

FINANCE COMMITTEE MEETING

October 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 (August)
 - 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 (not to exceed amount shown)
 - a. [City of Omaha – 13th Street Walkability – PMT #1 - \\$4,902.68](#)
 - b. [EDR Group – PMT #5 - \\$9,112.13](#)
 - c. [Emspace + Lovgren – PMT #4 - \\$27,964.35](#)
 - d. [Sarpy Planning & GIS – PMT #1 - \\$20,063.90](#)
 - e. [Omaha Planning– PMT #1 - \\$90,063.90](#)
 - f. [Pottawattamie County GIS – PMT #1 - \\$7,259.59](#)
 - g. [Intercultural Senior Center PMT #4 - \\$3,661.43](#)
 - 2. New Contracts
 - a. [19ICOG02 – 5.2.1.0 Healthy Choices project funding for Malvern - \\$10,000](#)
 - 3. Contract Amendments
 - a. [Metro Lease Agreement - \\$5,800/month –through November 30, 2018](#)
 - 4. Year End
 - a. [Replenishment of Officials Fund to \\$15,000.00](#)
- C. RECOMMENDATIONS TO THE BOARD
 - 1. Travel: NARC – Washington DC – February 10-13, 2018
 - a. [3 MAPA Staff Members - \\$6,578.55](#)
 - b. [4 MAPA Board Members - \\$8,771.40 \(Officials Fund\)](#)
- D. DISCUSSION/INFORMATION
 - 1. [Memo to MAPA Board of Directors and Finance Committee regarding contract with Verdis Group](#)
- E. OTHER
- F. ADJOURNMENT



Metropolitan Area Planning Agency
Bank Reconciliation Statement
August 2018

AMERICAN NATIONAL BANK

Balance per bank, August 31, 2018	\$446,142.11
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Less: Checks Outstanding (8/31/18)	\$16,359.50
	<u>(\$16,359.50)</u>

Cash in bank August 31, 2018	<u>\$429,782.61</u>
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General Ledger Balance, July 31, 2018	\$387,459.19
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Cash Receipts	\$368,842.77
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Less: Wire Transfers	\$5,314.56
Checks (8/2018)	\$172,050.57
Capital Business Systems	\$1,045.41
Transfer to NPAIT-Capitol Reserve	\$1,200.00
Payroll Expenses	\$141,222.96
ACH Payroll (8/2018)	\$66,952.47
ACH Federal Payroll Taxes	\$32,833.11
Nationwide Payroll Contribution	\$15,974.72
Blue Cross Blue Shield of NE Health Ins.	\$19,256.96
Nebraska State withholding Tax	\$3,472.94
Postalia	\$200.00
Bank Charges	\$106.91
Quarterly SUTA	\$0.00
Nebraska Sales tax	\$0.00
Pay Flex (8/2018)	\$2,425.85
ACH VISA card (8/2018)	\$5,685.85
Advertising	\$13.52
Capital Outlays - Cabinets deposit	\$891.00
Data Processing	\$132.92
Forums	\$270.86
H2050 Site Visit Travel	\$3,250.00
Membership - Reference Materials	\$238.40
Miscellaneous Expenses	\$5.21
Miscellaneous Foundation -Gift Cards	\$450.00
Postage	\$24.70
Supplies	\$128.79
Travel & Conferences	\$280.45
	<u>\$326,519.35</u>

General Ledger Balances, August 31, 2018	<u>\$429,782.61</u>
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Less assigned deposits	<u>\$0.00</u>
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STATEMENT ON INVESTMENT
Treasury Bills
August 2018

Deferred Payroll	Money Market		Securities America	\$ 5,560.79	\$ 814.36	0.040%
Deferred Payroll	CD	9/4/2018	Securities America	\$ 99,999.00	\$ 99,185.64	1.650%
Deferred Payroll	CD	7/23/2019	Securities America	\$ 1,046.94	\$ 1,068.15	2.100%
Equity	CD	7/23/2019	Securities America	\$ 103,647.51	\$ 103,931.85	2.100%
Equity	CD	5/1/2020	Securities America	\$ 49,246.00	\$ 50,000.00	1.750%
Equity	CD	9/27/2022	Securities America	\$ 62,916.10	\$ 64,342.15	2.300%
Equity	CD	9/28/2022	Securities America	\$ 44,850.00	\$35,657.85	0.000%
Undesignated	CD	10/4/2018	Securities America	\$ 99,966.00	\$ 100,000.00	1.450%
Accrued Interest				\$ 3,325.29		
Total				<u>\$ 470,557.63</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	267,957.61	67,738.08	58,781.98	46,881.71		441,359.38
Sponsor Fees	223.94					223.94
Interest	400.47	102.60	87.79	70.02		660.88
Transfer from General checking		1,200.00				1,200.00
Transfer from NPAIT CD						
Ending Balance	268,582.02	69,040.68	58,869.77	46,951.73	0.00	443,444.20
Less Reserve for other projects	3,889.00					
Available for the Agency	<u>264,693.02</u>					

MAPA Foundation	Foundation	NDO	Washington Co.	TOTAL
	MAMA		Revolving Loan Fund	MAPA Foundation
Acct #	003	006	007	
Beginning Balance	33,314.90	136,407.64	186,245.34	355,967.88
Sponsor Fees				
Interest	49.75	205.22	278.15	533.12
Transfer from Foundation checking		1,687.00	(6.44)	1,680.56
Ending Balance	33,364.65	138,299.86	186,517.05	358,181.56

Metropolitan Area Planning Agency
Cash Receipts Report
August 2018

Date	Type	Payer	Receipt Number	Deposit Number	Amount
8/1/2018	Check	Douglas County Administrative / Commissioners	1244	666	\$3,000.00
8/1/2018	Check	City of Gretna	1245	666	\$10.00
8/1/2018	Check	The Hartford	1246	666	\$344.00
8/1/2018	Check	Pottawattamie County, Iowa	1247	666	\$63,477.37
8/1/2018	Check	Returned Check #16652 WellCom	370	667	\$500.00
8/9/2018	Received EFT	NDOT	1264	673	\$1,078.72
8/10/2018	Check	Mills County Emergency Management	1250	669	\$8,404.44
8/10/2018	Check	City of Walnut	1251	669	\$10.00
8/10/2018	Check	City of Omaha	1252	669	\$7,514.76
8/10/2018	Check	Sarpy County	1253	669	\$35,000.00
8/10/2018	Check	Troy Anderson	1254	669	\$237.54
8/10/2018	Received EFT	FEDERAL TRANSIT ADMINISTRATION	1255	670	\$106,000.00
8/17/2018	Check	Papio-Missouri River Natural Resources District	1256	671	\$25,000.00
8/24/2018	Check	Mills County	1258	672	\$3,502.00
8/24/2018	Check	Peter Kiewit Foundation	1259	672	\$55,000.00
8/24/2018	Check	Pottawattamie County, Iowa	1260	672	\$10.00
8/24/2018	Check	Discovery Benefits	1261	672	\$623.20
8/29/2018	Received EFT	IOWA DEPARTMENT OF TRANSPORTATION	1265	674	\$28,584.00
8/29/2018	Received EFT	IOWA DEPARTMENT OF TRANSPORTATION	1266	674	\$17,871.00
8/31/2018	Check	Metro Transit	1267	675	\$3,433.74
8/31/2018	Check	Washington County	1268	675	\$4,706.00
8/31/2018	Check	Harrison County	1269	675	\$4,536.00
					<u>\$368,842.77</u>

Account Description	Amount
Contracts	\$ 11,838.18
Federal Revenue	\$ 152,455.00
Forums / Annual Dinner	\$ 30.00
Health Insurance Payable	\$ 623.20
Heartland 2050 Local Revenue	\$ 7,514.76
Local Revenue	\$ 136,221.37
Membership / Reference Materials	\$ 500.00
Miscellaneous	\$ 56,078.72
Motorist Assist Income	\$ 3,000.00
Officials Expense	\$ 237.54
Prepaid Insurance	\$ 344.00
	<u>\$368,842.77</u>

Metropolitan Area Planning Agency

Cash Disbursements

August 2018

Check #	Date	Payee	Payments
16689	8/1/2018	Payroll Advance	\$1,187.28
16690	8/1/2018	Payroll Advance	\$1,150.00
16691	8/1/2018	Payroll Advance	\$1,784.34
16692	8/1/2018	Payroll Advance	\$1,273.37
16693	8/1/2018	Payroll Advance	\$2,478.19
16694	8/1/2018	Payroll Advance	\$1,911.47
16695	8/1/2018	Payroll Advance	\$1,530.61
16696	8/1/2018	Payroll Advance	\$2,038.26
16697	8/1/2018	Payroll Advance	\$1,940.71
16698	8/1/2018	Payroll Advance	\$1,551.72
16700	8/1/2018	Payroll Advance	\$1,068.18
16701	8/1/2018	Payroll Advance	\$1,533.01
16702	8/1/2018	Payroll Advance	\$650.00
16703	8/1/2018	Payroll Advance	\$1,139.02
16704	8/1/2018	Payroll Advance	\$1,252.39
16706	8/1/2018	Payroll Advance	\$1,375.73
16707	8/1/2018	Payroll Advance	\$745.00
16708	8/1/2018	Payroll Advance	\$3,480.25
16709	8/3/2018	Birdhouse Interior Design Consulting LLC	\$3,698.99
16710	8/7/2018	BenefitPlansInc.	\$618.75
16711	8/7/2018	The Daily Record	\$75.90
16712	8/7/2018	DAS State Accounting - Central Finance	\$17.02
16713	8/7/2018	The Douglas County Post-Gazette	\$23.75
16714	8/7/2018	Douglas County Treasurer	\$438.66
16715	8/7/2018	Fidelity Security Life Insurance Co. (eye med)	\$116.97
16716	8/7/2018	Francotyp-Postalia, Inc.	\$84.00
16717	8/7/2018	Kissel, Kohout, E&S Associates LLC	\$833.33
16718	8/7/2018	Metro	\$7,175.00
16719	8/7/2018	Payless Office Products, Inc.	\$31.07
16720	8/7/2018	Southwest Iowa Planning Council	\$106,000.00
16721	8/7/2018	Steve Platt	\$557.00
16722	8/8/2018	City of Malvern	\$1,150.00
16723	8/14/2018	Payroll Advance	\$1,264.32
16724	8/21/2018	AFLAC	\$462.96
16725	8/21/2018	CenturyLink	\$52.64
16726	8/21/2018	The Daily Nonpareil	\$114.39
16727	8/21/2018	The Daily Record	\$82.40
16728	8/21/2018	Davis Insurance Agency, Inc.	\$542.00
16729	8/21/2018	encompas	\$5,800.00
16730	8/21/2018	First Nebr. Educators Credit U	\$150.00
16731	8/21/2018	Francotyp-Postalia, Inc.	\$24.00
16732	8/21/2018	Greater Omaha Chamber of Commerce	\$200.00
16733	8/21/2018	Iowa Association of Regional Councils	\$3,900.00

Check #	Date	Payee	Payments
16734	8/21/2018	Kohl's Pharmacy & Homecare Inc.	\$500.00
16735	8/21/2018	Lovgren Marketing Group	\$9,817.50
16736	8/21/2018	Office Depot	\$32.04
16737	8/21/2018	Payless Office Products, Inc.	\$42.35
16738	8/21/2018	United Way	\$156.00
			\$172,050.57

Metropolitan Area Planning Agency Cash Disbursements

August 2018

Check Disbursement Detail

Advertising	\$ 296.44
Auto - Gas/Maintenance	\$ 99.66
Business Insurance Expense	\$ 496.83
Capital Outlays	\$ 9,498.99
Copier Paper & Supplies	\$ 339.00
Data Processing	\$ 1,375.00
Salaries Exp	\$ 29,353.85
Employee Benefits/Withholding	\$ 885.93
Equipment Maintenance	\$ 665.00
Membership - Reference Materials	\$ 4,000.00
Miscellaneous Expenses	\$ 100.00
Office Rent	\$ 5,800.00
Prepaid Insurance	\$ 45.17
Professional Services	\$ 1,452.08
Supplies	\$ 105.46
Telephone	\$ 69.66
MAPA Activites Subtotal	<u>\$ 54,583.07</u>
Contracts	\$ 11,467.50
Pass Through Contracts - STP	<u>\$ 106,000.00</u>
Contracts Subtotal	<u>\$ 117,467.50</u>
Total Disbursements	<u>\$ 172,050.57</u>

Metropolitan Area Planning Agency
Payroll Register
August 2018

Pay Types/Benefits	Hours	Amount
ER H.I.	0.00	\$9,450.75
ER H.I. CH	0.00	\$2,696.58
ER H.I. FA	0.00	\$8,111.28
ER H.I. SP	0.00	\$3,149.58
Excess Sick	84.00	\$4,805.85
Hourly	488.50	\$7,884.20
Hourly - Reg	1,198.00	\$25,374.02
Life & Dis	0.00	\$648.63
Salary	0.00	\$111,834.00
Vehicle	83.00	\$124.50
	Gross Pay	\$150,022.57
	Gross Benefits	\$24,056.82
	Gross Pay/Benefits	\$174,079.39

Deductions/Employee Taxes	Adj. Gross	Amount
457-\$	N/A	\$5,745.97
457-%	N/A	\$1,533.69
457-Roth \$	N/A	\$150.00
457-Roth%	N/A	\$852.21
AFLAC	N/A	\$358.62
AT AFLAC	N/A	\$97.92
Credit Union	N/A	\$225.00
Dental Ins	N/A	\$1,130.88
Due from Emp	N/A	\$10.25
Flex Plan 18	N/A	\$2,361.87
Health Ins	N/A	\$2,351.46
Payroll Ad	N/A	\$34,668.41
Pension Loan	N/A	\$221.07
Pension Plan	N/A	\$5,517.43
United Way	N/A	\$224.00
Vehicle Use	N/A	\$124.50
VISION	N/A	\$171.78
Zoo	N/A	\$156.60
Federal	130,109.27	\$10,854.97
Medicare	143,647.96	\$2,082.88
Soc Security	143,647.96	\$8,906.19
State - NE	130,850.87	\$5,324.40
	Deductions/Employee Taxes:	\$83,070.10

Employer Expenses	Adj. Gross	Amount
ER Pension	N/A	\$7,586.65
Medicare	143,647.96	\$2,082.88
Soc Security	143,647.96	\$8,906.19
SUTA	10,031.60	\$38.12
	Additional Employer Expenses:	\$18,613.84

GRAND TOTAL NET PAY: \$66,952.47

GRAND TOTAL EXPENSE: \$192,693.23

Metropolitan Area Planning Agency Aged Accounts Receivable Report

August 31, 2018

Aging Balance For	Client ID	Last Paid	current	31-60	61-90	over 90	Balance
City of Bellevue		9/28/2018					
<i>City of Bellevue</i>		9/28/2018	\$84,644.40	\$0.00	\$0.00	\$0.00	\$84,644.40
Totals for City of Bellevue:			\$84,644.40	\$0.00	\$0.00	\$0.00	\$84,644.40
City of Bennington							
<i>City of Bennington</i>			\$1,130.00	\$0.00	\$0.00	\$0.00	\$1,130.00
Totals for City of Bennington:			\$1,130.00	\$0.00	\$0.00	\$0.00	\$1,130.00
City of Council Bluffs		10/9/2018					
<i>City of Council Bluffs</i>		10/9/2018	\$63,422.40	\$0.00	\$0.00	\$0.00	\$63,422.40
Totals for City of Council Bluffs:			\$63,422.40	\$0.00	\$0.00	\$0.00	\$63,422.40
City of La Vista		10/5/2018					
<i>City of La Vista</i>		10/5/2018	\$1,727.20	\$0.00	\$0.00	\$0.00	\$1,727.20
Totals for City of La Vista:			\$1,727.20	\$0.00	\$0.00	\$0.00	\$1,727.20
City of Lincoln		9/13/2018					
<i>City of Lincoln</i>		9/13/2018	\$0.00	\$0.00	\$0.00	\$168,893.50	\$168,893.50
Totals for City of Lincoln:			\$0.00	\$0.00	\$0.00	\$168,893.50	\$168,893.50
City of Omaha		10/5/2018					
<i>City of Omaha</i>		10/5/2018	\$98,772.80	\$0.00	\$7,703.82	\$3,015.00	\$109,491.62
Totals for City of Omaha:			\$98,772.80	\$0.00	\$7,703.82	\$3,015.00	\$109,491.62
City of Walnut		8/10/2018					
<i>City of Walnut</i>		8/10/2018	\$372.00	\$0.00	\$3,109.27	\$0.00	\$3,481.27
Totals for City of Walnut:			\$372.00	\$0.00	\$3,109.27	\$0.00	\$3,481.27
Council Bluffs Housing Trust		9/28/2018					
<i>Council Bluffs Housing Trust</i>		9/28/2018	\$6,678.66	\$0.00	\$1,477.84	\$0.00	\$8,156.50
Totals for Council Bluffs Housing Trust:			\$6,678.66	\$0.00	\$1,477.84	\$0.00	\$8,156.50
Douglas County Engineers		6/15/2018					
<i>Douglas County Engineers</i>		6/15/2018	\$94,244.00	\$0.00	\$0.00	\$0.00	\$94,244.00
Totals for Douglas County Engineers:			\$94,244.00	\$0.00	\$0.00	\$0.00	\$94,244.00

Metropolitan Area Planning Agency

Aged Accounts Receivable Report

August 31, 2018

Aging Balance For	Client ID	Last Paid	current	31-60	61-90	over 90	Balance
Douglas County		9/21/2018					
<i>Douglas County</i>		9/21/2018	\$52,899.00	\$0.00	\$0.00	\$0.00	\$52,899.00
Totals for Douglas County:			\$52,899.00	\$0.00	\$0.00	\$0.00	\$52,899.00
FEDERAL TRANSIT ADMINISTRATION		9/21/2018					
<i>FEDERAL TRANSIT ADMINISTRATION</i>		9/21/2018	\$0.00	\$0.00	\$84,593.21	\$55,151.30	\$139,744.51
Totals for FEDERAL TRANSIT ADMINISTRAT			\$0.00	\$0.00	\$84,593.21	\$55,151.30	\$139,744.51
Iowa Department of Public Health		10/11/2018					
<i>Iowa Department of Public Health</i>		10/11/2018	\$9,500.00	\$0.00	\$0.00	\$0.00	\$9,500.00
Totals for Iowa Department of Public Health:			\$9,500.00	\$0.00	\$0.00	\$0.00	\$9,500.00
IOWA WEST FOUNDATION		8/25/2017					
<i>IOWA WEST FOUNDATION</i>		8/25/2017	\$0.00	\$0.00	\$0.00	\$16,250.00	\$16,250.00
Totals for IOWA WEST FOUNDATION:			\$0.00	\$0.00	\$0.00	\$16,250.00	\$16,250.00
Melissa Engel		5/11/2018					
<i>Melissa Engel</i>		5/11/2018	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Totals for Melissa Engel:			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Metropolitan Utilities District		6/15/2018					
<i>Metropolitan Utilities District</i>		6/15/2018	\$0.00	\$0.00	\$0.00	\$10,000.00	\$10,000.00
Totals for Metropolitan Utilities District:			\$0.00	\$0.00	\$0.00	\$10,000.00	\$10,000.00
Mike Helgersen		10/5/2018					
<i>Mike Helgersen</i>		10/5/2018	\$0.00	\$0.00	\$553.72	\$0.00	\$553.72
Totals for Mike Helgersen:			\$0.00	\$0.00	\$553.72	\$0.00	\$553.72
Mills County Emergency Management		8/10/2018					
<i>Mills County Emergency Management</i>		8/10/2018	\$0.00	\$0.00	\$17,073.32	\$0.00	\$17,073.32
Totals for Mills County Emergency Manageme			\$0.00	\$0.00	\$17,073.32	\$0.00	\$17,073.32
Mills County		8/24/2018					
<i>Mills County</i>		8/24/2018	\$0.00	\$0.00	\$4,346.85	\$0.01	\$4,346.86
Totals for Mills County:			\$0.00	\$0.00	\$4,346.85	\$0.01	\$4,346.86

Metropolitan Area Planning Agency

Aged Accounts Receivable Report

August 31, 2018

Aging Balance For	Client ID	Last Paid	current	31-60	61-90	over 90	Balance
NDOT- CMAQ		6/25/2018					
<i>NDOT- CMAQ</i>		6/25/2018	\$0.00	\$0.00	\$73,537.13	\$0.00	\$73,537.13
Totals for NDOT- CMAQ:			\$0.00	\$0.00	\$73,537.13	\$0.00	\$73,537.13
NDOT		9/19/2018					
<i>NDOT</i>		9/19/2018	\$0.00	\$0.00	\$411,734.52	\$0.00	\$411,734.52
Totals for NDOT:			\$0.00	\$0.00	\$411,734.52	\$0.00	\$411,734.52
Nebraska Enviromental Trust		9/14/2018					
<i>Nebraska Enviromental Trust</i>		9/14/2018	\$0.00	\$0.00	\$4,822.77	\$0.00	\$4,822.77
Totals for Nebraska Enviromental Trust:			\$0.00	\$0.00	\$4,822.77	\$0.00	\$4,822.77
Pottawattamie County, Iowa		9/7/2018					
<i>Pottawattamie County, Iowa</i>		9/7/2018	\$21,666.00	\$0.00	\$6,267.67	\$0.00	\$27,933.67
Totals for Pottawattamie County, Iowa:			\$21,666.00	\$0.00	\$6,267.67	\$0.00	\$27,933.67
Robert Blair		9/28/2018					
<i>Robert Blair</i>		9/28/2018	\$0.00	\$0.00	\$0.00	\$10.33	\$10.33
Totals for Robert Blair:			\$0.00	\$0.00	\$0.00	\$10.33	\$10.33
Sarpy County		9/14/2018					
<i>Sarpy County</i>		9/14/2018	\$36,941.00	\$0.00	\$0.00	\$0.00	\$36,941.00
Totals for Sarpy County:			\$36,941.00	\$0.00	\$0.00	\$0.00	\$36,941.00
Security National Trust		10/4/2018					
<i>Security National Trust</i>		10/4/2018	\$0.00	\$0.00	\$0.00	\$35.00	\$35.00
Totals for Security National Trust:			\$0.00	\$0.00	\$0.00	\$35.00	\$35.00
Shelby County		9/21/2018					
<i>Shelby County</i>		9/21/2018	\$3,696.00	\$0.00	\$0.00	\$0.00	\$3,696.00
Totals for Shelby County:			\$3,696.00	\$0.00	\$0.00	\$0.00	\$3,696.00
The Hartford		9/7/2018					
<i>The Hartford</i>		9/7/2018	\$0.00	\$0.00	\$107.00	\$0.00	\$107.00
Totals for The Hartford:			\$0.00	\$0.00	\$107.00	\$0.00	\$107.00

Metropolitan Area Planning Agency

Aged Accounts Receivable Report

August 31, 2018

Aging Balance For	Client ID	Last Paid	current	31-60	61-90	over 90	Balance
United Way		7/20/2018					
<i>United Way</i>		7/20/2018	<i>(\$0.09)</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>(\$0.09)</i>
Totals for United Way:			<i>(\$0.09)</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>(\$0.09)</i>
Walker Consultants		9/7/2018					
<i>Walker Consultants</i>		9/7/2018	<i>\$3,000.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$3,000.00</i>
Totals for Walker Consultants:			<i>\$3,000.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$3,000.00</i>
Grand Totals:			\$478,693.37	\$0.00	\$615,327.12	\$253,355.14	\$1,347,375.63

Metropolitan Area Planning Agency

Aged Accounts Payable Report

August 31, 2018

Vendor Name	Trans. No.	Description	current	31-60	61-90	over 90	Credits	Net Due
Birdhouse Interior Design Consulting LLC								
Birdhouse Interior Design Consulting LLC	1074	Final Design Fee Balance	\$760.00	\$0.00	\$0.00	\$0.00	\$0.00	\$760.00
Birdhouse Interior Design Consulting LLC	PR-10053	Knobs & Pulls	\$53.30	\$0.00	\$0.00	\$0.00	\$0.00	\$53.30
Totals for Birdhouse Interior Design Consulting LLC:			\$813.30	\$0.00	\$0.00	\$0.00	\$0.00	\$813.30
City of Omaha Cashier								
City of Omaha Cashier	154436		\$0.00	\$0.00	\$17,328.14	\$0.00	\$0.00	\$17,328.14
Totals for City of Omaha Cashier:			\$0.00	\$0.00	\$17,328.14	\$0.00	\$0.00	\$17,328.14
City of Omaha Cashier								
City of Omaha Cashier	153685	#3	\$0.00	\$0.00	\$3,960.66	\$0.00	\$0.00	\$3,960.66
Totals for City of Omaha Cashier:			\$0.00	\$0.00	\$3,960.66	\$0.00	\$0.00	\$3,960.66
Court Barber								
Court Barber	8.30.18		\$41.54	\$0.00	\$0.00	\$0.00	\$0.00	\$41.54
Totals for Court Barber:			\$41.54	\$0.00	\$0.00	\$0.00	\$0.00	\$41.54
The Daily Record								
The Daily Record	115074		\$20.30	\$0.00	\$0.00	\$0.00	\$0.00	\$20.30
The Daily Record	114790		\$30.50	\$0.00	\$0.00	\$0.00	\$0.00	\$30.50
The Daily Record	114713		\$20.30	\$0.00	\$0.00	\$0.00	\$0.00	\$20.30
The Daily Record	114997		\$21.50	\$0.00	\$0.00	\$0.00	\$0.00	\$21.50
Totals for The Daily Record:			\$92.60	\$0.00	\$0.00	\$0.00	\$0.00	\$92.60
DAS State Accounting - Central Finance								
DAS State Accounting - Central Finance	1128420		\$22.85	\$0.00	\$0.00	\$0.00	\$0.00	\$22.85
Totals for DAS State Accounting - Central Finance:			\$22.85	\$0.00	\$0.00	\$0.00	\$0.00	\$22.85
Economic Development Research Group, Inc.								
Economic Development Research Group, Inc.	769-03	#3	\$0.00	\$0.00	\$4,351.50	\$0.00	\$0.00	\$4,351.50
Economic Development Research Group, Inc.	769-02	#2	\$0.00	\$0.00	\$7,881.56	\$0.00	\$0.00	\$7,881.56
Economic Development Research Group, Inc.	769-04		\$3,670.73	\$0.00	\$0.00	\$0.00	\$0.00	\$3,670.73
Totals for Economic Development Research Group, Inc.:			\$3,670.73	\$0.00	\$12,233.06	\$0.00	\$0.00	\$15,903.79
emspace + lovgren								
emspace + lovgren	445-449	#2	\$0.00	\$12,602.86	\$0.00	\$0.00	\$0.00	\$12,602.86
emspace + lovgren	445-449	#2	\$0.00	\$0.00	\$17,672.14	\$0.00	\$0.00	\$17,672.14
emspace + lovgren	480-485		\$52,929.24	\$0.00	\$0.00	\$0.00	\$0.00	\$52,929.24
Totals for emspace + lovgren:			\$52,929.24	\$12,602.86	\$17,672.14	\$0.00	\$0.00	\$83,204.24
encompas								

Metropolitan Area Planning Agency

Aged Accounts Payable Report

August 31, 2018

Vendor Name	Trans. No.	Description	current	31-60	61-90	over 90	Credits	Net Due
encompas	11998		\$2,717.07	\$0.00	\$0.00	\$0.00	\$0.00	\$2,717.07
		<i>Totals for encompas:</i>	<i>\$2,717.07</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$2,717.07</i>
First Nebr. Educators Credit U								
First Nebr. Educators Credit U	8.25.18	8.25.18 Payroll	\$75.00	\$0.00	\$0.00	\$0.00	\$0.00	\$75.00
		<i>Totals for First Nebr. Educators Credit U:</i>	<i>\$75.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$75.00</i>
Florence Home for the Aged								
Florence Home for the Aged	6.30.18		\$0.00	\$0.00	\$12,248.43	\$0.00	\$0.00	\$12,248.43
		<i>Totals for Florence Home for the Aged:</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$12,248.43</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$12,248.43</i>
Grant Anderson								
Grant Anderson	8.25.18	lodging	\$122.08	\$0.00	\$0.00	\$0.00	\$0.00	\$122.08
		<i>Totals for Grant Anderson:</i>	<i>\$122.08</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$122.08</i>
Greater Omaha Chamber Foundation								
Greater Omaha Chamber Foundation	063018	Smart Cities	\$0.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00
		<i>Totals for Greater Omaha Chamber Foundation:</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$5,000.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$5,000.00</i>
Griff's Delivery Service								
Griff's Delivery Service	14404		\$15.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15.00
		<i>Totals for Griff's Delivery Service:</i>	<i>\$15.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$15.00</i>
HDR Engineering Inc.								
HDR Engineering Inc.	1200129056		\$0.00	\$0.00	\$170.88	\$0.00	\$0.00	\$170.88
		<i>Totals for HDR Engineering Inc.:</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$170.88</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$170.88</i>
Intercultural Senior Center								
Intercultural Senior Center	189	#3	\$0.00	\$0.00	\$1,127.94	\$0.00	\$0.00	\$1,127.94
		<i>Totals for Intercultural Senior Center:</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$1,127.94</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$1,127.94</i>
Jeff Spiehs								
Jeff Spiehs	8.30.18		\$33.07	\$0.00	\$0.00	\$0.00	\$0.00	\$33.07
		<i>Totals for Jeff Spiehs:</i>	<i>\$33.07</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$33.07</i>
Matt Roth								
Matt Roth	8.27.18		\$260.67	\$0.00	\$0.00	\$0.00	\$0.00	\$260.67
		<i>Totals for Matt Roth:</i>	<i>\$260.67</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$260.67</i>
Metro								
Metro	34019	Quarter 3	\$0.00	\$0.00	\$0.00	\$27,456.75	\$0.00	\$27,456.75
Metro	34345	Final-FY2018Q4	\$0.00	\$0.00	\$4,658.20	\$0.00	\$0.00	\$4,658.20

Metropolitan Area Planning Agency

Aged Accounts Payable Report

August 31, 2018

Vendor Name	Trans. No.	Description	current	31-60	61-90	over 90	Credits	Net Due
<i>Totals for Metro:</i>			<i>\$0.00</i>	<i>\$0.00</i>	<i>\$4,658.20</i>	<i>\$27,456.75</i>	<i>\$0.00</i>	<i>\$32,114.95</i>
Nebraska Department of Transportation								
Nebraska Department of Transportation	63993		\$3,888.73	\$0.00	\$0.00	\$0.00	\$0.00	\$3,888.73
<i>Totals for Nebraska Department of Transportation:</i>			<i>\$3,888.73</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$3,888.73</i>
Payless Office Products, Inc.								
Payless Office Products, Inc.	2992022-0	White Cardstock	\$10.89	\$0.00	\$0.00	\$0.00	\$0.00	\$10.89
Payless Office Products, Inc.	2991858-0	Plotter Ink	\$44.07	\$0.00	\$0.00	\$0.00	\$0.00	\$44.07
<i>Totals for Payless Office Products, Inc.:</i>			<i>\$54.96</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$54.96</i>
Pottawattamie County GIS								
Pottawattamie County GIS	6.30.18		\$0.00	\$0.00	\$5,420.34	\$0.00	\$0.00	\$5,420.34
<i>Totals for Pottawattamie County GIS:</i>			<i>\$0.00</i>	<i>\$0.00</i>	<i>\$5,420.34</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$5,420.34</i>
Sarpy County GIS								
Sarpy County GIS	2018-4	Final	\$0.00	\$0.00	\$2,862.59	\$0.00	\$0.00	\$2,862.59
<i>Totals for Sarpy County GIS:</i>			<i>\$0.00</i>	<i>\$0.00</i>	<i>\$2,862.59</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$2,862.59</i>
Stalheim Remodeling								
Stalheim Remodeling	1141		\$1,370.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,370.00
<i>Totals for Stalheim Remodeling:</i>			<i>\$1,370.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$1,370.00</i>
Standard Printing Company								
Standard Printing Company	96714		\$349.00	\$0.00	\$0.00	\$0.00	\$0.00	\$349.00
<i>Totals for Standard Printing Company:</i>			<i>\$349.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$349.00</i>
Steve Jensen								
Steve Jensen	206	Jan-Mar	\$0.00	\$0.00	\$975.00	\$0.00	\$0.00	\$975.00
Steve Jensen	207	Apr-Jun	\$0.00	\$0.00	\$130.00	\$0.00	\$0.00	\$130.00
<i>Totals for Steve Jensen:</i>			<i>\$0.00</i>	<i>\$0.00</i>	<i>\$1,105.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$1,105.00</i>
United Way								
United Way	8.25.18	8.25.18 Payroll	\$68.00	\$0.00	\$0.00	\$0.00	\$0.00	\$68.00
<i>Totals for United Way:</i>			<i>\$68.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$68.00</i>
Verizon								
Verizon	9813017140		\$84.65	\$0.00	\$0.00	\$0.00	\$0.00	\$84.65
<i>Totals for Verizon:</i>			<i>\$84.65</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$84.65</i>
WellCom								
WellCom	3858 - B	Reissue after they returned check & we deposited	\$0.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00

Metropolitan Area Planning Agency Aged Accounts Payable Report

August 31, 2018

Totals for WellCom:	\$0.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00
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GRAND TOTALS:	\$66,608.49	\$12,602.86	\$83,787.38	\$27,956.75	\$0.00	\$190,955.48
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A total of 40 transaction(s) listed

Metropolitan Area Planning Agency

Statement of Financial Position

August 31, 2018

		<u>Actual</u>
Assets		
10-1000	Petty Cash	\$89.32
10-1005	Paypal Account	\$241.16
10-1010	Cash - American National Bank	\$429,782.61
10-1030	Treasury Bills	\$470,557.63
10-1040	NPAIT Investments General	\$264,693.02
10-1045	NPAIT Investments Capitol Reserve	\$69,040.68
10-1050	NPAIT Investments Ortho Quads	\$58,869.77
10-1100	Accounts Receivable	\$992,054.08
10-1110	Due To/Due From Funds	(\$1,186,162.11)
10-1145	Employee Elected Deduction	\$93.19
10-1300	Prepaid Expenses	\$11,380.80
10-1310	Prepaid Insurance	\$13,685.00
11-1110	Due To/Due From Funds	\$1,096.93
12-1055	NPAIT Investments Sarpy Co. Revolving Loan	\$46,951.73
13-1200	Furniture, Fixtures & Equipment	\$163,600.22
13-1205	Vehicles	\$51,215.35
13-1220	Less: Accumulated Depreciation	\$109,504.76
15-1040	NPAIT Investments General	\$3,889.00
15-1100	Accounts Receivable	\$355,332.55
15-1110	Due To/Due From Funds	\$1,182,182.42
20-1020	Cash - ANB Foundation	\$14,944.63
20-1060	NPAIT Investments Foundation	\$33,364.65
20-1065	NPAIT Investments FD NDO	\$138,299.86
20-1070	NPAIT Investments FD Washington County Revolving	\$186,517.05
20-1110	Due To/Due From Funds	\$2,882.76
20-1415	Note Receivable - Sterling Ambitions, LLC	\$24,998.00
20-1425	Note Receivable KB Quality Meats	\$11,888.00
40-1100	Accounts Receivable	\$1,220,840.37
Total Assets		<u>\$4,452,823.91</u>

Liabilities and Fund Balance

Liabilities

10-2000	Accounts Payable	\$190,870.83
10-2105	Nebraska Withholding	\$5,324.40
10-2115	AFLAC W/H Payable	(\$191.67)
10-2125	Dental Insurance W/H Payable	(\$125.84)
10-2126	Life & Disability Insurance Payable	(\$100.08)
10-2130	Flex W/H Payable	(\$1,449.48)
10-2132	Vision Insurance Payable	(\$15.15)
10-2135	Health Insurance Payable	(\$10,289.29)
10-2140	Deferred Comp. W/H Payable	\$1,345.30

Metropolitan Area Planning Agency
Statement of Financial Position

August 31, 2018

		<u>Actual</u>
10-2145	Pension Plan Payable	\$4,213.31
10-2150	Pension Plan Loan W/H Payable	\$73.69
10-2160	SUTA Tax	\$66.83
10-2170	Nebraska Sales Tax Payable	\$8.40
10-2210	Accrued Compensated Absences	\$52,918.26
10-2220	Accrued Audit Fees	\$11,000.00
20-2000	Accounts Payable	\$84.45
20-2430	Deferred Revolving Loan	\$261,908.62
40-2000	Accounts Payable	\$1,895,869.77
Total Liabilities		<u>\$2,411,512.35</u>

Fund Balance

10-3000	Fund Balance Undesignated	\$1,470,114.71
10-3010	Fund Balance Assigned	\$65,988.77
10-3020	Fund Balance Committed	\$355,000.00
11-3000	Fund Balance Undesignated	\$1,096.93
12-3100	Fund Balance Restricted	\$46,951.73
13-3005	Invested in Capital Assets	\$105,310.81
15-3010	Fund Balance Assigned	\$528,489.42
20-3000	Fund Balance Undesignated	\$51,094.71
20-3100	Fund Balance Restricted	\$99,807.17
40-3010	Fund Balance Assigned	\$773,406.13
Total Fund Balance		<u>\$3,497,260.38</u>

Total Liabilities and Fund Balance	<u><u>\$5,908,772.73</u></u>
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Metropolitan Area Planning Agency

Statement of Revenues and Expenditures

August 31, 2018

		8/1/18 - 8/31/18		7/1/18 - 8/31/18		% to YTD Budget	Prior Year to Date	Increase/ (Dec YTD to PYTD	FY 2019 Budget
		Actual	Budget	Acutual YTD	Budget YTD				
Revenues									
Federal and State Revenue									
10-4100	Federal Revenue	\$9,500.00	\$0.00	\$9,500.00	\$0.00	0.00 %	\$155,635.99	(93.90)%	\$3,224,057.00
10-4200	State Revenue	\$0.00	\$4,800.00	\$0.00	\$9,600.00	0.00 %	\$0.00	0.00 %	\$136,000.00
Total Federal and State Revenue		\$9,500.00	\$4,800.00	\$9,500.00	\$9,600.00	98.96 %	\$155,635.99	(93.90)%	\$3,360,057.00
Local Government Revenue									
10-4300	Local Revenue	\$195,310.00	\$0.00	\$195,310.00	\$196,189.00	99.55 %	\$187,078.00	4.40 %	\$392,378.00
10-4305	TIP Fee	\$271,776.80	\$0.00	\$271,776.80	\$0.00	0.00 %	\$0.00	0.00 %	\$194,600.00
10-4350	Heartland 2050 Local Revenue	\$0.00	\$1,000.00	\$0.00	\$2,000.00	0.00 %	\$24,800.00	(100.00)%	\$5,000.00
Total Local Government Revenue		\$467,086.80	\$1,000.00	\$467,086.80	\$198,189.00	235.68 %	\$211,878.00	120.45 %	\$591,978.00
Charges for Services									
10-4400	Contracts	\$1,597.17	\$0.00	\$1,597.17	\$0.00	0.00 %	\$926.99	72.30 %	\$421,704.00
Total Charges for Services		\$1,597.17	\$0.00	\$1,597.17	\$0.00	0.00 %	\$926.99	72.30 %	\$421,704.00
Forums Revenue									
10-4500	Forums/Annual Dinner	\$0.00	\$0.00	\$30.00	\$0.00	0.00 %	\$9,070.00	(99.67)%	\$0.00
10-4501	Council of Officials Quarterly M	\$0.00	\$0.00	\$50.00	\$0.00	0.00 %	\$0.00	0.00 %	\$1,000.00
10-4502	Council of Officials Annual Mee	\$3,000.00	\$0.00	\$3,000.00	\$0.00	0.00 %	\$0.00	0.00 %	\$5,000.00
10-4505	Heartland 2050 Summit	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %	\$0.00	0.00 %	\$6,000.00
10-4506	Heartland 2050 Speaker Series	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %	\$0.00	0.00 %	\$4,000.00
Total Forums Revenue		\$3,000.00	\$0.00	\$3,080.00	\$0.00	0.00 %	\$9,070.00	(66.04)%	\$16,000.00
In-kind Revenue									
10-4510	In-Kind Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %	\$38,824.24	(100.00)%	\$463,205.00
Total In-kind Revenue		\$0.00	\$0.00	\$0.00	\$0.00	0.00 %	\$38,824.24	(100.00)%	\$463,205.00
Investment Income									
10-4520	Investment Earnings	\$1,628.82	\$0.00	\$2,950.28	\$0.00	0.00 %	\$1,066.70	176.58 %	\$0.00
15-4520	Investment Earnings	\$0.00	\$0.00	\$41.75	\$0.00	0.00 %	\$340.10	(87.72)%	\$0.00

Metropolitan Area Planning Agency

Statement of Revenues and Expenditures

August 31, 2018

		8/1/18 - 8/31/18		7/1/18 - 8/31/18		% to YTD Budget	Prior Year to Date	Increase/ (Dec YTD to PYTD	FY 2019 Budget
		Actual	Budget	Actual YTD	Budget YTD				
Total Investment Income		\$1,628.82	\$0.00	\$2,992.03	\$0.00	0.00 %	\$1,406.80	112.68 %	\$0.00
Miscellaneous Revenue									
10-4310	Match Contributions	\$0.00	\$5,625.00	\$0.00	\$11,250.00	0.00 %	\$0.00	0.00 %	\$67,500.00
10-4507	Site Visit Registration	\$1,800.00	\$0.00	\$1,800.00	\$0.00	0.00 %	\$0.00	0.00 %	\$49,000.00
10-4540	Miscellaneous	\$1,302.66	\$6,666.66	\$1,515.47	\$13,333.32	11.37 %	\$4,383.64	(65.43)%	\$80,000.00
15-4310	Match Contributions	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %	\$5,000.00	(100.00)%	\$0.00
15-4540	Miscellaneous	\$55,000.00	\$0.00	\$55,000.00	\$0.00	0.00 %	\$65,000.00	(15.38)%	\$0.00
Total Miscellaneous Revenue		\$58,102.66	\$12,291.66	\$58,315.47	\$24,583.32	237.22 %	\$74,383.64	(21.60)%	\$196,500.00
Total		\$540,915.45	\$18,091.66	\$542,571.47	\$232,372.32	233.49 %	\$492,125.66	10.25 %	\$5,049,444.00
Total Revenues		\$540,915.45	\$18,091.66	\$542,571.47	\$232,372.32	233.49 %	\$492,125.66	10.25 %	\$5,049,444.00
Expenses									
MAPA Activities									
MAPA Personnel Expenses									
Salaries									
10-5000	Salaries	\$126,720.45	\$102,766.66	\$163,036.09	\$205,533.32	79.32 %	\$162,473.66	0.35 %	\$1,233,200.00
10-5125	Accrued Salaries & Compensate	\$0.00	\$17,003.75	\$4,698.68	\$34,007.50	13.82 %	(\$420.18)	(1,218.25)%	\$204,045.00
Total Salaries		\$126,720.45	\$119,770.41	\$167,734.77	\$239,540.82	70.02 %	\$162,053.48	3.51 %	\$1,437,245.00
Payroll Taxes									
10-5100	FICA	\$10,989.07	\$7,861.66	\$18,002.80	\$15,723.32	114.50 %	\$17,985.16	0.10 %	\$94,340.00
10-5105	Unemployment Taxes	\$38.12	\$72.91	\$66.88	\$145.82	45.86 %	\$62.92	6.29 %	\$875.00
Total Payroll Taxes		\$11,027.19	\$7,934.57	\$18,069.68	\$15,869.14	113.87 %	\$18,048.08	0.12 %	\$95,215.00
Employee Benefits									
10-5110	Health Insurance	\$23,408.19	\$18,525.00	\$39,013.65	\$37,050.00	105.30 %	\$26,617.04	46.57 %	\$222,300.00
10-5115	Life & Disability Insurance	\$648.63	\$500.00	\$1,081.05	\$1,000.00	108.11 %	\$804.21	34.42 %	\$6,000.00
10-5120	Retirement Contributions	\$7,586.65	\$5,652.08	\$12,390.27	\$11,304.16	109.61 %	\$9,081.85	36.43 %	\$67,825.00

Metropolitan Area Planning Agency
Statement of Revenues and Expenditures
August 31, 2018

		8/1/18 - 8/31/18		7/1/18 - 8/31/18		% to YTD Budget	Prior Year to Date	Increase/ (Dec YTD to PYTD	FY 2019 Budget
		Actual	Budget	Acutual YTD	Budget YTD				
Total Employee Benefits		\$31,643.47	\$24,677.08	\$52,484.97	\$49,354.16	106.34 %	\$36,503.10	43.78 %	\$296,125.00
Total MAPA Personnel Expenses		\$169,391.11	\$152,382.06	\$238,289.42	\$304,764.12	78.19 %	\$216,604.66	10.01 %	\$1,828,585.00
MAPA Non-personnel									
10-5200	Advertising	\$302.91	\$1,083.33	\$884.68	\$2,166.66	40.83 %	\$304.88	190.17 %	\$13,000.00
10-5210	Membership - Reference Mater	\$5,269.94	\$1,666.66	\$6,411.56	\$3,333.32	192.35 %	\$7,570.34	(15.31)%	\$20,000.00
Data Processing									
10-5310	Data Processing	\$2,310.29	\$1,916.66	\$4,678.11	\$3,833.32	122.04 %	\$4,623.60	1.18 %	\$23,000.00
10-5311	GIS Software	\$0.00	\$500.00	\$0.00	\$1,000.00	0.00 %	\$0.00	0.00 %	\$6,000.00
10-5312	Public Relations - Website Softw	\$0.00	\$500.00	\$0.00	\$1,000.00	0.00 %	\$0.00	0.00 %	\$6,000.00
Total Data Processing		\$2,310.29	\$2,916.66	\$4,678.11	\$5,833.32	80.20 %	\$4,623.60	1.18 %	\$35,000.00
Forums Expense									
10-5600	Forums	\$19.95	\$0.00	\$499.95	\$0.00	0.00 %	\$16,557.75	(96.98)%	\$0.00
10-5601	Council of Officials Quarterly M	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %	\$0.00	0.00 %	\$5,000.00
10-5602	Council of Officials Annual Mee	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %	\$0.00	0.00 %	\$17,000.00
10-5605	Heartland 2050 Summit	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %	\$0.00	0.00 %	\$30,000.00
10-5606	Heartland 2050 Speaker Series	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %	\$0.00	0.00 %	\$15,000.00
Total		\$19.95	\$0.00	\$499.95	\$0.00	0.00 %	\$16,557.75	(96.98)%	\$67,000.00
10-5650	Miscellaneous Expenses	\$94.89	\$166.66	\$183.91	\$333.32	55.18 %	\$424.00	(56.63)%	\$2,000.00
10-5730	Bank Charges	\$106.91	\$83.33	\$134.95	\$166.66	80.97 %	\$76.65	76.06 %	\$1,000.00
10-5800	Office Rent	\$5,800.00	\$6,437.50	\$11,600.00	\$12,875.00	90.10 %	\$11,600.00	0.00 %	\$77,250.00
Office Expense									
10-5220	Printing	\$1,539.40	\$2,025.00	\$3,947.12	\$4,050.00	97.46 %	\$4,901.98	(19.48)%	\$24,300.00
10-5300	Business Insurance Expense	\$1,504.46	\$1,466.66	\$2,552.09	\$2,933.32	87.00 %	\$1,933.22	32.01 %	\$17,600.00
10-5500	Equipment Maintenance	\$440.69	\$708.33	\$941.38	\$1,416.66	66.45 %	\$886.86	6.15 %	\$8,500.00
10-5700	Postage	\$354.70	\$291.66	\$591.95	\$583.32	101.48 %	\$338.33	74.96 %	\$3,500.00
10-5710	Supplies	\$272.23	\$1,416.66	\$334.30	\$2,833.32	11.80 %	\$659.81	(49.33)%	\$17,000.00
10-5810	Telephone	\$75.49	\$250.00	\$146.19	\$500.00	29.24 %	\$247.88	(41.02)%	\$3,000.00

Metropolitan Area Planning Agency

Statement of Revenues and Expenditures

August 31, 2018

		8/1/18 - 8/31/18		7/1/18 - 8/31/18		% to YTD Budget	Prior Year to Date	Increase/ (Dec YTD to PYTD	FY 2019 Budget
		Actual	Budget	Actual YTD	Budget YTD				
Total Office Expense		\$4,186.97	\$6,158.31	\$8,513.03	\$12,316.62	69.12 %	\$8,968.08	(5.07)%	\$73,900.00
Professional Fees									
10-5320	Professional Services	\$986.58	\$1,580.00	\$2,591.91	\$3,160.00	82.02 %	\$1,771.66	46.30 %	\$29,000.00
Total Professionals Fees		\$986.58	\$1,580.00	\$2,591.91	\$3,160.00	82.02 %	\$1,771.66	46.30 %	\$29,000.00
Travel and Conferences									
10-5900	Travel & Conferences	\$2,157.19	\$2,916.66	\$3,879.41	\$5,833.32	66.50 %	\$4,811.68	(19.38)%	\$35,000.00
10-5901	Staff Certifications	\$0.00	\$166.66	\$0.00	\$333.32	0.00 %	\$0.00	0.00 %	\$2,000.00
10-5907	H2050 Stie Visit Travel	\$3,250.00	\$0.00	\$3,250.00	\$0.00	0.00 %	\$0.00	0.00 %	\$87,500.00
Total Travel and Conferences		\$5,407.19	\$3,083.32	\$7,129.41	\$6,166.64	115.61 %	\$4,811.68	48.17 %	\$124,500.00
Transfers									
10-8000	Transfers	\$0.00	(\$4,308.34)	\$0.00	(\$8,616.68)	0.00 %	\$0.00	0.00 %	(\$51,700.00)
Total Transfers		\$0.00	(\$4,308.34)	\$0.00	(\$8,616.68)	0.00 %	\$0.00	0.00 %	(\$51,700.00)
10-5950	Capital Outlays	\$9,490.36	\$0.00	\$14,573.44	\$40,000.00	36.43 %	\$0.00	0.00 %	\$80,000.00
Total MAPA Non-personnel		\$33,975.99	\$18,867.43	\$57,200.95	\$77,734.86	73.58 %	\$56,708.64	0.87 %	\$470,950.00
Total MAPA Activities		\$203,367.10	\$171,249.49	\$295,490.37	\$382,498.98	77.25 %	\$273,313.30	8.11 %	\$2,299,535.00
Contracts and Pass-through									
10-5400	Contracts	\$48,571.31	\$0.00	\$201,805.29	\$0.00	0.00 %	\$14,881.84	1,256.05 %	\$350,000.00
10-5410	Aerial Photo Expense	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %	\$0.00	0.00 %	\$296,454.00
10-5420	Pass Through Contracts - Planni	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %	\$0.00	0.00 %	\$865,500.00
10-5430	Pass Through Contracts - STP	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %	\$155,297.02	(100.00)%	\$1,113,813.00
15-5400	Contracts	\$3,888.73	\$0.00	\$3,888.73	\$0.00	0.00 %	\$0.00	0.00 %	\$0.00
10-5440	In-Kind Expense	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %	\$38,824.24	(100.00)%	\$124,142.00
Subtotal Contracts and Pass-Through		\$52,460.04	\$0.00	\$205,694.02	\$0.00	0.00 %	\$209,003.10	(1.58)%	\$2,749,909.00
Total Expenses		\$255,827.14	\$171,249.49	\$501,184.39	\$382,498.98	131.03 %	\$482,316.40	3.91 %	\$5,049,444.00

Metropolitan Area Planning Agency Statement of Revenues and Expenditures

August 31, 2018

	8/1/18 - 8/31/18		7/1/18 - 8/31/18		% to YTD Budget	Prior Year to Date	Increase/ (Dec YTD to PYTD	FY 2019 Budget
	Actual	Budget	Acutual YTD	Budget YTD				
NET SURPLUS/(DEFICIT)	\$285,088.31	(\$153,157.83)	\$41,387.08	(\$150,126.66)	(27.57)%	\$9,809.26	321.92 %	\$0.00

Metropolitan Area Planning Agency

Statement of Revenues and Expenditures

August 31, 2018

		8/1/18 - 8/31/18	7/1/18 - 8/31/18
		Actual	YTD
Revenues			
20-4520	Investment Earnings	\$50.00	\$92.91
20-4700	Motorist Assist Income	\$0.00	\$3,000.00
Total Revenues		\$50.00	\$3,092.91
Expenses			
20-6075	Miscellaneous Foundation	\$450.00	\$2,325.90
20-6088	Telephone - Foundation	\$84.65	\$169.30
20-6098	Vehicle Purchases - Foundation	\$27,542.00	\$27,542.00
Total Expenses		\$28,076.65	\$30,037.20
NET SURPLUS/(DEFICIT)		(\$28,026.65)	(\$26,944.29)

City of Omaha

Date: 10-OCT-18

Page 1 of 1

1819 Farnam St. Billing Div.
Omaha NE 68183
Contact : (402) 444-5453

Remit To :

City of Omaha Cashier
RM H10
1819 Farnam St.
Omaha NE 68183

Bill To :

MAPA
GREG YOUELL, DIRECTOR
2222 CUMING ST
OMAHA NE 68102

Ship To :

Customer Number : 28392

Invoice Number : 157552

Terms : 30 NET

Transaction Type : PLANNING

Total due : \$ 4,902.68

PLEASE RETURN TOP PORTION WITH REMITTANCE

Item No	Description	Qty Invoiced	Unit Price	Extended Price
1	WAGES JULY - SEPTEMBER 2018	1	4728.38	4728.38
2	TRAINING JULY - SEPTEMBER 2018	1	174.30	174.30
	SPECIAL INSTRUCTIONS	DUE DATE		TOTAL DUE
	Invoice Number : 157552	09-NOV-18		\$4,902.68

City of Omaha Cashier
RM H10
1819 Farnam St.
Omaha NE 68183

Attn: Accounts Payable
MAPA
GREG YOUELL, DIRECTOR
2222 CUMING ST
OMAHA NE 68102

[illegible]

Kevin Carder	July - 2018																															Monthly Total
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
Project #3 - Regionally SIdnificant Planning Projects									1.0	1.0			1.0			1.0		1.0		1.0			1.0		1.0		1.0			1.0		10.0
Develop and refine planning process; including project reviews, collect and maintain data to analyze transportation, housing and land use trends; to develop project plans and proposals; assist in the development of Transportation Improvement Program (TIP); assist in setting the Capital Improvement Plan (CIP); assist in programming, funding and delivery of transportation improvement projects; develop and maintain multimodal performance measures to track progress toward regional goals.																																
Daily Total	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	1.0	1.0	0.0	0.0	1.0	0.0	0.0	1.0	0.0	1.0	0.0	1.0	0.0	0.0	1.0	0.0	1.0	0.0	1.0	0.0	0.0	1.0	0.0	10.0
Non-work days																																Grand Total

Kevin Carder	September - 2018																														Monthly Total
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	
Project #3 - Regionally Significant Planning Projects				1			2			1	1	1		1			2			2											11
Develop and refine planning process; including project reviews, collect and maintain data to analyze transportation, housing and land use trends; to develop project plans and proposals; assist in the development of Transportation Improvement Program (TIP); assist in setting the Capital Improvement Plan (CIP); assist in programming, funding and delivery of transportation improvement projects; develop and maintain multimodal performance measures to track progress toward regional goals.																															
Daily Total	0.0	0.0	0.0	1.0	0.0	0.0	2.0	0.0	0.0	1.0	1.0	1.0	0.0	1.0	0.0	0.0	2.0	0.0	0.0	2.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	11.0
Non-work days																															
																															Grand Total

[illegible]

CITY OF OMAHA

DATE (mo/day/year)	PREPARED BY	REQUESTING ORGANIZATION NAME	TOTAL DOCUMENT COST
6/20/2018	Janie McCarthy-Cheney	PLANNING DEPT	\$ 249.00

Derek Miller
3705 S 116th St
Richmond, VA 68144

SEPARATE CHECK
YES or NO

INVOICE	DESCRIPTION	BUDGET FISCAL YEAR	FUND	ORGN	PROJECT	ACCOUNT NUMBER	AMOUNT
123442-1841	APA Membership- E; Nebraska Chapter; AICP Membership-E @ 50%	2018	11111	109031 10031	0000	42854	\$ 249.00

Did you contact Purchasing first for a PO?

Yes

No

x

Reason for Payment Voucher **No PO- Grant****Acceptable Reasons For Payment using Voucher**

Books, Periodicals, Subscriptions and Publications
Accreditation fees or license fees
Utilities
Judgments
Public Works Right of Way
Refunds/ Reimbursements
Travel
Registrations
Petty Cash
Some Grants (where no "buying" occurs)
Medical bills (health insurance, worker's comp, etc)
Credit cards
Background checks/Credit checks

Authorized
Signature

Date 6/19/18

Authorized
Signature

Date 6/21/18

* If you will repeatedly be making purchases from the same vendor using the same account string, please request a funded PO.*

If the product or service is greater than \$5,000 please contact Purchasing for a PO, as three quotes are required before purchasing.

**American Planning Association***Making Great Communities Happen*205 N. Michigan Avenue Suite 1200
Chicago, IL 60601-5927**Invoice**

ID Number **123442**
 Type **MEM**
 Invoice **123442-1841**
 Date **06/05/2018**
 Period **07/01/2018-06/30/2019**
 Due **06/01/2018**
 Page **1 of 1**

Work Phone: (402) 444-5210
 Fax:
 E-mail:

101844-1.3 1 722-1.2 1oz



DEREK L. MILLER, AICP
 CITY OF OMAHA PLANNING DEPT.
 1819 FARNAM ST
 SUITE #1110
 OMAHA NE 68131

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Help APA stay in touch! Is your information shown here accurate and complete?
 If not, make corrections at www.planning.org/myapa or on back of payment coupon.

Code	Description	Cost	Qty	Total
Memberships				
APA	APA Membership Category E *	\$270.00	1	\$270.00
CHAPT/NE	Nebraska Chapter	\$68.00	1	\$68.00
AICP	AICP Membership Category E *	\$135.00	1	\$135.00
TRANS	Transportation Planning Division	\$25.00	1	\$25.00

Payment(s) or Credit(s) received. *Thank You!*

Total Amount Billed \$498.00
Payment(s) or Credit(s) (\$0.00)
Balance Due \$498.00

PLEASE VERIFY YOUR INCOME CATEGORY AND DUES ABOVE

* See back for additional information.

Detach and return with payment. Disclosure in accordance with postal regulations: \$30 of APA membership dues support *Planning* magazine.American
Planning
Association**Payment Coupon**

Return this coupon with
 your payment. Keep top
 portion for your records.
 Your canceled check is
 your receipt.

To change your order
 use back of coupon. To
 ask questions about
 your invoice email
billings@planning.org.

Your Order:

Period 07/01/2018-06/30/2019
 Derek L. Miller, Aicp
 APA 1 \$270.00
 CHAPT/NE 1 \$68.00
 AICP 1 \$135.00
 TRANS 1 \$25.00
 Total Amount Billed: \$498.00
 Payment(s) or Credit(s): (\$0.00)
Balance Due: \$498.00

Tax-deductible contribution
 to the APA Foundation: \$

Total Payment:

\$

\$

For donation information,
 please visit www.planning.org

American
Planning
Association
Foundation

FutureShape, the APA Founda-
 tion's first-ever Signature Cause,
 is empowering us to shape the
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Please make a tax-deductible gift
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 tribution in the space provided
 at left. Either way, APA will send
 a receipt for your generous gift.

Thank you!

Your Payment Information:

Total payment \$.

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Make checks payable to "APA"

Please charge my:

☐ Visa ☐ MasterCard ☐ Amex

SIGNATURE

CARDNUMBER

EXPIRATION MONTH/YEAR

Mail in enclosed envelope to:
 American Planning Association
 Lock Box 4291
 Carol Stream, IL 60197-4291
 Fax credit card information to (312) 786-6700
 Customer Service: (312) 431-9100

123442049800



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[illegible]

MAPA Unified Work Program Funding Request

Omaha City Planning

Fiscal year: 2018

Project #2

Progress Report Q1

Project Name:

Bicycle and Pedestrian Counter Program

Current Period Activities:

- 2 new permanent counters installed by the City along the Little Papio Trail near Center St (Aksarben) and along the Big Papio at Woolworth (One Pacific Place) in July 2018
- A third counter has been delivered to Council Bluffs and is to be installed on the east end of the Bob Kerrey Bridge
- NRD purchased and installed a counter for the new West Papio Trail extension. The City is managing the data collection and maintenance of the counter.
- Tested the mobile counter on the Pratt St pedestrian bridge over US 75. Also installed it on the new Creighton/Atlas pedestrian bridge, and it is currently installed on the Martin Luther King Pedestrian Bridge that terminates on the south side of the CHI Health Center.
- Developed a template for quarterly data reports and plan to publish the first one in October on the City website and share with partners.

- Zoning and Master Plan amendments planned for 2018, with public engagement.
 - Internal kickoff meeting held in March of 2018. Internal Action Team now meeting monthly.
 - Currently assembling Stakeholder Group and planning first public meeting.
- Development Review
 - Ongoing
- 24th Street Road Diet Project
 - The public engagement plan was approved by NDOT
 - We are a part of a multi department / agency team developing the specific engagement with stakeholders and the general public.
 - Stakeholder meetings were held July 27.
 - Public open house was held on September 19.
 - PIH meeting held October 20.
 - Stakeholder open house held October 26.
 - Will use this process to help inform future street improvement projects.
 - Environmental review ongoing.
- 30th Street Road Diet Project
 - A consultant has been selected and scoped for the project.
 - Public open house was held on September 2017
 - PIH meeting held December 2017
 - Environmental review ongoing.
- B-Cycle Implementation
 - CMAQ Grant was approved by City Council.
 - Sole source justification was approved June 22.
 - NEPA environmental re-eval completed. NTP received in November.
 - License Agreements with partners and Declaration of Use for stations on City-opened property outside the ROW were approved by City Council on March 27, 2018.
 - Had to re-NEPA due to slight changes in station locations.
 - NEPA Re-eval approved. NTP received in late September.
 - Will move forward with executing the purchase in October with installation likely in November (pending some site prep/power hookups by Heartland Bikeshare).
- Parking Regulation Reform
 - Ongoing
 - Downtown parking and mobility study has been restarted
 - This will be developed in conjunction with the TOD Study.

Item	Total	Federal(70%)	Local (30%)
Non-Personnel	\$ 11,000.00	\$ 7,700.00	\$ 3,300.00
Training / Travel	\$ 10,000.00	\$ 7,000.00	\$ 3,000.00
Equipment	\$ 1,000.00	\$ 700.00	\$ 300.00

Staff time (hrs)				
\$	350.00			
Salary & Wages	\$ 15,367.33	\$ 10,703.54	\$ 4,663.79	
Fringe benefits	\$ 11,103.17	\$ 7,772.22	\$ 3,330.95	
Indirect rate	\$ 5,463.20	\$ 3,824.24	\$ 1,638.96	
	14.58%			
Total	\$ 42,933.70	\$ 30,000.00	\$ 12,933.70	

Fringe Benefit Calculation for Responsible Charge

Kellie Johnston-Dorsey

Annual Salary	Estimated hours worked/year	Effective Wage rate
\$ 59,635.42	2080	\$ 28.67

*Shaded areas to be completed by the LPA

~The City of Omaha is self insured, therefore the "quarterly Average per Month/Hour" cost will fluctuate.

Workman's Compensation Insurance - rate = \$.265 per \$100 of wages (rate ÷ \$100 x Wage Rate = \$.09 per hr.)			
Health/Dental/Life	Average	Months	Total
Health/Dental/Life	1341.58	12	\$ 16,099.00
Life	8.33	12	\$ 100.00
Dental	73.33	12	\$ 880.00

Stephen Osberg Accumulations:			
Annual	3.7 per pay period	0.05	Per hour
Sick	4.7 per pay period	0.06	Per hour
Holidays	8 hours per holiday day	0.1	Per Hour
Annual Totals			
Annual	96.2		
Sick	122.2		
Holiday	104		
Annual Total Accumulated	322.4		

Insurance Cost (Per Year)

Health~	\$ 16,099.00
Dental~	\$ 880.00
Accidental Death and Dismemberment (AD&D)	
Life~	\$ 100.00
Vision	
Other Insurance Benefits	
Insurance Cost/Year	\$ 17,079.00
Insurance Cost/Hr	\$ 8.21

Workmen's Compensation

Rate per \$100 of coverage	\$ 0.27
Effective Hourly Effective Wage Rate	\$ 28.67
Workman's Compensation Insurance Cost	\$ 0.08

FICA/Medicare (7.65 %)

FICA (6.2 Percent of Effective Hourly Wage Rate)	\$ 1.78
Medicare (1.45 Percent of Effective Hourly Wage Rate)	\$ 0.42

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

Vacation days	12.0
Sick Days	15.3
Pers/Adm. Days	1.0
Holidays	12.0
Leave days/year	40.3
Leave hours/year	322.5
Normal Working Hours/day	8.0
Normal Hours/year	2,080.0
Adjusted Working Hours/year	1,757.5
Effective Hourly Wage Rate	\$ 28.67
Holiday/Vacation/Sick Leave/Personal/Admin Time Off Cost	\$ 5.26

Pension

Percent of Effective Wage Rate	18.8%
Pension/Retirement Cost	\$ 5.38

Insurance Cost	Work Comp	6.2% FICA	1.45% Medicare	Holiday Vac Sick	Pension/Retirement	Total fringe/hour
\$8.21	\$0.08	\$1.78	\$0.42	\$5.26	\$5.38	\$21.12

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

Effective hourly rate	\$ 28.67
Fringe benefits per hour	\$ 21.12
Total hourly rate	\$ 49.79

Economic Development Research Group, Inc.

155 Federal Street, Suite 600
Boston, MA 02110

Invoice

BILL TO:

Omaha-Council Bluffs Metropolitan Area
Planning Agency
Attn: Travis Halm, Associate Planner
2222 Cumming Street
Omaha, NE 68102-4328

INVOICE NO: 769-05
DATE 9/26/2018
TERMS: Net 30
DUE DATE 10/26/2018

Transit Return on Investment Study (769)

	LABOR	HRS	RATE	AMOUNT
Transit Return on Investment Study Project #PL-55, Control #00978 Agreement No. VJ1801				
For the period of August 1-31, 2018				
Professional Services				
Direct labor:				
Economic Analyst	Adam Winston	1	46.75	46.75
Economic Analyst	Cecilia Viggiano	1.5	46.75	70.13
Project Manager	Naomi Stein	38.25	46.75	1,788.19
Principal	Glen Weisbrod	4	87.44	349.76
Economic Analyst	Kyle Schroeckenth...	4.5	46.75	210.38
Senior Advisor	Mark Sieber	0	54.81	0.00
Overhead (185.21%)	Fee	2465.24	1.8521	4,565.87
Fee (15%)	Fee	7031.08	0.15	1,054.66
Expenses				
Expenses for travel to MAPA Stakeholder mtg in Omaha, Aug 20-21, 2018, N Stein (see receipts for details)				
meals (\$15.71 + 6.73 + 20.53)			42.97	42.97
ground transportation			6.86	6.86
airfare			725.60	725.60
ground transportation - Uber (\$69.31 + 44.65)			113.96	113.96
ground transportation - Lyft			10.45	10.45
hotel			126.55	126.55
Total Reimbursable Expenses				1,026.39
Total Due				\$9,112.13

2:54 PM

09/25/18

Economic Development Research Group, Inc.
Time by Job Detail
August 2018

Date	Name	Duration
Omaha - Council Bluffs MAPA:Transit Return on Investment Study (769)		
Labor:Adam Winston		
08/27/2018	Winston, Adam	1:00
Total Labor:Adam Winston		1:00
Labor:Cecilia Viggiano		
08/24/2018	Viggiano, Cecilia	0:30
08/27/2018	Viggiano, Cecilia	1:00
Total Labor:Cecilia Viggiano		1:30
Labor:Glen Weisbrod		
08/02/2018	Weisbrod, Glen	0:30
08/07/2018	Weisbrod, Glen	2:00
08/09/2018	Weisbrod, Glen	0:30
08/21/2018	Weisbrod, Glen	1:00
Total Labor:Glen Weisbrod		4:00
Labor:Kyle Schroeckenthaler		
08/16/2018	Schroeckenthaler, Kyle	0:30
08/27/2018	Schroeckenthaler, Kyle	1:30
08/28/2018	Schroeckenthaler, Kyle	2:30
Total Labor:Kyle Schroeckenthaler		4:30
Labor:Naomi Stein		
08/06/2018	Stein, Naomi	0:30
08/07/2018	Stein, Naomi	0:30
08/09/2018	Stein, Naomi	2:45
08/13/2018	Stein, Naomi	2:45
08/14/2018	Stein, Naomi	1:30
08/16/2018	Stein, Naomi	5:45
08/17/2018	Stein, Naomi	2:00
08/20/2018	Stein, Naomi	8:00
08/21/2018	Stein, Naomi	7:15
08/23/2018	Stein, Naomi	0:30
08/27/2018	Stein, Naomi	2:15
08/28/2018	Stein, Naomi	3:15
08/29/2018	Stein, Naomi	0:15
08/31/2018	Stein, Naomi	1:00
Total Labor:Naomi Stein		38:15
Total Omaha - Council Bluffs MAPA:Transit Retur...		49:15
TOTAL		49:15



Naomi Stein <negstein@gmail.com>

eTicket Itinerary and Receipt for Confirmation FYF46X

United Airlines, Inc. <unitedairlines@united.com>
To: NEGSTEIN@gmail.com

Wed, Aug 8, 2018 at 6:36 PM

Receipt for confirmation number FYF46X



A STAR ALLIANCE MEMBER

United logo link to home page

Issue Date: August 08, 2018

Confirmation: FYF46X

[Check-In >](#)

TRAVELER INFORMATION

Traveler	eTicket Number	Frequent FlyerNumber	Seats
STEIN/NAOMIELIZABETHGEISLER	0162411838851	UA-XXXXX155	---/22B/36C/22B

FLIGHT INFORMATION

Day, Date	Flight	Class	Departure City and Time	Arrival City and Time	Aircraft	Meal
Mon, 20AUG18	UA1574	U	PITTSBURGH, PA (PIT) 11:20 AM	CHICAGO, IL (ORD - O'HARE) 11:46 AM	737-900	
Mon, 20AUG18	UA2293	U	CHICAGO, IL (ORD - O'HARE) 12:45 PM	OMAHA, NE (OMA) 2:18 PM	737-800	
Tue, 21AUG18	UA2332	U	OMAHA, NE (OMA) 3:16 PM	CHICAGO, IL (ORD - O'HARE) 4:54 PM	737-800	
Tue, 21AUG18	UA3543	U	CHICAGO, IL (ORD - O'HARE) 6:05 PM	PITTSBURGH, PA (PIT) 8:38 PM	ERJ 175	

Flight operated by REPUBLIC AIRLINES doing business as UNITED EXPRESS.

FARE INFORMATION

Fare Breakdown

Airfare:	632.56U\$
U.S. Transportation Tax:	47.44
U.S. Flight Segment Tax:	16.40
September 11th Security Fee:	11.20
U.S. Passenger Facility Charge:	18.00
Per Person Total:	725.60U\$
eTicket Total:	725.60U\$

Form of Payment:
VISA
Last Four Digits 2023

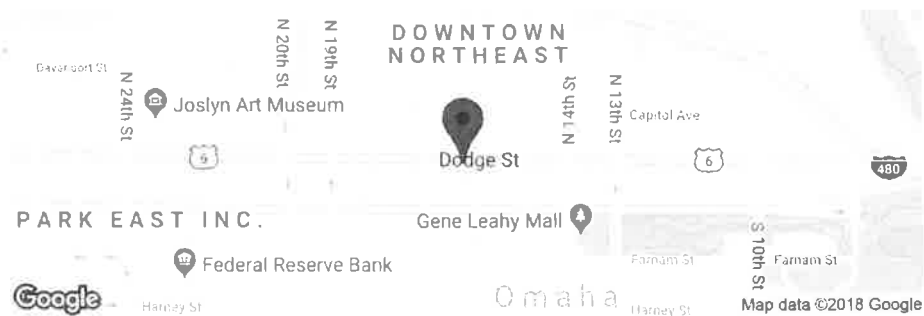
The airfare you paid on this itinerary totals: 632.56 USD

The taxes, fees, and surcharges paid total: 93.04 USD

Fare Rules: Additional charges may apply for changes in addition to any fare rules listed.

NONREF/OVALUAFTDPT/CHGFEE

Cancel reservations before the scheduled departure time or TICKET HAS NO VALUE.



Important notices

Airport shuttle service is available on request during limited hours. Contact the property in advance to make arrangements.

Required at check-in

- Credit card or cash deposit required
- Government-issued photo ID required
- Minimum check-in age is 19

Room details

Room

Room, 1 King Bed (294 SQ FT)
Naomi Stein, 2 adults

Preferences

Non Smoking, King Bed

Please note: Preferences and requests cannot be guaranteed. Special requests are subject to availability upon check-in and may incur additional charges.

Facilities



1 King Bed

294-sq-foot (27-sq-meter) room with city views

Layout - Separate sitting area

Internet - Free WiFi

Entertainment - 42-inch TV with premium channels

Food & Drink - Coffee/tea maker, room service, microwave (on request), and refrigerator (on request)

Sleep - Pillowtop bed, premium bedding, and blackout drapes/curtains

Bathroom - Private bathroom, shower/tub combination, designer toiletries, and a hair dryer

Practical - Safe, free newspaper, and iron/ironing board; free rollaway/extra beds and free cribs/infant beds available on request

Comfort - Air conditioning and daily housekeeping

Non-Smoking

Connecting/adjoining rooms can be requested, subject to availability

Payment details

Price for room 1	Monday, August 20, 2018	\$107.10
Tax recovery charges and service fees		\$19.45
Total amount paid		\$126.55

Thank you for paying using your MasterCard ending in 2679. Your booking is



1 message

Mon, Aug 20, 2018 at 9:28 AM



August 20, 2018 | UberX

- 

UberX
Car



8/21/2018 12:50 PM
 Check 193
 CASH TRAY-1
 Guests 1
 COMBO VEGGIE PIZZA
 Subtotal 6.25
 Sales Tax 0.45
 Restaurant Tax 0.16
 TOTAL 6.86
 Credit Card
 CHANGE DUE 0.00

RIGHT AIRPORT SERVICES
 4501 ABBOTT DRIVE OMAHA NE 68130

Bruegger's Bagels #1860
 402-472-0695
 PAY A Synch 219 TO 06 08/20/18
 REG Two
 1 Tuna Melt 6.29
 Sub Total 6.29
 Tax 0.44
 08/20/18 TOTAL 6.73

Authentic New York
 Style Bagels

THANK YOU
 VISA
 AMT-TEND CHARGE TALLY
 6.73 6.73
 6.73 6.73
 (Rev 143) Memo 190867 *****2023
 6.73
 08/20/18 10:06

Sale

Authentic New York
 Style Bagels
 Total 4 6.86

8/21/18 12:50 PM
 JN 8-00000 NEW YORK SALE
 Transaction ID: 007000006
 Amount: 6.86
 (Rev 143)
 6.86
 08/20/18 10:06

Your ride with eliesneris on August 20

1 message

Lyft Ride Receipt <no-reply@lyftmail.com>

Reply-To: Lyft <no-reply@lyft.com>

To: negstein@gmail.com

Tue, Aug 21, 2018 at 3:55 PM



Thanks for riding with eliesneris!

August 20, 2018 at 2:45 PM

Ride Details

Lyft fare (4.53mi, 9m 43s) \$10.45

 Visa *2023 **\$10.45**

**This and every ride is
carbon neutral**



[Learn more](#)

[Personal] Your Tuesday evening trip with Uber

1 message

Uber Receipts <uber.us@uber.com>
To: negstein@gmail.com

Tue, Aug 21, 2018 at 9:12 PM



\$44.65

Thanks for choosing Uber, Naomi

August 21, 2018 | UberX

- 08:40pm | 1000 Airport Blvd, Pittsburgh, PA
- 09:12pm | 1528 S Negley Ave, Pittsburgh, PA



You rode with Andrew

24.68	00:31:34	UberX
miles	Trip time	Car



ADD A TIP

Progress Report – Omaha Transit ROI Study

Month: August, 2018

Work Completed This Month:

- Preparation and completion of Stakeholder Committee Meeting #1
- Initial strategizing regarding future scenarios with MAPA
- Coordination with MAPA PIT team regarding stakeholder outreach
- Development & delivery of stakeholder meeting minutes
- Continuing coordination regarding model data & interview process
- Processing of data received from Metro Transit
- Set up & calibration of TREDIS model to 3 county region: Douglas, Sarpy, and Pottawattamie

Work Underway for Progress Next Month:

- Commence round 2 of interviews
- Detailed review of MAPA model data and MetroTransit survey data
- Analysis of stimulus effects of transit spending
- Analysis of role of transit in supporting workforce
- Commence analysis of efficiency effects of transit

Delays Affecting Project Work & Comments Regarding Schedule and Work Plan

On coordinating 2-4 focus groups on case study subjects:

Given the timeline of interviews, focus groups cannot be timed with the next stakeholder meeting. However, MAPA still sees value in having group conversations and believes that once case studies are identified, MAPA will be able to identify the right 5-8 people to participate. Given this, we currently plan to time the focus groups with the third stakeholder meeting, pending the evolution of interview findings.

Scenario modeling:

Scheduling of stakeholder meeting #3 will be contingent on MAPA defining and running future scenarios in the model that serve as key input to the transit futures analysis. In the next few weeks, EDR Group and MAPA will determine the best approach and tentative timeline for this process.

Contracting:

EDR Group needs to know the status of the Metro Analytics contract in order to determine staffing approach to the future scenario analysis. We would like to bring Chandler in now but need to know that this will be alright contractually.

Emspace + Lovgren
7634 Pierce Street
Omaha NE 68124-1508
402-398-9448

STATEMENT



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

Date

10/2/2018

Charges: 8/25/18 - 9/28/18

Project #CM-D2 (107)

CN#22553

E-Mail: mengel@mapacog.org scutsforth@mapacog.org

E-Mail: amoraes@mapacog.org

Date	Invoice	Transaction	Amount
10/2/2018	527-534	CMAQ Air Quality & Reduced Fare Program	\$27,964.35
		AMOUNT DUE*PLEASE REMIT	\$27,964.35

Emspace + Lovgren
7634 Pierce Street
Omaha NE 68124-1508
402-398-9448

INVOICE



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

Invoice #

527-534

Date * 10-2-2018

E-Mail: mengel@mapacog.org scutsforth@mapacog.org
E-Mail: amorales@mapacog.org

Charges: 8/25/18 - 9/28/18

Project #CM-D2 (107)

CN#22553

Services	Amount
<i>CMAQ Air Quality & Reduced Fare Campaign**Project #CM-D2-(107)</i>	
TASK 2 * AIR QUALITY AWARENESS SURVEY	
2.1 Survey Management & Administration	
Principal Manager * Linda Lovgren 2.50 Hrs @ \$190	\$475.00
2.2 Survey Development	
Principal Manager * Linda Lovgren 2.00 Hrs @ \$190	\$380.00
TASK 3 * CREATIVE - GRAPHICS	
3.1 Graphic Design	
Graphics Manager * Tom Nemitz .50 Hrs @ \$145	\$72.50
3.3 Video Production * Photography	
Graphics Manager * Tom Nemitz 8.00 Hrs @ \$145	\$1,160.00
3.5 Web Content	
Graphics Manager * Tom Nemitz 2.25 Hrs @ \$145	\$326.25
Page 2	

Emspace + Lovgren
7634 Pierce Street
Omaha NE 68124-1508
402-398-9448

INVOICE



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

Invoice #

527-534

Date * 10-2-2018

E-Mail: mengel@mapacog.org scutsforth@mapacog.org
E-Mail: amorales@mapacog.org

Charges: 8/25/18 - 9/28/18

Project #CM-D2 (107)

CN#22553

Services	Amount
<i>CMAQ Air Quality & Reduced Fare Campaign**Project #CM-D2-(107)</i>	
TASK 5 PUBLIC RELATIONS	
5.4 Engage Social Media	
Social Media Coordinator* Kelly Bast 3.00 Hrs @ \$145	\$435.00
5.5 Develop Community Partners	
Principal Manager * Linda Lovgren .50 Hrs @ \$190	\$95.00
5.6 Develop, Print, Audio, Visuals Materials	
Principal Manager * Linda Lovgren 2.00 Hrs @ \$190	\$380.00
Page 4	

Emspace + Lovgren
7634 Pierce Street
Omaha NE 68124-1508
402-398-9448

INVOICE



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

Invoice #

527-534

Date * 10-2-2018

E-Mail: mengel@mapacog.org scutsforth@mapacog.org
E-Mail: amoraes@mapacog.org

Charges: 8/25/18 - 9/28/18

Project #CM-D2 (107)

CN#22553

Services	Amount
<i>CMAQ Air Quality & Reduced Fare Campaign**Project #CM-D2-(107)</i>	
DIRECT EXPENSES	
<i>Printing/Production</i>	
Griffs Delivery Service 8/10/18 & 8/15/18	\$27.50
<i>Survey/Sub-Consultant</i>	
MSR Group* Research Study Survey * Advance Billing	\$7,185.00
AMOUNT DUE* PLEASE REMIT	\$27,964.35

KMTV

Sept

Gen

\$ 2844



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

INVOICE

Invoice #	Invoice Date	Invoice Month	Invoice Period
434299-2	08/26/18	August 2018	07/30/18 - 08/19/18
Advertiser		Product	Estimate Number
Metro Area Planning Agency		Mapa 2018REV	13111

Line	Start Date	End Date	Description	Start/End Time	MTWTFSS	Length	Spots/ Week	Rate	Type																																																																																																																																																																																																																																							
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<table><tr><th>Spots: #</th><th>Ch</th><th>Day</th><th>Air Date</th><th>Air Time</th><th>Description</th><th>Start/End Time</th><th>Length</th><th>Ad-ID</th><th>Rate</th><th>Type</th></tr><tr><td>85</td><td>KMTV</td><td>M</td><td>08/13/18</td><td></td><td>Sign-On to Sign-Off</td><td>4am-4am</td><td>:00</td><td></td><td>\$0.00</td><td>NM</td></tr><tr><td></td><td></td><td></td><td colspan="2">See MG 6.97,6.98</td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>94</td><td>KMTV</td><td>M</td><td>08/13/18</td><td></td><td>Sign-On to Sign-Off</td><td>4am-4am</td><td>:00</td><td></td><td>\$0.00</td><td>NM</td></tr><tr><td></td><td></td><td></td><td colspan="2">See MG 6.97,6.98</td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>86</td><td>KMTV</td><td>Tu</td><td>08/14/18</td><td>12:47 AM</td><td>Sign-On to Sign-Off</td><td>4am-4am</td><td>:30</td><td>MAPA01H Good Up High 30</td><td>\$0.00</td><td>NM</td></tr><tr><td>93</td><td>KMTV</td><td>W</td><td>08/15/18</td><td>5:00 AM</td><td>Sign-On to Sign-Off</td><td>4am-4am</td><td>:30</td><td>MAPA01H Good Up High 30</td><td>\$0.00</td><td>NM</td></tr><tr><td>87</td><td>KMTV</td><td>W</td><td>08/15/18</td><td>12:55 AM</td><td>Sign-On to Sign-Off</td><td>4am-4am</td><td>:30</td><td>MAPA01H Good Up High 30</td><td>\$0.00</td><td>NM</td></tr><tr><td>88</td><td>KMTV</td><td>Th</td><td>08/16/18</td><td></td><td>Sign-On to Sign-Off</td><td>4am-4am</td><td>:00</td><td></td><td>\$0.00</td><td>NM</td></tr><tr><td></td><td></td><td></td><td colspan="2">Credited</td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>98</td><td>KMTV</td><td>Th</td><td>08/16/18</td><td>9:14 PM</td><td>GB Packers Pre-Season</td><td>GB Packers Pre-Se</td><td>:30</td><td>MAPA01H Good Up High 30</td><td>\$0.00</td><td>NM</td></tr><tr><td></td><td></td><td></td><td colspan="2">MG for 6.85,6.94</td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>97</td><td>KMTV</td><td>Th</td><td>08/16/18</td><td>10:01 PM</td><td>GB Packers Pre-Season</td><td>GB Packers Pre-Se</td><td>:30</td><td>MAPA01H Good Up High 30</td><td>\$0.00</td><td>NM</td></tr><tr><td></td><td></td><td></td><td colspan="2">MG for 6.85,6.94</td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>89</td><td>KMTV</td><td>F</td><td>08/17/18</td><td></td><td>Sign-On to Sign-Off</td><td>4am-4am</td><td>:00</td><td></td><td>\$0.00</td><td>NM</td></tr><tr><td></td><td></td><td></td><td colspan="2">Credited</td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>92</td><td>KMTV</td><td>F</td><td>08/17/18</td><td>5:59 AM</td><td>Sign-On to Sign-Off</td><td>4am-4am</td><td>:30</td><td>MAPA01H Good Up High 30</td><td>\$0.00</td><td>NM</td></tr><tr><td>90</td><td>KMTV</td><td>Sa</td><td>08/18/18</td><td>5:21 AM</td><td>Sign-On to Sign-Off</td><td>4am-4am</td><td>:30</td><td>MAPA01H Good Up High 30</td><td>\$0.00</td><td>NM</td></tr><tr><td>95</td><td>KMTV</td><td>Sa</td><td>08/18/18</td><td>11:53 PM</td><td>Sign-On to Sign-Off</td><td>4am-4am</td><td>:30</td><td>MAPA01H Good Up High 30</td><td>\$0.00</td><td>NM</td></tr><tr><td>91</td><td>KMTV</td><td>Su</td><td>08/19/18</td><td>10:34 PM</td><td>Sign-On to Sign-Off</td><td>4am-4am</td><td>:30</td><td>MAPA01H Good Up High 30</td><td>\$0.00</td><td>NM</td></tr><tr><td>96</td><td>KMTV</td><td>Su</td><td>08/19/18</td><td>12:26 AM</td><td>Sign-On to Sign-Off</td><td>4am-4am</td><td>:30</td><td>MAPA01H Good Up High 30</td><td>\$0.00</td><td>NM</td></tr></table>										Spots: #	Ch	Day	Air Date	Air Time	Description	Start/End Time	Length	Ad-ID	Rate	Type	85	KMTV	M	08/13/18		Sign-On to Sign-Off	4am-4am	:00		\$0.00	NM				See MG 6.97,6.98								94	KMTV	M	08/13/18		Sign-On to Sign-Off	4am-4am	:00		\$0.00	NM				See MG 6.97,6.98								86	KMTV	Tu	08/14/18	12:47 AM	Sign-On to Sign-Off	4am-4am	:30	MAPA01H Good Up High 30	\$0.00	NM	93	KMTV	W	08/15/18	5:00 AM	Sign-On to Sign-Off	4am-4am	:30	MAPA01H Good Up High 30	\$0.00	NM	87	KMTV	W	08/15/18	12:55 AM	Sign-On to Sign-Off	4am-4am	:30	MAPA01H Good Up High 30	\$0.00	NM	88	KMTV	Th	08/16/18		Sign-On to Sign-Off	4am-4am	:00		\$0.00	NM				Credited								98	KMTV	Th	08/16/18	9:14 PM	GB Packers Pre-Season	GB Packers Pre-Se	:30	MAPA01H Good Up High 30	\$0.00	NM				MG for 6.85,6.94								97	KMTV	Th	08/16/18	10:01 PM	GB Packers Pre-Season	GB Packers Pre-Se	:30	MAPA01H Good Up High 30	\$0.00	NM				MG for 6.85,6.94								89	KMTV	F	08/17/18		Sign-On to Sign-Off	4am-4am	:00		\$0.00	NM				Credited								92	KMTV	F	08/17/18	5:59 AM	Sign-On to Sign-Off	4am-4am	:30	MAPA01H Good Up High 30	\$0.00	NM	90	KMTV	Sa	08/18/18	5:21 AM	Sign-On to Sign-Off	4am-4am	:30	MAPA01H Good Up High 30	\$0.00	NM	95	KMTV	Sa	08/18/18	11:53 PM	Sign-On to Sign-Off	4am-4am	:30	MAPA01H Good Up High 30	\$0.00	NM	91	KMTV	Su	08/19/18	10:34 PM	Sign-On to Sign-Off	4am-4am	:30	MAPA01H Good Up High 30	\$0.00	NM	96	KMTV	Su	08/19/18	12:26 AM	Sign-On to Sign-Off	4am-4am	:30	MAPA01H Good Up High 30	\$0.00	NM
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7	06/25/18	08/19/18	Su 7-8am	7-8am	-----S	:30	2	\$15.00	NM	
Weeks:	<u>Start Date</u>	<u>End Date</u>	<u>MTWTFSS</u>	<u>Spots/Week</u>	<u>Rate</u>					
	07/30/18	08/05/18	-----S	2	\$15.00					
Spots: #	Ch	Day	Air Date	Air Time	Description	Start/End Time	Length	Ad-ID	Rate	Type
12	KMTV	Su	08/05/18	7:09 AM	Su 7-8am	7-8am	:30	MAPA01H Good Up High 30	\$15.00	NM
11	KMTV	Su	08/05/18	7:25 AM	Su 7-8am	7-8am	:30	MAPA01H Good Up High 30	\$15.00	NM
Weeks:	<u>Start Date</u>	<u>End Date</u>	<u>MTWTFSS</u>	<u>Spots/Week</u>	<u>Rate</u>					
	08/06/18	08/12/18	-----S	2	\$15.00					
Spots: #	Ch	Day	Air Date	Air Time	Description	Start/End Time	Length	Ad-ID	Rate	Type

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INVOICE



Send Payment To:

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

Invoice #	Invoice Date	Invoice Month	Invoice Period
434299-2	08/26/18	August 2018	07/30/18 - 08/19/18
Advertiser	Product	Estimate Number	
Metro Area Planning Agency	Mapa 2018REV	13111	

Line	Start Date	End Date	Description	Start/End Time	MTWTFSS	Length	Spots/ Week	Rate	Type
2	06/25/18	08/19/18	M-F CBS This Morning	7-9am	MTWTF--	:30	3	\$50.00	NM
Spots: # Ch Day Air Date Air Time Description Start/End Time Length Ad-ID Rate Type									
21 KMTV M 08/06/18 8:50 AM M-F CBS This Morning 7-9am :30 MAPA01H Good Up High 30 \$50.00 NM									
19 KMTV Tu 08/07/18 8:54 AM M-F CBS This Morning 7-9am :30 MAPA01H Good Up High 30 \$50.00 NM									
20 KMTV W 08/08/18 8:51 AM M-F CBS This Morning 7-9am :30 MAPA01H Good Up High 30 \$50.00 NM									
Weeks: Start Date End Date MTWTFSS Spots/Week Rate									
08/13/18 08/19/18 MTWTF-- 3 \$50.00									
Spots: # Ch Day Air Date Air Time Description Start/End Time Length Ad-ID Rate Type									
22 KMTV Tu 08/14/18 8:50 AM M-F CBS This Morning 7-9am :30 MAPA01H Good Up High 30 \$50.00 NM									
24 KMTV W 08/15/18 8:43 AM M-F CBS This Morning 7-9am :30 MAPA01H Good Up High 30 \$50.00 NM									
23 KMTV Th 08/16/18 8:50 AM M-F CBS This Morning 7-9am :30 MAPA01H Good Up High 30 \$50.00 NM									
3	06/25/18	08/19/18	M-F 4-5pm News	4-5pm	MTWTF--	:30	3	\$45.00	NM
Weeks: Start Date End Date MTWTFSS Spots/Week Rate									
07/30/18 08/05/18 MTWTF-- 3 \$45.00									
Spots: # Ch Day Air Date Air Time Description Start/End Time Length Ad-ID Rate Type									
18 KMTV M 07/30/18 4:09 PM M-F 4-5pm News 4-5pm :30 MAPA01H Good Up High 30 \$45.00 NM									
16 KMTV Tu 07/31/18 4:42 PM M-F 4-5pm News 4-5pm :30 MAPA01H Good Up High 30 \$45.00 NM									
17 KMTV F 08/03/18 4:43 PM M-F 4-5pm News 4-5pm :30 MAPA01H Good Up High 30 \$45.00 NM									
Weeks: Start Date End Date MTWTFSS Spots/Week Rate									
08/06/18 08/12/18 MTWTF-- 3 \$45.00									
Spots: # Ch Day Air Date Air Time Description Start/End Time Length Ad-ID Rate Type									
21 KMTV M 08/06/18 4:39 PM M-F 4-5pm News 4-5pm :30 MAPA01H Good Up High 30 \$45.00 NM									
19 KMTV W 08/08/18 4:09 PM M-F 4-5pm News 4-5pm :30 MAPA01H Good Up High 30 \$45.00 NM									
20 KMTV Th 08/09/18 4:55 PM M-F 4-5pm News 4-5pm :30 MAPA01H Good Up High 30 \$45.00 NM									
Weeks: Start Date End Date MTWTFSS Spots/Week Rate									
08/13/18 08/19/18 MTWTF-- 3 \$45.00									
Spots: # Ch Day Air Date Air Time Description Start/End Time Length Ad-ID Rate Type									
23 KMTV Tu 08/14/18 4:17 PM M-F 4-5pm News 4-5pm :30 MAPA01H Good Up High 30 \$45.00 NM									
24 KMTV W 08/15/18 4:40 PM M-F 4-5pm News 4-5pm :30 MAPA01H Good Up High 30 \$45.00 NM									
22 KMTV Th 08/16/18 4:49 PM M-F 4-5pm News 4-5pm :30 MAPA01H Good Up High 30 \$45.00 NM									
4	06/25/18	08/19/18	M-F 5-630pm News ROS	5-630pm	MTWTF--	:30	4	\$50.00	NM
Weeks: Start Date End Date MTWTFSS Spots/Week Rate									
07/30/18 08/05/18 MTWTF-- 4 \$50.00									
Spots: # Ch Day Air Date Air Time Description Start/End Time Length Ad-ID Rate Type									
22 KMTV M 07/30/18 5:18 PM M-F 5-630pm News ROS 5-630pm :30 MAPA01H Good Up High 30 \$50.00 NM									
23 KMTV Tu 07/31/18 6:26 PM M-F 5-630pm News ROS 5-630pm :30 MAPA01H Good Up High 30 \$50.00 NM									
21 KMTV W 08/01/18 6:25 PM M-F 5-630pm News ROS 5-630pm :30 MAPA01H Good Up High 30 \$50.00 NM									
24 KMTV F 08/03/18 6:20 PM M-F 5-630pm News ROS 5-630pm :30 MAPA01H Good Up High 30 \$50.00 NM									
Weeks: Start Date End Date MTWTFSS Spots/Week Rate									
08/06/18 08/12/18 MTWTF-- 4 \$50.00									
Spots: # Ch Day Air Date Air Time Description Start/End Time Length Ad-ID Rate Type									
27 KMTV M 08/06/18 5:26 PM M-F 5-630pm News ROS 5-630pm :30 MAPA01H Good Up High 30 \$50.00 NM									
26 KMTV Tu 08/07/18 6:27 PM M-F 5-630pm News ROS 5-630pm :30 MAPA01H Good Up High 30 \$50.00 NM									
25 KMTV Th 08/09/18 5:22 PM M-F 5-630pm News ROS 5-630pm :30 MAPA01H Good Up High 30 \$50.00 NM									

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KMTV
Sept
Serv
\$2100

KMTV
Sept

\$3600

INVOICE



Send Payment To:

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

Invoice #	Invoice Date	Invoice Month	Invoice Period
448875-2	08/26/18	August 2018	07/30/18 - 08/26/18

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

Line	Start Date	End Date	Description	Start/End Time	MTWTFSS	Length	Spots/ Week	Rate	Type
10	08/26/18	08/26/18	Facebook Boost	Facebook Boost	-----S	:00	1	\$200.00	NS
Spots: # Ch Day Air Date Air Time Description Start/End Time Length Ad-ID Rate Type									
1 KMTV Su 08/26/18 Facebook Boost Facebook Boost :00 \$200.00 NS									
11	08/26/18	08/26/18	Brand Spotlight Content	Brand Spotlight Cor	-----S	:00	1	\$250.00	NS
Weeks: Start Date End Date MTWTFSS Spots/Week Rate									
08/20/18 08/26/18 -----S 1 \$250.00									
Spots: # Ch Day Air Date Air Time Description Start/End Time Length Ad-ID Rate Type									
1 KMTV Su 08/26/18 Brand Spotlight Content Brand Spotlight Cor :00 \$250.00 NS									
12	08/26/18	08/26/18	Banner Ad 300x600+Log	Banner Ad 300x60C	-----S	:00	1	\$0.00	NS
Weeks: Start Date End Date MTWTFSS Spots/Week Rate									
08/20/18 08/26/18 -----S 1 \$0.00									
Spots: # Ch Day Air Date Air Time Description Start/End Time Length Ad-ID Rate Type									
1 KMTV Su 08/26/18 Banner Ad 300x600+Logo Banner Ad 300x60C :00 \$0.00 NS									
13	08/26/18	08/26/18	Brand Spotlight Teaser	Brand Spotlight Tea	-----S	:00	1	\$150.00	NS
Weeks: Start Date End Date MTWTFSS Spots/Week Rate									
08/20/18 08/26/18 -----S 1 \$150.00									
Spots: # Ch Day Air Date Air Time Description Start/End Time Length Ad-ID Rate Type									
1 KMTV Su 08/26/18 Brand Spotlight Teaser Brand Spotlight Tea :00 \$150.00 NS									
14	08/26/18	08/26/18	Banner Ad 300x250	Banner Ad 300x250	-----S	:00	1	\$250.00	NS
Weeks: Start Date End Date MTWTFSS Spots/Week Rate									
08/20/18 08/26/18 -----S 1 \$250.00									
Spots: # Ch Day Air Date Air Time Description Start/End Time Length Ad-ID Rate Type									
1 KMTV Su 08/26/18 Banner Ad 300x250 Banner Ad 300x25C :00 \$250.00 NS									
15	08/26/18	08/26/18	Landing Page-Site Creat	Landing Page-Site (-----S	:00	1	\$250.00	NS
Weeks: Start Date End Date MTWTFSS Spots/Week Rate									
08/20/18 08/26/18 -----S 1 \$250.00									
Spots: # Ch Day Air Date Air Time Description Start/End Time Length Ad-ID Rate Type									
1 KMTV Su 08/26/18 Landing Page-Site Created Landing Page-Site (:00 \$250.00 NS									
16	08/26/18	08/26/18	Banner Ad 300x600+Log	Banner Ad 300x60C	-----S	:00	1	\$0.00	NS
Weeks: Start Date End Date MTWTFSS Spots/Week Rate									
08/20/18 08/26/18 -----S 1 \$0.00									
Spots: # Ch Day Air Date Air Time Description Start/End Time Length Ad-ID Rate Type									
1 KMTV Su 08/26/18 Banner Ad 300x600+Logo Banner Ad 300x60C :00 \$0.00 NS									
17	08/26/18	08/26/18	Station Facebook Post	Station Facebook P	-----S	:00	1	\$400.00	NS
Weeks: Start Date End Date MTWTFSS Spots/Week Rate									
08/20/18 08/26/18 -----S 1 \$400.00									
Spots: # Ch Day Air Date Air Time Description Start/End Time Length Ad-ID Rate Type									
1 KMTV Su 08/26/18 Station Facebook Post Station Facebook P :00 \$400.00 NS									

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. We are not liable for the formatting of any spot provided by advertiser or any third party.

Advertiser and Agency, jointly and severally, represent, warrant, and covenant that the advertising supplied to Station, including any music contained therein, is right-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 system, including, but not limited to, streaming over the Internet or distribution on a TV-Everywhere-type and/or OTT basis, whether on a linear, video-on-demand, start-over, or look-back basis.

INVOICE



Send Payment To:

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

Invoice #	Invoice Date	Invoice Month	Invoice Period
448875-2	08/26/18	August 2018	07/30/18 - 08/26/18

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

Line	Start Date	End Date	Description	Start/End Time	MTWTFSS	Length	Spots/ Week	Rate	Type
Total Spots							19		

Payment Terms 30 Days

Gross Total **\$3,600.00**

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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 system, including but not limited to, streaming over the Internet or distribution on a TV-Everywhere-type and/or OTT basis, whether on a linear, video-on-demand, start-over, or look-back basis.

**Bill To:**

Emspace+Lovgren
809 N 96th St Ste 2
Omaha NE 68114

Invoice No: 3912982250

Client ID:	334251
Invoice Date:	08/26/18
Payment Due:	10/10/18
Amount Paid:	\$0.00
Amount Due:	\$3,960.00

Order Details**Advertiser** MAPA - METROPOLITAN AREA**Order #** 1108285216**Contract #****AE** Kendra Hagedorn**IHM Product** Radio**Station** Multi**Market** Omaha**Start Date** 07/30/18**End Date** 08/26/18**CPE //****Billing Period** Aug 2018**Schedule** Broadcast**Terms** Net 45**Note 1:** LSBI 2018**Note 2:****Invoice Summary**

This invoice is in accordance with the official log and the announcements/programs indicated below were aired on the dates and the times shown. Per your advertising agreement, the actual times may have run within 10 minutes of the scheduled time.

Questions? Contact us at Invoices@iHeartMedia.com

Invoice No:	3912982250
Client ID:	334251
Order No:	1108285216
Payment Due:	10/10/18



Check Enclosed ☐ Check # : _____



Invoice Number: 3912982250

Invoice Details

Order Line	Product Type	Ordered	Day(s)	Daypart				Rate
	Spot	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/5/2018	12:19 pm	30		\$30.00
	Spot	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/5/2018	12:44 pm	30		\$30.00
	Spot	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/18/2018	7:15 am	30		\$30.00
	Spot	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/18/2018	8:43 am	30		\$30.00
	Spot	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/18/2018	12:48 pm	30		\$30.00
	Spot	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/18/2018	6:14 pm	30		\$30.00
	Spot	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/19/2018	2:19 pm	30		\$30.00
	Spot	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/25/2018	4:15 pm	30		\$30.00
	Spot	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/25/2018	5:17 pm	30		\$30.00
	Spot	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/26/2018	8:20 am	30		\$30.00
	Spot	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/26/2018	3:11 pm	30		\$30.00
	Spot	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/26/2018	6:46 pm	30		\$30.00
6	Spot	Commercial 15	MTWThFSSn	06:00:00-23:59:58				\$0.00
		Aired	ISCI/SPOT TITLE	DATE	TIME	LEN	MG	RATE
	Spot	Commercial 15	MAPA-02-15R Take a L / MAPA-02-15R Take a Little Step 15R	8/6/2018	9:16 pm	15		\$0.00
	Spot	Commercial 15	MAPA-03-15R Thousand / MAPA-03-15R Thousand Cars 15R	8/7/2018	10:17 pm	15		\$0.00
	Spot	Commercial 15	MAPA-02-15R Take a L / MAPA-02-15R Take a Little Step 15R	8/8/2018	7:58 pm	15		\$0.00
	Spot	Commercial 15	MAPA-03-15R Thousand / MAPA-03-15R Thousand Cars 15R	8/8/2018	8:21 pm	15		\$0.00
	Spot	Commercial 15	MAPA-02-15R Take a L / MAPA-02-15R Take a Little Step 15R	8/8/2018	8:58 pm	15		\$0.00
	Spot	Commercial 15	MAPA-03-15R Thousand / MAPA-03-15R Thousand Cars 15R	8/9/2018	8:17 pm	15		\$0.00
	Spot	Commercial 15	MAPA-02-15R Take a L / MAPA-02-15R Take a Little Step 15R	8/10/2018	10:43 pm	15		\$0.00
	Spot	Commercial 15	MAPA-03-15R Thousand / MAPA-03-15R Thousand Cars 15R	8/11/2018	7:17 pm	15		\$0.00
	Spot	Commercial 15	MAPA-02-15R Take a L / MAPA-02-15R Take a Little Step 15R	8/11/2018	8:16 pm	15		\$0.00
	Spot	Commercial 15	MAPA-03-15R Thousand / MAPA-03-15R Thousand Cars 15R	8/12/2018	9:12 pm	15		\$0.00
Totals for Station:		KXKT-FM	No. of Spots/Misc:	46/0	Gross Amt:			\$2,235.00

Market: Omaha

Station: KFAB-AM

Order Line	Product Type	Ordered	Day(s)	Daypart				Rate
1	Spot	Commercial 15	MTWThFSSn	06:00:00-23:59:58				\$0.00
		Aired	ISCI/SPOT TITLE	DATE	TIME	LEN	MG	RATE



Invoice Number: 3912982250

Invoice Details

Order Line	Product Type	Ordered	Day(s)	Daypart				Rate
	Spot	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/21/2018	6:53 pm	30		\$65.00
	Spot	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/23/2018	1:48 pm	30		\$65.00
	Spot	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/23/2018	6:04 pm	30		\$65.00
	Spot	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/24/2018	9:50 am	30		\$65.00
	Spot	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/24/2018	3:15 pm	30		\$65.00
5	Spot	Commercial	SSn	06:00:00-18:59:59				\$8.00
		<u>AIRED</u>	<u>ISCI/SPOT TITLE</u>	<u>DATE</u>	<u>TIME</u>	<u>LEN</u>	<u>MG</u>	<u>RATE</u>
	Spot	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/4/2018	6:58 am	30		\$8.00
	Spot	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/4/2018	1:31 pm	30		\$8.00
	Spot	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/5/2018	8:59 am	30		\$8.00
	Spot	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/5/2018	11:48 am	30		\$8.00
	Spot	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/5/2018	4:26 pm	30		\$8.00
	Spot	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/18/2018	7:17 am	30		\$8.00
	Spot	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/19/2018	3:51 pm	30		\$8.00
	Spot	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/19/2018	4:30 pm	30		\$8.00
	Spot	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/19/2018	5:04 pm	30		\$8.00
	Spot	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/19/2018	6:54 pm	30		\$8.00
	Spot	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/25/2018	4:04 pm	30		\$8.00
	Spot	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/25/2018	6:22 pm	30		\$8.00
	Spot	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/26/2018	10:22 am	30		\$8.00
	Spot	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/26/2018	11:21 am	30		\$8.00
	Spot	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/26/2018	2:53 pm	30		\$8.00
Totals for Station:		KFAB-AM	No. of Spots/Misc:	47/0	Gross Amt:		\$1,485.00	

Market: Omaha

Station: KFAB-AM

Order Line	Product Type	Ordered	Day(s)	Daypart				Rate
9	Streaming	Commercial	MTWThF	06:00:00-18:59:59				\$2.00
		<u>AIRED</u>	<u>ISCI/SPOT TITLE</u>	<u>DATE</u>	<u>TIME</u>	<u>LEN</u>	<u>MG</u>	<u>RATE</u>
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	7/30/2018	8:28 am	30		\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	7/30/2018	10:16 am	30		\$2.00



Invoice Number: 3912982250

Invoice Details

Order Line	Product Type	Ordered	Day(s)	Daypart			Rate
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/15/2018	11:56 am	30	\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/16/2018	1:04 pm	30	\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/16/2018	1:57 pm	30	\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/16/2018	2:58 pm	30	\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/16/2018	5:58 pm	30	\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/17/2018	8:06 am	30	\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/17/2018	8:54 am	30	\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/17/2018	9:32 am	30	\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/17/2018	12:05 pm	30	\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/20/2018	11:26 am	30	\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/20/2018	1:30 pm	30	\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/20/2018	2:27 pm	30	\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/20/2018	6:52 pm	30	\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/21/2018	9:54 am	30	\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/21/2018	10:52 am	30	\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/22/2018	10:23 am	30	\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/22/2018	10:36 am	30	\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/22/2018	11:58 am	30	\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/22/2018	1:04 pm	30	\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/22/2018	2:57 pm	30	\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/22/2018	6:52 pm	30	\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/23/2018	10:49 am	30	\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/23/2018	2:06 pm	30	\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/23/2018	2:27 pm	30	\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/23/2018	5:27 pm	30	\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/24/2018	12:25 pm	30	\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/24/2018	2:56 pm	30	\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/24/2018	4:23 pm	30	\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/24/2018	5:31 pm	30	\$2.00



Invoice Number: 3912982250

Invoice Details

Order Line	Product Type	Ordered	Day(s)	Daypart	Rate		
		<u>AIR</u>	<u>SPOT</u>	<u>DATE</u>	<u>TIME</u>	<u>LEN</u>	<u>MG</u>
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	7/30/2018	6:19 am	30	\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	7/30/2018	7:37 am	30	\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	7/30/2018	8:51 am	30	\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	7/30/2018	3:45 pm	30	\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	7/31/2018	6:22 am	30	\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	7/31/2018	6:51 am	30	\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	7/31/2018	8:51 am	30	\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	7/31/2018	2:14 pm	30	\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	7/31/2018	2:40 pm	30	\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/1/2018	2:15 pm	30	\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/1/2018	3:42 pm	30	\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/1/2018	4:47 pm	30	\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/2/2018	6:16 am	30	\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/2/2018	6:51 am	30	\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/2/2018	10:14 am	30	\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/2/2018	3:42 pm	30	\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/2/2018	4:50 pm	30	\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/3/2018	10:16 am	30	\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/3/2018	1:13 pm	30	\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/3/2018	4:47 pm	30	\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/13/2018	8:54 am	30	\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/13/2018	4:49 pm	30	\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/13/2018	6:14 pm	30	\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/13/2018	6:40 pm	30	\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/14/2018	8:55 am	30	\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/14/2018	9:47 am	30	\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/14/2018	4:15 pm	30	\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up High 30R r1	8/15/2018	7:31 am	30	\$2.00



Invoice Number: 3912982250

Invoice Details

Order Line	Product Type	Ordered	Day(s)	Daypart				Rate
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up Hlgh 30R r1	8/24/2018	6:40 am	30		\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up Hlgh 30R r1	8/24/2018	7:39 am	30		\$2.00
	Streaming	Commercial	MAPA-01-30R Good Up / MAPA-01-30R Good Up Hlgh 30R r1	8/24/2018	11:51 am	30		\$2.00
12	Streaming	Commercial 15	MTWThF	06:00:00-18:59:59				\$0.00
		<u>AIRED</u>	<u>ISCI/SPOT TITLE</u>	<u>DATE</u>	<u>TIME</u>	<u>LEN</u>	<u>MG</u>	<u>RATE</u>
	Streaming	Commercial 15	MAPA-02-15R Take a L / MAPA-02-15R Take a Little Step 15R	8/6/2018	6:20 am	15		\$0.00
	Streaming	Commercial 15	MAPA-02-15R Take a L / MAPA-02-15R Take a Little Step 15R	8/6/2018	8:16 am	15		\$0.00
	Streaming	Commercial 15	MAPA-03-15R Thousand / MAPA-03-15R Thousand Cars 15R	8/6/2018	6:43 pm	15		\$0.00
	Streaming	Commercial 15	MAPA-02-15R Take a L / MAPA-02-15R Take a Little Step 15R	8/7/2018	7:24 am	15		\$0.00
	Streaming	Commercial 15	MAPA-03-15R Thousand / MAPA-03-15R Thousand Cars 15R	8/7/2018	10:15 am	15		\$0.00
	Streaming	Commercial 15	MAPA-02-15R Take a L / MAPA-02-15R Take a Little Step 15R	8/7/2018	11:41 am	15		\$0.00
	Streaming	Commercial 15	MAPA-03-15R Thousand / MAPA-03-15R Thousand Cars 15R	8/7/2018	5:14 pm	15		\$0.00
	Streaming	Commercial 15	MAPA-02-15R Take a L / MAPA-02-15R Take a Little Step 15R	8/8/2018	6:52 am	15		\$0.00
	Streaming	Commercial 15	MAPA-03-15R Thousand / MAPA-03-15R Thousand Cars 15R	8/8/2018	7:23 am	15		\$0.00
	Streaming	Commercial 15	MAPA-03-15R Thousand / MAPA-03-15R Thousand Cars 15R	8/8/2018	11:14 am	15		\$0.00
	Streaming	Commercial 15	MAPA-02-15R Take a L / MAPA-02-15R Take a Little Step 15R	8/8/2018	1:42 pm	15		\$0.00
	Streaming	Commercial 15	MAPA-03-15R Thousand / MAPA-03-15R Thousand Cars 15R	8/8/2018	3:42 pm	15		\$0.00
	Streaming	Commercial 15	MAPA-02-15R Take a L / MAPA-02-15R Take a Little Step 15R	8/9/2018	6:55 am	15		\$0.00
	Streaming	Commercial 15	MAPA-03-15R Thousand / MAPA-03-15R Thousand Cars 15R	8/9/2018	7:21 am	15		\$0.00
	Streaming	Commercial 15	MAPA-02-15R Take a L / MAPA-02-15R Take a Little Step 15R	8/9/2018	7:55 am	15		\$0.00
	Streaming	Commercial 15	MAPA-02-15R Take a L / MAPA-02-15R Take a Little Step 15R	8/10/2018	6:19 am	15		\$0.00
	Streaming	Commercial 15	MAPA-03-15R Thousand / MAPA-03-15R Thousand Cars 15R	8/10/2018	6:52 am	15		\$0.00
	Streaming	Commercial 15	MAPA-02-15R Take a L / MAPA-02-15R Take a Little Step 15R	8/10/2018	8:06 am	15		\$0.00
	Streaming	Commercial 15	MAPA-03-15R Thousand / MAPA-03-15R Thousand Cars 15R	8/10/2018	5:20 pm	15		\$0.00
Totals for Station:		RXKT-FM	No. of Spots/Misc:	79/0	Gross Amt:			\$120.00
Totals for Market:		Omaha	No. of Spots/Misc:	253/0	Gross Amt:			\$3,960.00
Totals for Invoice:			No. of Spots/Misc:	253/0	Gross Amt:			\$3,960.00



GRIFF'S DELIVERY SERVICE


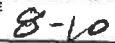


Omaha, NE

402-677-0800

402-872-0727 • 402-850-1553 • 402-331-4299



No 222012

SHIPPER							
 Reagan Elementary and							
4440 S. 128th Ave							
DATE	TIME	AM	PM	SHIPPER SIGNATURE			
8-10							
CONSIGNEE NAME AND ADDRESS							
Emspace		ENVS	BOXES	PALLETS	OTHER	WEIGHT	DESCRIPTION
			1				
 and							
X		CARRIER SIGNATURE		DATE		TIME	AM
							PM
CONSIGNEE SIGNATURE						TOTAL CHARGES → 18	

☒ Priority ☐ 1 Hour ☐ 2 Hour ☐ 3 Hour ☐ Same Day

MAPA



GROUP

1121 North 102nd Court, Suite 100
Omaha, NE 68114-1947

Invoice

DATE	INVOICE #
9/27/2018	29017

BILL TO
Emspace + Lovgren Attn: Linda Lovgren 7634 Pierce Street Omaha, NE 68124

P.O. NO.	TERMS	PROJECT
Lovgren	Due on receipt	MAPA Little Steps, ...

QUANTITY	DESCRIPTION	RATE	AMOUNT
	Project: MAPA Little Steps, Big Impact Advance billing to engage The MSR Group to conduct the research study labeled above. These fees are in advance of one-half estimated project expenses. Final billing for all remaining charges will be sent upon completion of the study.	7,185.00	7,185.00

Terms: Net. A finance charge will be incurred at the maximum rate allowed by applicable state law but not to exceed 1.5% per month or 18% per annum on all amounts not paid in full within 30 day from invoice date.

Total

\$7,185.00

Phone #	Fax #	Tax I.D. Number
402-392-0755	402-392-1068	80-0107273

Web Site
www.theMSRgroup.com

Receipt for Emspace

Account ID: 28837840



Payment Date
Aug 31, 2018, 3:57 AM

Payment Method
Visa*1410
Reference Number: SAY3NF6EB2

Transaction ID
1624242881021433-3670108

Product Type
Facebook

Paid

\$19.74 USD

Remaining ad costs at the end of the month.

Campaigns

Post: "Since ground-level ozone is odorless and..."

From Jun 30, 2018, 4:30 AM to Aug 14, 2018, 7:30 AM

\$19.74

Post: "Since ground-level ozone is odorless and..."

831 Impressions

\$19.74

Facebook, Inc.
1601 Willow Road
Menlo Park CA 94025-1452
United States

Emspace
7634 Pierce St.
Omaha 68124
United States



INVOICE

Twitter Inc

1355 Market Street, Suite 900
San Francisco, CA 94103

Invoice for

Raymond Schueneman

7634 Pierce St
Omaha 68124, ne
United States

Invoice number 600000004982378

Invoice date September 17, 2018

Billing period February 12 - September 15, 2018

Date	Description	Total amount in (USD \$)
September 15, 2018	Tweet engagements campaign · #19209973	\$5.64
Total		\$5.64

Payment successfully processed

We have charged your credit card for the amount below. **Please note it can take up to ten days for accrued engagements to be billed.** Charges may include those from campaigns that expired previously or were paused.

Invoice #7598812

Account name @littlestepsoma

Amount due USD 5.64

Amount paid USD 5.64

Date 17 Sep 2018, 07:22 AM

Result Paid

Card details  ending in 7499

Cox Media
Sept SERV

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

Affidavit of Performance

Client Name:MAPA

Contract ID:2070371

Remarks:June - Sept

Contract Type:Standard

Bill Cycle:08/18

Agency:Emspace + Lovgren



Date	Weekday	Network	Zone	Program Name	Air Time	Spot Name	Spot Len	Con Line	Billing Status	Spot Cost
07/30/18	Monday	CNN	OMAHA CB	New Day Berman	5:45am	MAPA Good Up High	00:00:30	4	Charged	20.00
07/30/18	Monday	CNN	METRO OMAHA CB	New Day Berman	7:38am	MAPA Good Up High	00:00:30	4	Charged	20.00
07/30/18	Monday	ENN	METRO OMAHA CB	Get Up	12:57pm	MAPA Good Up High	00:00:30	14	Bonus	0.00
07/30/18	Monday	ENN	METRO OMAHA CB	SportsNation	11:46pm	MAPA Good Up High	00:00:30	14	Bonus	0.00
07/30/18	Monday	FRFM	METRO OMAHA CB	The 700 Club	9:59am	MAPA Good Up High	00:00:30	32	Charged	18.00
07/30/18	Monday	FRFM	METRO OMAHA CB	The Middle	12:19pm	MAPA Good Up High	00:00:30	32	Charged	18.00
07/30/18	Monday	FRFM	METRO OMAHA CB	Hercules	1:46pm	MAPA Good Up High	00:00:30	32	Charged	18.00
07/30/18	Monday	FRFM	METRO OMAHA CB	Space Jam	3:58pm	MAPA Good Up High	00:00:30	32	Charged	18.00
07/30/18	Monday	HALL	METRO OMAHA CB	Love on Sidelines	7:34pm	MAPA Good Up High	00:00:30	48	Charged	30.00
07/30/18	Monday	TLC	METRO OMAHA CB	Outdaughtered	7:40pm	MAPA Good Up High	00:00:30	64	Charged	55.00
07/30/18	Monday	TV1	METRO OMAHA CB	Fatal Attraction	10:55am	MAPA Good Up High	00:00:30	74	Bonus	0.00
07/30/18	Monday	TV1	METRO OMAHA CB	ATL Homicide	11:12pm	MAPA Good Up High	00:00:30	74	Bonus	0.00
07/31/18	Tuesday	CNN	OMAHA CB	New Day Berman	5:46am	MAPA Good Up High	00:00:30	4	Charged	20.00
07/31/18	Tuesday	ENN	METRO OMAHA CB	Golic & Wingo	7:44am	MAPA Good Up High	00:00:30	14	Bonus	0.00
07/31/18	Tuesday	ENN	METRO OMAHA CB	Golic & Wingo	8:45am	MAPA Good Up High	00:00:30	14	Bonus	0.00
07/31/18	Tuesday	ENN	METRO OMAHA CB	NBA: The Jump	5:28pm	MAPA Good Up High	00:00:30	14	Bonus	0.00
07/31/18	Tuesday	FRFM	METRO OMAHA CB	The 700 Club	9:59am	MAPA Good Up High	00:00:30	32	Charged	18.00
07/31/18	Tuesday	FRFM	METRO OMAHA CB	The Middle	12:13pm	MAPA Good Up High	00:00:30	32	Charged	18.00
07/31/18	Tuesday	FRFM	METRO OMAHA CB	How I Met Your Mother	4:17pm	MAPA Good Up High	00:00:30	32	Charged	18.00
07/31/18	Tuesday	HALL	METRO OMAHA CB	Chance at Romance	7:23pm	MAPA Good Up High	00:00:30	48	Charged	30.00
07/31/18	Tuesday	TLC	METRO OMAHA CB	Outdaughtered	8:30pm	MAPA Good Up High	00:00:30	64	Charged	55.00
07/31/18	Tuesday	TLC	METRO OMAHA CB	Rattled	9:59pm	MAPA Good Up High	00:00:30	64	Charged	55.00
07/31/18	Tuesday	TV1	METRO OMAHA CB	We're the Campbells	8:15pm	MAPA Good Up High	00:00:30	74	Bonus	0.00
07/31/18	Tuesday	TV1	METRO OMAHA CB	We're the Campbells	9:14pm	MAPA Good Up High	00:00:30	74	Bonus	0.00
08/01/18	Wednesday	CNN	OMAHA CB	New Day Berman	7:27am	MAPA Good Up High	00:00:30	4	Charged	20.00
08/01/18	Wednesday	CNN	METRO OMAHA CB	New Day Berman	7:58am	MAPA Good Up High	00:00:30	4	Charged	20.00
08/01/18	Wednesday	ENN	METRO OMAHA CB	The Will Cain Show	2:31pm	MAPA Good Up High	00:00:30	14	Bonus	0.00
08/01/18	Wednesday	ENN	METRO OMAHA CB	Highly Questionable	9:15pm	MAPA Good Up High	00:00:30	14	Bonus	0.00
08/01/18	Wednesday	FRFM	METRO OMAHA CB	The 700 Club	9:59am	MAPA Good Up High	00:00:30	32	Charged	18.00
08/01/18	Wednesday	FRFM	METRO OMAHA CB	The Middle	12:47pm	MAPA Good Up High	00:00:30	32	Charged	18.00
08/01/18	Wednesday	FRFM	METRO OMAHA CB	The Middle	2:45pm	MAPA Good Up High	00:00:30	32	Charged	18.00
08/01/18	Wednesday	HALL	METRO OMAHA CB	The Middle	9:12pm	MAPA Good Up High	00:00:30	48	Charged	30.00


Page 3 of 7

Grand Total 221 \$2,500.00

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

ConId: 2070371

								
Employee Name	Date	Job	Job Name	Service	Description	Hours	Billing Rate	Total Amount
EMSPACE + LOVGREN **TASK 1 * PROJECT MANAGEMENT								
Linda Lovgren	Sep 19 2018	4809	MAPA / 1.1 Project Strategic Plan	Principal Manager	Internal meeting to brainstorm next quarter and to prepare for activities for fall	1.00	\$190.00	\$190.00
					Total:	1.00		\$190.00
Linda Lovgren	Sep 21 2018	4810	MAPA / 1.2 Project Execution Plan	Principal Manager	Coordinate efforts to identify the value of the brake cleaner campaign	0.75	\$190.00	\$142.50
					Total:	0.75		\$142.50
Linda Lovgren	Sep 19 2018	4811	MAPA / 1.3 Progress + Client Meetings	Principal Manager	Prepare agenda for progress meeting, approvals, distribution; coordinate social media data reporting	1.75	\$190.00	\$332.50
Tom Nemitz	Aug 24 2018	4811	MAPA / 1.3 Progress + Client Meetings	Graphics Manager	Pull report for Brake Program promotion and value- docs for client meeting	0.75	\$145.00	\$108.75
					Total:	2.50		\$441.25
Donna Maxey	Sep 06 2018	4813	MAPA / 1.5 Administrative Duties	Project Adm	Prep files for August 2018 Invoicing; make PDF's of all reports and vendor invoices-send to client	1.00	\$85.00	\$85.00
Donna Maxey	Sep 14 2018	4813	MAPA / 1.5 Administrative Duties	Project Adm	Pull copies of Radio vendor invoices to resend to Amanda	1.00	\$85.00	\$85.00
Donna Maxey	Sep 19 2018	4813	MAPA / 1.5 Administrative Duties	Project Adm	MAPA- hours recap by month report prep	1.00	\$85.00	\$85.00
Donna Maxey	Sep 19 2018	4813	MAPA / 1.5 Administrative Duties	Project Adm	MAPA-Internal meeting to discuss Budget \$\$'s	0.50	\$85.00	\$42.50
Donna Maxey	Sep 19 2018	4813	MAPA / 1.5 Administrative Duties	Project Adm	Prep timesheets for next billing round	0.50	\$85.00	\$42.50
Donna Maxey	Sep 20 2018	4813	MAPA / 1.5 Administrative Duties	Project Adm	Export timesheets & expenses ; format for invoicing	1.50	\$85.00	\$127.50
Donna Maxey	Sep 24 2018	4813	MAPA / 1.5 Administrative Duties	Project Adm	Outside costs report	1.00	\$85.00	\$85.00
Donna Maxey	Sep 24 2018	4813	MAPA / 1.5 Administrative Duties	Project Adm	Find vendors/costs for backpacks-drawstring; flyers & handout cards-give names to Linda (previously ordered in 2017)	0.50	\$85.00	\$42.50
					Total:	7.00		\$595.00
								
EMSPACE + LOVGREN ** TASK 2 * AIR QUALITY AWARENESS SURVEY								
Linda Lovgren	Aug 30 2018	4814	MAPA / 2.1 Survey Management + Admin	Principal Manager	Discuss the survey implementation and next steps with MSR	0.50	\$190.00	\$95.00
Linda Lovgren	Sep 19 2018	4814	MAPA / 2.1 Survey Management + Admin	Principal Manager	Review of the survey instrument, revisions, discussion with client, additional revisions, discussion with MSR	1.25	\$190.00	\$237.50
Linda Lovgren	Sep 20 2018	4814	MAPA / 2.1 Survey Management + Admin	Principal Manager	Final comments, preparation to field	0.75	\$190.00	\$142.50
					Total:	2.50		\$475.00
Linda Lovgren	Sep 10 2018	4815	MAPA / 2.2 Survey Development	Principal Manager	Meet with client and survey firm, revise questions	1.00	\$190.00	\$190.00
Linda Lovgren	Sep 19 2018	4815	MAPA / 2.2 Survey Development	Principal Manager	Work with MSR to correct the SOW, review with client, edit and finalize, organize payment of the survey	1.00	\$190.00	\$190.00
					Total:	2.00		\$380.00

								
EMSPACE + LOVGREN **TASK 5 * PUBLIC RELATIONS								
Kelly Bast	Sep 10 2018	4830	MAPA / 5.4 Engage Social Media	Social Media Coordinator	Little Steps Facebook + Twitter posts/promotions	1.00	\$145.00	\$145.00
Kelly Bast	Sep 14 2018	4830	MAPA / 5.4 Engage Social Media	Social Media Coordinator	FB-Twitter**Social media posts	0.50	\$145.00	\$72.50
Kelly Bast	Sep 27 2018	4830	MAPA / 5.4 Engage Social Media	Social Media Coordinator	FB/Twitter posts	0.75	\$145.00	\$108.75
Kelly Bast	Sep 28 2018	4830	MAPA / 5.4 Engage Social Media	Social Media Coordinator	Facebook/Twitter posts	0.75	\$145.00	\$108.75
					Total:	3.00		\$435.00
Linda Lovgren	Sep 10 2018	4831	MAPA / 5.5 Develop Community Partners	Principal Manager	Discuss upcoming youth engagement schedule; plan additional marketing efforts; share discussion	0.50	\$190.00	\$95.00
					Total:	0.50		\$95.00
Linda Lovgren	Sep 24 2018	4832	MAPA / 5.6 Develop Materials	Principal Manager	Organize reordering and changes to materials	0.75	\$190.00	\$142.50
Linda Lovgren	Sep 27 2018	4832	MAPA / 5.6 Develop Materials	Principal Manager	Discussion-Research-Bags & Notecards Qty-Vendors	1.25	\$190.00	\$237.50
					Total:	2.00		\$380.00

emspace novgrad		MAPA* CMAQ Quality & Reduced Fare Campaign**Project #CM-D2-(107)														
Task Name ** of Services Completed	Task Order Total	Invoice # 19721 April/May 2018	Invoice #445-449 June/July 2018	Invoice #480-485 August 2018	Invoice #527-534 Sept 2018									Billed to Date	Remaining Budget	% of Project Completed
Task 1 Project Management & Administration**Direct Labor	\$ 28,025.00	\$ 2,146.25	\$ 5,763.75	\$ 1,456.25	\$ 1,368.75	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,366.25	\$ 18,658.75	33%
Task 2 Air Quality Awareness Survey**Direct Labor	\$ 4,525.00	\$ -	\$ -	\$ 1,235.00	\$ 855.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,235.00	\$ 3,290.00	27%
Task 1.1 Graphic Design * Direct Labor	\$ 27,550.00	\$ 906.25	\$ 5,256.25	\$ 543.75	\$ 1,558.75	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,706.25	\$ 20,843.75	24%
Task 4 Media Planning & Placement * Direct Labor	\$ 8,950.00	\$ 902.50	\$ 2,863.75	\$ 711.25	\$ 732.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,477.50	\$ 4,472.50	50%
Task 5 Public Relations * Direct Labor	\$ 16,595.00	\$ 1,662.50	\$ 4,216.25	\$ 455.00	\$ 910.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,333.75	\$ 10,261.25	38%
Sub-Total:	\$ 85,645.00	\$ 5,617.50	\$ 18,100.00	\$ 4,401.25	\$ 5,425.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 33,543.75	\$ 52,101.25	39%
Direct Expenses																
Direct Costs:																
Printing Collateral: Production Radio, TV, Outdoor, Website	\$ 8,000.00	\$ -	\$ 25.00	\$ 9.00	\$ 27.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 34.00	\$ 7,966.00	0%
Media*Print Ads, Radio Spots, TV, Outdoor Bids, On-line, Social Media	\$ 89,000.00	\$ 2,000.00	\$ 11,050.00	\$ 48,518.99	\$ 15,326.85	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 61,568.99	\$ 27,431.01	69%
Social Media Consultant	\$ 3,300.00	\$ 2,200.00	\$ 1,100.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,300.00	\$ -	100%
Survey*Survey Subconsultant	\$ 20,000.00	\$ -	\$ -	\$ -	\$ 7,185.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000.00	0%
Sub-Total:	\$ 120,300.00	\$ 4,200.00	\$ 12,175.00	\$ 48,527.99	\$ 22,539.35	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 87,442.34	\$ 32,857.66	73%
GRAND TOTAL:	\$ 205,945.00	\$ 9,817.50	\$ 30,275.00	\$ 52,929.24	\$ 27,964.35	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 120,986.09	\$ 84,958.91	59%

<div> <div>emspace</div> <div> <div>+</div> <div>lovgren</div> </div> </div> <div> <div>Emspace - Lovgren</div> <div>MAPA* CMAQ Quality & Reduced Fare Campaign**Project #CM-D2-(107) (NEW WITH ADD'L HOURS)</div> </div>													Hrs Billed to Date	Budget Hrs Remaining	% of Budget Hrs Completed
Task Name **HOURS RECAP	Task Order Hrs Budgeted	Invoice #19721 April-May 2018 Hrs Billed	Invoice #445-449 June-July 2018 Hrs Billed	Invoice #480-485 August 2018 Hrs Billed	Invoice #527-534 September 2018 Hrs Billed										
Task 1 Project Management & Administration*Direct Labor	191.00	13.25	36.75	12.50	11.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	62.50	117.25	33%
Task 2 Air Quality Awareness Survey*Direct Labor	25.00	0.00	0.00	6.50	4.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6.50	14.00	26%
Task 3.1 Graphic Design * Direct Labor	190.00	6.25	36.25	3.75	10.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	46.25	133.00	24%
Task 4 Media Planning & Placement * Direct Labor	70.00	4.75	28.75	6.25	5.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	39.75	24.50	57%
Task 5 Public Relations * Direct Labor	98.00	8.75	24.50	2.75	5.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	36.00	56.50	37%
Total Hours:	574.00	33.00	126.25	31.75	37.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	228.75	345.25	40%



Emspace + Lovgren **Progress Report

Bill To: METROPOLITAN AREA PLANNING AGENCY (MAPA)
2222 Cuming Street
Omaha NE 68102-4328

Date: 10-2-2018
Invoice # 527-534

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

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

Description of Services

Task 1 Project Management

Meeting Prep, Agenda, Attend ; Review budget, activities for fall; document prep

Task 2 Air Quality Awareness Survey

Review survey instrument-questions revisions, implementation; prep for field; edits/finalize for field

Task 3 Creative/Graphics

Photo Shoot*UNO, Bryan H.S., Howard Kennedy; format, resize, crop photos; Gallery on Website;
News articles for website newsroom; update Wordpress

Task 4 Media Coordination


Social media posts-Facebook & Twitter; analytics; check media buy; check media placement/spot runs

Task 5 Public Relations

Youth engagement schedule; marketing efforts; organize ordering of materials/revisions

Direct Costs* Printing/Production; Media Advertising

TV spots; Radio spots; Social Media Posts-Twitter/Facebook; Survey; Delivery Service

 Emspace - Lovgren		MAPA* CMAQ Quality & Reduced Fare Campaign**Project #CM-D2-(107) (NEW WITH ADD'L HOURS)													
Task Name **HOURS RECAP	Task Order Hrs Budgeted	Invoice #19721 April-May 2018 Hrs Billed	Invoice #445-449 June-July 2018 Hrs Billed	Invoice #480-485 August 2018 Hrs Billed	Invoice #527-534 September 2018 Hrs Billed								Hrs Billed to Date	Budget Hrs Remaining	% of Budget Hrs Completed
Task 1 Project Management & Administration*Direct Labor	191.00	13.25	36.75	12.50	11.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	62.50	117.25	33%
Task 2 Air Quality Awareness Survey*Direct Labor	25.00	0.00	0.00	6.50	4.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6.50	14.00	26%
Task 3 i Graphic Design * Direct Labor	190.00	6.25	36.25	3.75	10.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	46.25	133.00	24%
Task 4 Media Planning & Placement * Direct Labor	70.00	4.75	28.75	6.25	5.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	39.75	24.50	57%
Task 5 Public Relations * Direct Labor	98.00	8.75	24.50	2.75	5.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	36.00	56.50	37%
Total Hours:	574.00	33.00	126.25	31.75	37.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	228.75	345.25	40%



Cost Breakdown Form

Specific Rates of Compensation (Fixed Labor) Agreements

Company Name:	EMSPACE + LOVGREN		
Control No.:	22553	Project No.:	CM-D2 (107)
Project Location:	Douglas County, Nebraska		
Agreement No.:	BK1819	Expire Date:	January 31, 2019
Invoice No.:	527-534	Invoice Date:	October 2, 2018
% Work Completed:	59%		
Current Billing Period:	8/25/2018 thru 9/28/2018		
Agreement No:	BK1819	Maximum Not-to-Exceed Amount	\$205,945.00
Agreement amount thru supplement # 000			
	Amount		
	This Period	Previously Billed	To Date
Direct Labor	\$5,425.00	\$28,118.75	\$33,543.75
Direct Costs (Non-Labor)	\$27.50	\$34.00	\$61.50
Outside Services (Subconsultants):			
<u>Name</u>	<u>Max Amount</u>		
Canary & Coal	\$3,300.00	\$0.00	\$3,300.00
Media Buy*	\$89,000.00	\$16,326.85	\$61,568.99
TV, Radio, Outdoor, Facebook/Twitter			
Survey-Sub Consultant	\$20,000.00	\$7,185.00	
Adjustments:			
Description:			
Total Amount DUE >>	\$27,964.35	\$93,021.74	\$120,986.09
By submitting this form electronically to State, Consultant certifies submitted costs are actual and allowed by contract		Total Agreement Amount Remaining:	\$84,958.91
Signature (typed or signed name required):	Title:	Date:	
Donna Maxey	Client Operations Manager	10/2/2018	
Consultant's email contact for invoice-related questions: maxey@emspacegroup.com			

DR Form 162a, v16.1230

Notes:

1. If Agreement covers multiple control numbers (projects) use the smallest number for this Cost Breakdown Form, then your invoice should include the breakdown of costs between all projects.

Invoice

Invoice Number: 2019-1
Date: 2018/10/09



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 7/1/18-9/30/18 70%	1	\$10,056.47	\$10,056.47
GIS	REIMBURSE BENEFIT EXPENSES FOR 7/1/18-9/30/18 70%	1	\$2,181.49	\$2,181.49
	TOTAL GIS \$12,237.96			
PLANNING	REIMBURSE PERSONNEL EXPENSE FOR 7/1/18-9/30/18 70%	1	\$6,455.96	\$6,455.96
PLANNING	REIMBURSE BENEFIT EXPENSES FOR 7/1/18-9/30/18 70%	1	\$1,836.19	\$1,836.19
	TOTAL PLANNING \$8,292.15			
Sub-total				20,530.11
Grand Total				\$20,530.11

Comments:

Thank You.
We appreciate your business.

Internal Use Only

Amount Paid:	
Date:	



Sarpy County Information Systems
1210 Golden Gate Drive Suite 1128
Papillion, Nebraska 68046

402 . 593 . 2325
www.sarpy.com

To: Greg Youell, MAPA Director

Subject: Sarpy County GIS Quarterly Report – FY2019

Date: October 1, 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 – 25% 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
- Data updates have been copied to the Douglas County servers for the metro GIS database
- First quarter data updates completed – a geodatabase has been made accessible to MAPA for download

Natural Resources Inventory (NRI) – 0% complete

- A project kickoff & scoping meeting is currently being scheduled by MAPA

Regional Data Portal – 0% complete

- Development of the portal will be tied to the progress of the NRI project

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 or telephone at 593-2274.

Eric Herbert
GIS Coordinator

Fringe Benefit Calculation for Responsible Charge

ERIC KREINER

Annual Salary*	Estimated hours worked/year	Effective Wage rate
\$ 90,790.00	2080	\$ 43.62

Annual salary=total pay of \$24,425.05/560 hours=\$43.62/hour x 2080

*Shaded areas to be completed by the LPA

Insurance Cost (Per Month)	
Health*	\$ 1,818.61
Dental	\$ 61.76
Life & AD&D	\$ 5.10
LTD	\$ 34.60
Vision	\$ -
Other Insurance Benefits	\$ -
Insurance Cost/month	\$ 1,920.07
Insurance Cost/hour	\$ 11.08

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	\$ 43.62
Workman's Compensation Insurance Cost	\$ -

FICA/Medicare (7.65 %)	
FICA (6.2 Percent of Effective Hourly Wage Rate)	\$ 2.70
Medicare (1.45 Percent of Effective Hourly Wage Rate)	\$ 0.63

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	\$ 43.62
Holiday/Vacation/Sick Leave/Personal/Admin Time Off Cost	\$ -

Pension	
Percent of Effective Wage Rate	6.75%
Pension/Retirement Cost	\$ 2.94

Insurance Cost	Work Comp	6.2% FICA	1.45% Medicare	Holiday Vac Sick	Pension/Retirement	Total fringe/hour
\$11.0773	\$0.0000	\$2.7045	\$0.8325	\$0.0000	\$2.9444	\$17.36

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

*Health insurance is Aug, Sep, & Oct premiums paid in Jul, Aug & Sep.

Effective hourly rate	\$ 43.6202
Fringe benefits per hour	\$ 17.3586
Total hourly rate	\$ 60.98
% of Fringe benefits	28.47%

Fringe Benefit Calculation for Responsible Charge

CHRIS NELSEN

Annual Salary*	Estimated hours worked/year	Effective Wage rate
\$ 75,192.00	2080	\$ 36.15

\$1,330 Longevity paid out 9/14/18

Annual salary=total pay of \$24,425.05/560 hours=\$43.62/hour x 2080

*Shaded areas to be completed by the LPA

Insurance Cost (Per Month)

Health*	\$	318.74
Dental	\$	32.92
Life & AD&D	\$	5.10
LTD	\$	25.44
Vision	\$	-
Other Insurance Benefits	\$	-
Insurance Cost/month	\$	881.60
Insurance Cost/hour	\$	5.09

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	\$	36.15
Workman's Compensation Insurance Cost	\$	-

FICA/Medicare (7.65 %)

FICA (6.2 Percent of Effective Hourly Wage Rate)	\$	2.24
Medicare (1.45 Percent of Effective Hourly Wage Rate)	\$	0.52

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

Vacation days	-
Sick Days	-
Pers/Admin. 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	\$ 36.15
Holiday/Vacation/Sick Leave/Personal/Admin Time Off Cost	\$ -

Pension

Percent of Effective Wage Rate	6.75%
Pension/Retirement Cost	\$ 2.44

Insurance Cost	Work Comp	6.2% FICA	1.45% Medicare	Holiday Vac Sick	Pension/Retirement	Total fringe/hour
\$5.0862	\$0.0000	\$2.2413	\$0.5242	\$0.0000	\$2.4401	\$10.29

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

*Health insurance is Aug, Sep, & Oct premiums paid in Jul, Aug & Sep.

Effective hourly rate	\$	36.1500
Fringe benefits per hour	\$	10.2918
Total hourly rate	\$	46.44
% of Fringe benefits		22.16%

Id	Date/Time	Who	Decimal		Task List	Task
			Hours	Minutes		
6977803	07/02/2018 8:33 AM	Nikki Lampe	3.45	3	27 Data Maintenance	Streets & Addressing
7289813	07/02/2018 9:30 AM	Eric Herbert	3	3	0 Project Administration	Project/grant administration
6977804	07/02/2018 1:17 PM	Nikki Lampe	3.4	3	24 Data Maintenance	Streets & Addressing
6977811	07/03/2018 8:48 AM	Nikki Lampe	3.2	3	12 Data Maintenance	Streets & Addressing
6977814	07/03/2018 1:20 PM	Nikki Lampe	3.2	3	12 Data Maintenance	Streets & Addressing
7026238	07/05/2018 2:44 AM	Chris Nelsen	7	7	0 Data Maintenance	Land Records
6977818	07/05/2018 8:08 AM	Nikki Lampe	3.117	3	7 Data Maintenance	Streets & Addressing
6977835	07/05/2018 1:06 PM	Nikki Lampe	3.5	3	30 Data Maintenance	Streets & Addressing
7026241	07/06/2018 2:44 AM	Chris Nelsen	7	7	0 Data Maintenance	Land Records
6977844	07/06/2018 8:07 AM	Nikki Lampe	3.883	3	53 Data Maintenance	Streets & Addressing
6977847	07/06/2018 1:24 PM	Nikki Lampe	3.317	3	19 Data Maintenance	Streets & Addressing
7026242	07/09/2018 2:44 AM	Chris Nelsen	7	7	0 Data Maintenance	Land Records
6977975	07/09/2018 12:00 PM	Nikki Lampe	4.683	4	41 Data Maintenance	Streets & Addressing
7026245	07/10/2018 2:44 AM	Chris Nelsen	7	7	0 Data Maintenance	Land Records
6977913	07/10/2018 8:00 AM	Nikki Lampe	3.5	3	30 Data Maintenance	Streets & Addressing
7026248	07/11/2018 2:44 AM	Chris Nelsen	7	7	0 Data Maintenance	Land Records
6977980	07/11/2018 10:01 AM	Nikki Lampe	1.983	1	59 Data Maintenance	Streets & Addressing
6977982	07/11/2018 1:43 PM	Nikki Lampe	3	3	0 Data Maintenance	Streets & Addressing
7026253	07/12/2018 2:45 AM	Chris Nelsen	7	7	0 Data Maintenance	Land Records
6977986	07/12/2018 1:21 PM	Nikki Lampe	3.367	3	22 Data Maintenance	Streets & Addressing
7026255	07/13/2018 2:45 AM	Chris Nelsen	7	7	0 Data Maintenance	Land Records
6977992	07/13/2018 8:22 AM	Nikki Lampe	3.633	3	38 Data Maintenance	Streets & Addressing
6977937	07/16/2018 8:11 AM	Nikki Lampe	3.317	3	19 Data Maintenance	Streets & Addressing
6977939	07/16/2018 1:15 PM	Nikki Lampe	3.433	3	26 Data Maintenance	Streets & Addressing
6977932	07/17/2018 8:21 AM	Nikki Lampe	3.85	3	39 Data Maintenance	Streets & Addressing
6977935	07/17/2018 1:13 PM	Nikki Lampe	3.15	3	9 Data Maintenance	Streets & Addressing
6977925	07/18/2018 8:26 AM	Nikki Lampe	3.117	3	7 Data Maintenance	Streets & Addressing
6977888	07/18/2018 11:15 AM	Nikki Lampe	12.25	12	15 Data Maintenance	Zoning & Land Use
6977929	07/18/2018 1:03 PM	Nikki Lampe	3.6	3	36 Data Maintenance	Streets & Addressing
6977920	07/19/2018 8:16 AM	Nikki Lampe	3.733	3	44 Data Maintenance	Streets & Addressing

7240550	08/28/2018 4:09 AM Chris Nelsen	7	7	0 Data Maintenance	Land Records
7240552	08/29/2018 4:09 AM Chris Nelsen	7	7	0 Data Maintenance	Land Records
7240555	08/30/2018 4:10 AM Chris Nelsen	7	7	0 Data Maintenance	Land Records
7240566	09/04/2018 4:10 AM Chris Nelsen	7	7	0 Data Maintenance	Land Records
7240568	09/06/2018 4:10 AM Chris Nelsen	7	7	0 Data Maintenance	Land Records
7240569	09/07/2018 4:10 AM Chris Nelsen	7	7	0 Data Maintenance	Land Records
7240572	09/10/2018 4:11 AM Chris Nelsen	7	7	0 Data Maintenance	Land Records
7240573	09/11/2018 4:11 AM Chris Nelsen	7	7	0 Data Maintenance	Land Records
7259696	09/11/2018 8:08 AM Nikki Lampe	3.367	3	22 Data Maintenance	Streets & Addressing
7259697	09/11/2018 1:30 PM Nikki Lampe	3	3	0 Data Maintenance	Streets & Addressing
7240578	09/12/2018 4:11 AM Chris Nelsen	7	7	0 Data Maintenance	Land Records
7259702	09/12/2018 8:08 AM Nikki Lampe	3.867	3	52 Data Maintenance	Streets & Addressing
7259705	09/12/2018 1:00 PM Nikki Lampe	3.517	3	31 Data Maintenance	Streets & Addressing
7240580	09/13/2018 4:12 AM Chris Nelsen	7	7	0 Data Maintenance	Land Records
7259712	09/13/2018 8:15 AM Nikki Lampe	3.25	3	15 Data Maintenance	Streets & Addressing
7259706	09/13/2018 1:00 PM Nikki Lampe	3.5	3	30 Data Maintenance	Streets & Addressing
7240581	09/14/2018 4:12 AM Chris Nelsen	4	4	0 Data Maintenance	Land Records
7259754	09/14/2018 8:23 AM Nikki Lampe	3.617	3	37 Data Maintenance	Streets & Addressing
7259757	09/14/2018 1:00 PM Nikki Lampe	3.683	3	41 Data Maintenance	Streets & Addressing
7240582	09/17/2018 7:12 AM Chris Nelsen	7	7	0 Data Maintenance	Land Records
7259766	09/17/2018 8:05 AM Nikki Lampe	3.417	3	25 Data Maintenance	Streets & Addressing
7259768	09/17/2018 1:00 PM Nikki Lampe	3.567	3	34 Data Maintenance	Streets & Addressing
7240583	09/18/2018 4:12 AM Chris Nelsen	7	7	0 Data Maintenance	Land Records
7259774	09/18/2018 8:26 AM Nikki Lampe	2.567	2	34 Data Maintenance	Streets & Addressing
7259777	09/18/2018 12:30 PM Nikki Lampe	4.1	4	6 Data Maintenance	Streets & Addressing
7259779	09/19/2018 8:05 AM Nikki Lampe	3.417	3	25 Data Maintenance	Streets & Addressing
7259780	09/19/2018 1:00 PM Nikki Lampe	3.683	3	41 Data Maintenance	Streets & Addressing
7259782	09/20/2018 8:20 AM Nikki Lampe	3.667	3	40 Data Maintenance	Streets & Addressing
7259783	09/20/2018 8:22 AM Nikki Lampe	3.633	3	38 Data Maintenance	Streets & Addressing
7259786	09/21/2018 8:24 AM Nikki Lampe	3.1	3	6 Data Maintenance	Streets & Addressing
7259791	09/21/2018 1:00 PM Nikki Lampe	3.65	3	39 Data Maintenance	Streets & Addressing

PERSONNEL	HOURS			EARNINGS			GROSS	STATUTORY DEDUCTIONS		VOLUNTARY DEDUCTIONS		NET PAY	<input checked="" type="checkbox"/>
	Reg	O/T	Hours 244	Reg	O/T	Earnings 244		Federal	State/Local				
HERBERT, ERIC	64.00		8.00 2H	3,382.28		422.78 2H					292.51 N- P 414HM		
File: 001232			8.00 3V			422.78 3V							
Dept: 565001			2.00 9A			105.70 9A							
Rate: 52.8481							4,333.54	216.45 FIT	188.79 NE	2927.62 W CHECK2	195.01 P 414H	Memo	<input type="checkbox"/>
								247.51 SS		8.75 C4 GOLIFE	186.24 H4 HLTHFM		
								57.88 MED		101.92 H5 MEDFSA	150.00 R8 DCVOYA		.00
										53.37 S1 AFLPRE			
KRIENER, ERIC	56.00		8.00 2H	2,349.37		335.62 2H					232.21 N- P 414HM		
File: 001319			16.00 3V			671.25 3V							
Dept: 565001			2.00 9A			83.91 9A							
Rate: 41.9530							3,440.15	233.27 FIT	143.07 NE	2372.25 V CHECK1	154.81 P 414H	Memo	<input type="checkbox"/>
								194.92 SS		186.24 H4 HLTHFM	10.00 H5 MEDFSA		.00
								45.59 MED		100.00 H6 DEPFSA			
LAMPE, NICOLE	56.00		8.00 2H	1,974.67		282.10 2H					190.41 N- P 414HM		
File: 001327			16.00 3V			564.19 3V							
Dept: 565001							2,820.96	238.00 FIT	93.57 NE	1386.64 V CHECK1	126.94 P 414H	Memo	<input type="checkbox"/>
Rate: 35.2619								174.90 SS		760.00 R8 DCVOYA			.00
								40.91 MED					
NELSEN, CHRISTOPHER	48.00		8.00 2H	1,598.40		266.40 2H					179.82 N- P 414HM		
File: 001436			24.00 3V			799.20 3V							
Dept: 565001							2,664.00	340.21 FIT	119.23 NE	1744.25 U CHECK3	119.88 P 414H	Memo	<input type="checkbox"/>
Rate: 33.3000								158.00 SS		45.48 H1 HLTHSI	70.00 H5 MEDFSA		.00
								36.95 MED		30.00 R6 DCNATW			
DEPT TOTAL 565001	224.00	REG		9,304.72	REG	.00	O/T	1,027.93	FIT	10,729.40	TOTAL DEDUCTIONS	4 Pays	<input type="checkbox"/>
	.00	O/T		3,953.93	EARNINGS 3	.00	EARNINGS 4	775.33	SS				.00
	100.00	HOURS 3		.00	EARNINGS 5		13,258.65	GROSS					
	.00	HOURS 4						544.66	STATE				

HOURS ANALYSIS:	32.00	2H	HOLIDAY	64.00	3V	VAC	4.00	9A	ONCALL				
EARNINGS ANALYSIS:	1,306.90	2H	HOLIDAY	2,457.42	3V	VAC	189.61	9A	ONCALL				
MEMO ANALYSIS:	894.95	P	414HM										
STATUTORY DED. ANALYSIS:	544.66	47	NE										
VOLUNTARY DED. ANALYSIS:	596.64	P	414H	1,744.25	U	CHECK3	3,758.89	V	CHECK1	2,927.62	W	CHECK2	
	8.75	C4	GOLIFE	45.48	H1	HLTHSI	372.48	H4	HLTHFM	181.92	H5	MEDFSA	
	100.00	H6	DEPFSA	30.00	R6	DCNATW	910.00	R8	DCVOYA	53.37	S1	AFLPRE	

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				
HERBERT, ERIC File: 001232 Dept: 565001 Rate: 52.8481	80.00		2.00 9A	4,227.85		105.70 9A					292.51 N- P 414HM		
							4,333.65	216.45 FIT	188.79 NE	2927.62 W CHECK2	195.01 P 414H	Memo	<input type="checkbox"/>
								247.51 SS		8.75 C4 GOLIFE	186.24 H4 HLTHFM		
								57.89 MED		101.92 H5 MEDFSA	150.00 R8 DCVOYA		.00
										53.37 S1 AFLPRE			
KRIENER, ERIC File: 001319 Dept: 565001 Rate: 41.9530	72.00		6.00 3V	3,020.62		335.62 3V					232.21 N- P 414HM		
			2.00 9A			83.91 9A							
							3,440.15	233.27 FIT	143.07 NE	2372.26 V CHECK1	154.81 P 414H	Memo	<input type="checkbox"/>
								194.92 SS		186.24 H4 HLTHFM	10.00 H5 MEDFSA		
								45.58 MED		100.00 H6 DEPFSA			.00
LAMPE, NICOLE File: 001327 Dept: 565001 Rate: 35.2619	62.00		18.00 3V	2,186.24		634.71 3V					190.41 N- P 414HM		
							2,820.95	215.05 FIT	86.70 NE	1320.15 V CHECK1	126.94 P 414H	Memo	<input type="checkbox"/>
								168.43 SS		760.00 R8 DCVOYA	104.29 TP TRNPMT		
								39.39 MED					.00
NELSEN, CHRISTOPHER File: 001436 Dept: 565001 Rate: 33.3000	73.00		5.50 3V	2,430.90		183.15 3V					179.82 N- P 414HM		
			1.50 4S			49.95 4S							
							2,664.00	340.21 FIT	119.23 NE	1744.24 U CHECK3	119.88 P 414H	Memo	<input type="checkbox"/>
								158.01 SS		45.48 H1 HLTHSI	70.00 H5 MEDFSA		
								36.95 MED		30.00 R6 DCNATW			.00
DEPT TOTAL 565001	287.00	REG		11,865.61	REG	.00 O/T		1,004.98	FIT	10,767.20	TOTAL DEDUCTIONS	4 Pays	<input type="checkbox"/>
	.00	O/T		1,393.04	EARNINGS 3	.00 EARNINGS 4		788.87	SS				.00
	37.00	HOURS 3		.00	EARNINGS 5	13,258.65	GROSS	179.81	MED				
	.00	HOURS 4						537.79	STATE				

HOURS ANALYSIS:	31.50	3V	VAC	1.50	4S	SICK	4.00	9A	ONCALL				
EARNINGS ANALYSIS:	1,153.48	3V	VAC	49.95	4S	SICK	189.61	9A	ONCALL				
MEMO ANALYSIS:	894.95	P	414HM										
STATUTORY DED. ANALYSIS:	537.79	47	NE										
VOLUNTARY DED. ANALYSIS:	596.64	P	414H	1,744.24	U	CHECK3	3,892.41	V	CHECK1	2,927.62	W	CHECK2	
	8.75	C4	GOLIFE	45.48	H1	HLTHSI	372.48	H4	HLTHFM	181.92	H5	MEDFSA	
	100.00	H6	DEPFSA	30.00	R6	DCNATW	910.00	R8	DCVOYA	53.37	S1	AFLPRE	
	104.29	TP	TRNPMT										

PERSONNEL	HOURS			EARNINGS			GROSS	STATUTORY DEDUCTIONS		VOLUNTARY DEDUCTIONS		NET PAY	<input checked="" type="checkbox"/>
	Reg	O/T	Hours 3&4	Reg	O/T	Earnings 3&4 Earnings 5		Federal	State/Local				
HERBERT, ERIC File: 001232 Dept: 565001 Rate: 52.8491	80.00		2.00 9A	4,227.86		105.70 9A	4,333.55	214.17 FIT 246.33 SS 57.61 MED	187.47 NE	2913.68 W CHECK2 8.75 C4 GOLIFE 186.24 H4 HLTHFM 150.00 R8 DCVOYA	292.51 N- P 414HM 195.01 P 414H 19.00 D2 DENTF 101.92 H5 MEDFSA 53.37 S1 AFLPRE	Memo <input type="checkbox"/>	<input type="checkbox"/>
KRIENER, ERIC File: 001318 Dept: 565001 Rate: 41.9530	80.00		2.00 9A	3,356.24		83.91 9A	3,440.15	230.99 FIT 193.75 SS 45.31 MED	141.75 NE	2358.30 V CHECK1 19.00 D2 DENTF 10.00 H5 MEDFSA	232.21 N- P 414HM 154.81 P 414H 186.24 H4 HLTHFM 100.00 H8 DEPFSA	Memo <input type="checkbox"/>	<input type="checkbox"/>
LAMPE, NICOLE File: 001327 Dept: 565001 Rate: 35.2619	70.25		9.75 3V	2,477.15		343.80 3V	2,820.95	215.05 FIT 168.44 SS 38.40 MED	86.70 NE	1320.13 V CHECK1 760.00 R8 DCVOYA	126.94 P 414H 104.29 TP TRNPMT	Memo <input type="checkbox"/>	<input type="checkbox"/>
NELSEN, CHRISTOPHER File: 001436 Dept: 565001 Rate: 33.3000	40.00		40.00 1F	1,332.00		1,332.00 1F	3,994.00	641.08 FIT 240.47 SS 56.24 MED	211.51 NE	2579.34 U CHECK3 45.48 H1 HLTHSI 30.00 R6 DCNATW	179.82 N- P 414HM 119.88 P 414H 70.00 H5 MEDFSA	Memo <input type="checkbox"/>	<input type="checkbox"/>
DEPT TOTAL 565001	270.25 REG .00 O/T 53.75 HOURS 3 .00 HOURS 4			11,393.24 REG 3,195.41 EARNINGS 3 .00 EARNINGS 5	.00 O/T .00 EARNINGS 4 14,588.65 GROSS			1,301.29 FIT 848.99 SS 198.56 MED 627.43 STATE		11,612.36 TOTAL DEDUCTIONS		4 Pays <input type="checkbox"/>	<input type="checkbox"/>

HOURS ANALYSIS:	40.00 1F FUNRAL	9.75 3V VAC	4.00 9A ONCALL	
EARNINGS ANALYSIS:	1,332.00 1F FUNRAL	343.80 3V VAC	1,330.00 7L LONGVT	189.61 9A ONCALL
MEMO ANALYSIS:	894.95 P 414HM			
STATUTORY DED. ANALYSIS:	627.43 47 NE			
VOLUNTARY DED. ANALYSIS:	598.84 P 414H 8.75 C4 GOLIFE 181.92 H5 MEDFSA 53.37 S1 AFLPRE	2,579.34 U CHECK3 38.00 D2 DENTF 100.00 H6 DEPFSA 104.29 TP TRNPMT	3,678.43 V CHECK1 45.48 H1 HLTHSI 30.00 R6 DCNATW	2,913.68 W CHECK2 372.48 H4 HLTHFM 910.00 R8 DCVOYA

**SARPY COUNTY, NEBRASKA
2018 FY PLANNING TRANSPORTATION GRANT
AGREEMENT #19601310002
7/1/18-6/30/19**

<u>EMPLOYEE</u>	<u># GRANT HOURS</u>	<u>EFFECTIVE HOURLY RATE</u>	<u>TOTAL HOURLY COST</u>	<u>GRANT</u>	<u>MATCH</u>
				70%	30%
FOUNTAIN	114.5	\$ 53.1700	\$ 6,087.97	\$ 4,261.58	\$ 1,826.39
LYNAM	74.25	\$ 42.2200	\$ 3,134.84	\$ 2,194.38	\$ 940.46
TOTAL DIRECT LABOR			\$ 9,222.81	\$ 6,455.96	\$ 2,766.85

<u>EMPLOYEE</u>	<u># GRANT HOURS</u>	<u>FRINGE PER HOUR</u>	<u>TOTAL FRINGE COST</u>	<u>GRANT</u>	<u>MATCH</u>
				70%	30%
FOUNTAIN	114.5	\$ 18.5957	\$ 2,129.21	\$ 1,490.45	\$ 638.76
LYNAM	74.25	\$ 6.6521	\$ 493.92	\$ 345.74	\$ 148.18
TOTAL OVERHEAD			\$ 2,623.13	\$ 1,836.19	\$ 786.94

GRAND TOTAL **\$ 11,845.94** **\$ 8,292.15** **\$ 3,553.79**

% OF FRINGE BENEFITS **22.144%**

<u>PLANNING GRANT</u>	<u>Award</u>	<u>Match</u>
	\$ 25,285.00	\$ 10,837.00
1st Qtr	\$ 8,292.15	\$ 3,553.79
2nd Qtr	\$ -	\$ -
3rd Qtr	\$ -	\$ -
4th Qtr	\$ -	\$ -
Remaining Balance	\$ 16,992.85	\$ 7,283.21

Fringe Benefit Calculation for Responsible Charge

BRUCE FOUNTAIN

Annual Salary	Estimated hours worked/year	Effective Wage rate
\$ 110,593.60	2080	\$ 53.170

Annual salary=total pay of \$29,772.78560 hours=\$53.17/hour x 2080

*Shaded areas to be completed by the LPA

Insurance Cost (Per Month)

Health*	\$ 1,818.61
Dental	\$ 32.32
Life & AD&D	\$ 7.65
LTD	\$ 37.55
Vision	

Other Insurance Benefits

Insurance Cost/month	\$ 1,896.13
Insurance Cost/hour	\$ 10.9392

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	\$ 53.17
Workman's Compensation Insurance Cost	\$ -

FICA/Medicare (7.65 %)

FICA (6.2 Percent of Effective Hourly Wage Rate)	\$ 3.2965
Medicare (1.45 Percent of Effective Hourly Wage Rate)	\$ 0.7710

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

Vacation days	-
Sick Days	-
Pers/Admin. 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	\$ 53.17

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

Percent of Effective Wage Rate	6.75%
Pension/Retirement Cost	\$ 3.5890

Insurance Cost	Work Comp	6.2% FICA	1.45% Medicare	Holiday Vac Sick	Pension/Retirement	Total fringe/hour
\$10.9392	\$0.0000	\$3.2965	\$0.7710	\$0.0000	\$3.5890	\$18.60

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

*Health Insurance is Aug, Sep, & Oct premiums paid in Jul, Aug & Sep.

Effective hourly rate	\$ 53.17
Fringe benefits per hour	\$ 18.596
Total hourly rate	\$ 71.77

% of Fringe benefits	25.91%
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- HOURS

	Development Review	Regional Coordination Efforts	Future Trans. Standards & Systems Planning	Trans. Financing Planning Efforts	Grant Administration	TOTAL
Bruce Fountain	51.5 hrs.	19 hrs.	39 hrs.	2 hrs.	3 hrs.	114.5 hrs.
Donna Lynam	42.5 hrs.	0 hrs.	0 hrs.	31.75 hrs.	0 hrs.	74.25 hrs.

Total Pay 29,772.74
 Fountam 29,772.74
 Lynam 23644.02
 # hrs 560
 53.17
 42.22
 hrly rate
 53.17
 42.22
 x 2080 = 110,593.60
 x 2080 = 87,817.60

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			
BAKER, MARK	80.00			2,284.80						154.22 N- P 414HM		
SHANE								212.32 FIT	106.92 NE	1646.95 U CHECK3	102.82 P 414H	Memo <input type="checkbox"/>
File: 001020								138.84 SS		45.48 H1 HLTHSI		.00
Dept: 001018								32.47 MED				
Rate: 28.5600												
DAWSON, JENNIFER	80.00			1,495.20						100.93 N- P 414HM		
L								84.23 FIT	39.16 NE	1190.15 U CHECK3	67.28 P 414H	Memo <input type="checkbox"/>
File: 002225								92.70 SS				.00
Dept: 001018								21.68 MED				
Rate: 18.6900												
FOUNTAIN, BRUCE	56.00	16.00 1A		4,072.50						274.89 N- P 414HM		
File: 001874		8.00 3V										
Dept: 001018								452.98 FIT	234.28 NE	2374.25 U CHECK3	5.00 V CHECK1	Memo <input type="checkbox"/>
Rate: 4072.50								233.45 SS		150.00 X SAVNG1	183.26 P 414H	.00
								54.59 MED		16.95 C4 GOLIFE	19.00 D2 DENTF	
										186.24 H4 HLTHFM	101.92 H5 MEDFSA	
										54.80 SA AFLPST	5.98 S6 LGLSHD	
GLEASON, RHONDA	50.00			856.50						57.81 N- P 414HM		
File: 002129								37.37 FIT	16.26 NE	698.80 U CHECK3	38.54 P 414H	Memo <input type="checkbox"/>
Dept: 001018								53.11 SS				.00
Rate: 17.1300								12.42 MED				
JECK, KELLY J	50.50			1,042.32						70.36 N- P 414HM		
File: 001928								50.12 FIT	20.36 NE	795.21 U CHECK3	48.90 P 414H	Memo <input type="checkbox"/>
Dept: 001018								64.62 SS		50.00 R8 DCVOYA		.00
Rate: 20.6400								15.11 MED				
LYNAM, DONNA J	80.00			3,233.72						218.28 N- P 414HM		
File: 001015								383.30 FIT	127.31 NE	2142.79 U CHECK3	145.52 P 414H	Memo <input type="checkbox"/>
Dept: 001018								192.73 SS		19.00 D2 DENTF	50.00 H5 MEDFSA	.00
Rate: 3233.72								45.07 MED		50.00 R8 DCVOYA	56.04 S1 AFLPRE	
										11.96 S6 LGLSHD		
NISBET, JEFF M	80.00			2,289.60						154.55 N- P 414HM		
File: 001984								194.42 FIT	88.79 NE	1728.21 U CHECK3	103.03 P 414H	Memo <input type="checkbox"/>
Dept: 001018								141.95 SS				.00
Rate: 28.6200								33.20 MED				
DEPT TOTAL	476.50 REG			15,274.84 REG	.00 O/T			1,424.74 FIT		12,084.88 TOTAL DEDUCTIONS		7 Pays <input type="checkbox"/>
001018	.00 O/T			.00 EARNINGS 3	.00 EARNINGS 4			817.40 SS				.00
	24.00 HOURS 3			.00 EARNINGS 5	15,274.84 GROSS			214.54 MED				
	.00 HOURS 4							633.08 STATE				

HOURS ANALYSIS:	16.00 1A ADMPAY	8.00 3V VAC			
MEMO ANALYSIS:	1,031.04 P 414HM				
STATUTORY DED. ANALYSIS:	633.08 47 NE				
VOLUNTARY DED. ANALYSIS:	687.35 P 414H	10,575.36 U CHECK3	5.00 V CHECK1	150.00 X SAVNG1	
	16.95 C4 GOLIFE	38.00 D2 DENTF	45.48 H1 HLTHSI	186.24 H4 HLTHFM	
	151.92 H5 MEDFSA	100.00 R8 DCVOYA	54.60 SA AFLPST	56.04 S1 AFLPRE	
	17.94 S6 LGLSHD				

PERSONNEL	HOURS			EARNINGS			GROSS	STATUTORY DEDUCTIONS		VOLUNTARY DEDUCTIONS		NET PAY	
	Reg	Off	Hours 3&4	Reg	Off	Earnings 3&4 Earnings 5		Federal	State/Local				
BAKER, MARK SHANE File: 001020 Dept: 001018 Rate: 28.5600	80.00			2,284.80			2,284.80	206.82 FIT 137.29 SS 32.11 MED	105.27 NE	1630.01 U CHECK3 45.48 H1 HLTHSI	154.22 N- P 414HM 102.82 P 414H 25.00 TP TRNPMT	Memo	<input type="checkbox"/>
												.00	
DAWSON, JENNIFER L File: 002225 Dept: 001018 Rate: 18.8900	72.00	8.00	4S	1,345.68	149.52	4S	1,495.20	84.23 FIT 92.71 SS 21.68 MED	39.16 NE	1190.14 U CHECK3	100.93 N- P 414HM 67.28 P 414H	Memo	<input type="checkbox"/>
												.00	
FOUNTAIN, BRUCE File: 001874 Dept: 001018 Rate: 4227.86	80.00			4,227.86			4,227.86	485.62 FIT 243.08 SS 56.85 MED	244.59 NE	2467.78 U CHECK3 150.00 X SAVNG1 16.95 C4 GOLIFE 186.24 H4 HLTHFM 54.60 SA AFLPST	285.38 N- P 414HM 5.00 V CHECK1 190.25 P 414H 19.00 D2 DENTF 101.92 H5 MEDFSA 5.98 S6 LGLSHD	Memo	<input type="checkbox"/>
												.00	
GLEASON, RHONDA File: 002129 Dept: 001018 Rate: 17.1300	48.00	2.00	4S	822.24	34.26	4S	856.50	37.37 FIT 53.10 SS 12.42 MED	16.26 NE	698.81 U CHECK3	57.81 N- P 414HM 38.54 P 414H	Memo	<input type="checkbox"/>
												.00	
JECK, KELLY J File: 001928 Dept: 001018 Rate: 21.8300	54.25			1,184.28	31.54	7B	1,215.82	66.69 FIT 75.38 SS 17.63 MED	27.30 NE	924.11 U CHECK3 50.00 R8 DCVOYA	82.07 N- P 414HM 54.71 P 414H	Memo	<input type="checkbox"/>
												.00	
LYNAM, DONNA J File: 001915 Dept: 001018 Rate: 3355.97				3,355.97			3,355.97	407.31 FIT 200.32 SS 46.85 MED	135.43 NE	2228.04 U CHECK3 19.00 D2 DENTF 50.00 R8 DCVOYA 11.96 S6 LGLSHD	226.53 N- P 414HM 151.02 P 414H 50.00 H5 MEDFSA 56.04 S1 AFLPRE	Memo	<input type="checkbox"/>
												.00	
NISBET, JEFF M File: 001884 Dept: 001018 Rate: 28.6200	80.00			2,289.60			2,289.60	194.42 FIT 141.95 SS 33.20 MED	88.79 NE	1728.21 U CHECK3	154.55 N- P 414HM 103.03 P 414H	Memo	<input type="checkbox"/>
												.00	
DEPT TOTAL 001018	414.25	REG		15,510.43	REG	.00	O/T	1,482.48	FIT	12,421.92	TOTAL DEDUCTIONS	7 Pays	<input type="checkbox"/>
	.00	O/T		215.32	EARNINGS 3	.00	EARNINGS 4	943.83	SS			.00	
	10.00	HOURS 3		.00	EARNINGS 5	15,725.75	GROSS	220.74	MED				
	.00	HOURS 4						656.80	STATE				

HOURS ANALYSIS:	10.00	4S	SICK										
EARNINGS ANALYSIS:	183.78	4S	SICK	31.54	7B	BACKPY							
MEMO ANALYSIS:	1,061.49	P	414HM										
STATUTORY DED. ANALYSIS:	656.80	47	NE										
VOLUNTARY DED. ANALYSIS:	707.65	P	414H	10,867.10	U	CHECK3	5.00	V	CHECK1	150.00	X	SAVNG1	
	16.95	C4	GOLIFE	38.00	D2	DENTF	45.48	H1	HLTHSI	186.24	H4	HLTHFM	
	151.92	H5	MEDFSA	100.00	R8	DCVOYA	54.60	SA	AFLPST	56.04	S1	AFLPRE	
	17.94	S6	LGLSHD	25.00	TP	TRNPMT							

PERSONNEL	HOURS			EARNINGS			GROSS	STATUTORY DEDUCTIONS		VOLUNTARY DEDUCTIONS		NET PAY	
	Reg	O/T	Hours 3&4	Reg	O/T	Earnings 3&4		Federal	State/Local				
BAKER, MARK SHANE File: 001020 Dept: 001018 Rate: 28.5600	56.00		24.00 1F	1,599.36		685.44 1F	2,284.80	216.82 FIT 140.11 SS 32.77 MED	108.27 NE	1659.01 U CHECK3 25.00 TP TRNPMT	154.22 N- P 414HM 102.82 P 414H	Memo	<input type="checkbox"/>
												.00	
DAWSON, JENNIFER L File: 002225 Dept: 001018 Rate: 18.6900	72.00		8.00 3V	1,345.68		149.52 3V	1,495.20	84.23 FIT 92.70 SS 21.68 MED	39.16 NE	1190.15 U CHECK3	100.93 N- P 414HM 67.28 P 414H	Memo	<input type="checkbox"/>
												.00	
FOUNTAIN, BRUCE File: 001874 Dept: 001018 Rate: 4227.86	80.00			4,227.86			4,227.86	530.78 FIT 255.81 SS 59.83 MED	258.86 NE	2669.43 U CHECK3 150.00 X SAVNG1 101.92 H5 MEDFSA	285.38 N- P 414HM 5.00 V CHECK1 190.25 P 414H 5.98 S6 LGLSHD	Memo	<input type="checkbox"/>
												.00	
GLEASON, RHONDA File: 002129 Dept: 001018 Rate: 17.1300	51.00			873.63			873.63	39.01 FIT 54.16 SS 12.86 MED	16.78 NE	711.71 U CHECK3	58.97 N- P 414HM 39.31 P 414H	Memo	<input type="checkbox"/>
												.00	
JECK, KELLY J File: 001928 Dept: 001018 Rate: 21.8300	52.25			1,140.62			1,140.62	59.51 FIT 70.72 SS 18.54 MED	23.78 NE	868.74 U CHECK3 50.00 R8 DCVOYA	76.99 N- P 414HM 51.33 P 414H	Memo	<input type="checkbox"/>
												.00	
LYNAM, DONNA J File: 001915 Dept: 001018 Rate: 3355.97	80.00			3,355.97			3,355.97	416.32 FIT 204.97 SS 47.94 MED	140.64 NE	2283.12 U CHECK3 50.00 H5 MEDFSA 11.96 S6 LGLSHD	226.53 N- P 414HM 151.02 P 414H 50.00 R8 DCVOYA	Memo	<input type="checkbox"/>
												.00	
MISBET, JEFF M File: 001984 Dept: 001018 Rate: 28.6200	80.00			2,289.60			2,289.60	194.42 FIT 141.96 SS 33.20 MED	88.79 NE	1728.21 U CHECK3	154.55 N- P 414HM 103.03 P 414H	Memo	<input type="checkbox"/>
												.00	
DEPT TOTAL 001018	471.25	REG		14,832.72	REG	.00	O/T	1,541.09	FIT	12,265.27	TOTAL DEDUCTIONS	7 Pays	<input type="checkbox"/>
	.00	O/T		834.96	EARNINGS 3	.00	EARNINGS 4	960.42	SS			.00	
	32.00	HOURS 3		.00	EARNINGS 5	15,667.68	GROSS	224.62	MED				
	.00	HOURS 4						676.28	STATE				

HOURS ANALYSIS:	24.00	1F	FUNRAL	8.00	3V	VAC							
EARNINGS ANALYSIS:	685.44	1F	FUNRAL	149.52	3V	VAC							
MEMO ANALYSIS:	1,057.57		P 414HM										
STATUTORY DED. ANALYSIS:	876.28		47 NE										
VOLUNTARY DED. ANALYSIS:	705.04		P 414H	11,110.37		U CHECK3	5.00	V CHECK1	150.00	X SAVNG1			
	151.92		H5 MEDFSA	100.00		R8 DCVOYA	17.94	S6 LGLSHD	25.00	TP TRNPMT			

PERSONNEL	HOURS			EARNINGS				GROSS	STATUTORY DEDUCTIONS		VOLUNTARY DEDUCTIONS		NET PAY	<input checked="" type="checkbox"/>
	Reg	OT	Hours 344	Reg	OT	Earnings 344	Earnings 5		Federal	State/Local				
BAKER, MARK SHANE File: 001020 Dept: 001018 Rate: 29.1312			8.00 2H			233.05 2H						169.65 N- P 414HM		<input type="checkbox"/>
			72.00 3V			2,097.45 3V								
						182.80 7B								
								2,513.30	254.93 FIT	119.65 NE	1768.36 U CHECK3	113.10 P 414H	Memo	
DAWSON, JENNIFER L File: 002225 Dept: 001018 Rate: 19.7800									151.46 SS		45.48 H1 HLTHSI	25.00 TP TRNPMT		<input type="checkbox"/>
									35.42 MED					
	72.00		8.00 2H			1,424.16	158.24 2H					114.88 N- P 414HM		
							119.60 7B							
FOUNTAIN, BRUCE File: 001874 Dept: 001018 Rate: 4312.42								1,702.00	107.93 FIT	48.85 NE	1338.42 U CHECK3	76.59 P 414H	Memo	<input type="checkbox"/>
									105.53 SS					
									24.68 MED					
	72.00		8.00 2H			4,312.42						313.92 N- P 414HM		
GLEASON, RHONDA File: 002129 Dept: 001018 Rate: 17.4726														<input type="checkbox"/>
JECK, KELLY J File: 001928 Dept: 001018 Rate: 22.2666														<input type="checkbox"/>
LYNAM, DONNA J File: 001915 Dept: 001018 Rate: 3423.09														<input type="checkbox"/>
NISBET, JEFF M File: 001984 Dept: 001018 Rate: 29.1924														<input type="checkbox"/>
DEPT TOTAL 001018														<input type="checkbox"/>

HOURS ANALYSIS:	50.00	2H	HOLIDAY	81.00	3V	VAC								
EARNINGS ANALYSIS:	823.52	2H	HOLIDAY	2,348.46	3V	VAC				1,251.39	7B	BACKPY		
MEMO ANALYSIS:	1,170.76													

PLANNING & BUILDING PAYROLL REPORT - TIME CARD

Date	IN	Lunch Leave	Lunch Return	OUT	Regular Hours	Overtime	Vacation	Sick	Holiday	Comp. Time +	Comp. Time -	Admin. Time	Winter Closure	TOTAL
7/9/2018	8:00 AM	12:00 PM	1:00 PM	5:00 PM	8.00									8.00
7/10/2018	7:30 AM	-	-	5:30 PM	10.00									10.00
7/11/2018	8:00 AM	12:00 PM	1:00 PM	5:00 PM	8.00									8.00
7/12/2018	8:00 AM	12:30 PM	1:30 PM	5:00 PM	8.00									8.00
7/13/2018	8:00 AM	11:30 AM	12:30 PM	3:00 PM	6.00									6.00
Week 1 Totals					40.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	40.00
7/16/2018	8:00 AM	12:30 PM	1:30 PM	5:00 PM	8.00									8.00
7/17/2018	8:00 AM	12:30 PM	1:30 PM	8:30 PM	11.00									11.00
7/18/2018	8:00 AM	1:00 PM	2:00 PM	5:00 PM	8.00									8.00
7/19/2018	12:00 PM	-	-	5:00 PM	5.00									5.00
7/20/2018	7:30 AM	-	-	5:00 PM	8.00									8.00
Week 2 Totals					40.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	40.00
2 Wk. Total:														80.00

Hours Summary

Regular	80.00
Overtime	0.00
Vacation (3V)	0.00
Sick (4S)	0.00
Holiday (2H)	0.00
Comp +	0.00
Comp -	0.00
Admin. Time (1A)	0.00
Winter Closure (1C)	0.00
Total Hours	80.00

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

Bruce Fountain
Date: July 23, 2018

Bruce Fountain
Department Head Signature:

MAPA Grant Total Hrs	Category			
	DR	RC	TS	GA
1.00	0	0	1	0
3.25	2	0	1	0.25
1.00	1	0	0	0
0.00	0	0	0	0
1.00	0	0	1	0
6.25	3.00	0.00	3.00	0.25
	DR	RC	TS	GA
0.00	0	0	0	0
2.25	1	0	1	0.25
2.00	1	0	1	0
1.00	0	1	0	0
2.00	0	1	1	0
7.25	2.00	2.00	3.00	0.25
13.50	5.00	2.00	6.00	0.50

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

PLANNING & BUILDING PAYROLL REPORT - TIME CARD

Date	IN	Lunch Leave	Lunch Return	OUT	Regular Hours	Overtime	Vacation	Sick	Holiday	Comp. Time +	Comp. Time -	Admin. Time	Winter Closure	TOTAL
8/6/2018	8:00 AM	12:00 PM	1:00 PM	5:30 PM	8.50									8.50
8/7/2018	8:00 AM	12:00 PM	1:00 PM	5:00 PM	8.00									8.00
8/8/2018	8:00 AM	12:30 PM	1:30 PM	6:00 PM	9.00									9.00
8/9/2018	8:00 AM	1:00 PM	2:00 PM	5:30 PM	8.50									8.50
8/10/2018	8:00 AM	12:00 PM	1:00 PM	6:00 PM	9.00									9.00
8/11/2018	3:00 PM	-	-	5:00 PM	2.00									2.00
Week 1 Totals					43.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	45.00
8/13/2018	8:00 AM	12:00 PM	1:00 PM	5:30 PM	8.50									8.50
8/14/2018	8:00 AM	12:00 PM	1:00 PM	5:00 PM	8.00									8.00
8/15/2018	8:00 AM	11:30 AM	12:30 PM	5:30 PM	8.50									8.50
8/16/2018	8:00 AM	12:00 PM	1:00 PM	6:00 PM	9.00									9.00
8/17/2018	8:00 AM	11:30 AM	12:30 PM	4:00 PM	7.00									7.00
Week 2 Totals					41.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	41.00
2 Wk. Total:														86.00

Hours Summary

Regular	86.00
Overtime	0.00
Vacation (3V)	0.00
Sick (4S)	0.00
Holiday (2H)	0.00
Comp +	0.00
Comp -	0.00
Admin. Time (1A)	0.00
Winter Closure (1C)	0.00
Total Hours	86.00

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

Bruce Fountain
Date: August 20, 2018

[Signature]
Department Head Signature:

MAPA Grant Total Hrs	Category			
	DR	RC	TS	GA
1.00	1	0	0	0
3.25	2	0	1	0.25
3.50	1	1.5	1	0
2.00	1	0	1	0
0.00	0	0	0	0
0.00	0	0	0	0
9.75	5.00	1.50	3.00	0.25
	DR	RC	TS	GA
1.00	1	0	0	0
2.25	1	0	1	0.25
3.50	2.5	0	1	0
2.50	0	1.5	1	0
0.00	0	0	0	0
9.25	4.50	1.50	3.00	0.25
19.00	9.50	3.00	6.00	0.50

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

PLANNING & BUILDING PAYROLL REPORT - TIME CARD

Date	IN	Lunch Leave	Lunch Return	OUT	Regular Hours	Overtime	Vacation	Sick	Holiday	Comp. Time +	Comp. Time -	Admin. Time	Winter Closure	TOTAL
9/3/2018									8.00					8.00
9/4/2018	8:00 AM	12:00 PM	1:00 PM	5:00 PM	8.00									8.00
9/5/2018	8:00 AM	1:00 PM	2:00 PM	6:00 PM	9.00									9.00
9/6/2018	8:00 AM	12:30 PM	1:30 PM	6:00 PM	9.00									9.00
9/7/2018	8:00 AM	12:00 PM	1:00 PM	5:00 PM	8.00									8.00
Week 1 Totals					34.00	0.00	0.00	0.00	8.00	0.00	0.00	0.00	0.00	42.00
9/10/2018	9:00 AM	12:00 PM	1:00 PM	6:00 PM	8.00									8.00
9/11/2018	8:00 AM	1:00 PM	2:00 PM	6:30 PM	9.50									9.50
9/12/2018	7:30 AM	12:00 PM	1:00 PM	4:00 PM	7.50									7.50
9/13/2018	8:00 AM	12:30 PM	1:30 PM	5:00 PM	8.00									8.00
9/14/2018	7:00 AM	-	-	3:30 PM	8.50									8.50
Week 2 Totals					41.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	41.50
2 Wk. Total:														83.50

Hours Summary

Regular	75.50
Overtime	0.00
Vacation (3V)	0.00
Sick (4S)	0.00
Holiday (2H)	8.00
Comp +	0.00
Comp -	0.00
Admin. Time (1A)	0.00
Winter Closure (1C)	0.00
Total Hours	83.50

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

Bruce Fountain
Date: September 17, 2018

Bruce Fountain
Department Head Signature:

MAPA Grant Total Hrs	Category			
	DR	RC	TS	GA
0.00	0	0	0	0
2.25	1	0	1	0.25
1.00	1	0	0	0
2.00	1	0	1	0
2.00	1	0	1	0
7.25	4.00	0.00	3.00	0.25
	DR	RC	TS	GA
1.50	1.5	0	0	0
5.75	2	1.5	2	0.25
1.00	0	0	1	0
1.00	1	0	0	0
2.00	0	2	0	0
11.25	4.50	3.50	3.00	0.25
18.50	8.50	3.50	6.00	0.50

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

PLANNING & BUILDING PAYROLL REPORT - TIME CARD

Date	IN	Lunch Leave	Lunch Return	OUT	Regular Hours	Overtime	Vacation	Sick	Holiday	Comp. Time +	Comp. Time -	Admin. Time	Winter Closure	TOTAL	MAPA Grant Total Hrs	Category				
																DR	RC	TS	TF	GA
6/25/2018																				
6/26/2018																				
6/27/2018																				
6/28/2018																				
6/29/2018																				
Week 1 Totals					0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
																DR	RC	TS	TF	GA
7/2/2018	8:00	12:00 PM	1:00 PM	6:45 PM	8.00									8.00	3.5	2.25	0	1.25	0	
7/3/2018	8:00	12:00 PM	1:00 PM	5:30 PM	8.00									8.00	3.25	2	0	1.25	0	
7/4/2018									8.00					8.00	0	0	0	0	0	
7/5/2018	8:00	12:00 PM	1:00 PM	4:45 PM	8.00									8.00	2.75	1.75	0	1	0	
7/6/2018												8.00		8.00	0	0	0	0	0	
Week 2 Totals					24.00	0.00	0.00	0.00	8.00	0.00	0.00	8.00	0.00	40.00	9.50	6.00	0.00	3.50	0.00	0.00
2 Wk. Total:														40.00	9.50	6.00	0.00	3.50	0.00	0.00

Hours Summary

Regular	24.00
Overtime	0.00
Vacation (3V)	0.00
Sick (4S)	0.00
Holiday (2H)	8.00
Comp +	0.00
Comp -	0.00
Admin. Time (1A)	8.00
Winter Closure (1C)	0.00
Total Hours	40.00

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

Donna Lynam
Date: 7/6/2018

[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

PLANNING & BUILDING PAYROLL REPORT - TIME CARD

Date	IN	Lunch Leave	Lunch Return	OUT	Regular Hours	Overtime	Vacation	Sick	Holiday	Comp. Time +	Comp. Time -	Admin. Time	Winter Closure	TOTAL
7/23/2018	8:00	12:00 PM	1:00 PM	5:15 PM	8.00									8.00
7/24/2018	8:00	12:00 PM	1:00 PM	5:00 PM	8.00									8.00
7/25/2018	8:00	12:00 PM	1:00 PM	5:30 PM	8.00									8.00
7/26/2018	8:00	12:00 PM	1:00 PM	5:15 PM	8.00									8.00
7/27/2018	8:00	12:00 PM	1:00 PM	5:00 PM	8.00									8.00
Week 1 Totals					40.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	40.00
7/30/2018	8:00	12:00 PM	1:00 PM	5:45 PM	8.00									8.00
7/31/2018	8:00	12:00 PM	1:00 PM	5:30 PM	8.00									8.00
8/1/2018	8:00	12:00 PM	1:00 PM	5:30 PM	8.00									8.00
8/2/2018	8:00	12:00 PM	1:00 PM	5:15 PM	8.00									8.00
8/3/2018	8:00	12:00 PM	1:00 PM	6:00 PM	8.00									8.00
Week 2 Totals					40.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	40.00
2 Wk. Total:														80.00

MAPA Grant Total Hrs	Category	
	DR	TS
1	0.5	0.5
1	0.5	0.5
1.75	1	0.75
1.25	0.75	0.5
1.25	0.75	0.5
6.25	3.50	2.75
	DR	TS
1.25	0.75	0.5
1.5	1	0.5
1	0.5	0.5
0.75	0.25	0.5
1.5	1	0.5
6.00	3.50	2.50
12.25	7.00	5.25

Hours Summary

Regular	80.00
Overtime	0.00
Vacation (3V)	0.00
Sick (4S)	0.00
Holiday (2H)	0.00
Comp +	0.00
Comp -	0.00
Admin. Time (1A)	0.00
Winter Closure (1C)	0.00
Total Hours	80.00

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

Donna Lynam
Date: Friday, August 3, 2018

[Signature]
Department Head Signature:

KEY - MAPA Grant Related Time

DR - Development Review

TS - Future Trans. Standards & Systems Planning

PLANNING & BUILDING PAYROLL REPORT - TIME CARD

Date	IN	Lunch Leave	Lunch Return	OUT	Regular Hours	Overtime	Vacation	Sick	Holiday	Comp. Time +	Comp. Time -	Admin. Time	Winter Closure	TOTAL
8/20/2018	8:00	12:00 PM	1:00 PM	5:30 PM	8.00									8.00
8/21/2018								8.00						8.00
8/22/2018								8.00						8.00
8/23/2018	8:00	1:00 PM			5.00			3.00						8.00
8/24/2018	8:00	1:00 PM			5.00			3.00						8.00
Week 1 Totals					18.00	0.00	0.00	22.00	0.00	0.00	0.00	0.00	0.00	40.00
8/27/2018	8:00	12:00 PM	1:00 PM	4:45 PM	8.00									8.00
8/28/2018	8:00	12:00 PM	1:00 PM	5:30 PM	8.00									8.00
8/29/2018	8:00	12:00 PM	1:00 PM	4:45 PM	8.00									8.00
8/30/2018	8:00	12:00 PM	1:00 PM	4:45 PM	8.00									8.00
8/31/2018	8:00	12:00 PM	1:00 PM	4:45 PM	8.00									8.00
Week 2 Totals					40.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	40.00
2 Wk. Total:														80.00

MAPA Grant Total Hrs	Category	
	DR	TS
2.5	1.5	1
0		
0		
0		
0		
2.50	1.50	1.00
	DR	TS
2.5	1.5	1
2.5	1.5	1
2.5	1.5	1
0		
0		
7.50	4.50	3.00
10.00	6.00	4.00

Hours Summary

Regular	58.00
Overtime	0.00
Vacation (3V)	0.00
Sick (4S)	22.00
Holiday (2H)	0.00
Comp +	0.00
Comp -	0.00
Admin. Time (1A)	0.00
Winter Closure (1C)	0.00
Total Hours	80.00

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

Donna Lynam
Date: Friday, August 31, 2018

[Signature]
Department Head Signature:

KEY - MAPA Grant Related Time

DR - Development Review

TS - Future Trans. Standards & Systems Planning

PLANNING & BUILDING PAYROLL REPORT - TIME CARD

Date	IN	Lunch Leave	Lunch Return	OUT	Regular Hours	Overtime	Vacation	Sick	Holiday	Comp. Time +	Comp. Time -	Admin. Time	Winter Closure	TOTAL
9/17/2018	8:00	12:00 PM	1:00 PM	5:00 PM	8.00									8.00
9/18/2018	8:00	12:00 PM	1:00 PM	7:45 PM	8.00									8.00
9/19/2018	8:00	12:00 PM	1:00 PM	4:45 PM	8.00									8.00
9/20/2018	8:00	12:00 PM	1:00 PM	4:45 PM	8.00									8.00
9/21/2018	8:00	12:00 PM	1:00 PM	5:15 PM	8.00									8.00
Week 1 Totals					40.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	40.00
9/24/2018							8.00							8.00
9/25/2018							8.00							8.00
9/26/2018							8.00							8.00
9/27/2018								8.00						8.00
9/28/2018	8:00	12:00 PM	1:00 PM	4:45 PM	8.00									8.00
Week 2 Totals					8.00	0.00	24.00	8.00	0.00	0.00	0.00	0.00	0.00	40.00
2 Wk. Total:														80.00

MAPA Grant Total Hrs	Category	
	DR	TS
0		
1.25	0.5	0.75
1.75	0.75	1
2	1.5	0.5
1	0.5	0.5
6.00	3.25	2.75
	DR	TS
0	0	0
0	0	0
0	0	0
0	0	0
1.75	1.25	0.5
1.75	1.25	0.50
7.75	4.50	3.25

Hours Summary

Regular	48.00
Overtime	0.00
Vacation (3V)	24.00
Sick (4S)	8.00
Holiday (2H)	0.00
Comp +	0.00
Comp -	0.00
Admin. Time (1A)	0.00
Winter Closure (1C)	0.00
Total Hours	80.00

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

Donna Lynam
Date: 9/28/2018

[Signature]
Department Head Signature:

KEY - MAPA Grant Related Time

DR - Development Review

TS - Future Trans. Standards & Systems Planning

City of Omaha

Date: 27-SEP-18

Page 1 of 1

1819 Farnam St. Billing Div.
Omaha NE 68183
Contact : (402) 444-5453

Remit To :

City of Omaha Cashier
RM H10
1819 Farnam St.
Omaha NE 68183

Bill To :

METRO AREA PLANNING AGENCY
2222 CUMING ST

Ship To :

OMAHA NE 68102-4328



Customer Number : 18276

Invoice Number : 156965

Terms : 30 NET

Transaction Type : PUBLIC WORKS

Total due : \$ 90,063.90

PLEASE RETURN TOP PORTION WITH REMITTANCE

Item No	Description	Qty Invoiced	Unit Price	Extended Price
1	OPW 53287, MAPA 28(126) - 13TH ST WALKABILITY STUDY. 80% REIMBURSEMENT OF OLSSON PAYMENT 1-6	1	90063.90	90063.90
	SPECIAL INSTRUCTIONS	DUE DATE		TOTAL DUE
	Invoice Number : 156965	27-OCT-18		\$90,063.90

LPA TRANSMITTAL MEMORANDUM

PROJECT EXPENSE REIMBURSEMENT

DATE September 28, 2018

TO MAPA –Melissa Engel

FROM **Krista Wassenaar, PE**
Responsible Charge, Project Manager
City of Omaha- Public Works Department
1819 Farnam St. Suite 604
Omaha, NE 68183
Krista.Wassenaar@CityofOmaha.org
(402) 444-3821

THRU MAPA

PROJECT **Location: 13th Street Walkability Study**
OPW No.: 53287
Contract No.: 185022004
Responsible Charge: Krista Wassenaar
Project Coordinator (MAPA): Michael Helgerson

SUBJECT Project Expense Reimbursement

Attached includes the following documents for approval and payment:

- Form DR 162
- Invoices for reimbursement
- Proof of payment

NDOT's Notice to Proceed (*NTP*) for these services was provided on **October 12, 2017**. The reimbursement amount requested is within the approved limit of **\$100,000**. The amount spent on the project totals to-date is **\$112,579.87** as of **August 20, 2018**. Eligible reimbursement is a maximum of \$100,000 FHWA PL Funds, with a minimum \$25,000 in local matching funds (or an 80%/20% split). Below is an itemization of the invoices included on this Request for Reimbursement:

Invoice No.	Invoice Amount	Cumulative Amount	MAPA Portion	City of Omaha Portion
1 (299277)	\$4,802.67	\$4,802.67	\$3842.14	\$960.53
2 (301434)	\$10,985.20	\$15,787.87	\$12,630.30	\$3,157.57
3 (303625)	\$21,579.53	\$37,367.40	\$29,893.92	\$7,473.48
4 (306202)	\$20,951.68	\$58,319.08	\$46,655.26	\$11,663.82
5 (307559)	\$19,663.32	\$77,982.40	\$62,385.92	\$15,596.48
6 (309900)	\$34,597.47	\$112,579.87	\$90,063.90	\$22,515.97

I understand that if the invoice Package is incomplete the invoice will not be paid until such time all required documents are submitted.

I also understand that it is my responsibility to keep track of expenses. Reimbursements will be made only up to the maximum that is authorized.

Cost Breakdown Form for LPA Reimbursement

Agency Name:	City of Omaha - Public Works		
Control No.:	22737, 22738	Project No.:	MAPA-28(126)
Project Location:	13th Street, Omaha, NE		
Agreement No.:	BN1707	Expire Date:	June 30, 2018
Invoice No.:	156965	Invoice Date:	September 27, 2018
Current Billing Period:	3/10/2018	thru	8/4/2018
BEYOND EXPIRATION DATE			
Agreement No: BN1707		Maximum Not-to-Exceed Amount	\$125,000.00
Agreement amount thru supplement # 000			
Cost Split	20%	Local Share (typically 20%)	\$25,000.00
	80%	Federal Share (typically 80%)	\$100,000.00
		Amount	
		This Period	Previously Billed
			To Date
Direct Labor			\$0.00
Direct Costs (Non-Labor)			\$0.00
Outside Services (Subconsultants):			
<u>Name</u>	<u>Max Amount</u>		
Olsson Associates	\$125,000.00	\$112,579.87	\$0.00
			\$112,579.87
Adjustments:			
<u>Description:</u>			\$0.00
100% Total Costs Incurred		\$112,579.87	\$0.00
20%	Local Share	\$22,515.97	\$0.00
80%	Total Amount Due	\$90,063.90	\$0.00
			\$90,063.90
By submitting this form electronically to State, LPA certifies submitted costs are actual and allowed by contract		Total Agreement Amount Remaining:	\$12,420.13
<u>Signature (typed or signed name required):</u>	<u>Title:</u>	<u>Date:</u>	
Krista Wassenaar, PE	Responsible Charge	9/28/2018	
LPS's email contact for invoice-related questions: krista.wassenaar@cityofomaha.org			

Invoice

601 P St Suite 200
PO Box 84608
Lincoln, NE 68501-4608
Tel 402.474.6311, Fax 402.474.5063

Krista Wassenaar
City of Omaha NE
Public Works Department
1819 Farnam St Ste 600
Omaha, NE 68183

March 29, 2018

Invoice No: 299277

Invoice Total \$4,802.67

OA Project No. 018-0736 Omaha 13th Street Walkability Study
OPW 53287

Professional services rendered through March 10, 2018 for work completed in accordance with our Agreement dated January 23, 2018.

Phase 100 Project Management/Meetings

Labor

	Hours	Rate	Amount
Technical Leader			
Rolling, Christopher	9.00	145.35	1,308.15
Senior Planner			
Weander, Nicholas	1.00	132.00	132.00
Senior Administrative Coordinator			
Hillis, Brittany	5.50	60.93	335.12
Administrative Coordinator			
Schuetze, Kelsey	.75	72.50	54.38
Totals	16.25		1,829.65
Total Labor			1,829.65
Total this Phase			\$1,829.65

Phase 200 Public Involvement

Labor

	Hours	Rate	Amount
Technical Leader			
Rolling, Christopher	4.00	145.35	581.40
Senior Administrative Coordinator			
Oltmans, Michaela	6.75	123.10	830.93
Administrative Coordinator			
Roach, Stacey	4.50	77.91	350.60
Totals	15.25		1,762.93
Total Labor			1,762.93
Total this Phase			\$1,762.93

FB# 14330101

PO 1240870

REC 108223

RECEIPT 1102965

PROJ NO CPW 53287

FUND 13184

PMT AMT \$4802.67

PMT NO 1

BY [Signature] 4/3/18

INVOICE PAYMENT IS REQUESTED WITHIN 30 DAYS

Project	018-0736	Omaha 13th St Walkability Study	Invoice	299277
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Phase	300	Existing Conditions Analysis
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Labor	Hours	Rate	Amount	
Technical Leader				
Rolling, Christopher	2.75	145.35	399.71	
Associate Engineer				
Bellizzi, Daniel	5.25	97.15	510.04	
Assistant Engineer				
Kosiski, Kara	2.00	85.65	171.30	
Senior Planner				
Worker-Braddock, Thomas	1.00	129.04	129.04	
Totals	11.00		1,210.09	
Total Labor				1,210.09
		Total this Phase		\$1,210.09

Billing Limits	Current	Prior	To-Date
Total Billings	4,802.67	0.00	4,802.67
Limit			120,000.00
Balance Remaining			115,197.33

AMOUNT DUE THIS INVOICE **\$4,802.67**

Transmitted by email to: krista.wassenaar@cityofomaha.org

Authorized By: Christopher Rolling

INVOICE PAYMENT IS REQUESTED WITHIN 30 DAYS



Date: March 30, 2018

To: Krista Wassenaar, PE

From: Christopher M. Rolling, PE, PTOE
Olsson Associates

Subject: OPW 53287 - 13th Street Walkability Study
Olsson Project Number – 018-0736
Invoice Progress Report #1

NTP: January 23, 2018

Invoice Cutoff: March 10, 2018

Please find included with this letter a status report on the above referenced project and an invoice that is for services through March 10, 2018. An invoice summary and earned value chart are provided for reference.

This invoice brings us current for all services to date for the project. If you have any questions, please feel free to call me.

GENERAL PROGRESS & ACTIVITY

Task 1 – Project Management

- Ongoing Project Management including scheduling, internal and external coordination, and budget monitoring.
- Create and publish Smartsheet Dashboard
- Coordination for Block Talks (Deer Park, Dahlman, Downtown)
- Submit Project Management Plan (2/27/18)
- Project branding

Task 2 – Public Involvement

- Submit Draft Public Involvement Plan (3/9/18)

Task 3 – Existing Conditions Analysis

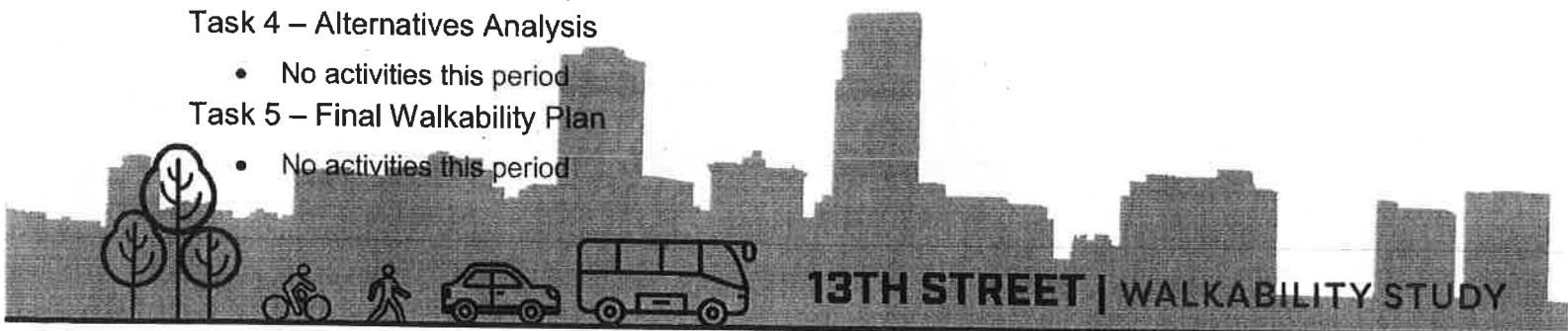
- Review of Existing Plans & Policies
- Build Capacity Analysis models
- Begin Parking Inventory

Task 4 – Alternatives Analysis

- No activities this period

Task 5 – Final Walkability Plan

- No activities this period





Task 6 – Deliverables

- No activities this period

FORECAST OF UPCOMING ACTIVITY

Task 1 – Project Management

- Ongoing Project Management including scheduling, internal and external coordination, and budget monitoring.

Task 2 – Public Involvement

- Development of stakeholder outreach and schedule Stakeholder Kick-Off Meeting

Task 3 – Existing Conditions Analysis

- Complete Review of Existing Plans & Policies
- Existing Conditions Capacity Analysis
- Complete parking inventory

Task 4 – Alternatives Analysis

- No activities planned for next period

Task 5 – Final Walkability Plan

- No activities planned for next period

Task 6 – Deliverables

- No activities planned for next period

UPCOMING DELIVERABLES/MEETINGS

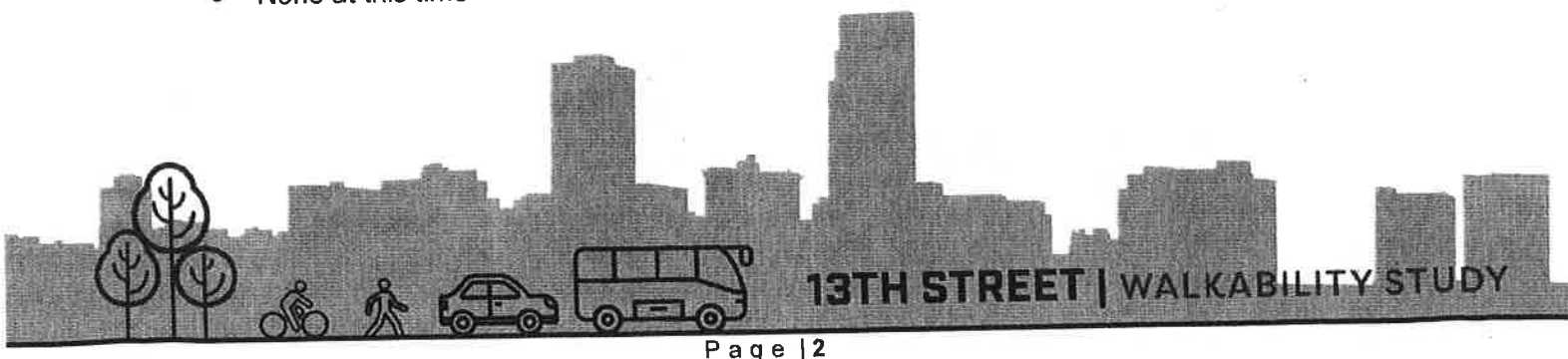
- Stakeholder Kick-off Meeting (Week of 4/2/18)
- Public Meeting #1 (Week of 4/9/18)
- Existing Conditions Memorandum (4/27/18)

INFORMATION NEEDED

- Crash Data

OUT OF SCOPE WORK

- None at this time





SUMMARY SHEET

OPW 53287 - 13th Street Walkability Study
Expenses and Progress Through 03/10/2018
Notice to Proceed - 01/23/18

Remit To: Olsson Associates
601 P Street, Suite 200
PO Box 84608
Lincoln, NE 68501-4608
Invoice #: 299277 Control No. n/a
PO #: STIP No. n/a

Contract Task	Task Title	Total Contract Amount	Current Billing	Prior Billings	Total Billings	Percent of Budget Spent	Estimated Work Percent Complete	Estimated Fee at Completion
	Walkability Study							
	Study and Analysis	\$ 120,000.00	\$ 4,802.67	\$ -	\$ 4,802.67	4.00%	5.83%	\$ 120,000.00
Task 1	Project Management	\$ 15,235.93	\$ 1,829.65	\$ -	\$ 1,829.65	12.01%	10.00%	\$ 15,235.93
Task 2	Public Involvement	\$ 25,680.47	\$ 1,762.93	\$ -	\$ 1,762.93	6.86%	10.00%	\$ 25,680.47
Task 3	Existing Conditions Analysis	\$ 14,502.03	\$ 1,210.09	\$ -	\$ 1,210.09	8.34%	20.00%	\$ 14,502.03
Task 4	Alternatives Analysis	\$ 15,636.04	\$ -	\$ -	\$ -	0.00%	0.00%	\$ 15,636.04
Task 5	Final Walkability Plan	\$ 14,547.04	\$ -	\$ -	\$ -	0.00%	0.00%	\$ 14,547.04
Task 6	Deliverables	\$ 34,398.49	\$ -	\$ -	\$ -	0.00%	0.00%	\$ 34,398.49

Number	Date Submitted	Amount

Submit To:
City of Omaha
Attn: Name, City Project Manager
1819 Farnam Street, Suite 600
Omaha, NE 68183
krista.wassenaar@cityofomaha.org
cc:


Signature Christopher M. Rolling
Printed Name

APPROVED FOR PAYMENT

Signature

Technical Leader
Title

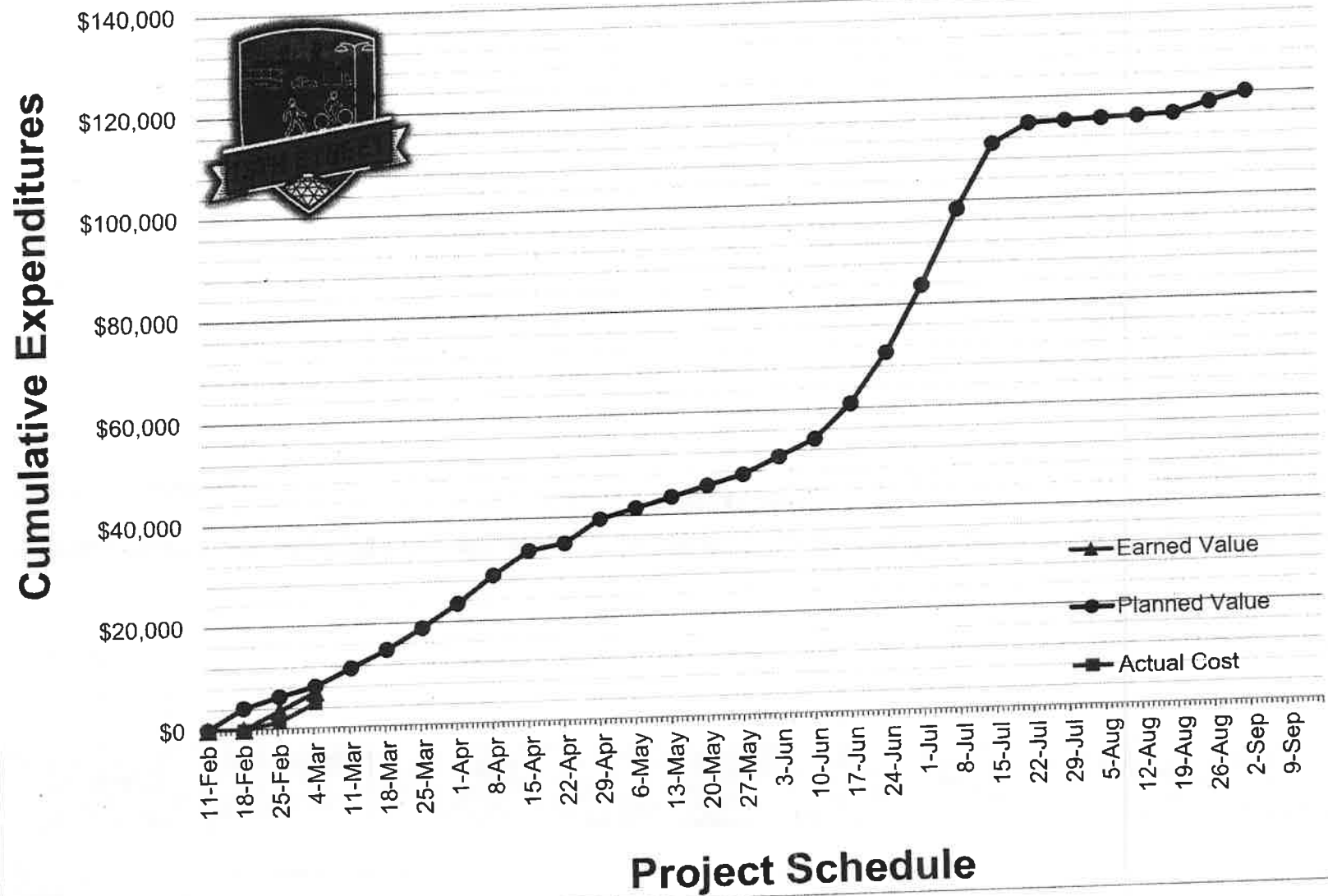
3/30/2018
Date

City Project Manager
Title

Date

Approved Invoice by
KKW
04/03/2018 8:25:22 AM

13th Street Walkability Study - OPW 53287





Lisa M. Baker (PWks) <lisa.baker@cityofomaha.org>

Invoice for OPW 53287

Krista K. Wassenaar (PWks) <krista.wassenaar@cityofomaha.org>

Tue, Apr 3, 2018 at 8:30 AM

To: "Lisa M. Baker (PWks)" <lisa.baker@cityofomaha.org>

Lisa,

Please see the attached invoice. It is approved for payment.

Thanks,

Krista Wassenaar, PE

Engineer II
Design Division
Public Works Department
Omaha/Douglas Civic Center
1819 Farnam Street, Suite 604
Omaha, NE 68183

402-444-3821

krista.wassenaar@cityofomaha.org



 **18-03-30_TFTC_March Invoice.pdf**
960K

Invoice

601 P St Suite 200
PO Box 84808
Lincoln, NE 68501-4808
Tel 402.474.6311, Fax 402.474.5063

Krista Wassenaar
City of Omaha NE
Public Works Department
1819 Farnam St Ste 600
Omaha, NE 68183

OA Project No. 018-0736
OPW 53287

Professional services rendered from March 11, 2018 through April 7, 2018 for work completed in accordance with our Agreement dated January 23, 2018.

MOLSSON
ASSOCIATES

FB# 14351888

PO 1240870
REQ 108223
RECEIPT 165461
PROJ NO OPW 53287
FUND 13184
PMT AMT \$10,985.20
PMT NO 5/10/18

April 26, 2018

Invoice No: 301434

Invoice Total \$10,985.20

Phase 100 Project Management/Meetings
Labor

	Hours	Rate	Amount
Technical Leader			
Rolling, Christopher	9.25	145.35	1,344.49
Associate Engineer			
Bellizzi, Daniel	1.00	97.15	97.15
Golka, Michael	1.00	103.82	103.82
Senior Planner			
Donahue, Corinne	1.00	143.87	143.87
Weander, Nicholas	1.00	132.00	132.00
Worker-Braddock, Thomas	2.00	129.04	258.08
Senior Administrative Coordinator			
Hillis, Brittany	.25	60.93	15.23
Administrative Coordinator			
Schuetze, Kelsey	2.50	72.50	181.25
Student Intern - Level 2			
Ehrhorn, Greta	.75	47.82	35.87
Turek, Zachary	1.50	47.82	71.73
Totals	20.25		2,383.49
Total Labor			2,383.49

Reimbursable Expenses

Telephone	4.62	
Total Reimbursables	4.62	4.62

Total this Phase \$2,388.11

Phase 200 Public Involvement

INVOICE PAYMENT IS REQUESTED WITHIN 30 DAYS

Project	018-0736	Omaha 13th St Walkability Study	Invoice	301434
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Labor

	Hours	Rate	Amount	
Technical Leader				
Rolling, Christopher	6.00	145.35	872.10	
Senior Administrative Coordinator				
Oltmans, Michaela	1.00	123.10	123.10	
Administrative Coordinator				
Roach, Stacey	12.25	77.91	954.40	
Totals	19.25		1,949.60	
Total Labor				1,949.60

Reimbursable Expenses

Personal Vehicle Mileage	64.31	
Total Reimbursables	64.31	64.31
Total this Phase		\$2,013.91

Phase 300 Existing Conditions Analysis

Labor

	Hours	Rate	Amount	
Technical Leader				
Rolling, Christopher	10.00	145.35	1,453.50	
Project Engineer				
Seib, Gregory	9.00	115.69	1,041.21	
Associate Engineer				
Bellizzi, Daniel	8.25	97.15	801.49	
Assistant Engineer				
Kosiski, Kara	2.00	85.65	171.30	
Senior Planner				
Worker-Braddock, Thomas	3.00	129.04	387.12	
Assistant Technician				
Gordanier, Trevor	13.25	52.45	694.96	
Student Intern - Level 2				
Ehrhorn, Greta	9.25	47.82	442.34	
Turek, Zachary	17.75	47.82	848.81	
Totals	72.50		5,840.73	
Total Labor				5,840.73

Reimbursable Expenses

Personal Vehicle Mileage	65.40	
Total Reimbursables	65.40	65.40
Total this Phase		\$5,906.13

Phase 600 Deliverables

INVOICE PAYMENT IS REQUESTED WITHIN 30 DAYS

Project	018-0736	Omaha 13th St Walkability Study	Invoice	301434
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Labor

	Hours	Rate	Amount	
Senior Administrative Coordinator				
Oltmans, Michaela	5.50	123.10	677.05	
Totals	5.50		677.05	
Total Labor				677.06
		Total this Phase		\$677.06

Billing Limits	Current	Prior	To-Date
Total Billings	10,985.20	4,802.67	15,787.87
Limit			120,000.00
Balance Remaining			104,212.13

AMOUNT DUE THIS INVOICE **\$10,985.20**

Transmitted by email to: krista.wassenaar@cityofomaha.org

Authorized By: Christopher Rolling

INVOICE PAYMENT IS REQUESTED WITHIN 30 DAYS



Date: April 23, 2018

To: Krista Wassenaar, PE

From: Christopher M. Rolling, PE, PTOE
Olsson Associates

Subject: OPW 53287 - 13th Street Walkability Study
Olsson Project Number – 018-0736
Invoice Progress Report #1

NTP: February 13, 2018

Invoice Cutoff: April 7, 2018

Please find included with this status report an invoice, invoice summary, and earned value chart are provided for reference. This invoice brings us current for all services to date for the project. If you have any questions, please feel free to call me.

GENERAL PROGRESS & ACTIVITY

Task 1 – Project Management

- Ongoing Project Management including scheduling, internal and external coordination, weekly progress reporting, and budget monitoring.

Task 2 – Public Involvement

- Develop stakeholder list
- Attend stakeholder list coordination meeting (4/2/18)
- Conduct initial stakeholder outreach
- Coordination for Block Talks (Deer Park, Dahlman, Downtown)

Task 3 – Existing Conditions Analysis

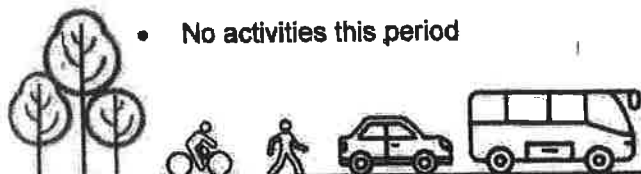
- Site Visit (3/30/18)
- Traffic volume and crash data reduction
- Complete Review of Existing Plans & Policies
- Capacity Analysis
- Complete Parking Inventory
- Coordinate with Metro for transit information
- Begin Existing Conditions Memorandum

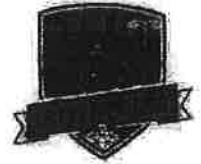
Task 4 – Alternatives Analysis

- No activities this period

Task 5 – Final Walkability Plan

- No activities this period





Task 6 – Deliverables

- Project branding updates for tech memos and figures

FORECAST OF UPCOMING ACTIVITY

Task 1 – Project Management

- Ongoing Project Management including scheduling, internal and external coordination, weekly progress reports, and budget monitoring.
- Attend bi-weekly City of Omaha progress meeting (4/16/18 & 4/30/18)

Task 2 – Public Involvement

- Schedule and plan for Stakeholder Kick-Off Meeting
- Attend Block Talks for Downtown, Dahlman, and Deer Park.

Task 3 – Existing Conditions Analysis

- Complete Draft Existing Conditions Memorandum (4/27/18)

Task 4 – Alternatives Analysis

- No activities planned for next period

Task 5 – Final Walkability Plan

- No activities planned for next period

Task 6 – Deliverables

- No activities planned for next period

UPCOMING DELIVERABLES/MEETINGS

- Stakeholder Kick-off Meeting (TBD)
- Public Meeting #1 (TBD)
- Existing Conditions Memorandum (4/27/18)

INFORMATION NEEDED

- Crash Data – 14th Street
- Block Talk Reports (as available)

OUT OF SCOPE WORK

- None at this time





SUMMARY SHEET

OPW 53287 - 13th Street Walkability Study
Expenses and Progress Through 04/07/2018
Notice to Proceed - 02/13/18

Remit To: Olsson Associates
601 P Street, Suite 200
PO Box 84808
Lincoln, NE 68601-4808
Invoice #: 299277 Control No. n/a
PO #: n/a STIP No. n/a

Contract Task	Task Title	Total Contract Amount	Current Billing	Prior Billings	Total Billings	Percent of Budget Spent	Estimated Work Percent Complete	Estimated Fee at Completion
	Walkability Study	\$ 120,000.00	\$ 10,985.20	\$ 4,802.64	\$ 15,787.84	13.16%	16.18%	\$ 120,000.00
	Study and Analysis	\$ 15,235.93	\$ 2,388.11	\$ 1,829.86	\$ 4,217.76	27.68%	20.00%	\$ 15,235.93
Task 1	Project Management	\$ 25,680.47	\$ 2,013.91	\$ 1,762.93	\$ 3,776.84	14.71%	30.00%	\$ 25,680.47
Task 2	Public Involvement	\$ 14,502.03	\$ 5,906.13	\$ 1,210.06	\$ 7,116.19	49.07%	65.00%	\$ 14,502.03
Task 3	Existing Conditions Analysis	\$ 15,636.04	\$ -	\$ -	\$ -	0.00%	0.00%	\$ 15,636.04
Task 4	Alternatives Analysis	\$ 14,547.04	\$ -	\$ -	\$ -	0.00%	0.00%	\$ 14,547.04
Task 5	Final Walkability Plan	\$ 34,398.49	\$ 677.05	\$ -	\$ 677.05	1.97%	2.00%	\$ 34,398.49
Task 6	Deliverables							

Number	Date Submitted	Amount

Submit To:
City of Omaha
Attn: Name, City Project Manager
1819 Farnam Street, Suite 600
Omaha, NE 68183
krista.wassenaar@cityofomaha.org
cc:

Christopher M. Rolling
Printed Name

Signature

APPROVED FOR PAYMENT

Signature

Technical Leader
Title

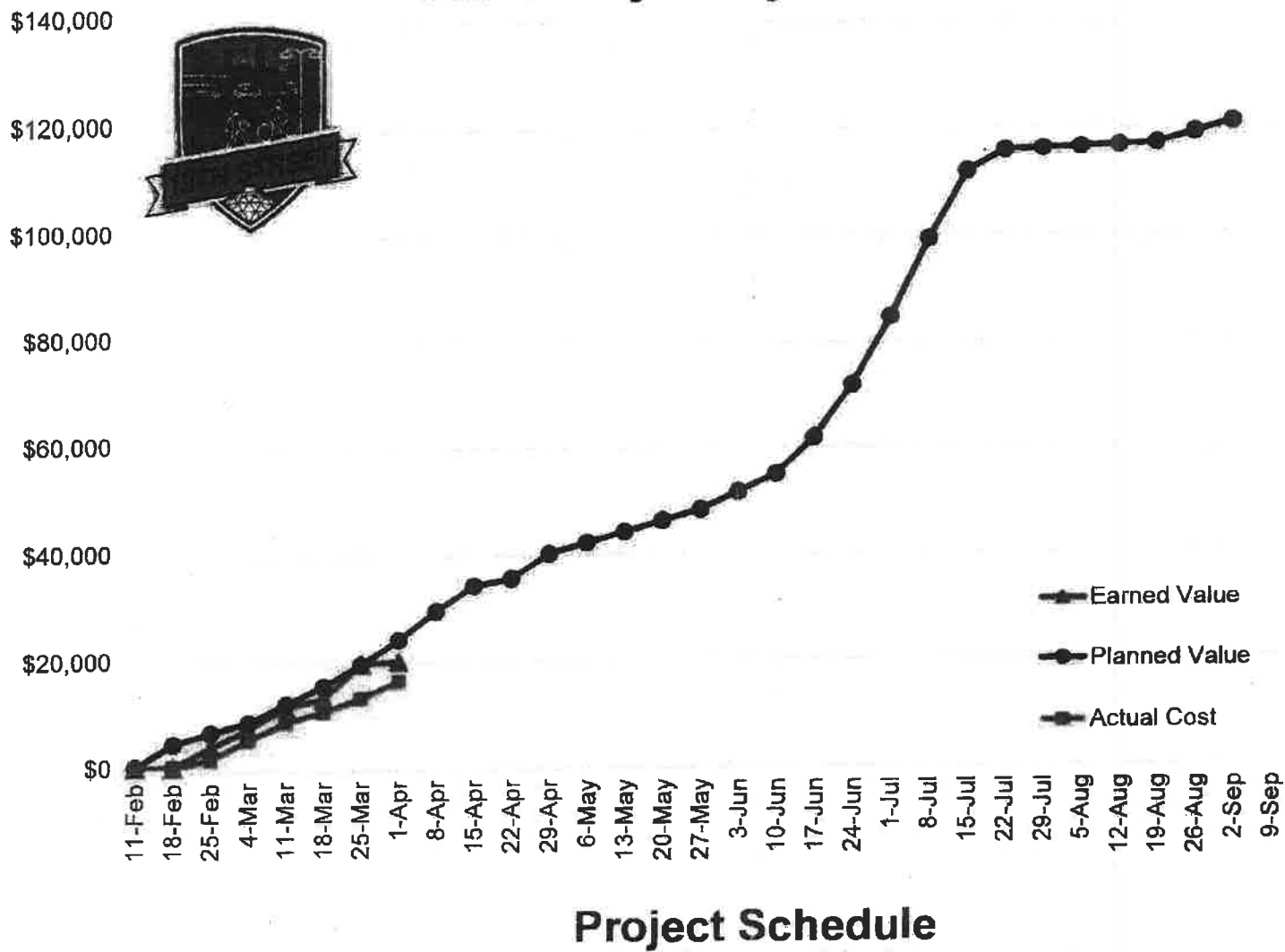
4/23/2018
Date

City Project Manager
Title

Date

13th Street Walkability Study - OPW 53287

Cumulative Expenditures





Lisa M. Baker (PWks) <lisa.baker@cityofomaha.org>

OPW 53287 - Approved Invoice for Payment

Krista K. Wassenaar (PWks) <krista.wassenaar@cityofomaha.org>
To: "Lisa M. Baker (PWks)" <lisa.baker@cityofomaha.org>

Thu, May 10, 2018 at 8:47 AM

Lisa,

The attached invoice is approved for payment.

Thanks,

Krista Wassenaar, PE

Engineer II
Design Division
Public Works Department
Omaha/Douglas Civic Center
1819 Farnam Street, Suite 604
Omaha, NE 68183

402-444-3821
krista.wassenaar@cityofomaha.org



 **Omaha 13th Walkability 301434 018-0736.pdf**
302K

Invoice

601 P St Suite 200
PO Box 84608
Lincoln, NE 68501-4608
Tel 402.474.6311, Fax 402.474.5063

Krista Wassenaar
City of Omaha NE
Public Works Department
1819 Farnam St Ste 600
Omaha, NE 68183

OA Project No. 018-0736
OPW 53287

PO	1240870
REQ	108223
RECEIPT	166746
PROJ NO	OPW 53287
FUND	13184
PMT AMT	\$21,579.53
PMT NO	3
BY	[Signature] 6/4/18

May 24, 2018

Invoice No: 303625

Invoice Total **\$21,579.53**

Omaha 13th Street Walkability Study

Professional services rendered from April 8, 2018 through May 5, 2018 for work completed in accordance with our Agreement dated January 23, 2018.

Phase 100 Project Management/Meetings

Labor

	Hours	Rate	Amount
Technical Leader			
Rolling, Christopher	7.00	145.35	1,017.45
Senior Planner			
Weander, Nicholas	1.75	132.00	231.00
Worker-Braddock, Thomas	2.00	129.04	258.08
Administrative Coordinator			
Schuetze, Kelsey	.50	72.50	36.25
Student Intern - Level 2			
Turek, Zachary	6.75	47.82	322.79
Totals	18.00		1,865.57
Total Labor			1,865.57

Unit Billing

Line Drawing-Bond	20.63
Map Rendering-Bond	20.63
Total Units	41.26

Total this Phase \$1,906.83

Phase 200 Public Involvement

Labor

	Hours	Rate	Amount
Technical Leader			
Rolling, Christopher	17.25	145.35	2,507.29
Senior Planner			
Weander, Nicholas	3.00	132.00	396.00
Worker-Braddock, Thomas	12.00	129.04	1,548.48

INVOICE PAYMENT IS REQUESTED WITHIN 30 DAYS

Project	018-0736	Omaha 13th St Walkability Study	Invoice	303625
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Senior Administrative Coordinator

Mullen, James	3.50	84.10	294.35
Oltmans, Michaela	2.25	123.10	276.98

Administrative Coordinator

Roach, Stacey	37.25	77.91	2,902.15
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Student Intern - Level 1

Shefke, Danielle	1.75	32.39	56.68
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Totals	77.00		7,981.93
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Total Labor

7,981.93

Reimbursable Expenses

Meals			280.19
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Auto			45.01
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Personal Vehicle Mileage			65.40
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Total Reimbursables

390.60 390.60

Unit Billing

Automobile	110.0 Miles @ 0.545		59.95
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Line Drawing-Photo			3.91
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Total Units

63.86 63.86

Total this Phase

\$8,436.39

Phase	300	Existing Conditions Analysis
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Labor

Hours Rate Amount

Technical Leader

Rolling, Christopher	4.75	145.35	690.41
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Project Engineer

Seib, Gregory	10.75	115.69	1,243.67
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Associate Engineer

Bellizzi, Daniel	20.25	97.15	1,967.29
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Assistant Engineer

Kosiski, Kara	3.75	85.65	321.19
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Senior Planner

Donahue, Corinne	1.00	143.87	143.87
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Weander, Nicholas	3.00	132.00	396.00
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Worker-Braddock, Thomas	6.00	129.04	774.24
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Student Intern - Level 2

Turek, Zachary	1.50	47.82	71.73
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Student Intern - Level 1

Ramaekers, Tucker	20.50	44.73	916.97
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GIS Specialist

Witzke, Jason	2.25	104.39	234.88
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Totals	73.75		6,760.25
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Total Labor

6,760.25

Total this Phase

\$6,760.25

Phase	600	Deliverables
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INVOICE PAYMENT IS REQUESTED WITHIN 30 DAYS

Project	018-0736	Omaha 13th St Walkability Study	Invoice	303625
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Labor

	Hours	Rate	Amount	
Technical Leader				
Rolling, Christopher	13.50	145.35	1,962.23	
Project Engineer				
Seib, Gregory	17.75	115.69	2,053.50	
Associate Engineer				
Bellizzi, Daniel	4.00	97.15	388.60	
Student Intern - Level 2				
Ehrhorn, Greta	1.50	47.82	71.73	
Totals	36.75		4,476.06	
Total Labor				4,476.06
		Total this Phase		\$4,476.06

Billing Limits	Current	Prior	To-Date
Total Billings	21,579.53	15,787.87	37,367.40
Limit			120,000.00
Balance Remaining			82,632.60

AMOUNT DUE THIS INVOICE

\$21,579.53

Transmitted through Smartsheet to: krista.wassenaar@cityofomaha.org

Authorized By: Christopher Rolling

INVOICE PAYMENT IS REQUESTED WITHIN 30 DAYS



Date: May 23, 2018

To: Krista Wassenaar, PE

From: Christopher M. Rolling, PE, PTOE
Olsson Associates

Subject: OPW 53287 - 13th Street Walkability Study
Olsson Project Number – 018-0736
Invoice Progress Report #3

NTP: February 13, 2018

Invoice Cutoff: May 5, 2018

Please find included with this status report an invoice, invoice summary, and earned value chart are provided for reference. This invoice brings us current for all services to date for the project. If you have any questions, please feel free to call me.

GENERAL PROGRESS & ACTIVITY

Task 1 – Project Management

- Ongoing Project Management including scheduling, internal and external coordination, weekly progress reporting, and budget monitoring.

Task 2 – Public Involvement

- Conduct Stakeholder Kick-off Meeting (5/3/18)
- Planning for Public Meeting #1

Task 3 – Existing Conditions Analysis

- Completed Existing Conditions Analysis
- Submit Draft Existing Conditions Memorandum (4/28/18)

Task 4 – Alternatives Analysis

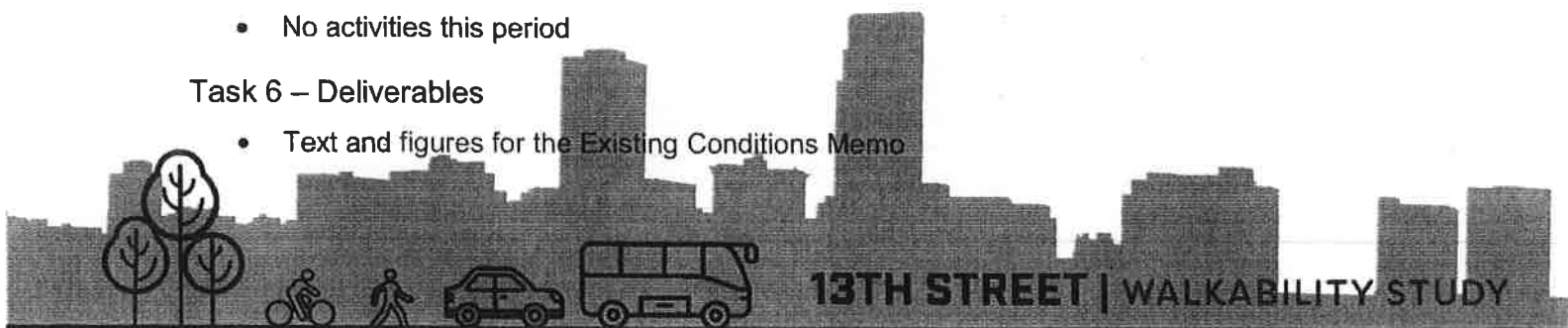
- No activities this period

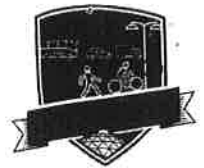
Task 5 – Final Walkability Plan

- No activities this period

Task 6 – Deliverables

- Text and figures for the Existing Conditions Memo





FORECAST OF UPCOMING ACTIVITY

Task 1 – Project Management

- Ongoing Project Management including scheduling, internal and external coordination, weekly progress reports, and budget monitoring.
- Attend bi-weekly City of Omaha progress meeting (5/14/18)

Task 2 – Public Involvement

- Schedule and plan for Public Meeting #1 (5/14/18)
- Schedule Individual Stakeholder Meetings

Task 3 – Existing Conditions Analysis

- Final Existing Conditions Memorandum

Task 4 – Alternatives Analysis

- Develop Selection Criteria and Preliminary Alternatives
- Draft Selection Criteria Memo

Task 5 – Final Walkability Plan

- No activities planned for next period

Task 6 – Deliverables

- Text and Figures for Selection Criteria Memo

UPCOMING DELIVERABLES/MEETINGS

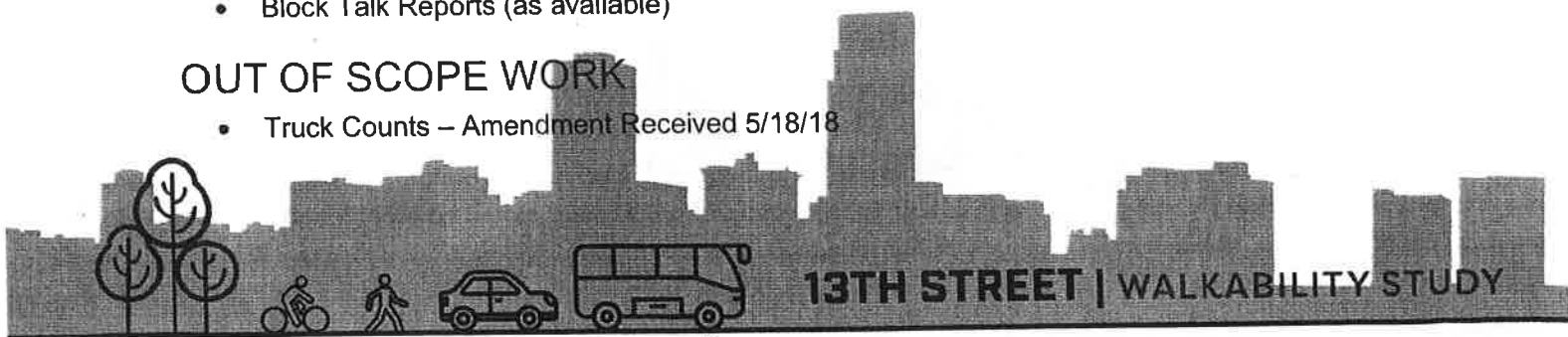
- Public Meeting #1 (5/14/18)
- Individual Stakeholder Meetings
 - PJ Morgan – 5/22/18
 - Cliff Ehlers and "Opposition" Group – 5/30/18
 - Downtown BID – TBD
 - UPRR - TBD
- Selection Criteria Memorandum (6/4/18)

INFORMATION NEEDED

- Block Talk Reports (as available)

OUT OF SCOPE WORK

- Truck Counts – Amendment Received 5/18/18





SUMMARY SHEET

Olsson Associates
601 P Street, Suite 200
PO Box 84608
Lincoln, NE 68501-4608
Control No. n/a
STIP No. n/a

Remit To:

OPW 53287 - 13th Street Walkability Study
Expenses and Progress Through 05/05/2018
Notice to Proceed - 02/13/18

Invoice #: 303625
PO #: n/a

Contract Task	Task Title	Total Contract Amount	Current Billing	Prior Billings	Total Billings	Percent of Budget Spent	Estimated Work Percent Complete	Estimated Fee at Completion
	Walkability Study	\$ 122,617.43	\$ 21,579.53	\$ 15,787.84	\$ 37,367.37	30.47%	30.49%	\$ 122,617.43
	Study and Analysis	\$ 15,235.93	\$ 1,906.83	\$ 4,217.76	\$ 6,124.59	40.20%	40.00%	\$ 15,235.93
Task 1	Project Management	\$ 25,680.47	\$ 8,436.39	\$ 3,776.84	\$ 12,213.23	47.56%	45.00%	\$ 25,680.47
Task 2	Public Involvement	\$ 14,502.03	\$ 6,760.25	\$ 7,116.19	\$ 13,876.44	95.69%	95.00%	\$ 14,502.03
Task 3	Existing Conditions Analysis	\$ 15,636.04	\$ -	\$ -	\$ -	0.00%	0.00%	\$ 15,636.04
Task 4	Alternatives Analysis	\$ 14,547.04	\$ -	\$ -	\$ -	0.00%	0.00%	\$ 14,547.04
Task 5	Final Walkability Plan	\$ 34,398.49	\$ 4,476.06	\$ 677.05	\$ 5,153.11	14.98%	15.00%	\$ 34,398.49
Task 6	Deliverables	\$ 2,617.43	\$ -	\$ -	\$ -	0.00%	0.00%	\$ 2,617.43
Task 7	Truck Counts							

Number	Date Submitted	Amount

Submit To:
City of Omaha
Attn: Name, City Project Manager
1819 Farnam Street, Suite 600
Omaha, NE 68183
krista.wassenaar@cityofomaha.org
cc:

Christopher M. Rolling
Printed Name

Signature

APPROVED FOR PAYMENT

Signature

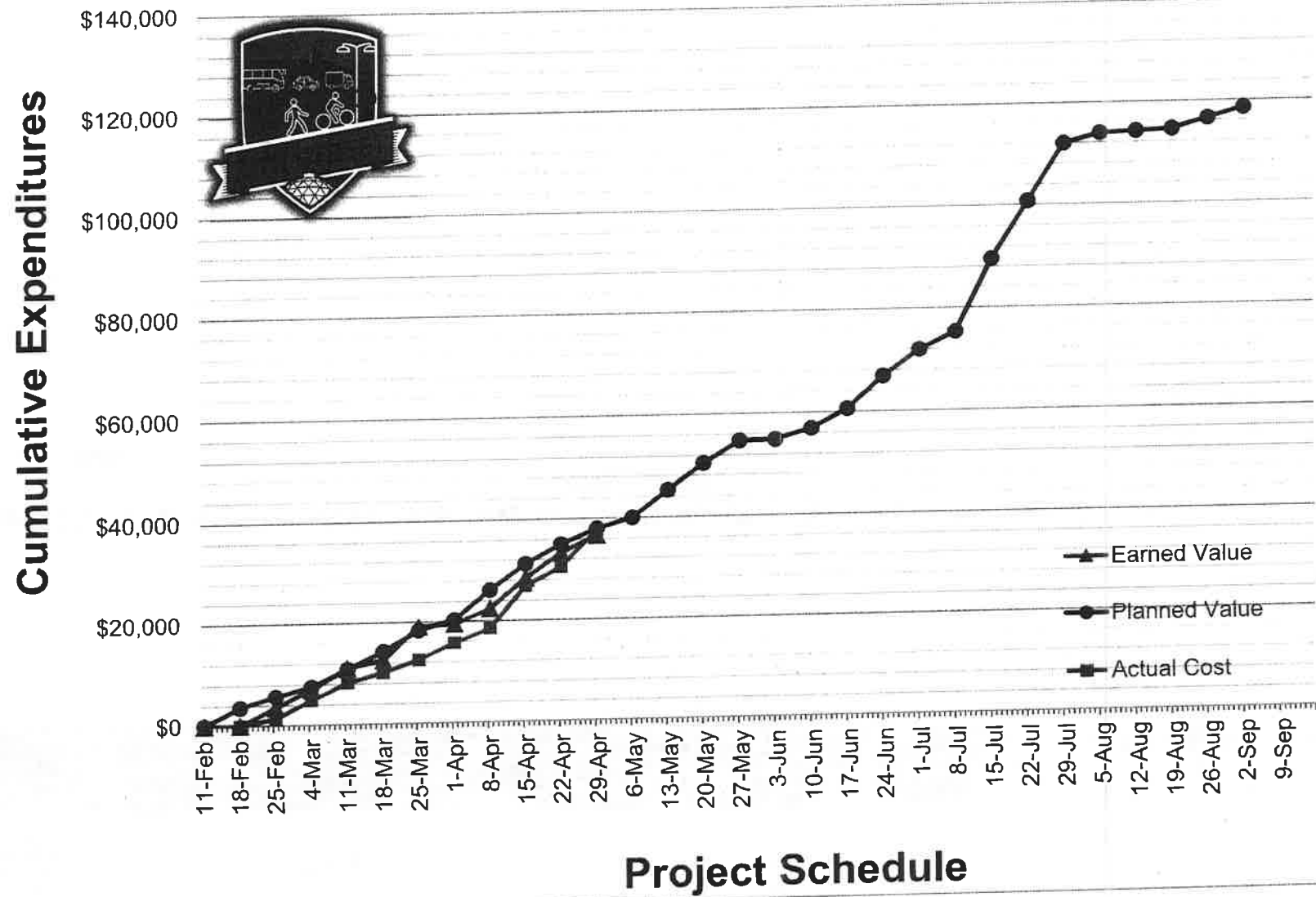
Technical Leader
Title

5/23/2018
Date

City Project Manager
Title

Date

13th Street Walkability Study - OPW 53287





Lisa M. Baker (PWks) <lisa.baker@cityofomaha.org>

OPW 53287 - 13th Street

Krista K. Wassenaar (PWks) <krista.wassenaar@cityofomaha.org>

Mon, Jun 4, 2018 at 12:09 PM

To: "Lisa M. Baker (PWks)" <lisa.baker@cityofomaha.org>

Lisa,

Please see the attached invoice, which is okay for payment.

Thanks,

Krista Wassenaar, PE

Engineer II
Design Division
Public Works Department
Omaha/Douglas Civic Center
1819 Farnam Street, Suite 604
Omaha, NE 68183

402-444-3821

krista.wassenaar@cityofomaha.org



 Omaha 13th St 18-05-23_TFTC_May Invoice 303625.pdf
1426K

Invoice

FB#14377929
MOLSSON
ASSOCIATES

601 P St Suite 200

PO Box 84608

Lincoln, NE 68501-4608

Tel 402.474.6311, Fax 402.474.5063

Krista Wassenaar
City of Omaha NE
Public Works Department
1819 Farnam St Ste 600
Omaha, NE 68183

OA Project No. 018-0736

OPW 53287

PO	1240870
REQ	108223
RECEIPT	169127
PROJ NO	OPW 53287
FUND	13184
PMT AMT	\$20,951.68
PMT NO	4
BY	[Signature] 7/11/2018

Omaha 13th Street Walkability Study

June 28, 2018

Invoice No: 306202

Invoice Total **\$20,951.68**

Professional services rendered from May 6, 2018 through June 9, 2018 for work completed in accordance with our Agreement dated January 23, 2018 and Amendment No. 1 dated May 14, 2018.

Phase 100 Project Management/Meetings
Labor

	Hours	Rate	Amount
Technical Leader			
Rolling, Christopher	16.75	145.35	2,434.61
Team Leader			
Boone, Kenneth	1.00	189.85	189.85
Associate Engineer			
Bellizzi, Daniel	4.50	97.15	437.18
Senior Planner			
Weander, Nicholas	1.00	132.00	132.00
Senior Administrative Coordinator			
Hillis, Brittany	1.25	60.93	76.16
Administrative Coordinator			
Schuetze, Kelsey	.50	72.50	36.25
Totals	25.00		3,306.05
Total Labor			3,306.05

Reimbursable Expenses

Telephone	2.66	
Total Reimbursables	2.66	2.66

Total this Phase \$3,308.71

Phase 200 Public Involvement
Labor

	Hours	Rate	Amount
Technical Leader			
Rolling, Christopher	7.50	145.35	1,090.13

INVOICE PAYMENT IS REQUESTED WITHIN 30 DAYS

13th Street Walkability Study - OPW 53287

Cumulative Expenditures

\$140,000

\$120,000

\$100,000

\$80,000

\$60,000

\$40,000

\$20,000

\$0



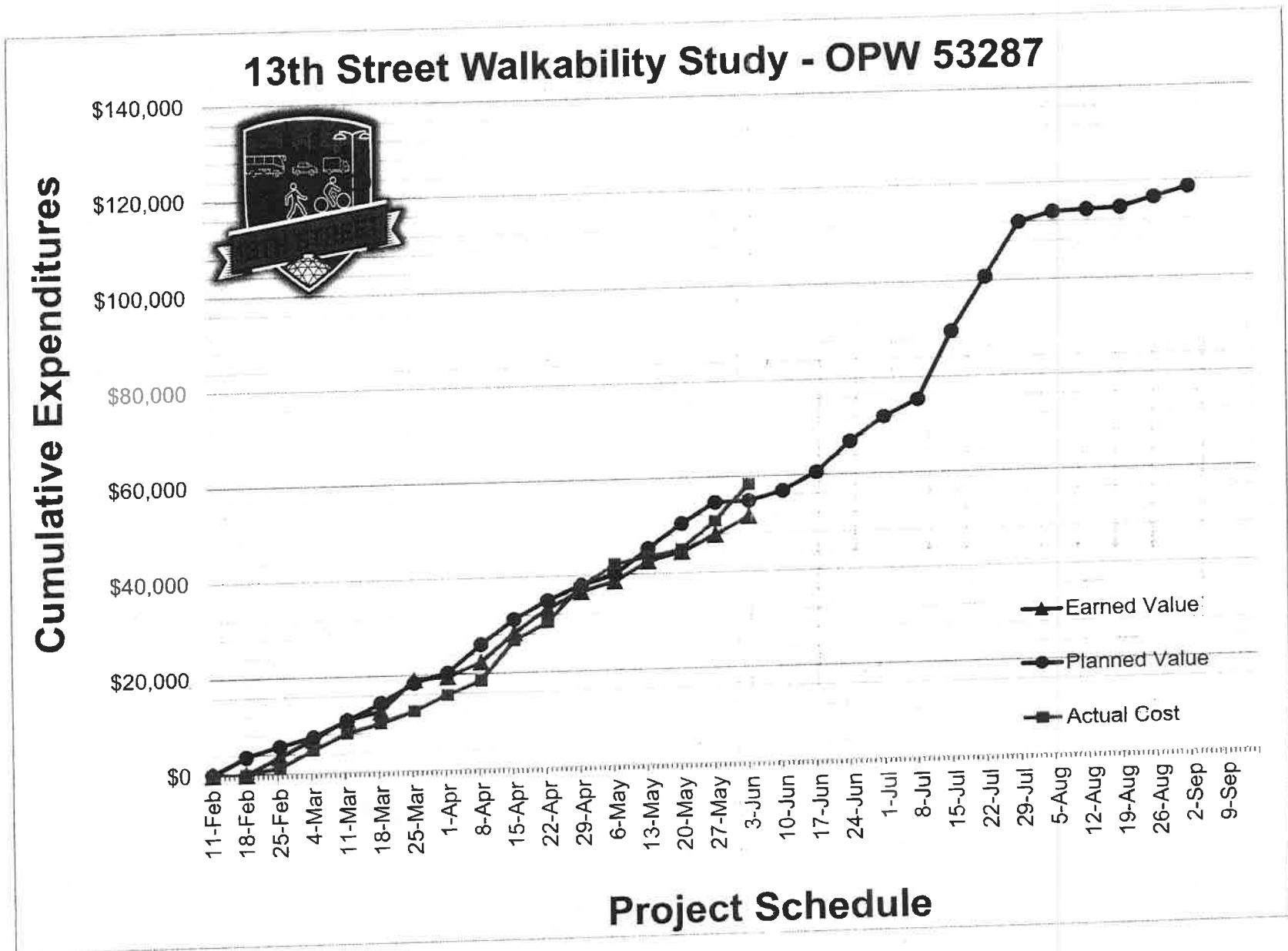
▲ Earned Value

● Planned Value

■ Actual Cost

11-Feb 18-Feb 25-Feb 4-Mar 11-Mar 18-Mar 25-Mar 1-Apr 8-Apr 15-Apr 22-Apr 29-Apr 6-May 13-May 20-May 27-May 3-Jun 10-Jun 17-Jun 24-Jun 1-Jul 8-Jul 15-Jul 22-Jul 29-Jul 5-Aug 12-Aug 19-Aug 26-Aug 2-Sep 9-Sep

Project Schedule



Project	018-0736	Omaha 13th St Walkability Study	Invoice	306202
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Assistant Engineer				
Kosiski, Kara	3.50	85.65	299.78	
Senior Planner				
Donahue, Corinne	3.00	143.87	431.61	
Weander, Nicholas	3.00	132.00	396.00	
Worker-Braddock, Thomas	3.00	129.04	387.12	
Senior Administrative Coordinator				
Oltmans, Michaela	12.75	123.10	1,569.53	
Administrative Coordinator				
Roach, Stacey	17.75	77.91	1,382.90	
Administrative Assistant				
Laughlin, Nathan	3.75	53.99	202.46	
Office Assistant				
Vukonich, Kayanna	2.00	29.31	58.62	
Totals	56.25		5,818.15	
Total Labor				5,818.15

Reimbursable Expenses

Auto			50.65	
Duplication			456.48	
Personal Vehicle Mileage			136.25	
Total Reimbursables			643.38	643.38

Unit Billing

Full Color Image-Bond			165.00	
Line Drawing-Bond			13.86	
Map Rendering-Bond			59.91	
Total Units			238.77	238.77

Total this Phase \$6,700.30

Phase	300	Existing Conditions Analysis		
Labor				
		Hours	Rate	Amount
Technical Leader				
Rolling, Christopher	2.50	145.35	363.38	
Senior Planner				
Weander, Nicholas	2.00	132.00	264.00	
Totals	4.50		627.38	
Total Labor				627.38
				Total this Phase \$627.38

Phase	400	Alternatives Analysis		
Labor				
		Hours	Rate	Amount
Technical Leader				
Rolling, Christopher	10.50	145.35	1,526.18	

INVOICE PAYMENT IS REQUESTED WITHIN 30 DAYS

Team Leader				
McKerrow, Jeff	2.00	235.08	470.16	
Associate Engineer				
Bellizzi, Daniel	14.00	97.15	1,360.10	
Golka, Michael	5.50	103.82	571.01	
Senior Planner				
Donahue, Corinne	5.00	143.87	719.35	
Worker-Braddock, Thomas	7.00	129.04	903.28	
Student Intern - Level 1				
Ramaekers, Tucker	35.00	44.73	1,565.55	
Totals	79.00		7,115.63	
Total Labor				7,115.63

Reimbursable Expenses

Personal Vehicle Mileage	20.71	
Total Reimbursables	20.71	20.71

Total this Phase \$7,136.34

Phase 600 Deliverables

Labor

	Hours	Rate	Amount	
Technical Leader				
Rolling, Christopher	11.50	145.35	1,671.53	
Senior Administrative Coordinator				
Oltmans, Michaela	9.00	123.10	1,107.90	
Administrative Coordinator				
Laughlin, Nathan	6.50	53.99	350.94	
Totals	27.00		3,130.37	
Total Labor				3,130.37
Total this Phase				\$3,130.37

Phase 700 Truck Counts Amd 1

Labor

	Hours	Rate	Amount	
Associate Engineer				
Bellizzi, Daniel	.50	97.15	48.58	
Totals	.50		48.58	
Total Labor				48.58
Total this Phase				\$48.58

Billing Limits

	Current	Prior	To-Date
Total Billings	20,951.68	37,367.40	58,319.08
Limit			122,617.43
Balance Remaining			64,298.35

AMOUNT DUE THIS INVOICE \$20,951.68

INVOICE PAYMENT IS REQUESTED WITHIN 30 DAYS

Project 018-0736

Omaha 13th St Walkability Study

Invoice 306202

Transmitted through Smartsheet to: krista.wassenaar@cityofomaha.org

Authorized By: Christopher Rolling

INVOICE PAYMENT IS REQUESTED WITHIN 30 DAYS



SUMMARY SHEET

OPW 53287 - 13th Street Walkability Study
Expenses and Progress Through 06/09/2018
Notice to Proceed - 02/13/18

Remit To: Olsson Associates
601 P Street, Suite 200
PO Box 84608
Lincoln, NE 68501-4608
Invoice #: 306202 Control No. n/a
PO #: n/a STIP No. n/a

Contract Task	Task Title	Total Contract Amount	Current Billing	Prior Billings	Total Billings	Percent of Budget Spent	Estimated Work Percent Complete	Estimated Fee at Completion
	Walkability Study							
	Study and Analysis	\$ 122,617.43	\$ 20,951.68	\$ 37,367.37	\$ 58,319.05	47.56%	43.85%	\$ 122,617.43
Task 1	Project Management	\$ 15,235.93	\$ 3,308.71	\$ 6,124.59	\$ 9,433.30	61.91%	60.00%	\$ 15,235.93
Task 2	Public Involvement	\$ 25,680.47	\$ 6,700.30	\$ 12,213.23	\$ 18,913.53	73.65%	55.00%	\$ 25,680.47
Task 3	Existing Conditions Analysis	\$ 14,502.03	\$ 627.37	\$ 13,876.44	\$ 14,503.81	100.01%	100.00%	\$ 14,502.03
Task 4	Alternatives Analysis	\$ 15,636.04	\$ 7,136.35	\$ -	\$ 7,136.35	45.64%	40.00%	\$ 15,636.04
Task 5	Final Walkability Plan	\$ 14,547.04	\$ -	\$ -	\$ -	0.00%	0.00%	\$ 14,547.04
Task 6	Deliverables	\$ 34,398.49	\$ 3,130.37	\$ 5,153.11	\$ 8,283.48	24.08%	25.00%	\$ 34,398.49
Task 7	Truck Counts	\$ 2,617.43	\$ 48.58	\$ -	\$ 48.58	1.86%	0.00%	\$ 2,617.43

Number	Date Submitted	Amount

Submit To:
City of Omaha
Attn: Name, City Project Manager
1819 Farnam Street, Suite 600
Omaha, NE 68183
krista.wassenaar@cityofomaha.org
cc:

 Christopher M. Rolling
Signature Printed Name

APPROVED FOR PAYMENT

Signature

Technical Leader
Title

6/29/2018
Date

City Project Manager
Title

Date



UPCOMING DELIVERABLES/MEETINGS

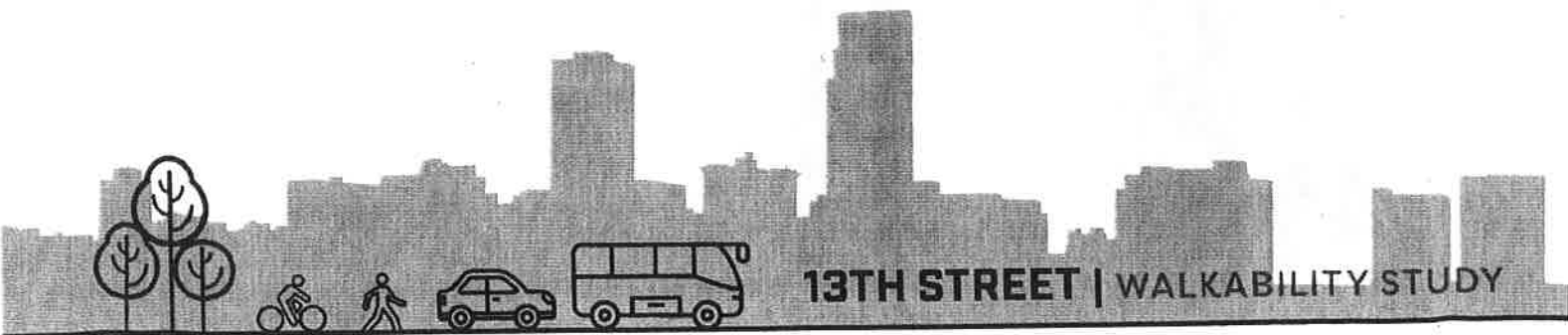
- Location-Specific Stakeholder Meetings (6/28/18)
- Individual Stakeholder Meetings
 - Downtown BID – TBD
 - UPRR - TBD
- Selection Criteria Memorandum
- Alternatives Development Memorandum

INFORMATION NEEDED

- None at this time

OUT OF SCOPE WORK

- Video recordings of queues
 - Received verbal NTP.
 - No additional fee anticipated.





Task 5 – Final Walkability Plan

- No activities this period

Task 6 – Deliverables

- Draft Selection Criteria Memo

FORECAST OF UPCOMING ACTIVITY

Task 1 – Project Management

- Ongoing Project Management including scheduling, internal and external coordination, weekly progress reports, and budget monitoring.
- Attend bi-weekly City of Omaha progress meeting (5/14/18)

Task 2 – Public Involvement

- Schedule and plan for Public Meeting #1 (5/14/18)
- Schedule Individual Stakeholder Meetings

Task 3 – Existing Conditions Analysis

- No activities planned for next period

Task 4 – Alternatives Analysis

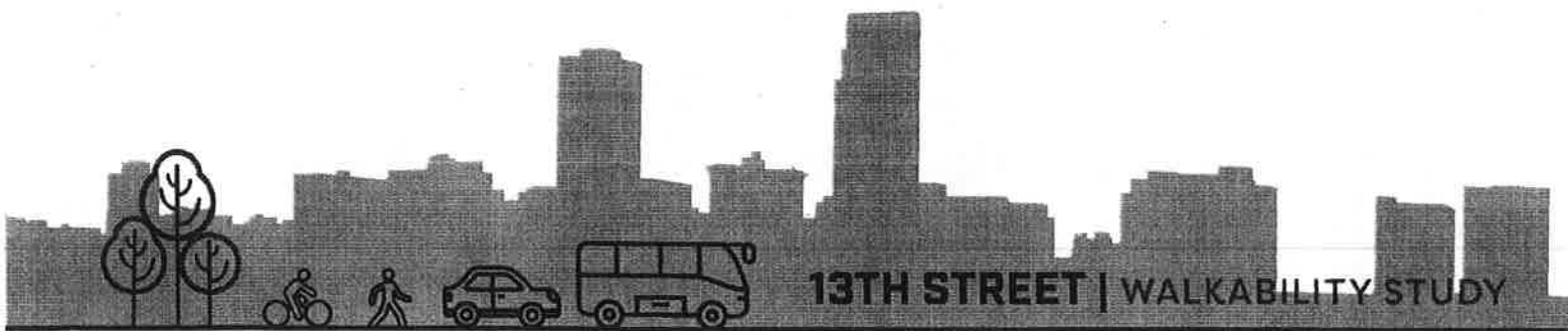
- Develop Selection Criteria and Preliminary Alternatives
- Draft Selection Criteria Memo

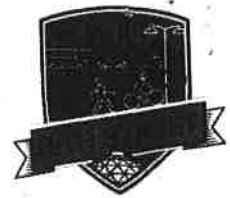
Task 5 – Final Walkability Plan

- Begin walkability plan

Task 6 – Deliverables

- Submit Selection Criteria Memo
- Begin draft of Alternatives development memorandum





Date: June 29, 2018

To: Krista Wassenaar, PE

From: Christopher M. Rolling, PE, PTOE
Olsson Associates

Subject: OPW 53287 - 13th Street Walkability Study
Olsson Project Number – 018-0736
Invoice Progress Report #4

NTP: February 13, 2018

Invoice Cutoff: June 9, 2018

Please find included with this status report an invoice, invoice summary, and earned value chart are provided for reference. This invoice brings us current for all services to date for the project. If you have any questions, please feel free to call me.

GENERAL PROGRESS & ACTIVITY

Task 1 – Project Management

- Ongoing Project Management including scheduling, internal and external coordination, weekly progress reporting, and budget monitoring.

Task 2 – Public Involvement

- Conduct Public Open House Meeting (5/14/18)
- Conduct individual stakeholder meetings
 - PJ Morgan – 5/22/18
 - Cliff Ehlers and "Opposition" Group – 5/30/18
- Prepare for Location-Specific Workshops

Task 3 – Existing Conditions Analysis

- Address Existing Conditions Memorandum comments

Task 4 – Alternatives Analysis

- Develop Selection Criteria
- Begin traffic analysis in preparation for stakeholder meeting
 - Develop traffic volume scenarios
 - Meet with City to discuss
- Preliminary Alternatives Development



13TH STREET | WALKABILITY STUDY



Lisa M. Baker (PWks) <lisa.baker@cityofomaha.org>

OPW 53287 - Invoice

Krista K. Wassenaar (PWks) <krista.wassenaar@cityofomaha.org>

Wed, Jul 11, 2018 at 7:41 AM

To: "Lisa M. Baker (PWks)" <lisa.baker@cityofomaha.org>

Lisa,

The attached invoice is okay to pay.

Thanks,

Krista Wassenaar, PE

Engineer II
Design Division
Public Works Department
Omaha/Douglas Civic Center
1819 Farnam Street, Suite 604
Omaha, NE 68183

402-444-3821
krista.wassenaar@cityofomaha.org



OPW 53287 Invoice 306202.pdf
2105K

Invoice

601 P St Suite 200
 PO Box 84608
 Lincoln, NE 68501-4608
 Tel 402.474.6311, Fax 402.474.5063

Krista Wassenaar
 City of Omaha NE
 Public Works Department
 1819 Farnam St Ste 600
 Omaha, NE 68183

July 23, 2018

Invoice No: 307559

Invoice Total **\$19,663.32**

OA Project No. 018-0736
 OPW 53287

Omaha 13th Street Walkability Study

Professional services rendered from June 10, 2018 through July 7, 2018 for work completed in accordance with our Agreement dated January 23, 2018 and Amendment No. 1 dated May 14, 2018.

Phase 100 Project Management/Meetings

Labor

	Hours	Rate	Amount
Technical Leader			
Rolling, Christopher	12.00	145.35	1,744.20
Senior Planner			
Weander, Nicholas	.50	132.00	66.00
Administrative Coordinator			
Schuetze, Kelsey	1.25	72.50	90.63
Totals	13.75		1,900.83
Total Labor			1,900.83
Total this Phase			\$1,900.83

Phase 200 Public Involvement

Labor

	Hours	Rate	Amount
Client Relations Manager			
Piernicky, Michael	5.00	234.34	1,171.70
Technical Leader			
Rolling, Christopher	13.00	145.35	1,889.55
Senior Planner			
Weander, Nicholas	5.00	132.00	660.00
Administrative Coordinator			
Roach, Stacey	24.75	77.91	1,928.27
Roach, Stacey	4.00	81.57	326.28
Totals	51.75		5,975.80
Total Labor			5,975.80

FB# 14400136

PO 1240870

REQ 08223

RECEIPT 170804

PROJ NO OPW 53287

FUND 13184

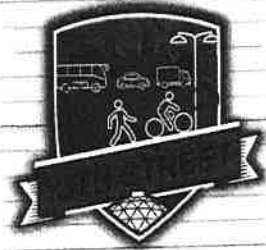
PMT AMT \$19,663.32

PMT NO 5

BY [Signature] 8/1/18

INVOICE PAYMENT IS REQUESTED WITHIN 30 DAYS

13th Street Walkability Study - OPW 53287



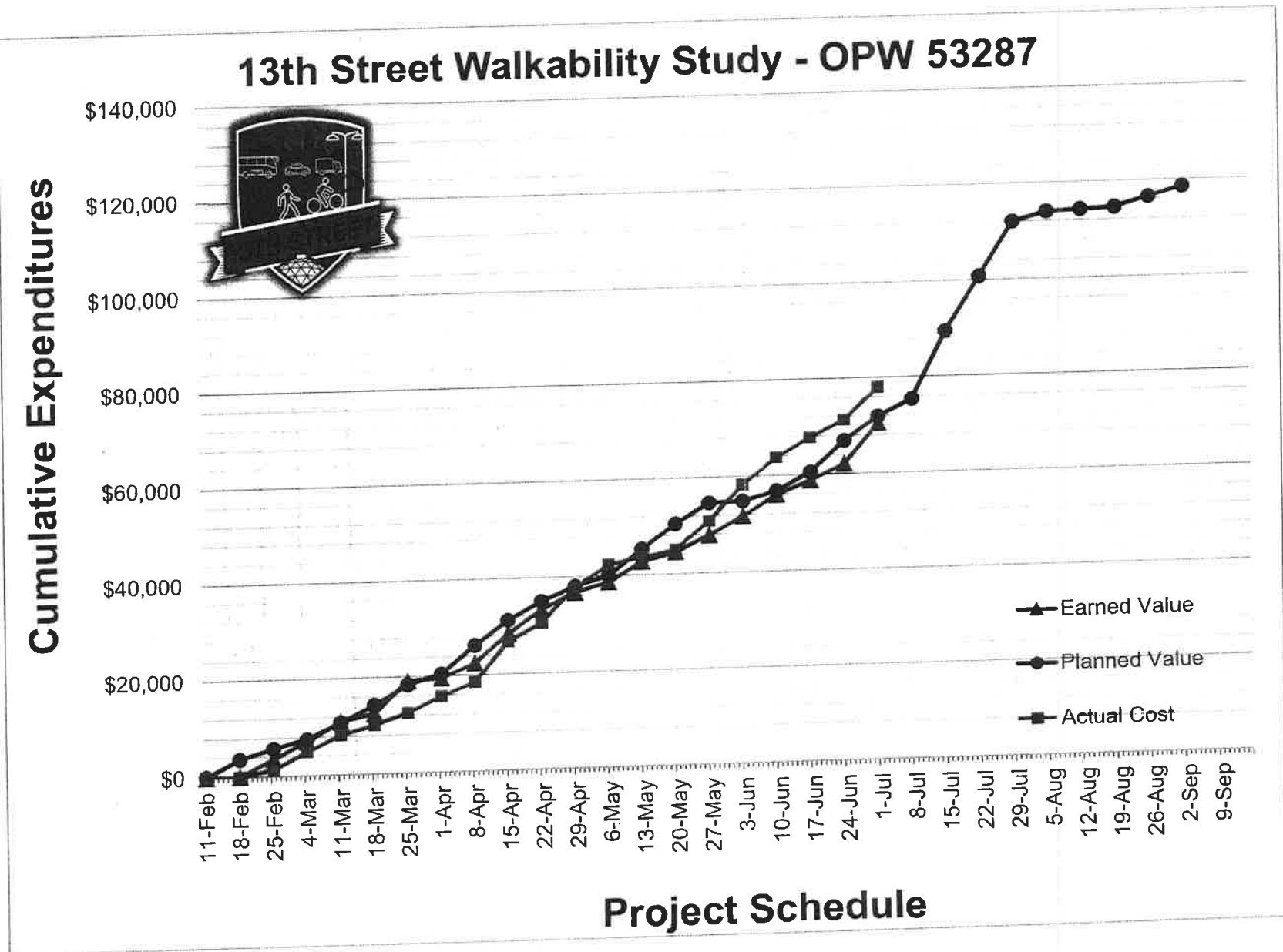
Cumulative Expenditures

\$140,000
\$120,000
\$100,000
\$80,000
\$60,000
\$40,000
\$20,000
\$0

▲ Earned Value
● Planned Value
■ Actual Cost

11-Feb 18-Feb 25-Feb 4-Mar 11-Mar 18-Mar 25-Mar 1-Apr 8-Apr 15-Apr 22-Apr 29-Apr 6-May 13-May 20-May 27-May 3-Jun 10-Jun 17-Jun 24-Jun 1-Jul 8-Jul 15-Jul 22-Jul 29-Jul 5-Aug 12-Aug 19-Aug 26-Aug 2-Sep 9-Sep

Project Schedule



Project	018-0736	Omaha 13th St Walkability Study	Invoice	307559
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Reimbursable Expenses

Meals	35.07	
Leased Facilities	55.00	
Personal Vehicle Mileage	130.80	
Total Reimbursables	220.87	220.87
Total this Phase		\$6,196.67

Phase 400 Alternatives Analysis

Labor

	Hours	Rate	Amount	
Technical Leader				
Egelhoff, Anthony	.50	172.79	86.40	
Rolling, Christopher	7.00	145.35	1,017.45	
Project Engineer				
Golka, Michael	6.75	111.98	755.87	
Associate Engineer				
Bellizzi, Daniel	4.00	97.15	388.60	
Golka, Michael	15.25	103.82	1,583.26	
Assistant Engineer				
Kosiski, Kara	9.50	85.65	813.68	
Student Intern - Level 1				
Ramaekers, Tucker	20.25	44.73	905.78	
Totals	63.25		5,551.04	
Total Labor				5,551.04

Unit Billing

Map Rendering-Bond	41.25	
Total Units	41.25	41.25
Total this Phase		\$5,592.29

Phase 500 Walkability Plan

Labor

	Hours	Rate	Amount	
Technical Leader				
Rolling, Christopher	5.00	145.35	726.75	
Assistant Landscape Architect				
Benson, Eric	4.25	85.28	362.44	
Totals	9.25		1,089.19	
Total Labor				1,089.19
Total this Phase				\$1,089.19

Phase 600 Deliverables

Labor

	Hours	Rate	Amount	
Technical Leader				
Rolling, Christopher	13.50	145.35	1,962.23	

INVOICE PAYMENT IS REQUESTED WITHIN 30 DAYS

Project	018-0736	Omaha 13th St Walkability Study	Invoice	307559
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Associate Engineer				
Golka, Michael	7.25	103.82	752.70	
Student Intern - Level 1				
Ramaekers, Tucker	48.50	44.73	2,169.41	
Totals	69.25		4,884.34	
Total Labor				4,884.34
		Total this Phase		\$4,884.34

Billing Limits	Current	Prior	To-Date
Total Billings	19,663.32	58,319.08	77,982.40
Limit			122,617.43
Balance Remaining			44,635.03

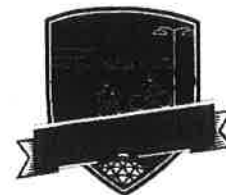
AMOUNT DUE THIS INVOICE

\$19,663.32

Transmitted through Smartsheet to: krista.wassenaar@cityofomaha.org

Authorized By: Christopher Rolling

INVOICE PAYMENT IS REQUESTED WITHIN 30 DAYS



Date: July 26, 2018

To: Krista Wassenaar, PE

From: Christopher M. Rolling, PE, PTOE
Olsson Associates

Subject: OPW 53287 - 13th Street Walkability Study
Olsson Project Number – 018-0736
Invoice Progress Report #5

NTP: February 13, 2018

Invoice Cutoff: July 7, 2018

Please find included with this status report an invoice, invoice summary, and earned value chart are provided for reference. This invoice brings us current for all services to date for the project. If you have any questions, please feel free to call me.

GENERAL PROGRESS & ACTIVITY

Task 1 – Project Management

- Ongoing Project Management including scheduling, internal and external coordination, weekly progress reporting, and budget monitoring.

Task 2 – Public Involvement

- Conduct Location-Specific Stakeholder Workshops (6/28/18)
- Prepare for Public Open House Meeting
- Prepare for Unified Stakeholder Meeting

Task 3 – Existing Conditions Analysis

- No activities this period.

Task 4 – Alternatives Analysis

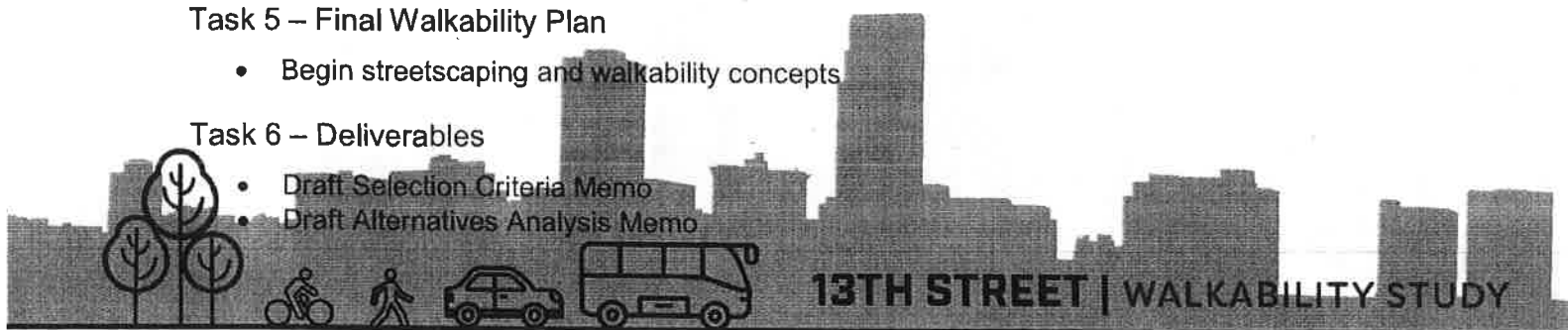
- Complete traffic analysis
- Finalize Alternatives

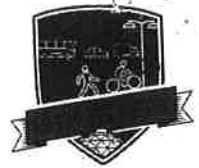
Task 5 – Final Walkability Plan

- Begin streetscaping and walkability concepts

Task 6 – Deliverables

- Draft Selection Criteria Memo
- Draft Alternatives Analysis Memo





FORECAST OF UPCOMING ACTIVITY

Task 1 – Project Management

- Ongoing Project Management including scheduling, internal and external coordination, weekly progress reports, and budget monitoring.
- Attend bi-weekly City of Omaha progress meeting (7/9/18 & 7/23/18)

Task 2 – Public Involvement

- Schedule and plan for Public Meeting #2 (7/26/18)
- Conduct Unified Stakeholder Meeting

Task 3 – Existing Conditions Analysis

- No activities planned for next period

Task 4 – Alternatives Analysis

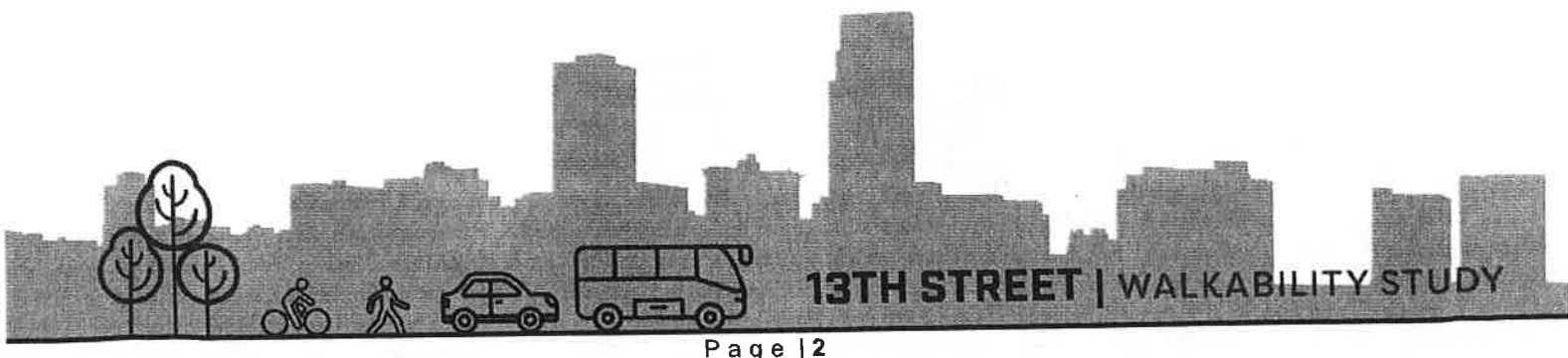
- Develop Selection Criteria and Preliminary Alternatives
- Draft Selection Criteria Memo

Task 5 – Final Walkability Plan

- Incorporate input from stakeholder/public to plan
- Complete walkability plan concepts & drawings

Task 6 – Deliverables

- Submit Selection Criteria Memo
- Submit Alternatives Screening Memo
- Begin draft of Final Walkability Plan Report





UPCOMING DELIVERABLES/MEETINGS

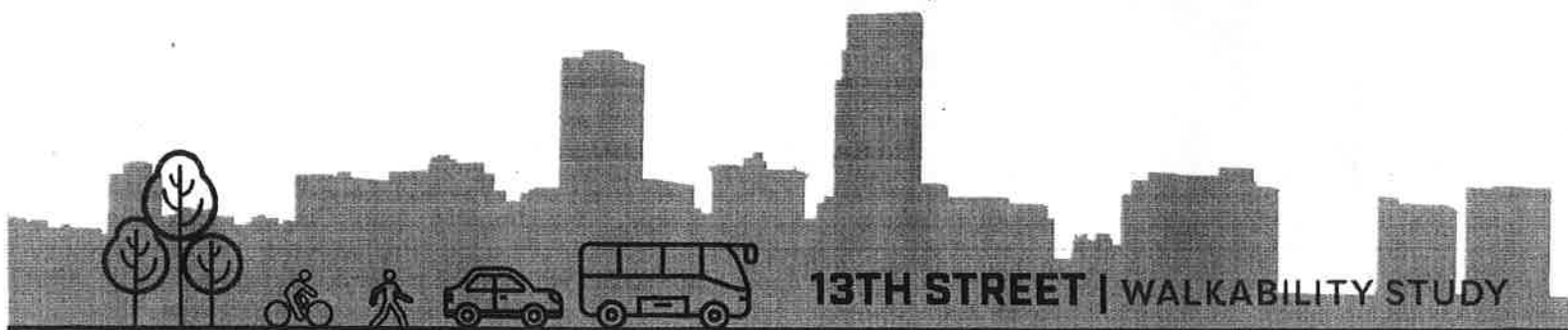
- Unified Stakeholder Meetings (7/12/18)
- Individual Stakeholder Meetings
 - Downtown BID – TBD
 - UPRR – (7/24/18)
- Selection Criteria Memorandum
- Alternatives Development Memorandum

INFORMATION NEEDED

- None at this time

OUT OF SCOPE WORK

- None at this time





SUMMARY SHEET

OPW 53287 - 13th Street Walkability Study
Expenses and Progress Through 07/07/2018
Notice to Proceed - 02/13/18

Remit To:

Olsson Associates
601 P Street, Suite 200
PO Box 84608
Lincoln, NE 68501-4608
Control No. n/a
STIP No. n/a

Invoice #: 305202
PO #: n/a

Contract Task	Task Title	Total Contract Amount	Current Billing	Prior Billings	Total Billings	Percent of Budget Spent	Estimated Work Percent Complete	Estimated Fee at Completion
	Walkability Study	\$ 122,617.43	\$ 19,663.32	\$ 58,268.40	\$ 77,931.72	63.56%	58.64%	\$ 122,617.43
	Study and Analysis	\$ 15,235.93	\$ 1,900.83	\$ 9,433.30	\$ 11,334.13	74.39%	77.00%	\$ 15,235.93
Task 1	Project Management	\$ 25,680.47	\$ 6,196.67	\$ 18,862.88	\$ 25,059.55	97.58%	75.00%	\$ 25,680.47
Task 2	Public Involvement	\$ 14,502.03	\$ -	\$ 14,503.81	\$ 14,503.81	100.01%	100.00%	\$ 14,502.03
Task 3	Exisitng Conditions Analysis	\$ 15,636.04	\$ 5,592.29	\$ 7,136.35	\$ 12,728.64	81.41%	75.00%	\$ 15,636.04
Task 4	Alternatives Analysis	\$ 14,547.04	\$ 1,089.19	\$ -	\$ 1,089.19	7.49%	10.00%	\$ 14,547.04
Task 5	Final Walkability Plan	\$ 34,398.49	\$ 4,884.34	\$ 8,283.48	\$ 13,167.82	38.28%	34.00%	\$ 34,398.49
Task 6	Deliverables	\$ 2,617.43	\$ -	\$ 48.58	\$ 48.58	1.86%	0.00%	\$ 2,617.43
Task 7	Truck Counts							

Number	Date Submitted	Amount

Submit To:
City of Omaha
Attn: Name, City Project Manager
1819 Farnam Street, Suite 600
Omaha, NE 68183
krista.wassenaar@cityofomaha.org
cc:

Christopher M. Rolling
Printed Name

Technical Leader
Title

7/26/2018
Date

APPROVED FOR PAYMENT

Signature

City Project Manager
Title

Date



Lisa M. Baker (PWks) <lisa.baker@cityofomaha.org>

OPW 53287 - Invoice

Krista K. Wassenaar (PWks) <krista.wassenaar@cityofomaha.org>

Wed, Aug 1, 2018 at 12:50 PM

To: "Lisa M. Baker (PWks)" <lisa.baker@cityofomaha.org>

Lisa,

The attached invoice is approved for payment for the 13th Street Project.

Thanks,

Krista Wassenaar, PE

Engineer II
Design Division
Public Works Department
Omaha/Douglas Civic Center
1819 Farnam Street, Suite 604
Omaha, NE 68183

402-444-5220
krista.wassenaar@cityofomaha.org



018-0736.pdf
1420K


Invoice

FB#14432767
MOLSSON

601 P St Suite 200
 PO Box 84808
 Lincoln, NE 68501-4608
 Tel 402.474.6311, Fax 402.474.5063

Krista Wassenaar
 City of Omaha NE
 Public Works Department
 1819 Farnam St Ste 600
 Omaha, NE 68183

OA Project No. 018-0736
 OPW 53287

PO	1240870
REQ	108223
RECEIPT	173503
PROJ NO	OPW 53287
FUND	13184
PMT AMT	\$34,597.47
PMT NO	6
BY	Omaha 13th Street Walkability Study  9/24/18

August 20, 2018

Invoice No: 309900

Invoice Total **\$34,597.47**

Professional services rendered from July 8, 2018 through August 4, 2018 for work completed in accordance with our Agreement dated January 23, 2018 and Amendment No. 1 dated May 14, 2018.

Phase 100 Project Management/Meetings
 Labor

	Hours	Rate	Amount
Technical Leader			
Rolling, Christopher	8.50	145.35	1,235.48
Senior Planner			
Weander, Nicholas	1.00	132.00	132.00
Senior Administrative Coordinator			
Hillis, Brittany	.25	60.93	15.23
Totals	9.75		1,382.71
Total Labor			1,382.71
Total this Phase			\$1,382.71

Phase 200 Public Involvement
 Labor

	Hours	Rate	Amount
Client Relations Manager			
Piernicky, Michael	1.00	234.34	234.34
Technical Leader			
Rolling, Christopher	9.00	145.35	1,308.15
Assistant Engineer			
Kosiski, Kara	4.00	85.65	342.60
Senior Planner			
Weander, Nicholas	1.00	132.00	132.00
Senior Administrative Coordinator			
Mullen, James	1.00	84.10	84.10
Oltmans, Michaela	3.25	123.10	400.08

INVOICE PAYMENT IS REQUESTED WITHIN 30 DAYS

Project	018-0738	Omaha 13th St Walkability Study	Invoice	309900
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Administrative Coordinator				
Roach, Stacey	17.25	81.57	1,407.08	
Steppat, Andrew	1.00	55.87	55.87	
Economic Development Specialist				
Bausch, Emily	16.00	88.99	1,423.84	
Student Intern - Level 1				
Ramaekers, Tucker	3.50	44.73	156.56	
Totals	57.00		5,544.62	
Total Labor				5,544.62

Reimbursable Expenses				
Leased Facilities			550.00	
Supplies			35.20	
Personal Vehicle Mileage			62.68	
Total Reimbursables			647.88	647.88

Unit Billing				
Automobile	1.0 Day @ 85.00		85.00	
Total Units			85.00	85.00
Total this Phase				\$6,277.50

Phase	400	Alternatives Analysis			
Labor					
		Hours	Rate	Amount	
Technical Leader					
Rolling, Christopher		3.00	145.35	436.05	
Associate Engineer					
Bellizzi, Daniel		8.50	97.15	825.78	
Assistant Engineer					
Kosleki, Kara		5.75	85.65	492.49	
Senior Planner					
Donahue, Corinne		1.00	143.87	143.87	
Student Intern - Level 1					
Ramaekers, Tucker		21.25	44.73	950.51	
Totals		39.50		2,848.70	
Total Labor					2,848.70
Total this Phase					\$2,848.70

Phase	500	Walkability Plan			
Labor					
		Hours	Rate	Amount	
Technical Leader					
Rolling, Christopher		11.25	145.35	1,635.19	
Assistant Landscape Architect					
Benson, Eric		50.00	85.28	4,264.00	
Design Manager					
Schroeder, Kelsie		14.50	116.43	1,688.24	

INVOICE PAYMENT IS REQUESTED WITHIN 30 DAYS

Project	018-0736	Omaha 13th St Walkability Study	Invoice	308900
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Senior Technician				
Perreault, Jason	69.50	84.84	5,896.38	
Totals	145.25		13,483.81	
Total Labor				13,483.81

Unit Billing

Full Color Image-Bond			150.28	
Full Color Image-Bond			60.00	
Line Drawing-Bond			57.08	
Line Drawing-Bond			47.72	
Map Rendering-Bond			396.74	
Total Units			711.82	711.82

Total this Phase \$14,195.63

Phase 600 Deliverables

Labor

	Hours	Rate	Amount	
Client Relations Manager				
Kosola, Ryan	2.00	207.64	415.28	
Technical Leader				
Rolling, Christopher	2.00	145.35	290.70	
Project Engineer				
Golka, Michael	8.00	111.98	895.84	
Associate Engineer				
Bellizzi, Daniel	3.50	97.15	340.03	
Senior Planner				
Weander, Nicholas	2.50	132.00	330.00	
Senior Technician				
Perreault, Jason	48.50	84.84	4,114.74	
Senior Administrative Coordinator				
Oltmans, Michaela	6.00	123.10	738.60	
Student Intern - Level 1				
Ramaekers, Tucker	3.75	44.73	167.74	
Totals	76.25		7,292.93	
Total Labor				7,292.93
Total this Phase				\$7,292.93

Phase 700 Truck Counts Amd 1

Consultants

Gewalt Hamilton Associates Inc				
5/25/2018	Gewalt Hamilton Associates 4900.550-1		2,600.00	
	Inc			
Total Consultants			2,600.00	2,600.00
Total this Phase				\$2,600.00

INVOICE PAYMENT IS REQUESTED WITHIN 30 DAYS

Project	018-0736	Omaha 13th St Walkability Study	Invoice	309900
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Billing Limits	Current	Prior	To-Date
Total Billings	34,597.47	77,982.40	112,579.87
Limit			122,617.43
Balance Remaining			10,037.58

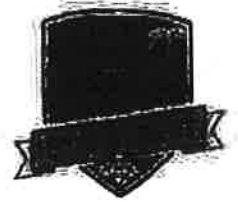
AMOUNT DUE THIS INVOICE

\$34,597.47

Transmitted through Smartsheet to: krista.wassenaar@cityofomaha.org

Authorized By: Christopher Rolling

INVOICE PAYMENT IS REQUESTED WITHIN 30 DAYS



Date: August 20, 2018

To: Krista Wassenaar, PE

From: Christopher M. Rolling, PE, PTOE
Olsson Associates

Subject: OPW 53287 - 13th Street Walkability Study
Olsson Project Number – 018-0738
Invoice Progress Report #6

NTP: February 13, 2018

Invoice Cutoff: August 4, 2018

Please find included with this status report an invoice, invoice summary, and earned value chart are provided for reference. This invoice brings us current for all services to date for the project.

Budget update: We are currently tracking over on the Public Involvement phase. As discussed, we have shown the actual fee spent to illustrate the effort required. Understanding this work was completed prior to approval of the additional effort, we will not pursue additional fees.

Schedule update: The current schedule shows the Draft Walkability Plan report being delivered on 8/3/18. However, I would like to request this date be moved to 9/7/18 to allow us adequate time to incorporate public comment as well as give the document the detailed attention required. An updated schedule is attached to this report to show the impacts of this modification to the overall project timeline.

If you have any questions, please feel free to call me.

GENERAL PROGRESS & ACTIVITY

Task 1 – Project Management

- Ongoing Project Management including scheduling, internal and external coordination, weekly progress reporting, and budget monitoring.
- Bi-weekly City of Omaha Progress Meeting (7/10/18 & 7/26/18)

Task 2 – Public Involvement

- Conduct Unified Stakeholder Meeting (7/12/18)
- UPRR Meeting (7/25/18)
- Conduct Public Open House Meeting (7/26/18)

Task 3 – Existing Conditions Analysis

- No activities this period.



13TH STREET | WALKABILITY STUDY



Task 4 – Alternatives Analysis

- Complete Bike/Pedestrian analysis
- Finalize Alternatives

Task 5 – Final Walkability Plan

- Complete streetscaping and walkability concepts
- Develop project list

Task 6 – Deliverables

- Complete Draft Selection Criteria Memo
- Draft Alternatives Analysis Memo
- Begin Public Involvement Memo
- Begin Final Walkability Plan

FORECAST OF UPCOMING ACTIVITY

Task 1 – Project Management

- Ongoing Project Management including scheduling, internal and external coordination, weekly progress reports, and budget monitoring.

Task 2 – Public Involvement

- No activities planned for next period

Task 3 – Existing Conditions Analysis

- No activities planned for next period

Task 4 – Alternatives Analysis

- No activities planned for next period

Task 5 – Final Walkability Plan

- No activities planned for next period

Task 6 – Deliverables

- Submit Selection Criteria Memo
- Submit Alternatives Screening Memo
- Submit Public Involvement Memo
- Work on draft of Final Walkability Plan Report





UPCOMING DELIVERABLES/MEETINGS

- Selection Criteria Memorandum
- Alternatives Development Memorandum
- Public Involvement Memo

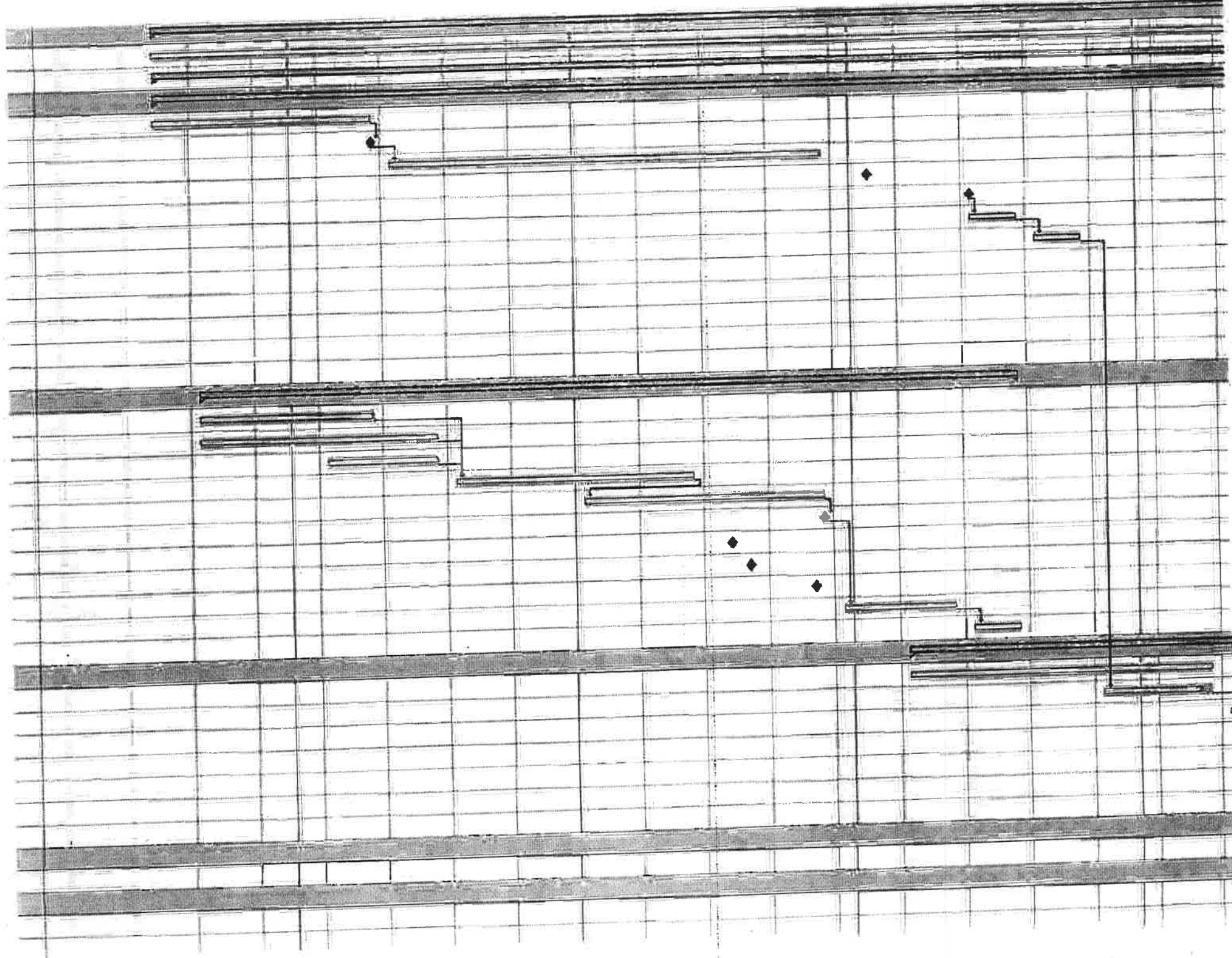
INFORMATION NEEDED

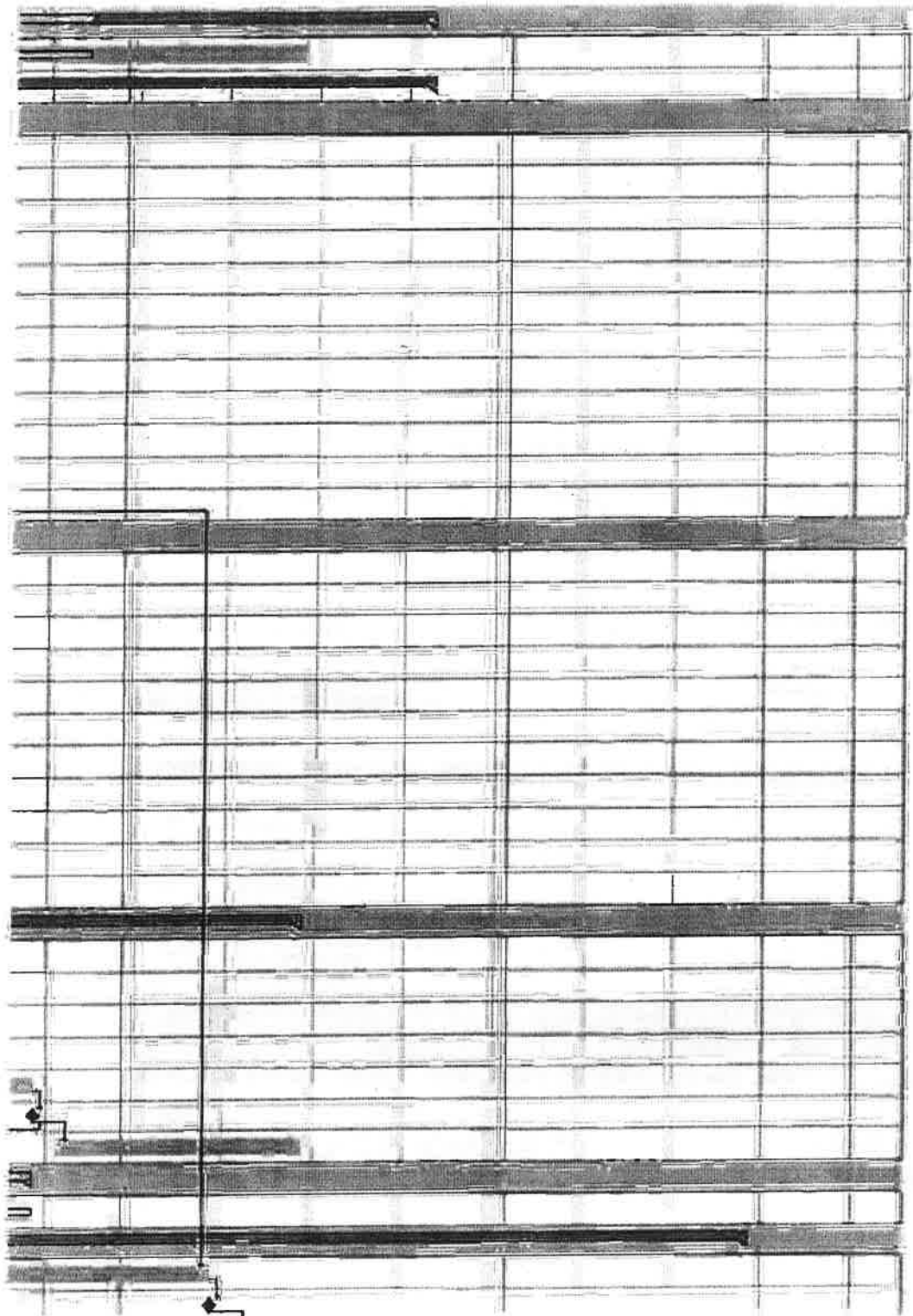
- None at this time

OUT OF SCOPE WORK

- None at this time







1. The first part of the document is a list of names and their corresponding dates. The names are listed in the first column, and the dates are listed in the second column. The names are: John Doe, Jane Smith, and Bob Johnson. The dates are: 1/1/2020, 2/1/2020, and 3/1/2020.



SUMMARY SHEET

OPW 53267 - 13th Street Walkability Study
Expenses and Progress Through 08/04/2018
Notice to Proceed - 02/13/18

Remit To: Olsson Associates
801 P Street, Suite 200
PO Box 04808
Lincoln, NE 68501-4808
Invoice #: 309900
PO #: n/a
Control No. n/a
STIP No. n/a

Contract Task	Task Title	Total Contract Amount	Contract Balance	Peak Balance	Total Balance	Percent of Estimated Work Budget Spent	Percent Complete	Estimated Fee at Completion
	Walkability Study	\$ 122,817.43	\$ 34,897.47	\$ 77,931.72	\$ 112,529.18	91.77%	84.72%	\$ 122,817.43
	Study and Analysis	\$ 15,235.93	\$ 1,392.71	\$ 11,394.13	\$ 12,716.84	83.47%	88.00%	\$ 15,235.93
Task 1	Project Management	\$ 25,680.47	\$ 6,277.50	\$ 25,059.55	\$ 31,337.05	122.03%	100.00%	\$ 25,680.47
Task 2	Public Involvement	\$ 14,502.03	\$ -	\$ 14,503.81	\$ 14,503.81	100.01%	100.00%	\$ 14,502.03
Task 3	Existing Conditions Analysis	\$ 15,636.04	\$ 2,848.70	\$ 12,728.84	\$ 15,577.34	99.32%	100.00%	\$ 15,636.04
Task 4	Alternatives Analysis	\$ 14,547.04	\$ 14,195.83	\$ 1,089.19	\$ 15,284.82	106.07%	85.00%	\$ 14,547.04
Task 5	Final Walkability Plan	\$ 34,398.49	\$ 7,282.93	\$ 13,167.82	\$ 20,460.75	59.48%	55.00%	\$ 34,398.49
Task 6	Deliverables	\$ 2,817.43	\$ 2,600.00	\$ 48.58	\$ 2,648.58	101.19%	100.00%	\$ 2,817.43
Task 7	Truck Counts							

Number	Date Submitted	Amount

Submit To:
City of Omaha
Attn: Name, City Project Manager
1818 Farnam Street, Suite 600
Omaha, NE 68183
krista.wassenaar@cityofomaha.org
cc:

 Christopher M. Rolling
Signature Printed Name

APPROVED FOR PAYMENT

Signature

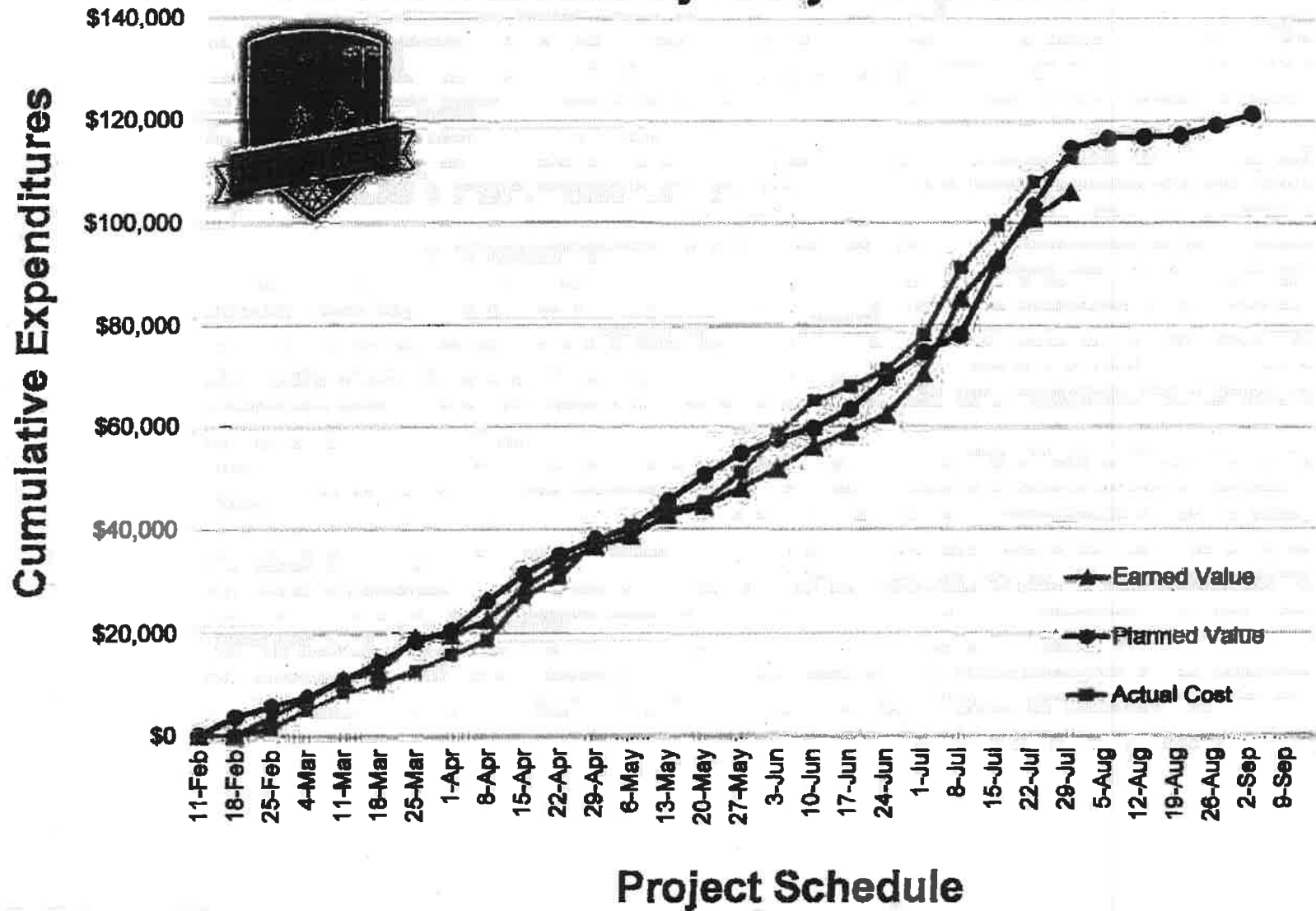
Technical Leader
Title

8/20/2018
Date

City Project Manager
Title

Date

13th Street Walkability Study - OPW 53287





Lisa M. Baker (PWks) <lisa.baker@cityofomaha.org>

Invoice approved for Payment

Krista K. Wassenaar (PWks) <krista.wassenaar@cityofomaha.org>

Fri, Sep 21, 2018 at 10:14 AM

To: "Lisa M. Baker (PWks)" <lisa.baker@cityofomaha.org>

Lisa,

The attached invoice is approved for payment.

OPW 53287

Thanks,

Krista Wassenaar, PE

Engineer II
Design Division
Public Works Department
Omaha/Douglas Civic Center
1819 Farnam Street, Suite 600
Omaha, NE 68183

402-444-5220
krista.wassenaar@cityofomaha.org



 **309900.pdf**
323K



Subcontractor Payment Authorization

Contract Number: 1990310006
Contract Party: Pottawattamie County
Contract Description: GIS Activities - FY 2019
Contract Approved by Board of Directors: June 28, 2018
Contract Amount: \$30,000.00
Match Amount: \$12,857.00
Contract Period: July 1, 2018 - June 30, 2019

Payment # 1

Billed to Date: \$ 7,259.59
Less Previous Payments: \$ -
Amount Due: \$ 7,259.59

Payment Recommended By: _____
Responsible Charge / MAPA Staff Member

Department Manager

MAPA Executive Director

Approved by MAPA Finance Committee: _____
Date

MAPA Treasurer/Finance Committee Member

Billing Period**July 1, 2018 - September 30, 2018****Total Requested this Period: \$7,259.59**

Description	Employee	Hours Worked	Hourly Rate	Calculated Total	Requested Amount	In-Kind Match (30%)
Project A: Data Maintenance	Employee 1	34	\$46.99	\$1,597.66	\$1,118.36	\$479.30
	Employee 2	94.5	\$32.82	\$3,101.49	\$2,171.04	\$930.45
Project B: Website Maintenance	Employee 1	9	\$46.99	\$422.91	\$296.04	\$126.87
	Employee 2	61.5	\$32.82	\$2,018.43	\$1,412.90	\$605.53
Fringe Benefits	Employee 1	43	\$18.13	\$779.59	\$545.71	\$233.88
Fringe Benefits	Employee 2	156	\$15.71	\$2,450.76	\$1,715.53	\$735.23
				\$10,370.84	\$7,259.59	\$3,111.25

To-Date Received: \$ -

Balance available for disbursement: **\$ 30,000.00**

Name	Salary	Fringe Benefits				Fringe Benefits per hour
		Medical Insurance	Dental Insurance	FICA	Pension	
Employee 1	\$97,749.47	\$ 20,143.20	\$ 864.00	\$ 7,477.83	\$ 9,227.55	\$ 18.13
Employee 2	\$68,260.22	\$ 20,143.20	\$ 864.00	\$ 5,221.91	\$ 6,443.76	\$ 15.71

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

Cost Breakdown Form for Actual Cost Plus Fixed Fee Agreements

Company Name:	Pottawattamie County
Address:	227 S 6 th St, Council Bluffs, IA 51501
Employer (FEIN) No.:	42-6004433
Project No.:	1990310006
Project Location:	xxxxxxx
Control No.:	xxxxxxx
Agreement No.:	xxxxxxx
Invoice No. and Date:	20181010 & October 10, 2018
Progress Report Date:	October 10, 2018
% Work Completed:	24.20%
Current Billing Period:	7/1/2018 to 9/30/2018

Actual Cost plus Fixed Fee Amount ➤	Limiting Max. Amount \$30,000.00	Fixed Fee for Profit	Total Contract Amount \$30,000.00
	Amount		
	This Period	Previously Billed	To Date
Direct Labor	\$7,259.59		\$7,259.59
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
Subtotal – Outside Services	\$0.00	\$0.00	\$0.00
Total Amount Due ➤	\$7,259.59	\$0.00	\$7,259.59

<i>I certify that the billed amounts are actual and in agreement with the contract terms.</i>		Balance:	\$22,740.41
Signature:	Title: Chief Information Officer	Date: 10/10/2018	

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
Jul-18	18	2	13
Aug-18	12	2	15
Sep-18	28	2	12

Anticipated Work for Next Billing Period: The same or similar

Information Needed from MAPA/IDOT: None anticipated

Percent of Work Completed to Date: 24.20%

Outstanding Issues: None



Pottawattamie County

Distribution Report

Payroll Set: CH

Expense Range 07/01/2018-09/30/2018

Payment Range -

Expense Date	Payment Date	Payment #	Packet	Employee	Employee #	Dept.	Code	Units	Amount
Payroll Department: 54 - GIS									
Fund: 0001 - GENERAL BASIC FUND									
Expense									
0001-54-9120-000-10035-000									15,752.37
SALARIES OF REG EMP-GIS SPECIALIST									
07/13/2018	07/13/2018	56918	PYPKT03081		00929	54	8	8.00	262.54
07/13/2018	07/13/2018	56918	PYPKT03081		00929	54	H	56.00	1,837.78
07/13/2018	07/13/2018	56918	PYPKT03081		00929	54	V	16.00	525.08
07/27/2018	07/27/2018	57379	PYPKT03095		00929	54	H	74.50	2,444.90
07/27/2018	07/27/2018	57379	PYPKT03095		00929	54	V	5.50	180.50
08/10/2018	08/10/2018	57871	PYPKT03130		00929	54	H	76.00	2,494.12
08/10/2018	08/10/2018	57871	PYPKT03130		00929	54	SI	4.00	131.27
08/24/2018	08/24/2018	58385	PYPKT03156		00929	54	H	64.00	2,100.31
08/24/2018	08/24/2018	58385	PYPKT03156		00929	54	V	16.00	525.08
09/07/2018	09/07/2018	58883	PYPKT03183		00929	54	H	80.00	2,625.39
09/21/2018	09/21/2018	59373	PYPKT03202		00929	54	8	8.00	262.54
09/21/2018	09/21/2018	59373	PYPKT03202		00929	54	H	67.50	2,215.18
09/21/2018	09/21/2018	59373	PYPKT03202		00929	54	SI	4.50	147.68
0001-54-9120-000-10037-000									22,557.56
SALARIES OF REG EMP-GIS SUPERVISOR									
07/13/2018	07/13/2018	56917	PYPKT03081		00384	54	8	8.00	375.96
07/13/2018	07/13/2018	56917	PYPKT03081		00384	54	H	68.00	3,195.66
07/13/2018	07/13/2018	56917	PYPKT03081		00384	54	V	4.00	187.98
07/27/2018	07/27/2018	57378	PYPKT03095		00384	54	H	80.00	3,759.59
08/10/2018	08/10/2018	57870	PYPKT03130		00384	54	H	75.00	3,524.62
08/10/2018	08/10/2018	57870	PYPKT03130		00384	54	SI	4.00	187.98
08/10/2018	08/10/2018	57870	PYPKT03130		00384	54	V	1.00	46.99
08/24/2018	08/24/2018	58384	PYPKT03156		00384	54	H	80.00	3,759.59
09/07/2018	09/07/2018	58882	PYPKT03183		00384	54	H	80.00	3,759.59
09/21/2018	09/21/2018	59372	PYPKT03202		00384	54	44	8.00	375.96
09/21/2018	09/21/2018	59372	PYPKT03202		00384	54	8	8.00	375.96
09/21/2018	09/21/2018	59372	PYPKT03202		00384	54	H	40.00	1,879.80
09/21/2018	09/21/2018	59372	PYPKT03202		00384	54	V	24.00	1,127.88
0001-54-9120-000-10038-000									1,537.50
SALARIES OF REG EMP-GIS INTERN									
07/13/2018	07/13/2018	56916	PYPKT03081		01167	54	H	36.50	547.50
07/27/2018	07/27/2018	57377	PYPKT03095		01167	54	H	19.00	285.00
08/10/2018	08/10/2018	57869	PYPKT03130		01167	54	H	47.00	705.00
Account Type Expense Total:								1,062.50	39,847.43
Fund 0001 - GENERAL BASIC FUND Total:								1,062.50	39,847.43

Fund: 0002 - GENERAL SUPPLEMENTAL FUND

Expense

0002-01-9000-000-11302-000									180.00
INSURANCE - WELLNESS-CO CONTB									
07/13/2018	07/13/2018	56917	PYPKT03081		00384	54	25		15.00
07/13/2018	07/13/2018	56918	PYPKT03081		00929	54	25		15.00
07/27/2018	07/27/2018	57378	PYPKT03095		00384	54	25		15.00
07/27/2018	07/27/2018	57379	PYPKT03095		00929	54	25		15.00
08/10/2018	08/10/2018	57870	PYPKT03130		00384	54	25		15.00
08/10/2018	08/10/2018	57871	PYPKT03130		00929	54	25		15.00
08/24/2018	08/24/2018	58384	PYPKT03156		00384	54	25		15.00
08/24/2018	08/24/2018	58385	PYPKT03156		00929	54	25		15.00
09/07/2018	09/07/2018	58882	PYPKT03183		00384	54	25		15.00
09/07/2018	09/07/2018	58883	PYPKT03183		00929	54	25		15.00
09/21/2018	09/21/2018	59372	PYPKT03202		00384	54	25		15.00
09/21/2018	09/21/2018	59373	PYPKT03202		00929	54	25		15.00

Distribution Report

Expense Range: 07/01/2018-09/30/2018 Payment Range: -

Expense Date	Payment Date	Payment #	Packet	Employee	Employee #	Dept.	Code	Units	Amount
0002-01-9210-000-46501-000			LIFE INSURANCE-EMPLOYEE LIFE DISABILITY						97.71
07/13/2018	07/13/2018	56917	PYPKT03081		00384	54	277		0.63
07/13/2018	07/13/2018	56917	PYPKT03081		00384	54	278		2.25
07/13/2018	07/13/2018	56917	PYPKT03081		00384	54	279		15.95
07/13/2018	07/13/2018	56918	PYPKT03081		00929	54	277		0.63
07/13/2018	07/13/2018	56918	PYPKT03081		00929	54	278		2.25
07/13/2018	07/13/2018	56918	PYPKT03081		00929	54	279		10.86
08/10/2018	08/10/2018	57870	PYPKT03130		00384	54	277		0.63
08/10/2018	08/10/2018	57870	PYPKT03130		00384	54	278		2.25
08/10/2018	08/10/2018	57870	PYPKT03130		00384	54	279		15.95
08/10/2018	08/10/2018	57871	PYPKT03130		00929	54	277		0.63
08/10/2018	08/10/2018	57871	PYPKT03130		00929	54	278		2.25
08/10/2018	08/10/2018	57871	PYPKT03130		00929	54	279		10.86
09/07/2018	09/07/2018	58882	PYPKT03183		00384	54	277		0.63
09/07/2018	09/07/2018	58882	PYPKT03183		00384	54	278		2.25
09/07/2018	09/07/2018	58882	PYPKT03183		00384	54	279		15.95
09/07/2018	09/07/2018	58883	PYPKT03183		00929	54	277		0.63
09/07/2018	09/07/2018	58883	PYPKT03183		00929	54	278		2.25
09/07/2018	09/07/2018	58883	PYPKT03183		00929	54	279		10.86
0002-54-9120-000-11001-000			FICA - COUNTY CONTRIBUTION						2,995.70
07/13/2018	07/13/2018	56916	PYPKT03081		01167	54	MC		7.94
07/13/2018	07/13/2018	56916	PYPKT03081		01167	54	SS		33.95
07/13/2018	07/13/2018	56917	PYPKT03081		00384	54	MC		53.15
07/13/2018	07/13/2018	56917	PYPKT03081		00384	54	SS		227.27
07/13/2018	07/13/2018	56918	PYPKT03081		00929	54	MC		37.77
07/13/2018	07/13/2018	56918	PYPKT03081		00929	54	SS		161.49
07/27/2018	07/27/2018	57377	PYPKT03095		01167	54	MC		4.13
07/27/2018	07/27/2018	57377	PYPKT03095		01167	54	SS		17.67
07/27/2018	07/27/2018	57378	PYPKT03095		00384	54	MC		53.15
07/27/2018	07/27/2018	57378	PYPKT03095		00384	54	SS		227.27
07/27/2018	07/27/2018	57379	PYPKT03095		00929	54	MC		37.77
07/27/2018	07/27/2018	57379	PYPKT03095		00929	54	SS		161.49
08/10/2018	08/10/2018	57869	PYPKT03130		01167	54	MC		10.22
08/10/2018	08/10/2018	57869	PYPKT03130		01167	54	SS		43.71
08/10/2018	08/10/2018	57870	PYPKT03130		00384	54	MC		53.15
08/10/2018	08/10/2018	57870	PYPKT03130		00384	54	SS		227.27
08/10/2018	08/10/2018	57871	PYPKT03130		00929	54	MC		37.77
08/10/2018	08/10/2018	57871	PYPKT03130		00929	54	SS		161.49
08/24/2018	08/24/2018	58384	PYPKT03156		00384	54	MC		53.15
08/24/2018	08/24/2018	58384	PYPKT03156		00384	54	SS		227.27
08/24/2018	08/24/2018	58385	PYPKT03156		00929	54	MC		37.77
08/24/2018	08/24/2018	58385	PYPKT03156		00929	54	SS		161.49
09/07/2018	09/07/2018	58882	PYPKT03183		00384	54	MC		53.15
09/07/2018	09/07/2018	58882	PYPKT03183		00384	54	SS		227.27
09/07/2018	09/07/2018	58883	PYPKT03183		00929	54	MC		37.77
09/07/2018	09/07/2018	58883	PYPKT03183		00929	54	SS		161.49
09/21/2018	09/21/2018	59372	PYPKT03202		00384	54	MC		53.15
09/21/2018	09/21/2018	59372	PYPKT03202		00384	54	SS		227.27
09/21/2018	09/21/2018	59373	PYPKT03202		00929	54	MC		37.77
09/21/2018	09/21/2018	59373	PYPKT03202		00929	54	SS		161.49
0002-54-9120-000-11102-000			IPERS - CO CONTRIBUTION						3,616.50
07/13/2018	07/13/2018	56917	PYPKT03081		00384	54	IPERS01		354.91
07/13/2018	07/13/2018	56918	PYPKT03081		00929	54	IPERS01		247.84
07/27/2018	07/27/2018	57378	PYPKT03095		00384	54	IPERS01		354.91
07/27/2018	07/27/2018	57379	PYPKT03095		00929	54	IPERS01		247.84
08/10/2018	08/10/2018	57870	PYPKT03130		00384	54	IPERS01		354.91
08/10/2018	08/10/2018	57871	PYPKT03130		00929	54	IPERS01		247.84
08/24/2018	08/24/2018	58384	PYPKT03156		00384	54	IPERS01		354.91
08/24/2018	08/24/2018	58385	PYPKT03156		00929	54	IPERS01		247.84
09/07/2018	09/07/2018	58882	PYPKT03183		00384	54	IPERS01		354.91

Distribution Report

Expense Range: 07/01/2018-09/30/2018 Payment Range: -

Expense Date	Payment Date	Payment #	Packet	Employee	Employee #	Dept.	Code	Units	Amount
09/07/2018	09/07/2018	58883	PYPKT03183		00929	54	IPERS01		247.84
09/21/2018	09/21/2018	59372	PYPKT03202		00384	54	IPERS01		354.91
09/21/2018	09/21/2018	59373	PYPKT03202		00929	54	IPERS01		247.84
0002-54-9120-000-11301-000			INSURANCE - CO CONTRIBUTION						6,590.42
07/13/2018	07/13/2018	56917	PYPKT03081		00384	54	12		755.37
07/13/2018	07/13/2018	56917	PYPKT03081		00384	54	82		10.96
07/13/2018	07/13/2018	56918	PYPKT03081		00929	54	11		321.67
07/13/2018	07/13/2018	56918	PYPKT03081		00929	54	82		10.96
07/27/2018	07/27/2018	57378	PYPKT03095		00384	54	12		755.37
07/27/2018	07/27/2018	57378	PYPKT03095		00384	54	82		10.25
07/27/2018	07/27/2018	57379	PYPKT03095		00929	54	11		321.67
07/27/2018	07/27/2018	57379	PYPKT03095		00929	54	82		10.25
08/10/2018	08/10/2018	57870	PYPKT03130		00384	54	12		755.37
08/10/2018	08/10/2018	57870	PYPKT03130		00384	54	82		10.72
08/10/2018	08/10/2018	57871	PYPKT03130		00929	54	11		321.67
08/10/2018	08/10/2018	57871	PYPKT03130		00929	54	82		10.72
08/24/2018	08/24/2018	58384	PYPKT03156		00384	54	12		755.37
08/24/2018	08/24/2018	58384	PYPKT03156		00384	54	82		10.72
08/24/2018	08/24/2018	58385	PYPKT03156		00929	54	11		321.67
08/24/2018	08/24/2018	58385	PYPKT03156		00929	54	82		10.72
09/07/2018	09/07/2018	58882	PYPKT03183		00384	54	12		755.37
09/07/2018	09/07/2018	58882	PYPKT03183		00384	54	82		10.72
09/07/2018	09/07/2018	58883	PYPKT03183		00929	54	11		321.67
09/07/2018	09/07/2018	58883	PYPKT03183		00929	54	82		10.72
09/21/2018	09/21/2018	59372	PYPKT03202		00384	54	12		755.37
09/21/2018	09/21/2018	59372	PYPKT03202		00384	54	82		10.72
09/21/2018	09/21/2018	59373	PYPKT03202		00929	54	11		321.67
09/21/2018	09/21/2018	59373	PYPKT03202		00929	54	82		10.72
Account Type Expense Total:									13,480.33
Fund 0002 - GENERAL SUPPLEMENTAL FUND Total:									13,480.33
Payroll Department 54 - GIS Total:									1,062.50
									53,327.76

3010 R St
Omaha, NE 68107

Invoice #: 197
Invoice Date: 9/30/2018
Due Date: 9/30/2018
Project:
P.O. Number:

Bill To:
MAPA

[illegible]

Billing Summary										
Project Name:	Intercultural Senior Center									
Contact Name:	Sarah Gilbert									
Billing Period:	July-Sept 2018									
	TOTAL	TOTAL	TOTAL	July-Sept 2018		TOTAL	Program to Date		Remaining	
BUDGET DETAIL	Year 1 Budget	BUDGET Federal	BUDGET Local Match	Federal Request	LOCAL MATCH	COST MONTH	Federal Request	LOCAL MATCH	Federal Request	LOCAL MATCH
A. OPERATING EXPENSES¹										
Grant NE-2016-015-04-01										
1.Driver Wages	\$ 31,800.00	\$ 15,900.00	\$ 15,900.00	\$ 3,661.43	\$ 3,661.43	\$ 7,322.86	\$ 12,031.91	\$ 12,031.91	\$ 3,868.09	\$ 3,868.09
Subtotal - Operating Expenses	\$ 31,800.00	\$ 15,900.00	\$ 15,900.00	\$ 3,661.43	\$ 3,661.43	\$ 7,322.86	\$ 12,031.91	\$ 12,031.91	\$ 3,868.09	\$ 3,868.09
B. PROGRAM TOTAL BUDGET	\$ 31,800	\$ 15,900	\$ 15,900	\$ 3,661	\$ 3,661	\$ 7,323	\$ 12,032	\$ 12,032	\$ 3,868	\$ 3,868
				23%	23%	23%	76%	76%	24%	24%

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

Intercultural Senior Center

MAPA 2018 Expenses - Request #4

Type	Date	Num	Source Name	Account	Amount	Balance	Federal Request #4	Local Match
Paycheck	07/03/2018	DD1873	Bachez, Alba	Salaries	1,040.00	1,040.00	1,040.00	
Paycheck	07/03/2018	DD1873	Bachez, Alba	403b Employer Match	15.60	1,055.60	15.60	
Paycheck	07/03/2018	DD1873	Bachez, Alba	Payroll Taxes	64.37	1,119.97	64.37	
Paycheck	07/03/2018	DD1873	Bachez, Alba	Payroll Taxes	15.05	1,135.02	15.05	
Paycheck	07/03/2018	DD1873	Bachez, Alba	Payroll Taxes	0.00	1,135.02	0.00	
Paycheck	07/18/2018	DD1889	Bachez, Alba	Salaries	1,054.17	2,189.19	1,054.17	
Paycheck	07/18/2018	DD1889	Bachez, Alba	403b Employer Match	15.81	2,205.00	15.81	
Paycheck	07/18/2018	DD1889	Bachez, Alba	Payroll Taxes	65.25	2,270.25	65.25	
Paycheck	07/18/2018	DD1889	Bachez, Alba	Payroll Taxes	15.26	2,285.51	15.26	
Paycheck	07/18/2018	DD1889	Bachez, Alba	Payroll Taxes	0.00	2,285.51	0.00	
Paycheck	08/01/2018	DD1905	Bachez, Alba	Salaries	1,060.80	3,346.31	1,060.80	
Paycheck	08/01/2018	DD1905	Bachez, Alba	403b Employer Match	15.91	3,362.22	15.91	
Paycheck	08/01/2018	DD1905	Bachez, Alba	Payroll Taxes	65.67	3,427.89	65.67	
Paycheck	08/01/2018	DD1905	Bachez, Alba	Payroll Taxes	15.36	3,443.25	15.36	
Paycheck	08/01/2018	DD1905	Bachez, Alba	Payroll Taxes	0.00	3,443.25	0.00	
Paycheck	08/15/2018	DD1921	Bachez, Alba	Salaries	1,060.80	4,504.05	218.18	842.62
Paycheck	08/15/2018	DD1921	Bachez, Alba	403b Employer Match	15.91	4,519.96		15.91
Paycheck	08/15/2018	DD1921	Bachez, Alba	Payroll Taxes	65.66	4,585.62		65.66
Paycheck	08/15/2018	DD1921	Bachez, Alba	Payroll Taxes	15.35	4,600.97		15.35
Paycheck	08/15/2018	DD1921	Bachez, Alba	Payroll Taxes	0.00	4,600.97		0.00
Paycheck	08/29/2018	DD1936	Alcazar, Carmen M	Salaries	459.00	5,059.97		459.00
Paycheck	08/29/2018	DD1936	Alcazar, Carmen M	Payroll Taxes	28.46	5,088.43		28.46
Paycheck	08/29/2018	DD1936	Alcazar, Carmen M	Payroll Taxes	6.66	5,095.09		6.66
Paycheck	08/29/2018	DD1936	Alcazar, Carmen M	Payroll Taxes	7.48	5,102.57		7.48
Paycheck	09/12/2018	DD1953	Alcazar, Carmen M	Salaries	951.75	6,054.32		951.75
Paycheck	09/12/2018	DD1953	Alcazar, Carmen M	Payroll Taxes	59.01	6,113.33		59.01
Paycheck	09/12/2018	DD1953	Alcazar, Carmen M	Payroll Taxes	13.80	6,127.13		13.80
Paycheck	09/12/2018	DD1953	Alcazar, Carmen M	Payroll Taxes	15.52	6,142.65		15.52
Paycheck	09/26/2018	DD1969	Alcazar, Carmen M	Salaries	1,080.00	7,222.65		1,080.00
Paycheck	09/26/2018	DD1969	Alcazar, Carmen M	Payroll Taxes	66.96	7,289.61		66.96
Paycheck	09/26/2018	DD1969	Alcazar, Carmen M	Payroll Taxes	15.66	7,305.27		15.66
Paycheck	09/26/2018	DD1969	Alcazar, Carmen M	Payroll Taxes	17.60	7,322.87		17.59
					7,322.87	7,322.87	3,661.43	3,661.43



5310 Subrecipient Progress Report Form

Subrecipient Name: Intercultural Senior Center

Billing Period: July 1-September 30, 2018

Work Completed with Awarded Funds for Current Billing Period:

- Number of trips (1 person 1 way) provided:
 - Vehicle 2: 1582
- Miles travelled:
 - Vehicle 2: 3426.2

Anticipated Work for Next Billing Period:

- Anticipated number of trips: 1100 (2 months only in billing period)

Percent of Work Completed to Date: 76%

Do You Need Anything from MAPA/FTA?

- ☒ No
☐ Yes:

Are There Any Outstanding Issues?

- ☒ No
☐ Yes:

Items to Include with Report

- Timesheets
- Mileage logs



IOWA ASSOCIATION
OF COUNCILS OF GOVERNMENTS

5-2-1-0 Healthy Choice Count! Program Sub-Contract Agreement
Iowa Association of Councils of Governments Contracts Declaration & Execution Page

Title of Contract: 5-2-1-0 Healthy Choices Count!		Contract Number: 5889HP01 Amendment 1	
This Agreement is entered into between Iowa Association of Councils of Governments and the Subcontractor named below:			
Contractor: Iowa Association of Councils of Governments			
Subcontractor's Name: Metropolitan Area Planning Agency			
Contract to Begin: July 1, 2018	Date of Expiration: June 30, 2019	Annual Extensions: 0	
The parties agree to comply with the terms and conditions and attachments which are by this reference made a part of the Agreement: Section 1 – Statement of Purpose Section 2 – Duration of Contract Section 3 – Statement of Work Section 4 – Reports Section 5 – Payments			

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto

Contractor:

By (Authorized Signature)

Date Signed
10.8.18

Printed Name and Title of Person Signing

Carl Lingen, Executive Director Iowa Association of Councils of Governments

Subcontractor:

By (Authorized Signature)

Date Signed

Printed Name and Title of Person Signing

Subcontractor Name and Address:



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1. Statement of Purpose

- a. Iowa Department of Public Health also referred to as "The Department" sought assistance with increasing physical activity and healthy eating for children through the 5-2-1-0 Healthy Choices Count! program under its Division of Health Promotion and Chronic Disease Prevention.
- b. Iowa Association of Regional Councils dba Iowa Association of Councils of Government (ICOG) also referred to as "ICOG" was selected as the service provider for this program.
- c. ICOG will provide project oversight of the selected Councils of Governments (COGs).
- d. IDPH reserves the right to review and approve this subcontract.
- e. ICOG wishes to subcontract work to the above-mentioned "Subcontractor" also referred to as "COG".

2. Duration of Contract

- a. The term of this contract shall be enforced as outlined in the above-mentioned agreement unless terminated earlier in accordance with the termination section of this contract.
- b. Renewal shall be accomplished with agreement of both parties, subject to renewal by IDPH of its contract with ICOG.
- c. If during the course of the subcontract period ICOG or COG wishes to change or revise the subcontract, prior written approval from IDPH is required.
- d. ICOG or IDPH have the right to terminate Subcontractor or COG for failing to deliver services as outlined in agreement.

3. Statement of Work

- a. The 5-2-1-0 community must implement at least one 5-2-1-0 an evidence-based community project and continual 5-2-1-0 Healthy Choices Count messaging and promotion throughout the community. Projects must be approved by IDPH and will collaborate with the IDPH to complete a 5-2-1-0 evaluation.
- b. The COG and the 5-2-1-0 steering community will collaborate Healthy Hometowns[®] Powered by Wellmark to participate in a community visioning process. COG project lead will communicate with Healthy Hometowns Community Health Managers to help organize and facilitate the visioning process.
- c. A minimum of two community champions/partners must attend the 5-2-1-0 Healthy Choices Count Summit on October 30, 2018.
- d. The 5-2-1-0 steering committee with the assistance of Healthy Hometowns will develop and submit an action plan for the 5-2-1-0 community project to IDPH by February 1, 2019. Part of the action plan must include a media awareness campaign around 5-2-1-0 projects and activities to share success stories with staff, children, parents and the community. IDPH will provide logo, style guide and examples. No more than 25% of total funds may be used for marketing, printing, media, or a website.
- e. COG and 5-2-1-0 steering committee will communicate with FY18 funded/incentives sites and other community sectors to engage them promoting the 5-2-1-0 messaging and strategies for success and encourage registration for 5-2-1-0 Recognition found on the Healthiest State Initiatives website.
- f. COG coordinators will participate in quarterly 5-2-1-0 Healthy Choices Count electronic



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- meetings and engage in online discussion boards and check-ins.
- g. Performance Measure An incentive of \$250 per selected COG will be provided if the Subcontractor submits a success story on the selected community's project. The success story must be submitted on the template provided by the Department and approved by the Department by June 30, 2019.

4. Reports

The Subcontractor (COG) shall complete and submit the following reports in the grant site located in IowaGrants.Gov

Milestones	Form Frequency and Type	Date Due
Attend 5-2-1-0 Summit	Once	October 30, 2018
Community Visioning Project	Once	TBD
Action Plan	Once	February 1, 2019
Quarterly Update Meetings	Quarterly	TBD
Success Story and Final Report	Once	June 30, 2019

5. Payments

- a. The COG shall complete and submit a claim for services rendered in accordance with this Contract. The claim shall be submitted to ICOG by emailing the following to staff@iarcog.com.
- i. Invoice from COG for total amount of all receipts and/or administrative fee.
 - ii. Supporting documents, receipts and justification for requested reimbursement.
 - iii. Submit paperwork either in an PDF or Excel format
- b. Do not remit any reimbursements through IowaGrants.Gov. All reimbursements are to run through ICOG. ICOG will submit all claims to the Department.
- c. ICOG will verify the COG's performance of the provision of services/deliverables and timeliness of claims before making payment.
- d. COG's have until August 10th, 2019 to submit all reimbursements to ICOG for all services performed in the preceding state fiscal year which ends June 30.
- e. Funding for this program is dependent on availability of funds from the State of Iowa and may change or be appropriated.
- f. ICOG will submit all claims on the first of the month to the Department. The Department has sixty (60) days to pay all approved claims. Once the claim is approved ICOG will remit payment back to the COG.
- g. It is the COGs responsibility to pay any vendors or subcontractors it is using to deliver the statement of work outlined.
- h. The Department will not reimburse travel amounts in excess of limits established by the Iowa Department of Administrative Services.
- i. Instate maximum allowable amounts for food are \$8.00/breakfast, \$12.00/lunch and \$23.00/dinner; lodging maximum \$98.00 plus taxes per night and mileage maximum of \$0.39 per mile.
 - ii. Out of state maximum allowable amounts for meals are available upon request. There



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is no restriction on airfare or lodging but the incurred expenditures are to be reasonable.

- i. Final payment may be withheld until all contractually required reports have been received and accepted by ICOG and the Department. At the end of the contract period, unobligated contract amount funds shall revert to the Department.
- j. A maximum of 25% of funds can be used for administrative activities and/or salary and fringe benefits.
- k.

COG (a)	City (b)	City Funds (c)	COG Max Admin Fee (d)	Total (c + d)
MAPA	Malvern	\$7,500	\$2,500	\$10,000
UERPC	West Union	\$7,500	\$2,500	\$10,000
SEIRPC	Mt. Pleasant	\$7,500	\$2,500	\$10,000
ECIA	Dubuque	\$7,500	\$2,500	\$10,000



Lease Agreement Extension

This is an extension of the existing Lease Agreement between Metro and Omaha/Council Bluffs Metropolitan Area Planning Agency. This original Lease Agreement was effective January 1, 2012 and runs through June 30, 2017.

Until such time as a new Lease Agreement is executed, but no later than November 30, 2018, this Lease Agreement Extension will be month-to-month with a rental scheduled rate of:

July 1, 2017 up through November 30, 2018 unless otherwise modified by mutual agreement: \$5,800.00 per month.

IN WITNESS WHEREOF, Lessor and Lessee have caused this Lease Agreement Extension to be duly executed in their respective names and on their respective behalves, all as of October 12, 2018.

ATTEST:  By: 
TRANSIT AUTHORITY OF THE
City of Omaha
Curt A Simon
Executive Director

METROPOLITAN AREA PLANNING AGENCY

ATTEST: _____ By: _____
Greg Youell
Executive Director

UnauditedNon-Project Operations

June 30, 2018		<u>2018</u>	<u>2017</u>
Investment Earnings		\$ 2,808.97	\$ 3,603.80
Auto			
	Mileage Revenue	\$ 18,659.46	
	Expenses	<u>(7,988.76)</u>	
		\$ 10,670.70	\$ 12,949.20
Copier			
	Meter Revenue	\$ 16,023.60	
	Expenses	<u>(13,291.96)</u>	
		\$ 2,731.64	\$ 6,311.54
		<u>\$ 16,211.31</u>	<u>\$ 22,864.54</u>
<u>Officials Expense Fund</u>			
Total Officials Fund Expense Fund FY 2018	\$ 15,000.00		
Funds Remaining FY 2018	<u>(1,126.93)</u>		
Recommended to Replenish Fund, FY 2018		<u>\$ 13,873.07</u>	<u>\$ 7,624.40</u>
Non-Project Operating Income		<u>\$ 2,338.24</u>	<u>\$ 15,240.14</u>



TRAVEL AUTHORIZATION FORM

Person Traveling :	Greg Youell		
Dates of Travel:	February 10 - 13, 2019		
Departure Time:	6:00 a.m.	Return Time:	10:00 p.m.
Traveling to :	Washington, D.C.		
Purpose:	NARC National Conference of Regions		
Coding:	28000-01 19NDOT02		
Block Rate Deadline:	Unknown		
# Traveling:	6		

Estimated Travel Expenses:

Registration	\$525.00	Transp. Fares	\$100.00	Parking	\$50.00
Flights	\$300.00	Auto Rental		Other	\$50.00

MAPA Vehicle Miles	10	Personal Vehicle Miles		Rate	\$0.545
MAPA Vehicle Mileage	\$5.45	Personal Vehicle Mileage	\$0.00		

<u>Per Diem:</u>	Start Day	Between Days	x	# of days	End Day
Day's Max.	\$57.00	\$76.00			\$57.00
Breakfast	\$13.50	\$18.00	x	2	\$13.50
Lunch	\$14.25	\$19.00	x	2	\$14.25
Dinner	\$25.50	\$34.00	x	2	\$25.50
Incidental	\$3.75	\$5.00	x	2	\$3.75
Meals & Incidental					
Total	\$57.00	\$76.00	x	2	\$57.00
Lodging	\$249.00	\$249.00	x	2	
Taxes & Fees on Lodging	\$49.80	\$49.80	x	2	

Deduction for Meals Provided at Conferences _____

Total Lodging	\$896.40	Total Meals and Incidentals	\$266.00
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Total Estimated Travel Expenses: **\$2,192.85**

Date Submitted:	by	Employee Traveling
Date Approved:	by	Department Director
Date Approved:	by	Executive Director
Date Approved:	by	Finance Committee Chair/Member (if amount is over \$1000)
Date Approved:	by	Board of Directors Chair/Member (if amount is over \$2000)

* See Notes on Page 2

- * If travel is outside the MAPA five-county region Travel Authorizations are to be approved in advance.
- * Attach meeting/conference information to this form prior to submission.
- * Receipts and the Travel Reconciliation Form are to be submitted upon your return along with a copy of the approved Travel Authorization form. If you need reimbursed you will also need to fill out and include the Expense Reimbursement Form.
- * Detailed meal receipts itemizing all food and drink must be obtained from vendor. A credit card receipt alone is not sufficient documentation.
- * Seat upgrade fees are not an allowable expense and will be at your own expense.
- * Meals provided at conferences need to be deducted from per diem table.
- * Alcohol is not allowable and will be at your own expense.
- * Tip Maximum is 20% of before tax subtotal.
- * Lodging & Registration that exceed the discounted rate for block conference may be at your own expense if request was made after the deadline.
- * Breakfast is allowable if you are required to leave before 6:30 AM or on overnight travel (stayed away previous night).
- * Lunch is allowable on overnight travel, if you are required to leave before 11:00 AM or return after 2:00 PM.
- * Dinner is allowable on overnight travel, if you are required to leave before 5:00 PM or return after 7:00 PM.
- * Meals are not reimbursable if the employee eats within 20 miles of Omaha, unless during training or a business meeting is taking place during the meal.
- * Personal Mileage is eligible for reimbursement if MAPA vehicles are not available. If a vehicle is not available for each trip, staff members are responsible to ensure that agency vehicles are used for the longest trips.



TRAVEL AUTHORIZATION FORM

Person Traveling :	MAPA Staff Member #2		
Dates of Travel:	February 10 - 13, 2019		
Departure Time:	6:00 a.m.	Return Time:	10:00 p.m.
Traveling to :	Washington, D.C.		
Purpose:	NARC National Conference of Regions		
Coding:	28000-01 19NDOT02		
Block Rate Deadline:	Unknown		
# Traveling:	6		

Estimated Travel Expenses:

Registration	\$525.00	Transp. Fares	\$100.00	Parking	\$50.00
Flights	\$300.00	Auto Rental		Other	\$50.00

MAPA Vehicle Miles	10	Personal Vehicle Miles		Rate	\$0.545
MAPA Vehicle Mileage	\$5.45	Personal Vehicle Mileage	\$0.00		

<u>Per Diem:</u>	Start Day	Between Days	x	# of days	End Day
Day's Max.	\$57.00	\$76.00			\$57.00
Breakfast	\$13.50	\$18.00	x	2	\$13.50
Lunch	\$14.25	\$19.00	x	2	\$14.25
Dinner	\$25.50	\$34.00	x	2	\$25.50
Incidental	\$3.75	\$5.00	x	2	\$3.75
Meals & Incidental					
Total	\$57.00	\$76.00	x	2	\$57.00
Lodging	\$249.00	\$249.00	x	2	
Taxes & Fees on Lodging	\$49.80	\$49.80	x	2	

Deduction for Meals Provided at Conferences _____

Total Lodging	\$896.40	Total Meals and Incidentals	\$266.00
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Total Estimated Travel Expenses: **\$2,192.85**

Date Submitted:	by	Employee Traveling
Date Approved:	by	Department Director
Date Approved:	by	Executive Director
Date Approved:	by	Finance Committee Chair/Member (if amount is over \$1000)
Date Approved:	by	Board of Directors Chair/Member (if amount is over \$2000)

* See Notes on Page 2

- * If travel is outside the MAPA five-county region Travel Authorizations are to be approved in advance.
- * Attach meeting/conference information to this form prior to submission.
- * Receipts and the Travel Reconciliation Form are to be submitted upon your return along with a copy of the approved Travel Authorization form. If you need reimbursed you will also need to fill out and include the Expense Reimbursement Form.
- * Detailed meal receipts itemizing all food and drink must be obtained from vendor. A credit card receipt alone is not sufficient documentation.
- * Seat upgrade fees are not an allowable expense and will be at your own expense.
- * Meals provided at conferences need to be deducted from per diem table.
- * Alcohol is not allowable and will be at your own expense.
- * Tip Maximum is 20% of before tax subtotal.
- * Lodging & Registration that exceed the discounted rate for block conference may be at your own expense if request was made after the deadline.
- * Breakfast is allowable if you are required to leave before 6:30 AM or on overnight travel (stayed away previous night).
- * Lunch is allowable on overnight travel, if you are required to leave before 11:00 AM or return after 2:00 PM.
- * Dinner is allowable on overnight travel, if you are required to leave before 5:00 PM or return after 7:00 PM.
- * Meals are not reimbursable if the employee eats within 20 miles of Omaha, unless during training or a business meeting is taking place during the meal.
- * Personal Mileage is eligible for reimbursement if MAPA vehicles are not available. If a vehicle is not available for each trip, staff members are responsible to ensure that agency vehicles are used for the longest trips.

- * If travel is outside the MAPA five-county region Travel Authorizations are to be approved in advance.
- * Attach meeting/conference information to this form prior to submission.
- * Receipts and the Travel Reconciliation Form are to be submitted upon your return along with a copy of the approved Travel Authorization form. If you need reimbursed you will also need to fill out and include the Expense Reimbursement Form.
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- * Meals provided at conferences need to be deducted from per diem table.
- * Alcohol is not allowable and will be at your own expense.
- * Tip Maximum is 20% of before tax subtotal.
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- * Personal Mileage is eligible for reimbursement if MAPA vehicles are not available. If a vehicle is not available for each trip, staff members are responsible to ensure that agency vehicles are used for the longest trips.



TRAVEL AUTHORIZATION FORM

Person Traveling :	MAPA Board Member #1		
Dates of Travel:	February 10 - 13, 2019		
Departure Time:	6:00 a.m.	Return Time:	10:00 p.m.
Traveling to :	Washington, D.C.		
Purpose:	NARC National Conference of Regions		
Coding:	11-6080 99998-01 No Grant		
Block Rate Deadline:	Unknown		
# Traveling:	6		

Estimated Travel Expenses:

Registration	\$525.00
Flights	\$300.00

Transp. Fares	\$100.00
Auto Rental	

Parking	\$50.00
Other	\$50.00

MAPA Vehicle Miles	10
MAPA Vehicle Mileage	\$5.45

Personal Vehicle Miles		Rate	\$0.545
Personal Vehicle Mileage	\$0.00		

<u>Per Diem:</u>	Start Day	Between Days	x	# of days	End Day
Day's Max.	\$57.00	\$76.00			\$57.00
Breakfast	\$13.50	\$18.00	x	2	\$13.50
Lunch	\$14.25	\$19.00	x	2	\$14.25
Dinner	\$25.50	\$34.00	x	2	\$25.50
Incidental	\$3.75	\$5.00	x	2	\$3.75
Meals & Incidental					
Total	\$57.00	\$76.00	x	2	\$57.00
Lodging	\$249.00	\$249.00	x	2	
Taxes & Fees on Lodging	\$49.80	\$49.80	x	2	

Deduction for Meals Provided at Conferences _____

Total Lodging **\$896.40**

Total Meals and Incidentals **\$266.00**

Total Estimated Travel Expenses: **\$2,192.85**

Date Submitted:	by	Employee Traveling
Date Approved:	by	Department Director
Date Approved:	by	Executive Director
Date Approved:	by	Finance Committee Chair/Member (if amount is over \$1000)
Date Approved:	by	Board of Directors Chair/Member (if amount is over \$2000)

* See Notes on Page 2

- * If travel is outside the MAPA five-county region Travel Authorizations are to be approved in advance.
- * Attach meeting/conference information to this form prior to submission.
- * Receipts and the Travel Reconciliation Form are to be submitted upon your return along with a copy of the approved Travel Authorization form. If you need reimbursed you will also need to fill out and include the Expense Reimbursement Form.
- * Detailed meal receipts itemizing all food and drink must be obtained from vendor. A credit card receipt alone is not sufficient documentation.
- * Seat upgrade fees are not an allowable expense and will be at your own expense.
- * Meals provided at conferences need to be deducted from per diem table.
- * Alcohol is not allowable and will be at your own expense.
- * Tip Maximum is 20% of before tax subtotal.
- * Lodging & Registration that exceed the discounted rate for block conference may be at your own expense if request was made after the deadline.
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- * Lunch is allowable on overnight travel, if you are required to leave before 11:00 AM or return after 2:00 PM.
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- * Meals are not reimbursable if the employee eats within 20 miles of Omaha, unless during training or a business meeting is taking place during the meal.
- * Personal Mileage is eligible for reimbursement if MAPA vehicles are not available. If a vehicle is not available for each trip, staff members are responsible to ensure that agency vehicles are used for the longest trips.



TRAVEL AUTHORIZATION FORM

Person Traveling :	MAPA Board Member #2		
Dates of Travel:	February 10 - 13, 2019		
Departure Time:	6:00 a.m.	Return Time:	10:00 p.m.
Traveling to :	Washington, D.C.		
Purpose:	NARC National Conference of Regions		
Coding:	11-6080 99998-01 No Grant		
Block Rate Deadline:	Unknown		
# Traveling:	6		

Estimated Travel Expenses:

Registration	\$525.00	Transp. Fares	\$100.00	Parking	\$50.00
Flights	\$300.00	Auto Rental		Other	\$50.00

MAPA Vehicle Miles	10	Personal Vehicle Miles		Rate	\$0.545
MAPA Vehicle Mileage	\$5.45	Personal Vehicle Mileage	\$0.00		

<u>Per Diem:</u>	Start Day	Between Days	x	# of days	End Day
Day's Max.	\$57.00	\$76.00			\$57.00
Breakfast	\$13.50	\$18.00	x	2	\$13.50
Lunch	\$14.25	\$19.00	x	2	\$14.25
Dinner	\$25.50	\$34.00	x	2	\$25.50
Incidental	\$3.75	\$5.00	x	2	\$3.75
Meals & Incidental					
Total	\$57.00	\$76.00	x	2	\$57.00
Lodging	\$249.00	\$249.00	x	2	
Taxes & Fees on Lodging	\$49.80	\$49.80	x	2	

Deduction for Meals Provided at Conferences _____

Total Lodging	\$896.40	Total Meals and Incidentals	\$266.00
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Total Estimated Travel Expenses: **\$2,192.85**

Date Submitted:	by	Employee Traveling
Date Approved:	by	Department Director
Date Approved:	by	Executive Director
Date Approved:	by	Finance Committee Chair/Member (if amount is over \$1000)
Date Approved:	by	Board of Directors Chair/Member (if amount is over \$2000)

* See Notes on Page 2

- * If travel is outside the MAPA five-county region Travel Authorizations are to be approved in advance.
- * Attach meeting/conference information to this form prior to submission.
- * Receipts and the Travel Reconciliation Form are to be submitted upon your return along with a copy of the approved Travel Authorization form. If you need reimbursed you will also need to fill out and include the Expense Reimbursement Form.
- * Detailed meal receipts itemizing all food and drink must be obtained from vendor. A credit card receipt alone is not sufficient documentation.
- * Seat upgrade fees are not an allowable expense and will be at your own expense.
- * Meals provided at conferences need to be deducted from per diem table.
- * Alcohol is not allowable and will be at your own expense.
- * Tip Maximum is 20% of before tax subtotal.
- * Lodging & Registration that exceed the discounted rate for block conference may be at your own expense if request was made after the deadline.
- * Breakfast is allowable if you are required to leave before 6:30 AM or on overnight travel (stayed away previous night).
- * Lunch is allowable on overnight travel, if you are required to leave before 11:00 AM or return after 2:00 PM.
- * Dinner is allowable on overnight travel, if you are required to leave before 5:00 PM or return after 7:00 PM.
- * Meals are not reimbursable if the employee eats within 20 miles of Omaha, unless during training or a business meeting is taking place during the meal.
- * Personal Mileage is eligible for reimbursement if MAPA vehicles are not available. If a vehicle is not available for each trip, staff members are responsible to ensure that agency vehicles are used for the longest trips.

- * If travel is outside the MAPA five-county region Travel Authorizations are to be approved in advance.
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TRAVEL AUTHORIZATION FORM

Person Traveling :	MAPA Board Member #4		
Dates of Travel:	February 10 - 13, 2019		
Departure Time:	6:00 a.m.	Return Time:	10:00 p.m.
Traveling to :	Washington, D.C.		
Purpose:	NARC National Conference of Regions		
Coding:	11-6080 99998-01 No Grant		
Block Rate Deadline:	Unknown		
# Traveling:	6		

Estimated Travel Expenses:

Registration	\$525.00
Flights	\$300.00

Transp. Fares	\$100.00
Auto Rental	

Parking	\$50.00
Other	\$50.00

MAPA Vehicle Miles	10
MAPA Vehicle Mileage	\$5.45

Personal Vehicle Miles		Rate	\$0.545
Personal Vehicle Mileage	\$0.00		

<u>Per Diem:</u>	Start Day	Between Days	x	# of days	End Day
Day's Max.	\$57.00	\$76.00			\$57.00
Breakfast	\$13.50	\$18.00	x	2	\$13.50
Lunch	\$14.25	\$19.00	x	2	\$14.25
Dinner	\$25.50	\$34.00	x	2	\$25.50
Incidental	\$3.75	\$5.00	x	2	\$3.75
Meals & Incidental					
Total	\$57.00	\$76.00	x	2	\$57.00
Lodging	\$249.00	\$249.00	x	2	
Taxes & Fees on Lodging	\$49.80	\$49.80	x	2	

Deduction for Meals Provided at Conferences _____

Total Lodging **\$896.40**

Total Meals and Incidentals **\$266.00**

Total Estimated Travel Expenses: **\$2,192.85**

Date Submitted:	by	Employee Traveling
Date Approved:	by	Department Director
Date Approved:	by	Executive Director
Date Approved:	by	Finance Committee Chair/Member (if amount is over \$1000)
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Memorandum

To: MAPA Board of Directors & Finance Committee

From: Greg Youell, Executive Director

Date: October 12, 2018

Re: Contract with Verdis Group

Following the conversation at the September 27, 2018 Board meeting this memo provides an update on the proposed contract that was discussed as well as a brief review of the process that was followed over the past months. Mr. Daniel Lawse of Verdis Group told me on October 9 that Verdis would forego the revised contract. Therefore, there is no revised contract for the Board to consider.

Contract Background and Scope:

Originally MAPA intended to contract with Verdis Group to serve as the lead speaker at the September Heartland 2050 Speaker's Event, which focused on employer outreach to discuss opportunities to promote various strategies employers can adopt to promote and encourage reduced parking usage, alternative transportation options, carpools and vanpools, and other activities. As part of the contract, Verdis Group would also provide proprietary data collected from the firm's work with a number of local companies, including 12,200 survey responses, representing a total workforce of 57,300 employees. The surveys provided data related to commuting patterns, potential interested in switching commute modes, perceived barriers to switching modes, and perspectives on interventions that could spur a switch in commute modes. The contract also included the development of a white paper documenting the data and conclusions of the work.

MAPA was interested in this work to advance the goals of Heartland 2050 as well as Little Steps, Big Impact. MAPA intends to partner with WELLCOM to conduct employer outreach for the LSBI program and this was seen as a natural opportunity to launch this effort. The event was held on September 12 with presentations by Verdis Group and UNMC and was well attended and considered a success.

Selection of the Contractor:

This contract falls under the acquisition of professional services. MAPA's Administrative Procedures follow federal and state procedures in requiring competitive proposals for services in excess of \$50,000 (Section E). Although this contract falls beneath the threshold requiring a competitive selection, this also meets the circumstances for a Sole Source contract, which is permissible for contracts of any amount when the contractor selected is of a unique nature that is "clearly and justifiably the only practical source to provide the service."

Verdis Group is the only firm in the region that does the following work:

- Conducted employee surveys at local employers related to commuting modes
- Utilized the data to assess opportunities for mode shifting as well as develop and implement strategies to encourage mode shifting
- Documented the aforementioned data
- Gives presentations on the data collected and the opportunities among employees potentially

interested in mode shifting

Therefore, Verdis Group meets the requirements for a Sole Source procurement, although based on MAPA's Administrative Procedures, it is not necessary at this contract amount.

Conflict of Interest / Prohibited Interest:

The original contract was approved by the MAPA Finance Committee on July 18, 2018. As the contract amount was \$10,000 it fell within the range that can be approved by the Finance Committee.

The following day, Melissa Engel and I attended a seminar on Ethics through the Nebraska Leadership Certificate program that discussed Conflicts of Interest. Melissa raised concern about the contract with Verdis Group given Mr. Lawse's seat on the MAPA Council of Officials. We refrained from getting the contract executed, informed Mr. Lawse of the concern, and sought advice from Legal Counsel. In discussing the situation with MAPA's attorney, we were advised that there was no Conflict of Interest as the Council of Officials was not the approving body for the contract.

On August 21, Mr. Lawse called me with a question regarding the Prohibited Interest clause (Section 11) of the proposed contract, which still was not executed. We sought advice from Counsel, who responded on August 29 that MAPA should not enter into the contract and that the issue was complicated and would require additional research. We advised Mr. Lawse of the concerns and that his firm would be doing the work at their own risk. After discussion the proposed solution was that Verdis Group would avoid the "financial interest" in the Prohibited Interest clause by only billing for time at cost without any profit and excluding any time that Mr. Lawse worked on the project. Counsel agreed that this would avoid "financial interest" and a revised contract with a reduced total amount of \$5,000 was prepared for the MAPA Finance Committee, which was discussed and approved on September 19. The Finance Committee recommended that the topic be brought to the Board for discussion.

At the Board's September 27 meeting, MAPA's Legal Counsel and City of Omaha attorney Jennifer Taylor addressed the Board and several questions were raised and discussed regarding the proposed contract. Ms. Taylor recommended noted that the Prohibited Interest clause was broader than required by federal regulations and recommended that the boiler plate language be revised for future contracts. However, the "financial interest" concern remained for the contract with Verdis Group due to Mr. Lawse's seat on the Council of Officials, and it was noted that the revised contract to pay for costs was an appropriate manner to move forward without potentially violating the Prohibited Interest clause. The Board voted to table the contract.

On October 9, Daniel Lawse informed me that they would forego the contract. He also requested that MAPA inform him in writing that we intended to revise our contract language as recommended by Counsel.



Greg Youell <gyouell@mapacog.org>

Verdis

Daniel Lawse <daniel@verdisgroup.com>

Tue, Oct 9, 2018 at 8:49 PM

To: Greg Youell <gyouell@mapacog.org>

Cc: "Engel, Melissa" <MEngel@mapacog.org>

Thank you, Greg.

I appreciate you, Melissa, and your legal team looking into this and making changes so the contract language aligns with the federal regulations. Thank you, too, for submitting a memo to the MAPA Board describing the reasons for the intended sole source procurement of Verdis Group.

It's refreshing to work with someone as communicative and transparent as you have been through this process.

Thanks again.

Daniel

Daniel Lawse, Principal + Chief Century Thinker



950 S 10th St. | Omaha, NE 68108 | 402.547.8372

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On Tue, Oct 9, 2018 at 5:17 PM, Greg Youell <gyouell@mapacog.org> wrote:

Daniel,

As discussed on the phone today, I will draft a memo to the MAPA Board describing the reasons for the intended sole source procurement of Verdis Group.

Based on our attorney's comments at the September 27, 2018 Board meeting, we intend to move forward with adjusting our boiler plate contract language so that the Prohibited Interest clause does not exclude the broad group that has been listed in previous MAPA contracts, including the "other government officials" that we have discussed. Our intent is to replace this with verbiage directly from the federal regulations that is less restrictive. Members of MAPA's Council of Officials and Board of Directors would still be prohibited from financial gain from a contract with MAPA (as is the practice with City of Omaha wherein businesses owned by Council members cannot do business with the City), but mere members of other governmental agency Boards (e.g., Metro, OPPD) would not be excluded. We will forward you the specific verbiage that will be used in the next couple weeks.

Per our conversation, we will not move forward with approval of the revised contract with Verdis Group.

Again I apologize that we did not catch this sooner and appreciate your willingness to work with us as we did this research to sort out these issues. In particular thanks for your willingness to move forward with the September speaker's series event.

Let me know if I missed any other outstanding to-dos.

Best,

Greg Youell

Executive Director

Metropolitan Area Planning Agency (MAPA)

Office: 402-444-6866 ext. 220 | Cell (changed recently): 531-203-0360

* Note that I typically check email twice daily. If you have an urgent matter that needs immediate attention feel free to call me.

