will use its best efforts to insure that minority business enterprises shall have the maximum practicable opportunity to compete for subcontract work under this Agreement to the extent allowable by law.

18. APPLICABLE LAW AND VENUE

Parties to this Agreement shall conform to all existing and applicable Contractor ordinances, resolutions, state and local laws, federal laws, and all existing and applicable rules and regulations. Nebraska law will govern the terms and the performance under this Agreement.

19. ENTIRE AGREEMENT

This Agreement contains the entire agreement of the Parties. The provisions of this Agreement may not be explained, supplemented, or qualified through evidence of trade usage or prior course of dealings. No representations were made or relied upon by either Party other than those that are expressly set forth herein. No agent, employee or other representative of either Party is empowered to alter any of the terms hereof except as provided herein.

20. PUBLIC BENEFITS

With regard to Neb. Rev. Stat. §§ 4-108 – 113, neither Party is an individual or sole proprietorship. Therefore, neither Party is subject to the public benefits attestation and related requirements of Neb. Rev. Stat. §§ 4-108 – 113.

## 21. INDEPENDENT CONTRACTOR

It is agreed that nothing contained herein is intended or should be construed in any manner as creating or establishing a partnership or joint venture between the Parties. Any and all acts that either Party or its personnel, employees, agents, contractors, or servants, perform pursuant to the terms of this Agreement shall be undertaken as independent contractors and not as employees of the other. The Parties shall, except as provided herein, act in their individual capacities and not as agents, employees, partners, joint ventures or associates of the other. An employee or agent of one shall not be deemed or construed to be the employee or agent of the other for any purpose whatsoever. None of the Parties nor its personnel, employees, agents, contractors, or servants shall be entitled to any benefits of the other. The Parties shall not provide any insurance coverage to the other or their employees including, but not limited to, workers' compensation insurance. Each Party shall pay all wages, salaries and other amounts due its employees and shall be responsible for all reports, obligations, and payments pertaining to social security taxation, income tax withholding, workers' compensation, unemployment compensation, group insurance coverage, collective bargaining agreements or any other such similar matters. Neither Party shall have any authority to bind the other by or with any contract or agreement, nor to impose any liability upon the other. All acts and contracts of each shall be in its own name and not in the name of the other, unless otherwise provided herein.

## 22. COPELAND "ANTI-KICKBACK" ACT (18 U.S.C. 874 and 40 U.S.C. 276c)

The Contractor or subcontractor shall be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he is otherwise entitled. The recipient shall report all suspected or reported violations to the Federal awarding agency.

## 23. RIGHTS TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT

Any performance of experimental, developmental, or research work shall provide for the rights of the Federal Government and the recipient in any resulting invention in accordance with 37 CFR part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

IN WITNESS WHEREOF, the parties have hereto caused this Agreement to be executed by their proper officers and representatives.

**OMAHA-COUNCIL BLUFFS METROPOLITAN  
AREA PLANNING AGENCY**

Attest: \_\_\_\_\_

by \_\_\_\_\_ DATE: \_\_\_\_\_  
Chairman, Board of Directors

**POLICY LINK**

Attest: \_\_\_\_\_

by \_\_\_\_\_ DATE: \_\_\_\_\_

Title: \_\_\_\_\_

APPROVED AS TO LEGAL FORM

DATE \_\_\_\_\_, 20\_\_\_\_\_

Signed \_\_\_\_\_  
MAPA Legal Counsel

# DRAFT

The contract deliverables would include:

- Updating the Omaha Equitable Growth Profile and Summary to the latest (2015) data
- Working with the advisory committee to incorporate new indicators into the profile
- Engaging the advisory committee in a process to review the profile, develop policy recommendations, and support their effective use of the profile data upon release
- Work with the Metro Area Planning Agency and the advisory committee to develop a successful strategy for releasing and disseminating the profile
- Participate in the Heartland 2050 Summit in June/July, including delivering a presentation of the profile, remarks at the evening reception, and a keynote during the event

I think the contract dates can be Feb 1-June 30 since we scoped this for a 5 month engagement. It is ok if the Summit is in July.

And here is a draft timeline for your review:

- January:
  - Update data for profile
- Week of February 5:
  - Initial videoconference meeting to kickoff project; discuss the process and the policy agenda component; answer data questions
- Week of February 19:
  - Initial draft profile update sent to Advisory Committee
- Week of March 5:
  - Meeting to review first draft of the updated profile and Summary
  - Share feedback on documents
- Week of March 19:
  - Revised profile and Summary sent to committee
- March 26-April:
  - Meeting to review revisions; agree on final edits
  - Plan for release event
  - Equity Summit April 11-13
- May:
  - Editing and Summit Planning
- June/July:
  - Summit and profile release

MAPA  
CONTRACT COVER PLATE

CONTRACT IDENTIFICATION

1. Contract Parties: MAPA-Florence Home for the Aged
2. Project Title: Florence Home for the Aged Paratransit Service 18013100003
3. Effective Date: January 25, 2018
4. Completion Date: December 31, 2018

CONTRACT PARTIES

5. Contractor Name and Address: Florence Home for the Aged  
7915 N. 30<sup>th</sup> St.  
Omaha, NE 68112
6. The Planning Agency: The Omaha-Council Bluffs Metropolitan Area Planning Agency  
2222 Cuming Street  
Omaha, Nebraska 68102

ACCOUNTING DATA

7. Contract -\$45,580 of FTA 5310 (CFDA 20.513) Enhanced Mobility of Seniors and Individuals with Disabilities funds less independent audit and inspection fees, unless acceptable compliance with 2 CFR 200 can be substituted, plus \$45,580 in matching funds.

DATES OF SIGNING AND MAPA BOARD APPROVAL

8. Date of MAPA Board Approval –
9. Date of Legal Review –
10. Date of FTA Release of Funds –

AGREEMENT  
FOR PROFESSIONAL SERVICES

THIS AGREEMENT entered into this twenty-fifth day of January, 2017, by and between Florence Home for the Aged, 7915 N. 30<sup>th</sup> St., Omaha, NE 68112, herein after referred to as "the Contractor", and the Omaha-Council Bluffs Metropolitan Area Planning Agency, 2222 Cuming Street, Omaha, Nebraska 68102, hereinafter referred to as "MAPA", providing for professional services described herein.

NOW, THEREFORE, it is mutually understood and agreed by the parties hereto as follows:

1. EMPLOYMENT OF THE CONTRACTOR

The Contractor agrees to undertake certain paratransit services as identified in Section 5310 Formula Grant for Enhanced Mobility of Seniors and Individuals with Disabilities. This Agreement shall be subject to all required provisions of FTA Project NE-2016-015-01 attached and incorporated hereto by reference (Exhibit A).

2. AREA COVERED

The service area to be covered under this Agreement shall be the Omaha-Council Bluffs urbanized area. The Contractor will provide paratransit service for veterans, the elderly, and disabled individuals.

3. SCOPE OF SERVICES

- A. The Contractor shall do, perform, and carry out the duties stated herein Exhibit B.
- B. The Contractor will cooperate with MAPA in the preparation of information and reports to meet, in a timely manner, the requirements of the FTA. MAPA will be provided a copy of data and reports developed as a result of this Agreement.
- C. The Contractor will be available to provide quarterly oral reports to the MAPA Coordinated Transportation Committee and the MAPA Board of Directors when necessary, and will submit written quarterly progress reports. These progress reports will provide the following information: work performed during the completed quarter, conformance to approved project scope, percent completed, if on schedule, and planned activities for the next quarter. These reports need to be submitted no later than 30 days after the end of each quarter.

4. PERSONNEL

- A. The Contractor represents that it has, or will secure all personnel required in performing the services under this Agreement without exceeding the project budget. Such personnel will not have any other financial interest pertaining to work covered by this Agreement.
- B. All of the services required hereunder shall be performed by the Contractor or under its supervision and

all personnel engaged in the work shall be fully qualified and authorized under state and local law to perform such services.

C. All subcontracted services covered by this Agreement shall be reviewed and approved prior to contracting by MAPA and FTA. The Contactor must follow the federal requirements as it pertains to the procurement of goods and services. The Contractor shall provide to MAPA, as well as State and Federal Agencies, upon request proof of the procurement process.

#### 5. RESIDENCY VERIFICATION

Pursuant to Neb. Rev. Stat. § 4-114 *et seq.*, each party shall use a federal immigration verification system to determine the work eligibility status of new employees physically performing services within the State of Nebraska. A federal immigration verification system means the electronic verification of the work authorization program authorized by the illegal Immigration Reform and Immigrant Responsibility Act of 1996, 8 U.S.C. § 1324a, known as the E-Verify Program, or an equivalent federal program designated by the United States Department of Homeland Security or other federal agency authorized to verify the work eligibility status of a newly hired employee.

#### 6. TIME OF PERFORMANCE

The Contractor agrees to perform the services of this Agreement as stated herein, within the time of this Agreement. The agreement shall cover work performed beginning January 25, 2018 and ending December 31, 2018.

#### 7. COMPENSATION

Contingent upon receipt of Federal Transit Administration (FTA) 5310 funds under FTA Project NE-2016-015-01, MAPA agrees to pay for the services rendered by the Contractor under the terms of this Agreement, compensation on a cost reimbursement basis for costs incurred and to include direct costs not to exceed in any event forty-five thousand five hundred eighty dollars (\$45,580) less independent audit and inspection fees, unless acceptable compliance with 2 CFR 200 can be substituted. The Contractor agrees to contribute in cash or in services a minimum requirement of forty-five thousand five hundred eighty dollars (\$45,580). Services shall be defined as staff time paid with non-federal dollars or equipment purchased with non-federal dollars. (Exhibit C)

A. Direct Labor Costs are the earnings that individuals receive for the time they are working directly on the project.

a. Hourly Rates: For hourly employees, the hourly earnings rate shall be their employee's straight time hourly rate for the pay period in which the work was performed plus overhead. The approved rates and estimated hours are included in the budget (Exhibit C).

b. Time Reports: The hours charged to the project must be supported by adequate time distribution records that clearly indicate the distribution of hours to all projects/activities on a daily basis for the entire pay period. Time reports must provide a clear identifying link to the projects: such as project description, project number, pertinent work phase, dates of service, and the individual's name and position. There must be an adequate system of internal controls in place to ensure that time charges are correct and have the appropriate supervisory approval.

B. Direct Non-Labor Costs: These costs include all necessary, actual, and allowable costs related to completing the work under the agreement, including but not limited to: meals, lodging, mileage, subject to the limitations outlined below; communication costs; reproduction and printing costs; special equipment and materials required for the project; special insurance premiums if required solely for this agreement; and such other allowable items. Meal and lodging expenses shall not exceed IRS published per diem rates for the region. Alcoholic beverages are not considered to be an allowable expense and are not reimbursable.

A non-labor cost charged as a direct cost cannot be included in the Consultant's overhead rate. If for reasons of practicality, the consultant is treating a direct non-labor cost category, in its entirety, as an overhead cost, then costs from that category are not eligible to be billed to this project as a direct expense.

Consultant shall submit to the Planning Agency an invoice or billing itemizing all direct non-labor costs claimed for work under this agreement, and all supporting receipts or invoices.

## 8. RECORDS AND AUDITS

- A. The Contractor shall establish and maintain accounts for the project in a manner in accordance with applicable provisions of 2 CFR, Subtitle A, Chapter 2, Part 200, Subpart F.
- B. Expenditures shall be in conformance with the standards for allowability of costs and the contract cost principles and procedures set forth in 2 CFR 200.
- C. The Contractor shall establish and maintain separate accounts for expenditures under FTA Project NE-2016-015-01.
- D. If necessary, the Federal award information needed for the SEFA includes:
  - Federal Grantor:** US Department of Transportation - Federal Transit Administration
  - Pass-Through Grantor:** Omaha-Council Bluffs Metropolitan Area Planning Agency
  - Program Title:** Enhanced Mobility of Seniors and Individuals with Disabilities
  - CFDA Number:** 20.513
  - Project Number:** 1801310003
- E. The Contractor shall maintain an accurate cost-keeping system as to all costs incurred in connection with the subject of this Agreement and shall produce for examination books of account, bills, invoices

and other vouchers, or certified copies thereof if originals are lost, at such reasonable time and place as may be designated by MAPA, NDOT or a designated Federal representative and shall permit extracts and copies thereof to be made during the period and for three (3) years after the final NDOT-MAPA audit is completed, resolved and closed.

- F. The Contractor shall at all times afford a representative of MAPA, NDOT, FTA, or any authorized representative of the Federal government, reasonable facilities for examination and audits of the cost account records, shall make such returns and reports to a representative as may be required, shall produce and exhibit such books, accounts, documents and property as the representative may desire to inspect, and shall in all things aid the representative in the performance of audit duties.
- G. If any amount paid by MAPA to the Contractor under this Agreement as found to be ineligible for reimbursement from the sponsoring federal agency, the Contractor shall pay such amount back to MAPA.

#### 9. SUBMISSION OF VOUCHERS/INVOICES

- A. The Contractor may submit monthly, but no less than quarterly, documented invoices of costs incurred for the work elements and work activities that were previously identified in Sections 3A of this Agreement. Said reports shall account for the expenditure of Federal and Contractor shares, shall indicate work program percentage completion, and shall contain a statement of the Contractor's estimate of the percentage of work completed and be signed by a responsible representative of the Contractor's certifying that all of the items herein are true and correct for the work performed under the terms of this Agreement. Final payment shall be made upon determination by MAPA and FTA that all requirements hereunder have been completed, which determination shall not be unreasonably withheld. Promptly after receipt of the Contractor's invoices, and following receipt of funds from FTA Project NE-2016-015-01. MAPA shall make payment thereon to the Contractor. MAPA may withhold ten percent (10%) of the total compensation pending a final audit of this Agreement.
- B. All invoices shall be taken from the books of account kept by the Contractor shall have available copies of payroll distribution, receipted bills or other documents reasonably required by MAPA. The Contractor shall use actual labor rates for billing purposes.
- C. The Contractor shall have available a listing of all Contractor personnel positions that may be selected or assigned to the work contemplated herein. Said listing shall indicate the title or classification and salary range of each such position. It is agreed that employees of the Contractor, whose time is directly assignable to the FY 2018 Program, shall keep and sign a time record showing the work element and work activity of the FY 2018 Program, date and hours worked, and title of position.

#### 10. TERMINATION OF AGREEMENT FOR CAUSE

- A. If, through any cause, the Contractor shall fail to fulfill in a timely and proper manner its obligations under this Agreement, or if the Contractor shall violate any of the covenants, agreements, or stipulations of this Agreement, or refuse to accept changes required by FTA, MAPA shall thereupon have the right to

terminate this Agreement by giving written notice to the Contractor of such termination and specifying the effective date of such termination. In that event, all finished or unfinished documents, data, studies, surveys, drawings and reports prepared by the Contractor shall be made available to MAPA, and the Contractor shall be entitled to receive compensation for all expenses incurred or obligated on all work mutually agreed to be satisfactorily completed through the effective date of termination.

- B. The above also applies when the contract may be terminated because of circumstances beyond the control of MAPA or the Contractor.

#### 11. CHANGES

The Contractor or MAPA may, from time to time, request changes in the Scope of Services set forth in this Agreement to be performed by the Contractor. Such changes, including any increase or decrease in the amount of the Contractor's compensation, which are mutually agreed upon by and between MAPA and the Contractor, and subject to the approval of the FTA, shall be incorporated in written amendments to this Agreement.

#### 12. PROHIBITED INTEREST

- A. No member of or delegate to the Congress of the United States shall be admitted to any share or part of this contract or to any benefit arising therefrom.
- B. No member, officer, or employee of MAPA or of a local governing public body during his tenure or one year thereafter shall have any interest, direct or indirect, in this Contract or the proceeds thereof.

#### 13. ASSIGNABILITY

Neither the Contractor nor MAPA shall assign any interest in this Agreement, and shall not transfer any interest in the same (whether by assignment or novation), without prior written mutual consent.

#### 14. CLAIMS

Both parties indemnify, save and hold harmless the other party, and all its agents and employees of and from any and all claims, demands, actions or causes of action of whatever nature or character arising out of, or by reason of, the work to be performed by either party. Each party further agrees to defend, at its own sole cost and expense, any action or proceeding commenced for the purpose of asserting any such claim of whatever character arising as a result of its actions. It is further agreed that any and all employees of either party while engaged in the performance of any work or service required or provided for herein to be performed by that party, shall not be considered employees of the other party, and that any and all claims that may or might arise under the Worker's Compensation Act of the State of Nebraska on behalf of said employees, while so engaged, and any and all claims made by any third parties as a consequence of any act or omission on the part of said employees, shall in no way be the obligation or responsibility of the other party.

15. INTEREST OF THE CONTRACTOR

The Contractor covenants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance or services required to be performed under this Agreement. The Contractor further covenants that in the performance of this Agreement, no person having any such interest shall be employed.

16. IDENTIFICATION OF DOCUMENTS

A. All reports, maps, and other documents completed as part of this Agreement, other than documents completed exclusively for internal use within MAPA, shall carry the following notation on the front cover or a title page (or, in the case of maps in the same block) containing the name of MAPA, the Contractor and the following:

*"The preparation of this report, document, etc. was financed in part through a Federal grant from the Department of Transportation under U.S.C. Section 5310 Formula Grants for Enhanced Mobility of Seniors and Individuals with Disabilities"*

Together with the date (month and year) the document was prepared.

B. Originals of all documents including computer tapes, tracings, drawings, estimates, specifications, field notes, investigations, studies, etc., as instruments of service under terms of this Agreement are to be the joint property of the political jurisdiction and governmental agencies participating in the transportation planning process. Copies of said documents will be made available to such participants upon request at costs of such reproduction.

17. PUBLICATION OR RELEASE OF INFORMATION

A. Papers, interim reports, forms or other material which are a part of the work under contract will not be copyrighted without written approval of FTA.

B. Either party to the Agreement may initiate a request for publication of the final or interim reports, or any portions thereof.

C. Publication by either party shall give credit to the other party and to FTA. However, if FTA does not wish to subscribe to the findings or conclusions of the study the following statement shall be included on the credit sheet: "The opinions, findings and conclusions expressed in this publication are those of the authors and not necessarily those of FTA."

D. In the event of failure of agreement between FTA and the Contractor relative to the publication of any reports during the period of the contract, each party reserves the right to publish independently, in which event the nonconcurrence of the other party shall be set forth, if requested.

E. Both written and oral releases are considered to be within the context of publication. However, there is no intention to limit discussion of the study with participants in the Transportation Planning Program, small technical groups or lectures to employees or students. Lectures to other groups which describe the

plans are permissible.

- F. Neither party shall publish nor otherwise disclose, nor permit to be disclosed or published, the results of the investigation herein contemplated, during the period of the Agreement, without notifying the other party.
- G. When the scheduled time for presentation of a paper does not permit formal review and approval of a complete report, abstracts may be used for notification of intent to present a paper based on the study. Such presentation must protect the interest of the other party by the inclusion of a statement in the paper and in presentation to the effect that the paper had not been reviewed by the State.

#### 18. NONDISCRIMINATION

- A. In connection with the execution of this Agreement, the Contractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR part 26 in the award and administration of DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate.
- B. The Contractor agrees to comply with the requirements of Title VI of the Civil Rights Act of 1964.
- C. The Contractor further agrees to comply with any and all requirements of the U. S. Department of Transportation and the Federal Transit Administration regarding equal employment opportunity and nondiscrimination. (See Exhibit C attached and incorporated hereto by reference.)

#### 19. DISADVANTAGED BUSINESS ENTERPRISE

In connection with the performance of this Agreement, the Contractor will cooperate with the project sponsor in meeting commitments and goals with regard to the maximum utilization of disadvantaged business enterprises and will use its best efforts to ensure that disadvantaged business enterprises shall have the maximum practicable opportunity to compete for subcontract work under this Agreement.

#### 21. COPELAND "ANTI-KICKBACK" ACT (*18 U.S.C. 874 and 40 U.S.C. 276c*)

The Consultant or subcontractor shall be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he is otherwise entitled. The recipient shall report all suspected or reported violations to the Federal awarding agency.

#### 22. DAVIS-BACON ACT, *as amended (40 U.S.C. 276a to a-7)*

The Consultant and subcontractors shall be required to pay wages to laborers and mechanics at a rate not less than the minimum wages specified in a wage determination made by the Secretary of Labor. In addition, contractors shall be required to pay wages not less than once a week. The recipient shall place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation and the award of a contract shall be conditioned upon the acceptance of the wage

determination. The recipient shall report all suspected or reported violations to the Federal awarding agency.

23. CONTRACT WORK HOURS AND SAFETY STANDARDS ACT (40 U.S.C. 327-333)

The Consultant and subcontractors shall be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than 1 1/2 times the basic rate of pay for all hours worked in excess of 40 hours in the work week. Section 107 of the Act is applicable to construction work and provides that no laborer or mechanic shall be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

24. RIGHTS TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT

Any performance of experimental, developmental, or research work shall provide for the rights of the Federal Government and the recipient in any resulting invention in accordance with 37 CFR part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

25. DEBARMENT AND SUSPENSION (E.O.s 12549 and 12689)

The Consultant and all subcontractors assert the organization or individuals are not listed on the government-wide Excluded Parties List System, in accordance with the OMB guidelines at 2 CFR part 180 that implement E.O.s 12549 (3 CFR, 1986 Comp., p. 189) and 12689 (3 CFR, 1989 Comp., p. 235), "Debarment and Suspension." The Excluded Parties List System contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than E.O. 12549.[69 FR 26281, May 11, 2004, as amended at 70 FR 51879, Aug. 31, 2005]

26. HOLD HARMLESS

The Consultant agrees to and shall indemnify, save and hold harmless the Planning Agency, its members, officers, employees, and agents, from all claims and liability of whatsoever kind or character due to or arising out of the acts and conduct of the Consultant, its officers, agents, employees, subcontractors, and others acting for or under the direction of the Consultant doing the work herein contracted for, or by or in consequence of any negligence in the performance of this Agreement, or by or on account of any omission in the performance of this Agreement, and also from all claims of damage for infringement of any patent in fulfilling this Agreement. The Consultant will procure and maintain adequate public liability and property damage insurance to protect the Planning Agency, its members,

officers, employees, and agents, and will, upon request of the Planning Agency, furnish proof of compliance with this requirement.

**27. DRUG FREE POLICY**

Both parties have established and maintain drug free workplace policies.

**28. ENTIRE AGREEMENT**

This Agreement contains the entire agreement of the Parties. The provisions of this Agreement may not be explained, supplemented, or qualified through evidence of trade usage or prior course of dealings. No representations were made or relied upon by either Party other than those that are expressly set forth herein. No agent, employee or other representative of either Party is empowered to alter any of the terms hereof except as provided herein.

IN WITNESS WHEREOF, the parties have hereto caused this Agreement to be executed by their proper officers and representatives.

OMAHA-COUNCIL BLUFFS METROPOLITAN  
AREA PLANNING AGENCY

Attest: \_\_\_\_\_ by \_\_\_\_\_ Date \_\_\_\_\_  
Chairman, Board of Directors

FLORENCE HOME FOR THE AGED

Attest: \_\_\_\_\_ by \_\_\_\_\_ Date \_\_\_\_\_  
Authorized Official

APPROVED AS TO LEGAL FORM

DATE \_\_\_\_\_

Signed \_\_\_\_\_  
Legal Counsel

**DRAFT**

## Exhibit B – Scope of Services

### Florence Home Transportation

Florence Home Transportation Services provides trained staff to accompany residents with disabilities, the elderly, and veterans on transportation trips to physician visits, dental appointments, outings and social events. Resident served live at Florence Home Healthcare Center, Royale Oaks Assisted Living, House of Hope Alzheimer's Care and House of Hope Assisted Living. Our trained drivers accompanying the individual from door to door and provide physical assistance with cares, toileting and communicate with medical staff during the trip. The Florence Home Transportation Services provides demand responsive transportation for individuals that require additional support not currently provided by public transportation.

The Florence Home Transportation Services operates Monday through Friday from 7:00am to 5:00pm or as late as needed to complete the transport. Occasionally, these same services are provided on Saturday and Sunday, when scheduled in advance. Approximately 7,500 to 8,000 transports are done per year. The clientele served is primarily low socio-economic, elderly, disabled and veterans. Florence Home has been in business since 1906 and has always served this type of population.

Our transportation services are safe and our vehicles are well maintained. Our staff are trained caregivers and trained drivers. Each driver is expected to complete driver training to include passenger and wheelchair securement, safe transfers, and vehicle pre-trip inspections.

## Exhibit C: Project Budget

DRAFT

**Project Name:** Florence Home for the Aged

**Contact Name:** Lois Jordan

Budget Detail	Total Cost Year 1	Year 1		Total Cost Year 2	Year 2	
		5310 Funds	Local Match		5310 Funds	Local Match
<b>A. OPERATING EXPENSES<sup>1</sup></b>						
1. Personnel	\$ 31,760	\$ 15,880	\$ 15,880			
2. Administrative	\$ 40,000	\$ 20,000	\$ 20,000			
3. Insurance	\$ 11,800	\$ 5,900	\$ 5,900			
4. Vehicle Fuel	\$ 5,100	\$ 2,550	\$ 2,550			
5. Vehicle Repair/Maintenance	\$ 2,500	\$ 1,250	\$ 1,250			
<b>Subtotal - Operating Expenses</b>	<b>\$ 91,160</b>	<b>\$ 45,580</b>	<b>\$ 45,580</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>B. CAPITAL EXPENSES<sup>2</sup></b>						
1						
2						
3						
4						
5						
<b>Subtotal - Capital Expenses</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>C. PROGRAM TOTAL BUDGET</b>	<b>\$ 91,160</b>	<b>\$ 45,580</b>	<b>\$ 45,580</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>Year 1 Program Total</b>	<b>Year 1 5310 Funds</b>	<b>Year 1 Local Match Total</b>	<b>Year 2 Program Total</b>	<b>Year 2 5310 Funds</b>	<b>Year 2 Local Match Total</b>

<sup>1</sup> 5310 funding for Operating Expenses may not exceed 50% of the total cost.

<sup>2</sup> 5310 funding for Capital Expenses may not exceed 80% of the total cost.

MAPA CONTRACT COVER PLATE  
(Amendment 4)

CONTRACT IDENTIFICATION

1. Contract Parties: MAPA/Steve Jensen Consulting, LLC
2. Project Number and Title: 154200901 – Heartland 2050 Advisory Support – FY15/16
3. Effective Date: April 1, 2015
4. Completion Date: December 31, 2018

CONTRACT PARTIES

5. Planning Agency  
  
Omaha-Council Bluffs Metropolitan Area Planning Agency  
2222 Cuming Street  
Omaha NE 68102-4328
6. Consultant Name and Address  
  
Steve Jensen Consulting, LLC  
5919 South 169<sup>th</sup> Street  
Omaha, NE 68135

ACCOUNTING DATA

7. Contract - For an amount not to exceed \$ 36,000  
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DATES OF SIGNING AND MAPA BOARD APPROVAL

8. Date of MAPA Finance Committee Approval -
9. Date of Consultant Approval -

AMENDMENT TO THE AGREEMENT BETWEEN  
THE OMAHA-COUNCIL BLUFFS METROPOLITAN AREA PLANNING AGENCY  
AND  
STEVE JENSEN CONSULTING, LLC

This amendatory agreement made and entered into as of this twenty-fifth day of January, 2018 by and between Steve Jensen Consulting, LLC, 5919 South 169<sup>th</sup> Street, Omaha, NE 68135 (herein called "Consultant") and the Omaha-Council Bluffs Metropolitan Area Planning Agency, 2222 Cuming Street, Omaha, Nebraska 68102 (herein called the "Planning Agency"),

WITNESSETH:

WHEREAS, the Planning Agency and the Consultant entered into an agreement dated April 1, 2015 and,

WHEREAS, the parties to that Agreement now desire to amend the completion date as on the Contract Cover Plate of said Agreement and the Time of Performance paragraph on page 2 of said Agreement.

WHEREAS, the parties hereto do mutually agree as follows:

THAT, the Completion Date, on the Contract Cover plate of said Agreement dated April 1, 2015 be and is hereby amended to read as follows:

"Completion Date: December 31, 2018"

AND THAT, the Time of Performance paragraph on page 2 of said Agreement dated April 1, 2015 be and is hereby amended to read as follows:

"4. Time of Performance. The services of the Planning Agency are to commence April 1, 2015 and end December 31, 2018."

The parties hereto further agree that except as herein expressly provided the Agreement entered into by the parties on April 1, 2015 shall be unchanged and remain in full force and effect.

IN WITNESS WHEREOF the Planning Agency and the Consultant have executed this Contract as of the date first above written.

STEVE JENSEN CONSULTING, LLC

Attest: \_\_\_\_\_ Date \_\_\_\_\_ By \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_  
Title

OMAHA-COUNCIL BLUFFS METROPOLITAN  
AREA PLANNING AGENCY

Attest: \_\_\_\_\_ Date \_\_\_\_\_ By \_\_\_\_\_ Date: \_\_\_\_\_

Chair



## County Funding Requests FYE 19

	Population 2010 Census	% of Pop	FYE 18 Request	FYE 18 \$/capita	FYE 19 Request Assuming a TIP is implemented for FYE19 (no change)	FYE 19 Request if a TIP is not approved for implementation for FYE 19 (\$0.50 per capita)	FYE 19 Increase if TIP is not implemented
Douglas Co.	517,110	62.3%	\$ 240,526	\$ 0.47	\$ 240,526	\$ 258,555	\$ 18,029
Sarpy Co.	158,840	19.1%	73,882	\$ 0.47	73,882	79,420	5,538
Pottawattamie Co.	93,158	11.2%	43,332	\$ 0.47	43,332	46,579	3,247
Washington Co.	20,234	2.4%	9,412	\$ 0.47	9,412	10,117	705
Mills Co.	15,059	1.8%	7,004	\$ 0.47	7,004	7,530	526
<b>County Support without Cass Co.</b>	804,401	97%	\$ 374,156	\$ 0.47	\$ 374,156	\$ 402,201	\$ 28,045
<b>Cass Co. potential</b>	25,241	3%	-	\$ -	11,863	12,621	758
<b>County Support with Cass Co.</b>	829,642	100%	\$ 374,156	\$ 0.45	\$ 386,019	\$ 414,822	\$ 28,803

For FYE 19, MAPA proposes that County dues remain the same as FYE18 contingent upon TIP fee approval for implementation for FYE 19. If a TIP fee is not approved for implementation in FYE 19, MAPA requests the County dues to increase from \$0.47 per capita to \$0.50 per capita.

# MAPA FY 2019 BUDGET SCHEDULE

## January

- Council of Officials  
MAPA Member Annual Survey of Services and Priorities
- Finance Committee  
Recommend County Fund Request
- Board of Directors  
Approve County Fund Request

## February

- TIP Fee Meeting with MPO Members
- Discuss Pass-Through Transportation Planning Federal Funding with Members
- Finance Committee  
Review Preliminary Funds Budget
- Board of Directors  
Approve Preliminary Funds Budget

## March

- NDOT & IDOT  
Provide FY 2019 Targets for Planning Funds
- MAPA Staff  
Develop Draft Work Program / UPWP
- TTAC  
Review Draft Work Program / UPWP
- Finance Committee  
Review Draft Work Program / UPWP
- Board of Directors  
Approve Draft Work Program / UPWP

## April

- Council of Officials  
Approve Draft Work Program / UPWP  
Recommend Program Priorities
- Finance Committee  
Review Preliminary Funds Budget  
Review Preliminary Line Item Budget  
Review Preliminary Program Budget  
Review Draft Work Program / UPWP

# MAPA FY 2019 BUDGET SCHEDULE

April

Board of Directors

Review Preliminary Funds Budget  
Review Preliminary Line Item Budget  
Review Preliminary Program Budget

Local, State and Federal Partners

Review Draft Work Program / UPWP

May

TTAC

Recommend Final Work Program / UPWP

Finance Committee

Recommend Final Funds Budget  
Recommend Final Line Item Budget  
Recommend Final Program Budget  
Recommend Final Work Program / UPWP

Board of Directors

Approve Final Funds Budget  
Approve Final Line Item Budget  
Approve Final Program Budget  
Approve Final Work Program / UPWP

June / July

MAPA Staff

Submit Final Work Program to State and Federal Partners

Council of Officials

Approve Final Work Program / UPWP