

**FINANCE COMMITTEE MEETING**  
**November 28, 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 (September)

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

B. FOR FINANCE COMMITTEE APPROVAL

1. Contract Payments
  - a. [Metro – PMT #1 - \\$15,302.81](#)
  - b. [Black Hills Works – PMT #1 - \\$19,028.76](#)
  - c. [Douglas County GIS Activities – PMT #1 - \\$8,009.12](#)
  - d. [Metro Plan Mini Grant – PMT #1 - \\$70,128.69](#)
  - e. [Hamilton Associates – PMT #1 - \\$10,200.00](#)
  - f. [Lovgren Marketing Group – PMT #5 - \\$16,359.03](#)
  - g. [City of Omaha – Public Works – PMT # 1 - \\$17,261.13](#)
2. Contract Payments w/Exceptions
  - a. [Economic Development Research Group, Inc. PMT # 6- \\$25,679.01](#)
3. New Contracts
  - a. [Kissel, Kohout ES Associates Lobbyist Agreement - \\$10,000 per year/2 years](#)

4. New Purchases
  - a. [ESRI – ArcGIS Monitor - \\$9,000](#)
5. [CD Reinvestment](#)

C. RECOMMENDATIONS TO THE BOARD

1. Final Contract Payments
  - a. [Florence Home for the Aged - \\$7,898.29](#)
2. New Contracts
  - a. On-Call Communication Services Program Agreement - \$125,000
  - b. Travel Demand Modeling Program Agreement - \$35,000
  - c. [WellCom – not to exceed \\$20,000](#)
  - d. [Florence Home for the Aged - \\$42,478 Federal - \\$42,478 Local](#)
  - e. [Iowa West Foundation - \\$14,625](#)
  - f. [MOU Sarpy County Arterial and Collector Road Location Study - \\$60,000](#)
  - g. [MOU w/City of Omaha 24<sup>th</sup> Street Corridor Study - \\$25,000](#)
3. Travel
  - a. [EDFP Certification – Springfield, MO – Anderson - \\$2,405.64](#)
4. [Pension Plan Resolution to Remove Volunteering After-Tax Contributions to the Plan](#)

D. RECOMMENDATIONS TO FOUNDATION BOARD

1. [MOU Amendment between the MAPA Foundation and the City of Blair](#)

E. DISCUSSION/INFORMATION

F. OTHER

G. ADJOURNMENT

Executive Session: We reserve the right to enter into an executive session in order to protect the public interest with respect to discussion regarding litigation and personnel.



**Metropolitan Area Planning Agency - Foundation**  
**Bank Reconciliation Statement**  
September 2018

WASHINGTON COUNTY BANK

Balance per bank, September 31, 2018		\$368,095.69
Less: Checks Outstanding (9/30/18)	\$0.00	<u>\$0.00</u>
Cash in bank September 31, 2018		<u>\$368,095.69</u>
General Ledger Balance, August 31, 2018		\$0.00
Deposits:		
MAPA Foundation		\$100,000.00
City of Blair		\$250,000.00
Gateway Development Corp.		\$10,000.00
Washington County Bank		\$8,000.00
Interest: Washington County Bank		\$95.69
General Ledger Balances, September 31, 2018		<u>\$368,095.69</u>



**Metropolitan Area Planning Agency**  
**Bank Reconciliation Statement**  
September 2018

AMERICAN NATIONAL BANK

Balance per bank, September 31, 2018		\$1,162,992.69
Less: Checks Outstanding (9/30/18)	\$17,467.23	<u>(\$17,467.23)</u>
Cash in bank September 31, 2018		<u>\$1,145,525.46</u>

General Ledger Balance, August 31, 2018		\$429,782.61
Cash Receipts		\$1,054,977.04

Less:		
Checks (9/2018)		\$206,233.67
Postalia		\$0.00
Bank Charges		\$46.60
Nebraska Sales tax		\$0.00
Capital Business Systems		\$663.77
Transfer to NPAIT-Capitol Reserve		\$1,200.00
Payroll Expenses		\$123,559.69
ACH Payroll (9/2018)	\$66,150.89	
ACH Federal Payroll Taxes	\$20,897.39	
Nationwide Payroll Contribution	\$11,072.35	
Blue Cross Blue Shield of NE Health Ins.	\$19,749.66	
Nebraska State withholding Tax	\$5,324.40	
Quarterly SUTA	\$0.00	
Pay Flex (9/2018)	\$365.00	
ACH VISA card (9/2018)		\$7,530.46
Auto - Gas/Maintenance	\$70.34	
Council of Officials Annual Meeting	\$1,721.93	
Water Bottles	\$596.93	
MAC Deposit	\$1,125.00	
Data Processing	\$148.08	
Forums	\$38.56	
H2050 Stie Visit Travel - First Class Req.	\$2,108.70	
Heartland 2050 Speaker Series	\$200.00	
Membership - Reference Materials	\$241.80	
Miscellaneous Expenses	\$10.00	
Supplies	\$1,108.11	
Bike Rack	\$519.01	
Fridge	\$487.80	
Other	\$101.30	
Telephone		\$26.29
Travel & Conferences		\$1,856.65
Tools of the Trade Conference-Mike & Josh	\$691.70	
Sustaining Military Readiness - Matt	\$618.44	
HUD Fair Housing Listening Forum - Jeff	\$364.40	
Other	\$182.11	
		<u>\$339,234.19</u>

General Ledger Balances, September 31, 2018		<u>\$1,145,525.46</u>
Less assigned deposits		<u>(\$344,924.22)</u>
Available Cash Balance		<u>\$800,601.24</u>

**STATEMENT ON INVESTMENT**  
**Treasury Bills**  
September 2018

Deferred Payroll	Money Market		Securities America	\$ 1,500.84	\$ 814.36	0.040%
Undesignated	CD	10/4/2018	Securities America	\$ 99,992.00	\$ 100,000.00	1.450%
Deferred Payroll	CD	7/23/2019	Securities America	\$ 1,046.78	\$ 1,068.15	2.100%
Equity	CD	7/23/2019	Securities America	\$ 103,630.87	\$ 103,931.85	2.100%
Equity	CD	5/1/2020	Securities America	\$ 49,227.50	\$ 50,000.00	1.750%
Deferred Payroll	CD	9/28/2020	Securities America	\$ 105,885.52	\$ 99,185.64	2.850%
Equity	CD	9/27/2022	Securities America	\$ 62,801.70	\$ 64,342.15	2.300%
Equity	CD	9/28/2022	Securities America	\$ 44,240.00	\$35,657.85	0.000%
Accrued Interest				\$ 2,277.23		
Total				<u>\$ 470,602.44</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	268,582.02	69,040.68	58,869.77	46,951.73		<b>443,444.20</b>
Sponsor Fees	233.56					<b>233.56</b>
Interest	330.98	86.16	72.49	57.81		<b>547.44</b>
Transfer from General checking		1,200.00				<b>1,200.00</b>
Transfer from NPAIT CD						
Ending Balance	269,146.56	<u>70,326.84</u>	<u>58,942.26</u>	<u>47,009.54</u>	<u>0.00</u>	<b><u>445,425.20</u></b>
Less Reserve for other projects						
Available for the Agency	<u>269,146.56</u>					

MAPA Foundation	Foundation	NDO	Washington Co.	TOTAL
	MAMA		Revolving Loan Fund	MAPA Foundation
Acct #	003	006	007	
Beginning Balance	33,364.65	138,299.86	186,517.05	<b>358,181.56</b>
Sponsor Fees				
Interest	41.08	171.38	133.59	<b>346.05</b>
Transfer from Foundation checking		1,687.00	(100,000.00)	<b>(98,313.00)</b>
Ending Balance	<u>33,405.73</u>	<u>140,158.24</u>	<u>86,650.64</u>	<b><u>260,214.61</u></b>

**Metropolitan Area Planning Agency**  
**Cash Receipts Report**  
September 2018

Date	Type	Payer	Receipt Number	Deposit Number	Amount
9/6/2018	Check	NuStyle Development	1280	681	\$4,800.50
9/7/2018	Check	Walker Consultants	1270	676	\$3,000.00
9/7/2018	Check	Douglas County	1271	676	\$120,263.00
9/7/2018	Check	The Hartford	1272	676	\$107.00
9/7/2018	Check	City of Omaha	1273	676	\$7,693.58
9/7/2018	Check	Pottawattamie County, Iowa	1274	676	\$21,666.00
9/10/2018	Received EFT	Nebraska Department of Economic Development	1277	678	\$71,969.80
9/11/2018	Received EFT	FEDERAL TRANSIT ADMINISTRATION	1275	677	\$126,368.51
9/11/2018	Received EFT	FEDERAL TRANSIT ADMINISTRATION	1276	677	\$1,128.00
9/12/2018	Received EFT	NDOT	1279	680	\$17.51
9/13/2018	Received EFT	City of Lincoln	1278	679	\$168,893.50
9/14/2018	Check	City of Bellevue	1281	681	\$1,800.00
9/14/2018	Check	City of Blair	1282	681	\$11.63
9/14/2018	Check	Sarpy County	1283	681	\$36,941.00
9/14/2018	Received EFT	Nebraska Environmental Trust	1333	691	\$4,822.77
9/19/2018	Received EFT	NDOT	1286	682	\$411,734.52
9/21/2018	Received EFT	FEDERAL TRANSIT ADMINISTRATION	1287	683	\$12,248.00
9/21/2018	Check	Metro Transit	1289	685	\$3,600.00
9/21/2018	Check	Discovery Benefits	1290	685	\$639.15
9/21/2018	Check	City of Carter Lake	1291	685	\$25.00
9/21/2018	Check	City of Wahoo	1292	685	\$11.63
9/21/2018	Check	City of Omaha	1293	685	\$2,700.00
9/21/2018	Check	Noddle Companies	1294	685	\$900.00
9/21/2018	Check	City of Treynor	1295	685	\$11.63
9/21/2018	Check	Shelby County	1296	685	\$3,696.00
9/21/2018	Check	Douglas County	1297	685	\$26,880.00
9/21/2018	Check	Burlington Capital	1298	685	\$1,800.00
9/28/2018	Check	Metro Transit	1299	686	\$3,539.39
9/28/2018	Check	Council Bluffs Housing Trust	1300	686	\$8,156.50
9/28/2018	Check	Robert Blair	1301	686	\$11.63
9/28/2018	Check	Urban League of Nebraska	1302	686	\$900.00
9/28/2018	Check	Peter Kiewit Foundation	1303	686	\$3,145.90
9/28/2018	Check	City of Gretna	1304	686	\$11.63
9/28/2018	Check	City of Ralston	1305	686	\$11.63
9/28/2018	Check	Lamp, Rynearson & Associates, Inc.	1306	686	\$1,800.00
9/28/2018	Check	City of Bellevue	1307	686	\$11.63
9/28/2018	Check	Kirkham Michael & Associates	1308	686	\$60.00
9/28/2018	Check	Olsson Associates	1309	686	\$1,800.00
9/28/2018	Check	Felsburg, Holt & Ullevig	1310	686	\$1,800.00
					<b><u>\$1,054,977.04</u></b>

Account Description	Amount
Business Insurance Expense	\$ 107.00
Contracts	\$ 11,695.89
Council of Officials Annual Meeting	\$ 3,085.00
Federal Revenue	\$ 551,479.03
Forums	\$ 81.41
Health Insurance Payable	\$ 639.15
Heartland 2050 Local Revenue	\$ 7,693.58
Local Revenue	\$ 351,459.50
Miscellaneous	\$ 17.51
Site Visit Registration	\$ 25,046.40
State Revenue	\$ 76,792.57
TIP fee	\$ 26,880.00
	<b><u>\$1,054,977.04</u></b>

**Metropolitan Area Planning Agency**  
**Cash Disbursements**  
September 2018

Check #	Date	Payee	Payments
16739	9/7/2018	Birdhouse Interior Design Consulting LLC	\$760.00
16740	9/7/2018	City of Omaha Cashier	\$17,328.14
16741	9/7/2018	Court Barber	\$41.54
16742	9/7/2018	The Daily Record	\$92.60
16743	9/7/2018	DAS State Accounting - Central Finance	\$22.85
16744	9/7/2018	Economic Development Research Group, Inc.	\$12,233.06
16745	9/7/2018	emspace + lovgren	\$30,275.00
16746	9/7/2018	encompas	\$2,717.07
16747	9/7/2018	Enterprise Publishing Company	\$13.05
16748	9/7/2018	Fidelity Security Life Insurance Co. (eye med)	\$123.98
16749	9/7/2018	First Nebr. Educators Credit U	\$75.00
16750	9/7/2018	Grant Anderson	\$122.08
16751	9/7/2018	Greater Omaha Chamber Foundation	\$5,000.00
16752	9/7/2018	HDR Engineering Inc.	\$170.88
16753	9/7/2018	Intercultural Senior Center	\$1,127.94
16754	9/7/2018	Jeff Spiehs	\$33.07
16755	9/7/2018	Matt Roth	\$260.67
16756	9/7/2018	Metro	\$7,175.00
16757	9/7/2018	Omaha Douglas Public Bldg.Comm	\$1.75
16758	9/7/2018	Payless Office Products, Inc.	\$187.17
16759	9/7/2018	PLIC-SBD Grand Island	\$1,326.43
16760	9/7/2018	Pottawattamie County GIS	\$5,420.34
16761	9/7/2018	Sarpy County GIS	\$2,862.59
16762	9/7/2018	Stalheim Remodeling	\$1,370.00
16763	9/7/2018	Standard Printing Company	\$349.00
16764	9/7/2018	Steve Jensen	\$1,105.00
16765	9/7/2018	United States Postal Service	\$336.36
16766	9/7/2018	United Way	\$68.00
16767	9/19/2018	AFLAC	\$308.64
16768	9/19/2018	Best Care Employee Assistance Program	\$1,950.00
16769	9/19/2018	Birdhouse Interior Design Consulting LLC	\$193.30
16770	9/19/2018	CenturyLink	\$53.20
16771	9/19/2018	City of Malvern	\$1,756.53
16772	9/19/2018	City of Omaha Cashier	\$3,960.66
16773	9/19/2018	The Daily Nonpareil	\$76.10
16774	9/19/2018	The Daily Record	\$46.60
16775	9/19/2018	Economic Development Research Group, Inc.	\$3,670.73
16776	9/19/2018	emspace + lovgren	\$52,929.24
16777	9/19/2018	First Nebr. Educators Credit U	\$75.00
16778	9/19/2018	Florence Home for the Aged	\$12,248.43
16779	9/19/2018	Griff's Delivery Service	\$15.00
16780	9/19/2018	Joseph Frost	\$1,250.00
16781	9/19/2018	KreativElement	\$500.00
16782	9/19/2018	Metro	\$27,456.75
16783	9/19/2018	Metro	\$4,658.20
16784	9/19/2018	Nebraska Dept. of Roads	\$3,888.73
16785	9/19/2018	Office Depot	\$29.99
16786	9/19/2018	United Way	\$68.00
16787	9/19/2018	WellCom	\$500.00
			<b>\$206,233.67</b>

**Metropolitan Area Planning Agency  
Cash Disbursements**

September 2018

**Check Disbursement Detail**

Advertising	\$	228.35
Auto - Gas/Maintenance	\$	32.36
Capital Outlays	\$	5,040.37
Data Processing	\$	1,375.00
Employee Benefits/Withholding	\$	2,045.05
Health Insurance	\$	1,625.00
Hearland 2050 Speaker Series	\$	500.00
Membership - Reference Materials	\$	500.00
Miscellaneous Expenses	\$	1,250.00
Office Rent	\$	5,800.00
Postage	\$	15.00
Prepaid Expenses	\$	661.36
Printing	\$	349.00
Supplies	\$	217.16
Telephone	\$	76.05
Travel & Conferences	\$	426.75
MAPA Activities Subtotal	\$	20,141.45

Contracts	\$	111,029.17
Pass Through Contracts - Planning	\$	61,686.68
Pass Through Contracts - STP	\$	13,376.37
Contracts Subtotal	\$	186,092.22

Total Disbursements	<b>\$</b>	<b>206,233.67</b>
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**Metropolitan Area Planning Agency**  
**Payroll Register**  
September 2018

<b>Pay Types/Benefits</b>	<b>Hours</b>	<b>Amount</b>
ER H.I.	0.00	\$6,300.50
ER H.I. CH	0.00	\$1,797.72
ER H.I. FA	0.00	\$5,407.52
ER H.I. SP	0.00	\$2,099.72
Hourly	135.50	\$2,778.90
Hourly - Reg	818.00	\$17,410.02
Life & Dis	0.00	\$432.42
Salary	0.00	\$74,556.00
	Gross Pay	\$94,744.92
	Gross Benefits	\$16,037.88
	Gross Pay/Benefits	\$110,782.80

<b>Deductions/Employee Taxes</b>	<b>Adj. Gross</b>	<b>Amount</b>
457-\$	N/A	\$1,000.00
457-%	N/A	\$1,022.46
457-Roth \$	N/A	\$100.00
457-Roth%	N/A	\$589.59
AFLAC	N/A	\$239.08
AT AFLAC	N/A	\$65.28
Credit Union	N/A	\$150.00
Dental Ins	N/A	\$753.92
Flex Plan 18	N/A	\$1,574.58
Health Ins	N/A	\$1,587.68
Pension Loan	N/A	\$147.38
Pension Plan	N/A	\$3,566.57
United Way	N/A	\$136.00
VISION	N/A	\$114.52
Zoo	N/A	\$93.18
Federal	84,111.21	\$7,054.71
Medicare	90,475.14	\$1,311.89
Soc Security	90,475.14	\$5,609.45
State - NE	84,760.11	\$3,477.74
	Deductions/Employee Taxes:	\$28,594.03

<b>Employer Expenses</b>	<b>Adj. Gross</b>	<b>Amount</b>
ER Pension	N/A	\$4,904.16
Medicare	90,475.14	\$1,311.89
Soc Security	90,475.14	\$5,609.45
SUTA	1,949.34	\$7.40
	Additional Employer Expenses:	\$11,832.90

GRAND TOTAL NET PAY: \$66,150.89

GRAND TOTAL EXPENSE: \$122,615.70

# Metropolitan Area Planning Agency

## Aged Accounts Receivable Report

September 30, 2018

Aging Balance For	Client ID	Last Paid	current	31-60	61-90	over 90	Balance
<b>City of Bellevue</b>		9/28/2018					
<i>City of Bellevue</i>		9/28/2018	\$0.00	\$82,844.40	\$0.00	\$0.00	\$82,844.40
<b>Totals for City of Bellevue:</b>			\$0.00	\$82,844.40	\$0.00	\$0.00	\$82,844.40
<b>City of Bennington</b>		10/12/2018					
<i>City of Bennington</i>		10/12/2018	\$0.00	\$1,130.00	\$0.00	\$0.00	\$1,130.00
<b>Totals for City of Bennington:</b>			\$0.00	\$1,130.00	\$0.00	\$0.00	\$1,130.00
<b>City of Blair</b>		10/12/2018					
<i>City of Blair</i>		10/12/2018	\$11.63	\$0.00	\$0.00	\$1,468.00	\$1,479.63
<b>Totals for City of Blair:</b>			\$11.63	\$0.00	\$0.00	\$1,468.00	\$1,479.63
<b>City of Council Bluffs</b>		10/9/2018					
<i>City of Council Bluffs</i>		10/9/2018	\$1,800.00	\$63,422.40	\$0.00	\$0.00	\$65,222.40
<b>Totals for City of Council Bluffs:</b>			\$1,800.00	\$63,422.40	\$0.00	\$0.00	\$65,222.40
<b>City of Fremont</b>		6/15/2018					
<i>City of Fremont</i>		6/15/2018	\$11.63	\$0.00	\$0.00	\$0.00	\$11.63
<b>Totals for City of Fremont:</b>			\$11.63	\$0.00	\$0.00	\$0.00	\$11.63
<b>City of Gretna</b>		10/5/2018					
<i>City of Gretna</i>		10/5/2018	\$50.00	\$0.00	\$0.00	\$0.00	\$50.00
<b>Totals for City of Gretna:</b>			\$50.00	\$0.00	\$0.00	\$0.00	\$50.00
<b>City of La Vista</b>		10/23/2018					
<i>City of La Vista</i>		10/23/2018	\$221.63	\$1,727.20	\$0.00	\$0.00	\$1,948.83
<b>Totals for City of La Vista:</b>			\$221.63	\$1,727.20	\$0.00	\$0.00	\$1,948.83
<b>City of Omaha</b>		10/5/2018					
<i>City of Omaha</i>		10/5/2018	\$3,513.10	\$95,772.80	\$0.00	\$6,025.24	\$105,311.14
<b>Totals for City of Omaha:</b>			\$3,513.10	\$95,772.80	\$0.00	\$6,025.24	\$105,311.14
<b>City of Papillion</b>		11/16/2018					
<i>City of Papillion</i>		11/16/2018	\$11.63	\$0.00	\$0.00	\$0.00	\$11.63
<b>Totals for City of Papillion:</b>			\$11.63	\$0.00	\$0.00	\$0.00	\$11.63

# Metropolitan Area Planning Agency Aged Accounts Receivable Report

September 30, 2018

Aging Balance For	Client ID	Last Paid	current	31-60	61-90	over 90	Balance
<b>City of Walnut</b>		8/10/2018					
<i>City of Walnut</i>		8/10/2018	\$0.00	\$0.00	\$0.00	\$4,225.27	\$4,225.27
<b>Totals for City of Walnut:</b>			\$0.00	\$0.00	\$0.00	\$4,225.27	\$4,225.27
<b>Department of Defense</b>		10/17/2018					
<i>Department of Defense</i>		10/17/2018	\$7,825.01	\$0.00	\$0.00	\$6,427.99	\$14,253.00
<b>Totals for Department of Defense:</b>			\$7,825.01	\$0.00	\$0.00	\$6,427.99	\$14,253.00
<b>Douglas County</b>		10/19/2018					
<i>Douglas County</i>		10/19/2018	\$30.00	\$0.00	\$0.00	\$0.00	\$30.00
<b>Totals for Douglas County:</b>			\$30.00	\$0.00	\$0.00	\$0.00	\$30.00
<b>FEDERAL TRANSIT ADMINISTRATION</b>		9/21/2018					
<i>FEDERAL TRANSIT ADMINISTRATION</i>		9/21/2018	\$0.00	\$0.00	\$0.00	\$22,000.00	\$22,000.00
<b>Totals for FEDERAL TRANSIT ADMINISTRATIC</b>			\$0.00	\$0.00	\$0.00	\$22,000.00	\$22,000.00
<b>Greater Omaha Chamber of Commerce</b>		10/5/2018					
<i>Greater Omaha Chamber of Commerce</i>		10/5/2018	\$1,800.00	\$0.00	\$0.00	\$0.00	\$1,800.00
<b>Totals for Greater Omaha Chamber of Comme</b>			\$1,800.00	\$0.00	\$0.00	\$0.00	\$1,800.00
<b>Greenslate Development</b>		10/5/2018					
<i>Greenslate Development</i>		10/5/2018	\$1,800.00	\$0.00	\$0.00	\$0.00	\$1,800.00
<b>Totals for Greenslate Development:</b>			\$1,800.00	\$0.00	\$0.00	\$0.00	\$1,800.00
<b>HDR Engineering, Inc.</b>		10/12/2018					
<i>HDR Engineering, Inc.</i>		10/12/2018	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00
<b>Totals for HDR Engineering, Inc.:</b>			\$200.00	\$0.00	\$0.00	\$0.00	\$200.00
<b>Husch Blackwell LLP</b>		10/6/2017					
<i>Husch Blackwell LLP</i>		10/6/2017	\$240.00	\$0.00	\$0.00	\$0.00	\$240.00
<b>Totals for Husch Blackwell LLP:</b>			\$240.00	\$0.00	\$0.00	\$0.00	\$240.00
<b>Iowa Department of Public Health</b>		10/19/2018					
<i>Iowa Department of Public Health</i>		10/19/2018	\$500.00	\$0.00	\$0.00	\$9,500.00	\$10,000.00
<b>Totals for Iowa Department of Public Health:</b>			\$500.00	\$0.00	\$0.00	\$9,500.00	\$10,000.00



# Metropolitan Area Planning Agency Aged Accounts Receivable Report

September 30, 2018

Aging Balance For	Client ID	Last Paid	current	31-60	61-90	over 90	Balance
<b>IOWA DEPARTMENT OF TRANSPORTATION</b>		8/29/2018					
<i>IOWA DEPARTMENT OF TRANSPORTATION</i>		8/29/2018	\$75,785.00	\$0.00	\$0.00	\$0.00	\$75,785.00
<b>Totals for IOWA DEPARTMENT OF TRANSPORTATION:</b>			\$75,785.00	\$0.00	\$0.00	\$0.00	\$75,785.00
<b>IOWA WEST FOUNDATION</b>		8/25/2017					
<i>IOWA WEST FOUNDATION</i>		8/25/2017	\$0.00	\$0.00	\$0.00	\$7,416.65	\$7,416.65
<b>Totals for IOWA WEST FOUNDATION:</b>			\$0.00	\$0.00	\$0.00	\$7,416.65	\$7,416.65
<b>Jensen Consulting</b>		10/12/2018					
<i>Jensen Consulting</i>		10/12/2018	\$1,800.00	\$0.00	\$0.00	\$0.00	\$1,800.00
<b>Totals for Jensen Consulting:</b>			\$1,800.00	\$0.00	\$0.00	\$0.00	\$1,800.00
<b>Melissa Engel</b>		5/11/2018					
<i>Melissa Engel</i>		5/11/2018	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Totals for Melissa Engel:</b>			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Metropolitan Utilities District</b>		10/12/2018					
<i>Metropolitan Utilities District</i>		10/12/2018	\$0.00	\$0.00	\$0.00	\$10,000.00	\$10,000.00
<b>Totals for Metropolitan Utilities District:</b>			\$0.00	\$0.00	\$0.00	\$10,000.00	\$10,000.00
<b>Mike Helgerson</b>		10/5/2018					
<i>Mike Helgerson</i>		10/5/2018	\$0.00	\$0.00	\$0.00	\$553.72	\$553.72
<b>Totals for Mike Helgerson:</b>			\$0.00	\$0.00	\$0.00	\$553.72	\$553.72
<b>Mills County Emergency Management</b>		10/26/2018					
<i>Mills County Emergency Management</i>		10/26/2018	\$0.00	\$0.00	\$0.00	\$17,073.32	\$17,073.32
<b>Totals for Mills County Emergency Management:</b>			\$0.00	\$0.00	\$0.00	\$17,073.32	\$17,073.32
<b>Mills County</b>		8/24/2018					
<i>Mills County</i>		8/24/2018	\$0.00	\$0.00	\$0.00	\$4,346.86	\$4,346.86
<b>Totals for Mills County:</b>			\$0.00	\$0.00	\$0.00	\$4,346.86	\$4,346.86
<b>NDOT- CMAQ</b>		11/2/2018					
<i>NDOT- CMAQ</i>		11/2/2018	\$0.00	\$0.00	\$0.00	\$73,537.13	\$73,537.13
<b>Totals for NDOT- CMAQ:</b>			\$0.00	\$0.00	\$0.00	\$73,537.13	\$73,537.13

# Metropolitan Area Planning Agency

## Aged Accounts Receivable Report

September 30, 2018

Aging Balance For	Client ID	Last Paid	current	31-60	61-90	over 90	Balance
<b>NDOT</b>		9/19/2018					
<i>NDOT</i>		9/19/2018	\$1,800.00	\$0.00	\$0.00	\$0.00	\$1,800.00
<b>Totals for NDOT:</b>			\$1,800.00	\$0.00	\$0.00	\$0.00	\$1,800.00
<b>Nebraska Enviromental Trust</b>		11/5/2018					
<i>Nebraska Enviromental Trust</i>		11/5/2018	\$7,379.35	\$0.00	\$0.00	\$0.00	\$7,379.35
<b>Totals for Nebraska Enviromental Trust:</b>			\$7,379.35	\$0.00	\$0.00	\$0.00	\$7,379.35
<b>Peter Kiewit Foundation</b>		9/28/2018					
<i>Peter Kiewit Foundation</i>		9/28/2018	\$0.00	\$0.00	\$0.00	\$12,623.14	\$12,623.14
<b>Totals for Peter Kiewit Foundation:</b>			\$0.00	\$0.00	\$0.00	\$12,623.14	\$12,623.14
<b>Pottawattamie County Community Foundation</b>		10/5/2018					
<i>Pottawattamie County Community Foundation</i>		10/5/2018	\$900.00	\$0.00	\$0.00	\$0.00	\$900.00
<b>Totals for Pottawattamie County Community F</b>			\$900.00	\$0.00	\$0.00	\$0.00	\$900.00
<b>Pottawattamie County, Iowa</b>		9/7/2018					
<i>Pottawattamie County, Iowa</i>		9/7/2018	\$0.00	\$0.00	\$0.00	\$6,688.61	\$6,688.61
<b>Totals for Pottawattamie County, Iowa:</b>			\$0.00	\$0.00	\$0.00	\$6,688.61	\$6,688.61
<b>Robert Blair</b>		9/28/2018					
<i>Robert Blair</i>		9/28/2018	(\$1.30)	\$0.00	\$0.00	\$0.00	(\$1.30)
<b>Totals for Robert Blair:</b>			(\$1.30)	\$0.00	\$0.00	\$0.00	(\$1.30)
<b>Sarpy County</b>		10/19/2018					
<i>Sarpy County</i>		10/19/2018	\$180.00	\$0.00	\$0.00	\$0.00	\$180.00
<b>Totals for Sarpy County:</b>			\$180.00	\$0.00	\$0.00	\$0.00	\$180.00
<b>Security National Trust</b>		10/4/2018					
<i>Security National Trust</i>		10/4/2018	\$0.00	\$0.00	\$0.00	\$35.00	\$35.00
<b>Totals for Security National Trust:</b>			\$0.00	\$0.00	\$0.00	\$35.00	\$35.00
<b>Seventy Five North Revitalization Group</b>		10/5/2018					
<i>Seventy Five North Revitalization Group</i>		10/5/2018	\$900.00	\$0.00	\$0.00	\$0.00	\$900.00
<b>Totals for Seventy Five North Revitalization G</b>			\$900.00	\$0.00	\$0.00	\$0.00	\$900.00

# Metropolitan Area Planning Agency

## Aged Accounts Receivable Report

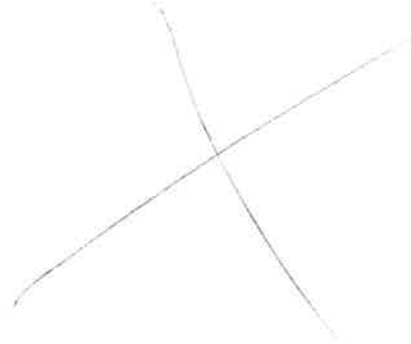
September 30, 2018

Aging Balance For	Client ID	Last Paid	current	31-60	61-90	over 90	Balance
<b>SRF Consulting</b>		10/5/2018					
<i>SRF Consulting</i>		10/5/2018	\$150.00	\$0.00	\$0.00	\$0.00	\$150.00
<b>Totals for SRF Consulting:</b>			\$150.00	\$0.00	\$0.00	\$0.00	\$150.00
<b>The 712 Initiative</b>		10/5/2018					
<i>The 712 Initiative</i>		10/5/2018	\$1,800.00	\$0.00	\$0.00	\$0.00	\$1,800.00
<b>Totals for The 712 Initiative:</b>			\$1,800.00	\$0.00	\$0.00	\$0.00	\$1,800.00
<b>Union Pacific Railroad</b>		11/9/2018					
<i>Union Pacific Railroad</i>		11/9/2018	\$1,800.00	\$0.00	\$0.00	\$0.00	\$1,800.00
<b>Totals for Union Pacific Railroad:</b>			\$1,800.00	\$0.00	\$0.00	\$0.00	\$1,800.00
<b>United Way</b>		7/20/2018					
<i>United Way</i>		7/20/2018	(\$0.09)	\$0.00	\$0.00	\$0.00	(\$0.09)
<b>Totals for United Way:</b>			(\$0.09)	\$0.00	\$0.00	\$0.00	(\$0.09)
<b>University of Nebraska</b>							
<i>University of Nebraska</i>			\$11.63	\$0.00	\$0.00	\$0.00	\$11.63
<b>Totals for University of Nebraska:</b>			\$11.63	\$0.00	\$0.00	\$0.00	\$11.63
<b>Grand Totals:</b>			<b>\$110,519.22</b>	<b>\$244,896.80</b>	<b>\$0.00</b>	<b>\$181,920.93</b>	<b>\$537,336.95</b>

# Metropolitan Area Planning Agency Aged Accounts Receivable Report

September 30, 2018

Report name: FC  
Calculate aging as of 9/30/2018  
Include all Transaction dates  
Include all Due dates  
Include these Post dates: less than or equal to 9/30/2018  
Include all Clients regardless of balance  
Reduce balances by unused payments/credits beginning with the oldest period  
Include all Owner Clients  
Include all Assigned To Clients  
Include all Owner Client Attributes  
Include all Assigned To Client Attributes  
Include all Charges  
Include all Invoices  
Include all Credits  
Include all Payments  
Include all Transaction Attributes  
Include all Post Statuses



# Metropolitan Area Planning Agency

## Aged Accounts Payable Report

September 30, 2018

Vendor Name	Trans. No.	Description	current	31-60	61-90	over 90	Credits	Net Due
<b>APA-Iowa</b>								
APA-Iowa	1014		\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00
		<i>Totals for APA-Iowa:</i>	<i>\$500.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$500.00</i>
<b>Blackbaud</b>								
Blackbaud	91555314	Financial Edge NXT	\$8,801.66	\$0.00	\$0.00	\$0.00	\$0.00	\$8,801.66
		<i>Totals for Blackbaud:</i>	<i>\$8,801.66</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$8,801.66</i>
<b>Computer Cable Connection Inc.</b>								
Computer Cable Connection Inc.	1366		\$0.00	\$0.00	\$0.00	\$8,969.00	\$0.00	\$8,969.00
		<i>Totals for Computer Cable Connection Inc.:</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$8,969.00</i>	<i>\$0.00</i>	<i>\$8,969.00</i>
<b>The Daily Nonpareil</b>								
The Daily Nonpareil	092518	subscription	\$197.60	\$0.00	\$0.00	\$0.00	\$0.00	\$197.60
The Daily Nonpareil	9.30.18		\$78.05	\$0.00	\$0.00	\$0.00	\$0.00	\$78.05
		<i>Totals for The Daily Nonpareil:</i>	<i>\$275.65</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$275.65</i>
<b>The Daily Record</b>								
The Daily Record	115703		\$22.10	\$0.00	\$0.00	\$0.00	\$0.00	\$22.10
The Daily Record	115704		\$20.30	\$0.00	\$0.00	\$0.00	\$0.00	\$20.30
The Daily Record	115652		\$20.90	\$0.00	\$0.00	\$0.00	\$0.00	\$20.90
The Daily Record	115853		\$25.70	\$0.00	\$0.00	\$0.00	\$0.00	\$25.70
		<i>Totals for The Daily Record:</i>	<i>\$89.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$89.00</i>
<b>DAS State Accounting - Central Finance</b>								
DAS State Accounting - Central Finance	1132756		\$34.49	\$0.00	\$0.00	\$0.00	\$0.00	\$34.49
		<i>Totals for DAS State Accounting - Central Finance:</i>	<i>\$34.49</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$34.49</i>
<b>Digital Express</b>								
Digital Express	274652		\$49.00	\$0.00	\$0.00	\$0.00	\$0.00	\$49.00
		<i>Totals for Digital Express:</i>	<i>\$49.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$49.00</i>
<b>Douglas County Treasurer</b>								
Douglas County Treasurer	5141		\$46.23	\$0.00	\$0.00	\$0.00	\$0.00	\$46.23
		<i>Totals for Douglas County Treasurer:</i>	<i>\$46.23</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$46.23</i>
<b>First Nebr. Educators Credit U</b>								
First Nebr. Educators Credit U	9.22.18	9.22.18 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>
<b>Grant Anderson</b>								

# Metropolitan Area Planning Agency

## Aged Accounts Payable Report

September 30, 2018

Vendor Name	Trans. No.	Description	current	31-60	61-90	over 90	Credits	Net Due
Grant Anderson	9.14.18		\$26.07	\$0.00	\$0.00	\$0.00	\$0.00	\$26.07
		<i>Totals for Grant Anderson:</i>	<u>\$26.07</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$26.07</u>
<b>Griff's Delivery Service</b>								
Griff's Delivery Service	14541		\$34.00	\$0.00	\$0.00	\$0.00	\$0.00	\$34.00
		<i>Totals for Griff's Delivery Service:</i>	<u>\$34.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$34.00</u>
<b>Heartland Family Services</b>								
Heartland Family Services	6.30.2018		\$0.00	\$0.00	\$0.00	\$22,000.00	\$0.00	\$22,000.00
		<i>Totals for Heartland Family Services:</i>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$22,000.00</u>	<u>\$0.00</u>	<u>\$22,000.00</u>
<b>Hiller Electric Company</b>								
Hiller Electric Company	18538		\$1,281.51	\$0.00	\$0.00	\$0.00	\$0.00	\$1,281.51
		<i>Totals for Hiller Electric Company:</i>	<u>\$1,281.51</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$1,281.51</u>
<b>Matt Roth</b>								
Matt Roth	9.12.18		\$49.35	\$0.00	\$0.00	\$0.00	\$0.00	\$49.35
		<i>Totals for Matt Roth:</i>	<u>\$49.35</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$49.35</u>
<b>Metro</b>								
Metro	34657		\$15,302.81	\$0.00	\$0.00	\$0.00	\$0.00	\$15,302.81
		<i>Totals for Metro:</i>	<u>\$15,302.81</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$15,302.81</u>
<b>Nebraska Chapter of the American Planning Association</b>								
Nebraska Chapter of the American Planning Associ	1006		\$202.23	\$0.00	\$0.00	\$0.00	\$0.00	\$202.23
		<i>Totals for Nebraska Chapter of the American Planning Association:</i>	<u>\$202.23</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$202.23</u>
<b>One Source The Background Check Co</b>								
One Source The Background Check Co	3016-2018093	Trevor Harlow	\$21.00	\$0.00	\$0.00	\$0.00	\$0.00	\$21.00
		<i>Totals for One Source The Background Check Co:</i>	<u>\$21.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$21.00</u>
<b>Payless Office Products, Inc.</b>								
Payless Office Products, Inc.	2996928-0		\$21.78	\$0.00	\$0.00	\$0.00	\$0.00	\$21.78
Payless Office Products, Inc.	2997066-0		\$17.66	\$0.00	\$0.00	\$0.00	\$0.00	\$17.66
Payless Office Products, Inc.	2998149-0		\$35.39	\$0.00	\$0.00	\$0.00	\$0.00	\$35.39
		<i>Totals for Payless Office Products, Inc.:</i>	<u>\$74.83</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$74.83</u>
<b>Policy Link</b>								
Policy Link	JUL0318		\$0.00	\$0.00	\$0.00	\$50,000.00	\$0.00	\$50,000.00
		<i>Totals for Policy Link:</i>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$50,000.00</u>	<u>\$0.00</u>	<u>\$50,000.00</u>
<b>Pottawattamie County GIS</b>								

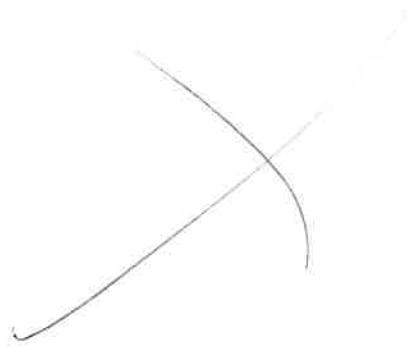
## September 30, 2018

September 30, 2018

**A total of 31 transaction(s) listed**

**Metropolitan Area Planning Agency**  
**Aged Accounts Payable Report**  
September 30, 2018

Report name: FC  
Report format: Detail  
Base invoice aging on transaction date  
Do not include invoice discounts  
Include all invoice dates  
Include these post dates: less than or equal to 9/30/2018  
Include all due dates  
Include all Post Statuses  
Include all Invoices  
Include all Vendors  
Include all Banks  
Include all Invoice Attributes  
Include all Vendor Attributes





**Metropolitan Area Planning Agency**  
**Statement of Financial Position**  
September 30, 2018

		<u>Actual</u>
<b>Assets</b>		
10-1000	Petty Cash	\$105.69
10-1005	Paypal Account	\$1,380.89
10-1010	Cash - American National Bank	\$1,145,525.46
10-1030	Treasury Bills	\$470,602.44
10-1040	NPAIT Investments General	\$269,146.56
10-1045	NPAIT Investments Capitol Reserve	\$70,326.84
10-1050	NPAIT Investments Ortho Quads	\$58,942.26
10-1100	Accounts Receivable	\$537,336.95
10-1110	Due To/Due From Funds	(\$3,979.69)
10-1145	Employee Elected Deduction	\$0.01
10-1300	Prepaid Expenses	\$19,440.09
10-1310	Prepaid Insurance	\$12,279.19
11-1110	Due To/Due From Funds	\$1,096.93
12-1055	NPAIT Investments Sarpy Co. Revolving Loan	\$47,009.54
13-1200	Furniture, Fixtures & Equipment	\$179,099.73
13-1205	Vehicles	\$51,215.35
13-1220	Less: Accumulated Depreciation	\$111,722.23
20-1020	Cash - ANB Foundation	\$14,860.06
20-1027	Cash-Washington County- Savings - MAPA Foundait	\$368,095.69
20-1060	NPAIT Investments Foundation	\$33,405.73
20-1065	NPAIT Investments FD NDO	\$140,158.24
20-1070	NPAIT Investments FD Washington County Revolving	\$86,650.64
20-1110	Due To/Due From Funds	\$2,882.76
20-1415	Note Receivable - Sterling Ambitions, LLC	\$23,609.00
20-1425	Note Receivable KB Quality Meats	\$11,590.00
40-1100	Accounts Receivable	\$1,220,840.37
<b>Total Assets</b>		<b><u>\$4,649,898.50</u></b>

**Liabilities and Fund Balance**

		<u>Actual</u>
<b>Liabilities</b>		
10-2000	Accounts Payable	\$116,730.58
10-2105	Nebraska Withholding	\$3,477.74
10-2115	AFLAC W/H Payable	(\$167.16)
10-2125	Dental Insurance W/H Payable	(\$1,004.60)
10-2126	Life & Disability Insurance Payable	(\$377.86)
10-2130	Flex W/H Payable	(\$228.29)
10-2132	Vision Insurance Payable	(\$28.38)
10-2135	Health Insurance Payable	\$2,656.20
10-2160	SUTA Tax	\$74.29
10-2170	Nebraska Sales Tax Payable	\$8.40
10-2210	Accrued Compensated Absences	\$163,913.09
10-2220	Accrued Audit Fees	\$11,000.00
20-2000	Accounts Payable	\$84.45
20-2430	Deferred Revolving Loan	\$261,013.46
20-2435	Deferred Revolving Loan Housing	\$268,000.00
40-2000	Accounts Payable	\$306,806.12
<b>Total Liabilities</b>		<u><b>\$1,131,958.04</b></u>

<b>Fund Balance</b>		
10-3000	Fund Balance Undesignated	\$1,607,369.43
10-3010	Fund Balance Assigned	\$322,683.25
10-3020	Fund Balance Committed	\$355,000.00
11-3000	Fund Balance Undesignated	\$1,096.93
12-3100	Fund Balance Restricted	\$47,009.54
13-3005	Invested in Capital Assets	\$118,592.85
20-3000	Fund Balance Undesignated	\$52,347.04
20-3100	Fund Balance Restricted	\$99,807.17
40-3010	Fund Balance Assigned	\$914,034.25
<b>Total Fund Balance</b>		<u><b>\$3,517,940.46</b></u>

<b>Total Liabilities and Fund Balance</b>		<u><u><b>\$4,649,898.50</b></u></u>
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**Metropolitan Area Planning Agency**  
**Statement of Revenues and Expenditures**  
September 30, 2018

		9/1/18 - 9/30/18		7/1/18 - 9/30/18		% 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	\$84,110.01	\$806,014.25	\$84,110.01	\$806,014.25	10.44 %	\$418,063.99	(79.88)%	\$3,224,057.00
10-4200	State Revenue	\$79,349.15	\$76,000.00	\$79,349.15	\$85,600.00	92.70 %	\$0.00	0.00 %	\$136,000.00
Total Federal and State Revenue		\$163,459.16	\$882,014.25	\$163,459.16	\$891,614.25	18.33 %	\$418,063.99	(60.90)%	\$3,360,057.00
Local Government Revenue									
10-4300	Local Revenue	\$0.00	\$0.00	\$195,310.00	\$196,189.00	99.55 %	\$187,078.00	4.40 %	\$392,378.00
10-4305	TIP Fee	\$0.00	\$0.00	\$271,776.80	\$0.00	0.00 %	\$0.00	0.00 %	\$194,600.00
10-4350	Heartland 2050 Local Revenue	\$3,489.84	\$1,000.00	\$3,489.84	\$3,000.00	116.33 %	\$34,189.65	(89.79)%	\$5,000.00
Total Local Government Revenue		\$3,489.84	\$1,000.00	\$470,576.64	\$199,189.00	236.25 %	\$221,267.65	112.67 %	\$591,978.00
Charges for Services									
10-4400	Contracts	\$3,539.39	\$105,426.00	\$11,443.22	\$105,426.00	10.85 %	\$17,240.79	(33.63)%	\$421,704.00
Total Charges for Services		\$3,539.39	\$105,426.00	\$11,443.22	\$105,426.00	10.85 %	\$17,240.79	(33.63)%	\$421,704.00
Forums Revenue									
10-4500	Forums/Annual Dinner	(\$30.00)	\$0.00	\$0.00	\$0.00	0.00 %	\$15,415.00	(100.00)%	\$0.00
10-4501	Council of Officials Quarterly M	\$30.00	\$250.00	\$80.00	\$250.00	32.00 %	\$0.00	0.00 %	\$1,000.00
10-4502	Council of Officials Annual Mee	\$2,355.00	\$0.00	\$5,355.00	\$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	\$1,000.00	\$0.00	\$1,000.00	0.00 %	\$0.00	0.00 %	\$4,000.00
Total Forums Revenue		\$2,355.00	\$1,250.00	\$5,435.00	\$1,250.00	434.80 %	\$15,415.00	(64.74)%	\$16,000.00
In-kind Revenue									
10-4510	In-Kind Revenue	\$9,669.59	\$115,801.25	\$9,669.59	\$115,801.25	8.35 %	\$132,351.74	(92.69)%	\$463,205.00
Total In-kind Revenue		\$9,669.59	\$115,801.25	\$9,669.59	\$115,801.25	8.35 %	\$132,351.74	(92.69)%	\$463,205.00
Investment Income									
10-4520	Investment Earnings	\$576.19	\$0.00	\$3,526.47	\$0.00	0.00 %	\$923.09	282.03 %	\$0.00
15-4520	Investment Earnings	(\$41.75)	\$0.00	\$0.00	\$0.00	0.00 %	\$410.37	(100.00)%	\$0.00

# Metropolitan Area Planning Agency Statement of Revenues and Expenditures

September 30, 2018

		9/1/18 - 9/30/18		7/1/18 - 9/30/18		% to YTD Budget	Prior Year to Date	Increase/ (Dec YTD to PYTD	FY 2019 Budget
		Actual	Budget	Acutual YTD	Budget YTD				
Total Investment Income		\$534.44	\$0.00	\$3,526.47	\$0.00	0.00 %	\$1,333.46	164.46 %	\$0.00
Miscellaneous Revenue									
10-4310	Match Contributions	\$0.00	\$5,625.00	\$0.00	\$16,875.00	0.00 %	\$0.00	0.00 %	\$67,500.00
10-4507	Site Visit Registration	\$37,646.40	\$0.00	\$39,446.40	\$0.00	0.00 %	\$0.00	0.00 %	\$49,000.00
10-4540	Miscellaneous	\$55,251.07	\$6,666.66	\$56,766.54	\$19,999.98	283.83 %	\$10,566.93	437.21 %	\$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	\$0.00	\$0.00	0.00 %	\$65,000.00	(100.00)%	\$0.00
Total Miscellaneous Revenue		\$37,897.47	\$12,291.66	\$96,212.94	\$36,874.98	260.92 %	\$80,566.93	19.42 %	\$196,500.00
Total		\$220,944.89	\$1,117,783.16	\$760,323.02	\$1,350,155.48	56.31 %	\$886,239.56	(14.21)%	\$5,049,444.00
Total Reveunes		\$220,944.89	\$1,117,783.16	\$760,323.02	\$1,350,155.48	56.31 %	\$886,239.56	(14.21)%	\$5,049,444.00
Expenses									
MAPA Activities									
MAPA Personnel Expenses									
Salaries									
10-5000	Salaries	\$84,595.81	\$102,766.66	\$247,631.90	\$308,299.98	80.32 %	\$250,354.78	(1.09)%	\$1,233,200.00
10-5125	Accrued Salaries & Compensate	\$138,592.70	\$17,003.75	\$143,291.38	\$51,011.25	280.90 %	\$4,181.34	3,326.92 %	\$204,045.00
Total Salaries		\$223,188.51	\$119,770.41	\$390,923.28	\$359,311.23	108.80 %	\$254,536.12	53.58 %	\$1,437,245.00
Payroll Taxes									
10-5100	FICA	\$6,921.34	\$7,861.66	\$24,924.14	\$23,584.98	105.68 %	\$24,889.11	0.14 %	\$94,340.00
10-5105	Unemployment Taxes	\$7.46	\$72.91	\$74.34	\$218.73	33.99 %	\$63.38	17.29 %	\$875.00
Total Payroll Taxes		\$6,928.80	\$7,934.57	\$24,998.48	\$23,803.71	105.02 %	\$24,952.49	0.18 %	\$95,215.00
Employee Benefits									
10-5110	Health Insurance	\$17,444.08	\$18,525.00	\$56,457.73	\$55,575.00	101.59 %	\$42,433.10	33.05 %	\$222,300.00
10-5115	Life & Disability Insurance	\$471.81	\$500.00	\$1,552.86	\$1,500.00	103.52 %	\$1,222.54	27.02 %	\$6,000.00
10-5120	Retirement Contributions	(\$985.95)	\$5,652.08	\$11,404.32	\$16,956.24	67.26 %	\$13,922.97	(18.09)%	\$67,825.00

# Metropolitan Area Planning Agency

## Statement of Revenues and Expenditures

September 30, 2018

		9/1/18 - 9/30/18		7/1/18 - 9/30/18		% to YTD Budget	Prior Year to Date	Increase/ (Dec YTD to PYTD	FY 2019 Budget
		Actual	Budget	Acutual YTD	Budget YTD				
Total Employee Benefits		\$16,929.94	\$24,677.08	\$69,414.91	\$74,031.24	93.76 %	\$57,578.61	20.56 %	\$296,125.00
Total MAPA Personnel Expenses		\$247,047.25	\$152,382.06	\$485,336.67	\$457,146.18	106.17 %	\$337,067.22	43.99 %	\$1,828,585.00
MAPA Non-personnel									
10-5200	Advertising	\$154.58	\$1,083.33	\$1,039.26	\$3,249.99	31.98 %	\$825.36	25.92 %	\$13,000.00
10-5210	Membership - Reference Mater	\$511.43	\$1,666.66	\$6,922.99	\$4,999.98	138.46 %	\$8,244.62	(16.03)%	\$20,000.00
Data Processing									
10-5310	Data Processing	\$2,553.47	\$1,916.66	\$7,231.58	\$5,749.98	125.77 %	\$6,978.28	3.63 %	\$23,000.00
10-5311	GIS Software	\$0.00	\$500.00	\$0.00	\$1,500.00	0.00 %	\$0.00	0.00 %	\$6,000.00
10-5312	Public Relations - Website Softw	\$0.00	\$500.00	\$0.00	\$1,500.00	0.00 %	\$0.00	0.00 %	\$6,000.00
Total Data Processing		\$2,553.47	\$2,916.66	\$7,231.58	\$8,749.98	82.65 %	\$6,978.28	3.63 %	\$35,000.00
Forums Expense									
10-5600	Forums	\$387.37	\$0.00	\$887.32	\$0.00	0.00 %	\$22,355.68	(96.03)%	\$0.00
10-5601	Council of Officials Quarterly M	\$0.00	\$1,250.00	\$0.00	\$1,250.00	0.00 %	\$0.00	0.00 %	\$5,000.00
10-5602	Council of Officials Annual Mee	\$1,775.15	\$0.00	\$1,775.15	\$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	\$700.00	\$3,750.00	\$700.00	\$3,750.00	18.67 %	\$0.00	0.00 %	\$15,000.00
Total		\$2,862.52	\$5,000.00	\$3,362.47	\$5,000.00	67.25 %	\$22,355.68	(84.96)%	\$67,000.00
10-5650	Miscellaneous Expenses	\$1,372.70	\$166.66	\$1,556.61	\$499.98	311.33 %	\$524.00	197.06 %	\$2,000.00
10-5730	Bank Charges	\$46.60	\$83.33	\$181.55	\$249.99	72.62 %	\$106.70	70.15 %	\$1,000.00
10-5800	Office Rent	\$5,800.00	\$6,437.50	\$17,400.00	\$19,312.50	90.10 %	\$17,400.00	0.00 %	\$77,250.00
Office Expense									
10-5220	Printing	\$1,172.36	\$2,025.00	\$5,119.48	\$6,075.00	84.27 %	\$6,541.45	(21.74)%	\$24,300.00
10-5300	Business Insurance Expense	\$975.13	\$1,466.66	\$3,527.22	\$4,399.98	80.16 %	\$2,868.65	22.96 %	\$17,600.00
10-5500	Equipment Maintenance	\$357.83	\$708.33	\$1,299.21	\$2,124.99	61.14 %	\$1,263.73	2.81 %	\$8,500.00
10-5700	Postage	\$34.00	\$291.66	\$625.95	\$874.98	71.54 %	\$703.07	(10.97)%	\$3,500.00
10-5710	Supplies	\$1,596.05	\$1,416.66	\$1,930.35	\$4,249.98	45.42 %	\$937.44	105.92 %	\$17,000.00
10-5810	Telephone	\$113.98	\$250.00	\$260.17	\$750.00	34.69 %	\$390.77	(33.42)%	\$3,000.00

# Metropolitan Area Planning Agency

## Statement of Revenues and Expenditures

September 30, 2018

		9/1/18 - 9/30/18		7/1/18 - 9/30/18		% to YTD Budget	Prior Year to Date	Increase/ (Dec YTD to PYTD	FY 2019 Budget
		Actual	Budget	Actual YTD	Budget YTD				
Total Office Expense		\$4,249.35	\$6,158.31	\$12,762.38	\$18,474.93	69.08 %	\$12,705.11	0.45 %	\$73,900.00
Professional Fees									
10-5320	Professional Services	\$153.25	\$1,580.00	\$2,745.16	\$4,740.00	57.91 %	\$2,657.49	3.30 %	\$29,000.00
Total Professionals Fees		\$153.25	\$1,580.00	\$2,745.16	\$4,740.00	57.91 %	\$2,657.49	3.30 %	\$29,000.00
Travel and Conferences									
10-5900	Travel & Conferences	\$3,055.35	\$2,916.66	\$7,553.20	\$8,749.98	86.32 %	\$8,309.89	(9.11)%	\$35,000.00
10-5901	Staff Certifications	\$0.00	\$166.66	\$0.00	\$499.98	0.00 %	\$0.00	0.00 %	\$2,000.00
10-5907	H2050 Stie Visit Travel	\$2,108.70	\$0.00	\$5,358.70	\$0.00	0.00 %	\$0.00	0.00 %	\$87,500.00
Total Travel and Conferences		\$5,164.05	\$3,083.32	\$12,911.90	\$9,249.96	139.59 %	\$8,309.89	55.38 %	\$124,500.00
Transfers									
10-8000	Transfers	\$0.00	(\$4,308.34)	\$0.00	(\$12,925.02)	0.00 %	\$0.00	0.00 %	(\$51,700.00)
Total Transfers		\$0.00	(\$4,308.34)	\$0.00	(\$12,925.02)	0.00 %	\$0.00	0.00 %	(\$51,700.00)
10-5950	Capital Outlays	\$1,421.51	\$4,000.00	\$15,994.95	\$44,000.00	36.35 %	\$0.00	0.00 %	\$80,000.00
Total MAPA Non-personnel		\$24,289.46	\$27,867.43	\$82,108.85	\$105,602.29	77.75 %	\$80,107.13	2.50 %	\$470,950.00
<b>Total MAPA Activities</b>		<b>\$271,336.71</b>	<b>\$180,249.49</b>	<b>\$567,445.52</b>	<b>\$562,748.47</b>	<b>100.83 %</b>	<b>\$417,174.35</b>	<b>36.02 %</b>	<b>\$2,299,535.00</b>
Contracts and Pass-through									
10-5400	Contracts	\$5,645.26	\$87,500.00	\$217,129.21	\$87,500.00	248.15 %	\$57,969.52	274.56 %	\$350,000.00
10-5410	Aerial Photo Expense	\$0.00	\$74,113.50	\$0.00	\$74,113.50	0.00 %	\$0.00	0.00 %	\$296,454.00
10-5420	Pass Through Contracts - Planni	\$22,562.40	\$216,375.00	\$22,562.40	\$216,375.00	10.43 %	\$90,176.41	(74.98)%	\$865,500.00
10-5430	Pass Through Contracts - STP	\$0.00	\$278,453.25	\$0.00	\$278,453.25	0.00 %	\$374,818.90	(100.00)%	\$1,113,813.00
15-5400	Contracts	(\$3,888.73)	\$0.00	\$0.00	\$0.00	0.00 %	\$0.00	0.00 %	\$0.00
10-5440	In-Kind Expense	\$9,669.59	\$31,035.50	\$9,669.59	\$31,035.50	31.16 %	\$132,351.74	(92.69)%	\$124,142.00
Subtotal Contracts and Pass-Through		\$33,988.52	\$687,477.25	\$249,361.20	\$687,477.25	36.27 %	\$655,316.57	(61.95)%	\$2,749,909.00
Total Expenses		\$305,325.23	\$867,726.74	\$816,806.72	\$1,250,225.72	65.33 %	\$1,072,490.92	(23.84)%	\$5,049,444.00

# Metropolitan Area Planning Agency Statement of Revenues and Expenditures

September 30, 2018

	9/1/18 - 9/30/18		7/1/18 - 9/30/18		% to YTD Budget	Prior Year to Date	Increase/ (Dec YTD to PYTD	FY 2019 Budget
	Actual	Budget	Acutual YTD	Budget YTD				
NET SURPLUS/(DEFICIT)	(\$84,380.34)	\$250,056.42	(\$56,483.70)	\$99,929.76	(56.52)%	(\$186,251.36)	(69.67)%	\$0.00

**Metropolitan Area Planning Agency**  
**Statement of Revenues and Expenditures**  
September 30, 2018

		9/1/18 - 9/30/18	7/1/18 - 9/30/18
		Actual	YTD
<b>Revenues</b>			
20-4520	Investment Earnings	\$1,336.98	\$1,429.89
20-4700	Motorist Assist Income	\$0.00	\$3,000.00
<b>Total Revenues</b>		<b>\$1,336.98</b>	<b>\$4,429.89</b>
<b>Expenses</b>			
20-6075	Miscellaneous Foundation	\$0.00	\$2,325.90
20-6088	Telephone - Foundation	\$84.65	\$253.95
20-6098	Vehicle Purchases - Foundation	\$0.00	\$27,542.00
<b>Total Expenses</b>		<b>\$84.65</b>	<b>\$30,121.85</b>
<b>NET SURPLUS/(DEFICIT)</b>		<b>\$1,252.33</b>	<b>(\$25,691.96)</b>





## Subcontractor Payment Authorization

Contract Number: 1950310005  
Contract Party: Metro Transit Authority  
Contract Description: Transit Activities - FY 2019  
Contract Approved by Board of Directors: June 28, 2018  
Contract Amount: \$60,000.00  
Match Amount: \$25,714.00  
Contract Period: July 1, 2018

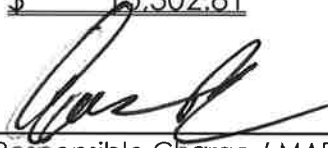
Payment # 1


Billed to Date: \$ 15,302.81

Less Previous Payments: \$ -

Amount Due: \$ 15,302.81

Payment Recommended By:

  
Responsible Charge / MAPA Staff Member

  
Department Manager

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

Approved by MAPA Finance Committee:

\_\_\_\_\_  
Date

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



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

Invoice No. 034657

**INVOICE**

MAPA CONTRACT  
2222 Cuming Street  
Omaha, NE 68102

Date September 30, 2018  
PO  
Reference #  
Customer # 20-20112

Qty	Description	Unit Price	TOTAL
0.00	2020112 - 1ST QTR CONTRACT	0.00	15,302.81
0.00	2020112 - 2018-2019	0.00	0.00

**MAPA Expense Authorization Voucher**

Date 9/30/18 Amt. 15,302.81

Project 31000-30

Account 10-5420

Grant 110 FTAAD1

Acctg. Dir. ME

Exec. Dir. \_\_\_\_\_

Treasurer \_\_\_\_\_

10-4570 6558.34  
10-5440 6558.34

**Payment Details**

- ☐ Cash  
☐ Check  
☐ \_\_\_\_\_

SubTotal 15,302.81

**TOTAL** 15,302.81

Office Use Only

**METRO AREA TRANSIT**  
**MAPA EXPENSES 2018-2019 CONTRACT**  
**Billing Period: July 1, 2018 to September 30, 2018**

MAPA Billing

Evan Schweitz 1st Qtr Wages & Fringes \$8,001.05

Alicia Andry 1st Qtr Wages & Fringes \$7,301.76

**2017 - 2018 MAPA Contract - Federal Share** **\$15,302.81**

Evan Schweitz 1st Qtr Wages & Fringes \$3,429.02

Alicia Andry 1st Qtr Wages & Fringes \$3,129.32

**2018 - 2019 MAPA Contract - Local Match** **\$6,558.34**

**2018 - 2019 MAPA Contract** **\$21,861.15**

**MAPA September Billing** **\$15,302.81**



METRO  
MAPA #1950310005  
2018-2019

MAPA PROJECTS	JULY HOURS	AUGUST HOURS	SEPT HOURS	1st QTR	PAYROLL	BENEFITS (30.83%)	TOTAL	YTD TOTAL
440.02 - Short-Range and Service Planning								
<b>TOTAL FOR 440.02</b>	<b>150.00</b>	<b>145.25</b>	<b>232.50</b>	<b>527.75</b>	<b>\$13,870.50</b>	<b>\$4,276.28</b>	<b>\$18,146.78</b>	<b>\$18,146.78</b>
440.03 - Long-Range Transit Planning								
<b>TOTAL FOR 440.03</b>	<b>37.00</b>	<b>17.00</b>	<b>23.00</b>	<b>77.00</b>	<b>\$2,297.18</b>	<b>\$708.22</b>	<b>\$3,005.40</b>	<b>\$3,005.40</b>
440.08 - Transit Service Standards								
<b>TOTAL FOR 440.08</b>	<b>4.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4.00</b>	<b>\$126.16</b>	<b>\$38.90</b>	<b>\$165.06</b>	<b>\$165.06</b>
440.16 - Program Certification								
<b>TOTAL FOR 440.16</b>	<b>0.00</b>	<b>4.00</b>	<b>14.25</b>	<b>18.25</b>	<b>\$415.74</b>	<b>\$128.17</b>	<b>\$543.91</b>	<b>\$543.91</b>
<b>Total Individuals</b>	<b>191.00</b>	<b>166.25</b>	<b>269.75</b>	<b>627.00</b>	<b>\$16,709.58</b>	<b>\$5,151.57</b>	<b>\$21,861.15</b>	<b>\$21,861.14</b>
Quarter Totals								
MAPA Share 70%					<b>\$11,696.71</b>	<b>\$3,606.10</b>	<b>\$15,302.81</b>	
Match 30%					<b>\$5,012.87</b>	<b>\$1,545.47</b>	<b>\$6,558.34</b>	
					<b>\$16,709.58</b>	<b>\$5,151.57</b>	<b>\$21,861.15</b>	



**MAPA Unified Work Program**  
FY-2019 Progress Report  
First Quarter

**TRANSIT/HUMAN SERVICE TRANSPORTATION (440)**

440.02 Short-Range and Service Planning

- A. Metro staff has worked to alleviate issues with routes as they arise, such as the placement of bus stops and transfer points, requests for increased service to several locations, or potential adjustments to bus travel times on specific corridors. Staff is planning for the relocation of a transit center and reviewing several minor schedule adjustments that will be implemented in the near future. Using information from the October 2017 onboard survey, staff is evaluating route alternatives for phased implementation leading up to the start of BRT service on Dodge Street.

SCOPE: Work activity conforms to the approved Unified Work Program.

SCHEDULE: Work is on schedule.

PERCENT COMPLETION: 25%

440.03 Long Range Transit Planning

- A. Metro continues to coordinate with regional partners on long-range efforts such as Metro's Transit Development Plan, Heartland 2050, the City of Omaha Transit-Oriented Development plan, and the Omaha Chamber's Unified Transportation Plan.

SCOPE: Work activity conforms to the approved Unified Work Program.

SCHEDULE: Work is on schedule.

PERCENT COMPLETION: 25%

440.08 Transit Service Standards

- A. Ridership, Fare collection, Safety & Security, and other performance reporting was conducted during the quarter. Report information was used to monitor existing service and aid in identifying potential areas for future transit improvement. All required information from such reports was submitted to the National Transit Database (NTD) on a monthly basis.

SCOPE: Work activity conforms to the approved Unified Work Program.

SCHEDULE: Work is on schedule.

PERCENT COMPLETION: Ongoing

440.16 Program Certification

- A. According to guidance in the National Transit Database Sampling Manual of 2009, Metro conducted a weekly random sampling of four (4) one-way trips with route grouping (express, local, and circulator) during the quarter, contributing to an annual sample size of 208 trips. In conformance with the Average Passenger Trip Length (APTL) method for calculating Annual Passenger Miles Traveled, Metro also reported a 100% count of Unlinked Passenger Trips on a monthly basis during the quarter, as well as other monthly performance indicators reportable to the National Transit Database.

SCOPE: Work activity conforms to the approved Unified Work Program.

SCHEDULE: Work is on schedule.

PERCENT COMPLETION: Ongoing



## Subcontractor Payment Authorization

Contract Number: 1860310001  
Contract Party: Black Hills Works  
Contract Description: Offutt Air Force Base  
Contract Approved by Board of Directors: January 25, 2018  
Contract Amount: \$30,170.00  
Match Amount: \$30,170.00  
Contract Period:

Payment # 1

Billed to Date: \$ 19,028.76  
Less Previous Payments: \$ -  
Amount Due: \$ 19,028.76

Payment Recommended By:

\_\_\_\_\_  
Responsible Charge / MAPA Staff Member

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

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

Approved by MAPA Finance Committee:

\_\_\_\_\_  
Date

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

Bill To:

Metropolitan Area Planning Agency  
Attn: Court Barber  
2222 Cumming ST  
Omaha NE 68102-4328

Date

INVOICE

AR 3130

11/6/2018 MAPA Grant - Quarterly Billing  
Jul 1 2018/ Sept 30 2018

\$19,028.76

NE-2016-015-01

**PLEASE PAY FROM THIS INVOICE**

**\$19,028.76**

Black Hills Works, Inc  
46 0341382  
PO Box 2104  
Rapid City SD 57709

Signature



Date

11/6/2018

Janet Niehaus  
Vice President of Finance

[cbarber@mapacog.org](mailto:cbarber@mapacog.org)

server bhws/ DOT NE Grant Billing

ckh

11/6/2018

## Billing Summary

**Project Name:** Black Hills Works - MAPA FTA Project NE-2016-015-01  
**Contact Name:** Bob Matthews  
**Billing Period:** Jul 1 2018 - Sep 30, 2018

BUDGET DETAIL	TOTAL	TOTAL	TOTAL	Jul 1 2018 - Sep 30, 2018		TOTAL	Program to Date		Remaining	
	Year 1 Cost	BUDGET 5310	BUDGET Local Match	5310 Request	LOCAL MATCH	COST MONTH	5310 Request	LOCAL MATCH	5310 Request	LOCAL MATCH
<b>A. OPERATING EXPENSES<sup>1</sup></b>										
1. Drivers Wages	21,116.00	10,558.00	10,558.00	8,793.83	8,793.83	17,587.65	8,793.83	8,793.83	1,764.18	1,764.18
2. Benefits @ 20%	4,223.00	2,111.50	2,111.50	1,407.01	1,407.01	2,814.02	1,407.01	1,407.01	704.49	704.49
3. Other- Cell Exp	-	-	-	-	-	-	-	-	-	-
4. Mileage (\$.54/mile)	35,000.00	17,500.00	17,500.00	8,827.92	8,827.92	17,655.84	8,827.92	8,827.92	8,672.08	8,672.08
4. Vehicle Fuel (merged into 4)										
5. Vehicle Repair/Maintenance (merged into 4)										
<b>B. CAPITAL EXPENSES<sup>2</sup></b>										
<b>D. PROGRAM TOTAL BUDGET</b>	<b>60,339.00</b>	<b>30,169.50</b>	<b>30,169.50</b>	<b>19,028.76</b>	<b>19,028.76</b>	<b>38,057.51</b>	<b>19,028.76</b>	<b>19,028.76</b>	<b>11,140.74</b>	<b>11,140.74</b>
<i>Percent of Total Budget</i>				<b>0.63</b>	<b>0.63</b>	<b>0.63</b>	<b>0.63</b>	<b>0.63</b>	<b>0.37</b>	<b>0.37</b>

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

<sup>2</sup> funding for Capital Expenses may not exceed 50% of the total cost.

Please provide your cost allocation plan for the 20% benefits.



Row Labels	Sum of Time Decimal	Sum of Total Miles	Sum of # of Riders	Count of Vehicle #
BC	99	2673	360	64
CD	136	4240	817	115
JB	67	1518	236	39
LG	433	8712	1248	202
OG	80	2453	312	54
PJ	22	556	90	14
PR	167	4081	450	104
RM	341	8463	1191	180
(blank)				
<b>Grand Total</b>	<b>1346</b>	<b>32696</b>	<b>4704</b>	<b>772</b>

Drivers Wages			Mileage		
Decimal Time	Rate		Miles	Cent/Mile	Mileage \$
99	✓ 14.50	1,435.50	2,673	0.54	1,443.42
136	✓ 12.00	1,632.00	4,240	0.54	2,289.60
67	✓ 16.55	1,108.85	1,518	0.54	819.72
433	✓ 12.80	5,542.40	8,712	0.54	4,704.48
80	✓ 14.00	1,120.00	2,453	0.54	1,324.62
22	✓ 15.00	330.00	556	0.54	300.24
167	✓ 12.30	2,054.10	4,081	0.54	2,203.74
341	✓ 12.80	4,364.80	8,463	0.54	4,570.02

1,345	17,587.65	32,696	17,655.84
benefits	0.16 2,814.02		
	20,401.67		

**Progress Report**

**Title: MAPA Grant – FTA Project NE -2016-05-01**

**Date: 07/01/2018 – 09/30/2018**

Title: MAPA bill \$ 19,028.76 out of \$ \$30,169.50

**1. Work Completed for Current Billing Period:**

- a. 772 van runs transporting 4,704 riders

**2. Anticipated Work for Next Billing Period:**

- a. Approximately same number of run/rides

**3. Information Needed from FTA/MAPA:**

- a.

**4. Percent of Work Completed to Date:**

- a. 63%

**5. Outstanding Issues:**

- a. Completion of contract

**6. Note:**

- a. 16% Benefit based on average benefit expense per cost report/ GL detail
- b. Cost Center 058 NE Rehab which includes transportation cost
- c. Payroll – See attached supporting documentation
- d. Credit Card charges are identified by the assignment of card number (2,7 & 10) to NE location

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Co#: 1 Beg Date: 7/01/2018 End Date: 9/30/2018 Beg Acct#: 5031 End Acct#: 5032 Beg CC: 58 End CC: 58

Co#	Emp#	Employee Name	EARN CODE	HOURS WORKED	HOURLY RATE	EARNINGS AMOUNT	CHECK P/V DATE	CC ACCT
1	000002111	DICKERSON, AUBREY (clay)	01	27.36	12.500	342.00	2018/07/13	58 5031
1	000002111	DICKERSON, AUBREY	01	2.64	12.000	31.68	2018/07/13	58 5031
1	000002111	DICKERSON, AUBREY	01	7.50	13.000	97.50	2018/07/13	58 5031
1	000002111	DICKERSON, AUBREY	01	23.68	12.500	296.00	2018/07/31	58 5031
1	000002111	DICKERSON, AUBREY	06	3.33	6.250	20.81	2018/07/31	58 5031
1	000002111	DICKERSON, AUBREY	01	2.32	12.000	27.84	2018/07/31	58 5031
1	000002111	DICKERSON, AUBREY	06	.42	6.000	2.52	2018/07/31	58 5031
1	000002111	DICKERSON, AUBREY	01	7.50	13.000	97.50	2018/07/31	58 5031
1	000002111	DICKERSON, AUBREY	01	26.94	12.500	336.75	2018/08/15	58 5031
1	000002111	DICKERSON, AUBREY	01	2.81	12.000	33.72	2018/08/15	58 5031
1	000002111	DICKERSON, AUBREY	01	3.75	13.000	48.75	2018/08/15	58 5031
1	000002111	DICKERSON, AUBREY	01	30.52	12.500	381.50	2018/08/31	58 5031
1	000002111	DICKERSON, AUBREY	01	2.98	12.000	35.76	2018/08/31	58 5031
1	000002111	DICKERSON, AUBREY	01	7.00	13.000	91.00	2018/08/31	58 5031
1	000002111	DICKERSON, AUBREY	01	27.18	12.500	339.75	2018/09/14	58 5031
1	000002111	DICKERSON, AUBREY	01	2.82	12.000	33.84	2018/09/14	58 5031
1	000002111	DICKERSON, AUBREY	01	7.50	13.000	97.50	2018/09/14	58 5031
1	000002111	DICKERSON, AUBREY	01	27.00	12.500	337.50	2018/09/28	58 5031
1	000002111	DICKERSON, AUBREY	01	3.00	12.000	36.00	2018/09/28	58 5031
1	000002111	DICKERSON, AUBREY	01	7.50	13.000	97.50	2018/09/28	58 5031
1	000002199	GALE, LOYD	01	44.00	13.300	585.20	2018/07/13	58 5031
1	000002199	GALE, LOYD	01	32.25	12.800	412.80	2018/07/13	58 5031
1	000002199	GALE, LOYD	02	.25	19.950	4.99	2018/07/13	58 5031
1	000002199	GALE, LOYD	01	43.75	13.300	581.88	2018/07/31	58 5031
1	000002199	GALE, LOYD	01	35.25	12.800	451.20	2018/07/31	58 5031
1	000002199	GALE, LOYD	01	.25	12.300	3.08	2018/07/31	58 5031
1	000002199	GALE, LOYD	06	.25	6.150	1.54	2018/07/31	58 5031
1	000002199	GALE, LOYD	06	3.75	6.400	24.00	2018/07/31	58 5031
1	000002199	GALE, LOYD	02	.50	19.950	9.98	2018/07/31	58 5031
1	000002199	GALE, LOYD	05	8.00	13.075	104.60	2018/07/31	58 5031
1	000002199	GALE, LOYD	01	65.50	13.300	871.15	2018/08/15	58 5031
1	000002199	GALE, LOYD	01	54.50	12.800	697.60	2018/08/15	58 5031
1	000002199	GALE, LOYD	02	.75	19.950	14.97	2018/08/15	58 5031
1	000002199	GALE, LOYD	01	11.00	13.300	146.30	2018/08/31	58 5031
1	000002199	GALE, LOYD	01	17.25	12.800	220.80	2018/08/31	58 5031
1	000002199	GALE, LOYD	03	50.00	12.995	649.75	2018/08/31	58 5031
1	000002199	GALE, LOYD	01	42.50	13.300	565.25	2018/09/14	58 5031
1	000002199	GALE, LOYD	01	37.50	12.800	480.00	2018/09/14	58 5031
1	000002199	GALE, LOYD	02	2.00	19.950	39.90	2018/09/14	58 5031
1	000002199	GALE, LOYD	01	41.00	13.300	545.30	2018/09/28	58 5031
1	000002199	GALE, LOYD	01	37.00	12.800	473.60	2018/09/28	58 5031
1	000002199	GALE, LOYD	02	1.00	19.950	19.95	2018/09/28	58 5031
1	000002199	GALE, LOYD	05	8.00	13.063	104.50	2018/09/28	58 5031
1	000002199	GALE, LOYD	06	3.75	6.400	24.00	2018/09/28	58 5031
1	000002465	MASON, RODNEY	01	9.74	13.300	129.55	2018/07/13	58 5031
1	000002465	MASON, RODNEY	01	4.75	12.800	60.80	2018/07/13	58 5031
1	000002465	MASON, RODNEY	01	50.04	12.300	615.50	2018/07/13	58 5031
1	000002465	MASON, RODNEY	01	9.74	13.300	129.55	2018/07/31	58 5031
1	000002465	MASON, RODNEY	01	4.95	12.800	63.36	2018/07/31	58 5031
1	000002465	MASON, RODNEY	01	49.87	12.300	613.41	2018/07/31	58 5031
1	000002465	MASON, RODNEY	06	6.67	6.150	41.02	2018/07/31	58 5031
1	000002465	MASON, RODNEY	05	8.00	12.489	99.91	2018/07/31	58 5031

Co#	Emp#	Employee Name	EARN CODE	HOURS WORKED	HOURLY RATE	EARNINGS AMOUNT	P/V	CHECK DATE	CC ACCT
1	000002465	MASON, RODNEY	01	22.78	13.300	302.98		2018/08/15	58 5031
1	000002465	MASON, RODNEY	01	6.95	12.800	88.96		2018/08/15	58 5031
1	000002465	MASON, RODNEY	01	79.30	12.300	975.39		2018/08/15	58 5031
1	000002465	MASON, RODNEY	01	11.88	13.300	158.01		2018/08/31	58 5031
1	000002465	MASON, RODNEY	01	2.33	12.800	29.82		2018/08/31	58 5031
1	000002465	MASON, RODNEY	01	50.27	12.300	618.33		2018/08/31	58 5031
1	000002465	MASON, RODNEY	03	7.00	12.502	87.52		2018/08/31	58 5031
1	000002465	MASON, RODNEY	01	9.71	13.300	129.15		2018/09/14	58 5031
1	000002465	MASON, RODNEY	01	5.66	12.800	72.45		2018/09/14	58 5031
1	000002465	MASON, RODNEY	01	50.63	12.300	622.75		2018/09/14	58 5031
1	000002465	MASON, RODNEY	01	9.79	13.300	130.21		2018/09/28	58 5031
1	000002465	MASON, RODNEY	01	11.89	12.800	152.20		2018/09/28	58 5031
1	000002465	MASON, RODNEY	06	2.25	6.400x	14.40		2018/09/28	58 5031
1	000002465	MASON, RODNEY	01	53.99	12.300	664.08		2018/09/28	58 5031
1	000002465	MASON, RODNEY	06	.58	6.150x	3.57		2018/09/28	58 5031
1	000002465	MASON, RODNEY	05	8.00	12.508	100.06		2018/09/28	58 5031
1	000002649	ROSE, PATRICK	01	37.83	12.800	484.23		2018/07/13	58 5031
1	000002649	ROSE, PATRICK	01	1.00	12.300✓	12.30		2018/07/13	58 5031
1	000002649	ROSE, PATRICK	01	36.00	12.800	460.80		2018/07/31	58 5031
1	000002649	ROSE, PATRICK	01	1.00	12.300	12.30		2018/07/31	58 5031
1	000002649	ROSE, PATRICK	01	45.50	12.800	582.40		2018/08/15	58 5031
1	000002649	ROSE, PATRICK	01	1.00	12.300	12.30		2018/08/15	58 5031
1	000002649	ROSE, PATRICK	01	34.50	12.800	441.60		2018/08/31	58 5031
1	000002649	ROSE, PATRICK	01	10.25	13.300	136.33		2018/08/31	58 5031
1	000002649	ROSE, PATRICK	01	3.00	12.300	36.90		2018/08/31	58 5031
1	000002649	ROSE, PATRICK	01	38.00	12.800	486.40		2018/09/14	58 5031
1	000002649	ROSE, PATRICK	01	1.50	12.300	18.45		2018/09/14	58 5031
1	000002649	ROSE, PATRICK	01	19.58	12.800	250.63		2018/09/28	58 5031
1	000002649	ROSE, PATRICK	06	3.50	6.400x	22.40		2018/09/28	58 5031
1	000002040	BIRD, JANE	01	51.50	16.550	852.33		2018/07/13	58 5032
1	000002040	BIRD, JANE	01	28.50	17.050	485.93		2018/07/13	58 5032
1	000002040	BIRD, JANE	01	36.00	16.550✓	595.80		2018/07/31	58 5032
1	000002040	BIRD, JANE	01	40.00	17.050	682.00		2018/07/31	58 5032
1	000002040	BIRD, JANE	06	2.50	8.275x	20.69		2018/07/31	58 5032
1	000002040	BIRD, JANE	06	5.50	8.525x	46.89		2018/07/31	58 5032
1	000002040	BIRD, JANE	05	8.00	16.813	134.50		2018/07/31	58 5032
1	000002040	BIRD, JANE	04	4.00	16.813	67.25		2018/07/31	58 5032
1	000002040	BIRD, JANE	01	71.00	16.550	1175.05		2018/08/15	58 5032
1	000002040	BIRD, JANE	01	49.00	17.050	835.45		2018/08/15	58 5032
1	000002040	BIRD, JANE	01	29.25	16.550	484.09		2018/08/31	58 5032
1	000002040	BIRD, JANE	01	46.75	17.050	797.09		2018/08/31	58 5032
1	000002040	BIRD, JANE	01	4.00	17.550	70.20		2018/08/31	58 5032
1	000002040	BIRD, JANE	02	2.00	26.330	52.66		2018/08/31	58 5032
1	000002040	BIRD, JANE	01	32.50	16.550	537.88		2018/09/14	58 5032
1	000002040	BIRD, JANE	01	15.50	17.050	264.28		2018/09/14	58 5032
1	000002040	BIRD, JANE	03	24.00	16.712	401.09		2018/09/14	58 5032
1	000002040	BIRD, JANE	04	8.00	16.712	133.70		2018/09/14	58 5032
1	000002040	BIRD, JANE	03	72.00	16.720	1203.84		2018/09/28	58 5032
1	000002040	BIRD, JANE	05	8.00	16.720	133.76		2018/09/28	58 5032
1	000002081	CHO, BRIAN	01	14.25	15.000	213.75		2018/07/13	58 5032
1	000002081	CHO, BRIAN	01	65.75	14.500✓	953.38		2018/07/13	58 5032
1	000002081	CHO, BRIAN	02	8.75	22.500	196.88		2018/07/13	58 5032
1	000002081	CHO, BRIAN	01	64.67	14.500	937.72		2018/07/31	58 5032
1	000002081	CHO, BRIAN	06	8.17	7.250x	59.23		2018/07/31	58 5032

Co#	Emp#	Employee Name	EARN CODE	HOURS WORKED	HOURLY RATE	EARNINGS AMOUNT	CHECK P/V DATE	CC ACCT
1	000002081	CHO, BRIAN	01	15.33	15.000	229.95	2018/07/31	58 5032
1	000002081	CHO, BRIAN	02	5.92	22.500	133.20	2018/07/31	58 5032
1	000002081	CHO, BRIAN	05	8.00	14.596	116.77	2018/07/31	58 5032
1	000002081	CHO, BRIAN	01	12.50	15.000	187.50	2018/08/15	58 5032
1	000002081	CHO, BRIAN	01	107.50	14.500	1558.75	2018/08/15	58 5032
1	000002081	CHO, BRIAN	02	1.00	21.930	21.93	2018/08/15	58 5032
1	000002081	CHO, BRIAN	02	15.50	22.500	348.75	2018/08/15	58 5032
1	000002081	CHO, BRIAN	02	1.00	21.840	21.84	2018/08/15	58 5032
1	000002081	CHO, BRIAN	01	68.00	14.500	986.00	2018/08/31	58 5032
1	000002081	CHO, BRIAN	01	10.50	15.000	157.50	2018/08/31	58 5032
1	000002081	CHO, BRIAN	01	67.00	14.500	971.50	2018/09/14	58 5032
1	000002081	CHO, BRIAN	01	11.50	15.000	172.50	2018/09/14	58 5032
1	000002081	CHO, BRIAN	02	3.00	22.500	67.50	2018/09/14	58 5032
1	000002081	CHO, BRIAN	01	68.50	14.500	993.25	2018/09/28	58 5032
1	000002081	CHO, BRIAN	01	11.50	15.000	172.50	2018/09/28	58 5032
1	000002081	CHO, BRIAN	02	.50	21.830	10.92	2018/09/28	58 5032
1	000002081	CHO, BRIAN	02	2.00	22.500	45.00	2018/09/28	58 5032
1	000002081	CHO, BRIAN	05	8.00	14.572	116.58	2018/09/28	58 5032
1	000002115	DURBIN, ELIZABETH	01	19.00	15.590	296.21	2018/07/13	58 5032
1	000002115	DURBIN, ELIZABETH	03	14.50	15.590	226.06	2018/07/13	58 5032
1	000002115	DURBIN, ELIZABETH	04	6.00	15.590	93.54	2018/07/13	58 5032
1	000002339	JOHNSON, PHILLIP	01	72.00	15.000	1080.00	2018/07/13	58 5032
1	000002339	JOHNSON, PHILLIP	04	8.00	15.000	120.00	2018/07/13	58 5032
1	000002339	JOHNSON, PHILLIP	01	72.00	15.000	1080.00	2018/07/31	58 5032
1	000002339	JOHNSON, PHILLIP	01	8.00	15.500	124.00	2018/07/31	58 5032
1	000002339	JOHNSON, PHILLIP	06	8.00	7.500	60.00	2018/07/31	58 5032
1	000002339	JOHNSON, PHILLIP	05	8.00	15.050	120.40	2018/07/31	58 5032
1	000002339	JOHNSON, PHILLIP	01	88.00	15.000	1320.00	2018/08/15	58 5032
1	000002339	JOHNSON, PHILLIP	01	27.50	15.500	426.25	2018/08/15	58 5032
1	000002339	JOHNSON, PHILLIP	04	3.50	15.119	52.92	2018/08/15	58 5032
1	000002339	JOHNSON, PHILLIP	01	62.50	15.000	937.50	2018/08/31	58 5032
1	000002339	JOHNSON, PHILLIP	01	9.50	16.000	152.00	2018/08/31	58 5032
1	000002339	JOHNSON, PHILLIP	02	2.50	22.630	56.58	2018/08/31	58 5032
1	000002339	JOHNSON, PHILLIP	04	8.00	15.132	121.06	2018/08/31	58 5032
1	000002339	JOHNSON, PHILLIP	01	80.00	15.000	1200.00	2018/09/14	58 5032
1	000002339	JOHNSON, PHILLIP	01	77.00	15.000	1155.00	2018/09/28	58 5032
1	000002339	JOHNSON, PHILLIP	01	3.00	15.500	46.50	2018/09/28	58 5032
1	000002339	JOHNSON, PHILLIP	05	8.00	15.019	120.15	2018/09/28	58 5032
1	000002339	JOHNSON, PHILLIP	06	8.00	7.500	60.00	2018/09/28	58 5032
1	000002879	WILKS, NATASHA	01	31.00	16.340	506.54	2018/07/13	58 5032
1	000002879	WILKS, NATASHA	01	36.00	16.840	606.24	2018/07/13	58 5032
1	000002879	WILKS, NATASHA	04	13.00	16.609	215.92	2018/07/13	58 5032
1	000002879	WILKS, NATASHA	04	80.00	16.610	1328.80	2018/07/31	58 5032
1	000002879	WILKS, NATASHA	05	8.00	16.610	132.88	2018/07/31	58 5032
1	000002879	WILKS, NATASHA	04	120.00	16.610	1993.20	2018/08/15	58 5032
1	000002879	WILKS, NATASHA	03	45.75	16.610	759.91	2018/08/31	58 5032
1	000002879	WILKS, NATASHA	04	34.25	16.610	568.89	2018/08/31	58 5032
1	000002879	WILKS, NATASHA	03	80.00	16.610	1328.80	2018/09/14	58 5032
1	000002879	WILKS, NATASHA	01	20.00	16.340	326.80	2018/09/28	58 5032
1	000002879	WILKS, NATASHA	01	20.00	16.840	336.80	2018/09/28	58 5032
1	000002879	WILKS, NATASHA	03	32.00	16.590	530.88	2018/09/28	58 5032
1	000002879	WILKS, NATASHA	05	8.00	16.590	132.72	2018/09/28	58 5032
1	000004508	GARZA, OLIVIA	01	7.00	14.000	98.00	2018/08/15	58 5032
1	000004508	GARZA, OLIVIA	01	87.25	14.500	1265.13	2018/08/15	58 5032

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Co#	Emp#	Employee Name	EARN CODE	HOURS WORKED	HOURLY RATE	EARNINGS AMOUNT	P/V	CHECK DATE	CC ACCT
1	000004508	GARZA, OLIVIA	01	23.25	15.000	348.75		2018/08/15	58 5032
1	000004508	GARZA, OLIVIA	01	16.50	15.000	247.50		2018/08/31	58 5032
1	000004508	GARZA, OLIVIA	01	62.50	14.500	906.25		2018/08/31	58 5032
1	000004508	GARZA, OLIVIA	01	15.00	15.000	225.00		2018/09/14	58 5032
1	000004508	GARZA, OLIVIA	01	62.50	14.500	906.25		2018/09/14	58 5032
1	000004508	GARZA, OLIVIA	01	15.00	15.000	225.00		2018/09/28	58 5032
1	000004508	GARZA, OLIVIA	01	62.00	14.500	899.00		2018/09/28	58 5032
1	000004508	GARZA, OLIVIA	06	7.00	7.250 X	50.75		2018/09/28	58 5032
1	000004508	GARZA, OLIVIA	01	3.00	14.000	42.00		2018/09/28	58 5032
1	000004508	GARZA, OLIVIA	05	8.00	14.575	116.60		2018/09/28	58 5032

Totals: 4080.02 59271.94

\*\*\* END-OF-REPORT \*\*\*

1 Black Hills Works Inc  
58 BH SERVICES F/S MZ(REHAB)

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	YTD
<b>INCOME</b>													
4090 DDD NEBRASKA TUITION	49717.99	47103.87	53408.79	.00	.00	.00	.00	.00	.00	.00	.00	.00	150230.65
4190 TRANSPORTATION FEE I	2054.41	2510.20	939.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	5503.61
Total SERVICE INCOME	51772.40	49614.07	54347.79	.00	.00	.00	.00	.00	.00	.00	.00	.00	155734.26
<b>TOTAL INCOME</b>													
	51772.40	49614.07	54347.79	.00	.00	.00	.00	.00	.00	.00	.00	.00	155734.26
<b>EXPENSE</b>													
5004 SUPERVISORS	3466.68	3466.68	3466.68	.00	.00	.00							
5010 ADMIN/CLERICAL SALAR	712.25	1012.00	816.75	.00	.00	.00							
5031 DRIVER	5817.85	6998.59	5861.34	.00	.00	.00							
5032 EMPLOYMENT SPECIALIS	11716.86	15950.75	12926.55	.00	.00	.00							
Total PAYROLL EXPENSE	21713.64	27428.02	23071.32	.00	.00	.00							
5360 GROUP INSURANCE EXP	501.47	1274.64	1790.79	.00	.00	.00							
5370 WORKERS COMP INS EXP	913.81	913.81	913.81	.00	.00	.00							
5400 FICA EXP	1506.64	1906.91	1591.50	.00	.00	.00							
5640 403(B) EXP	449.11	525.27	432.58	.00	.00	.00							
6237 PERSONNEL EXPENSE	.00	.00	30.00	.00	.00	.00							
Total FRINGE EXPENSE	2368.09	4620.63	4758.78	.00	.00	.00	.00	.00	.00	.00	.00	.00	11747.50
Total Payroll Expenses	24081.73	32048.65	27830.10	.00	.00	.00	.00	.00	.00	.00	.00	.00	83960.48
5083 STAFF PR- CELL PHONE	80.00	80.00	80.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	240.00
5710 TELEPHONE EXP	277.87	209.51	208.25	.00	.00	.00	.00	.00	.00	.00	.00	.00	695.63
Total FIXED EXPENSES	357.87	289.51	288.25	.00	.00	.00	.00	.00	.00	.00	.00	.00	935.63
5900 VEHICLE FUEL EXP	948.66	2541.07	2193.90	.00	.00	.00	.00	.00	.00	.00	.00	.00	5683.63
5910 VEHICLE REPAIR/MAINT	1084.60	158.10	149.17	.00	.00	.00	.00	.00	.00	.00	.00	.00	1093.33
5940 VEHICLE INSURANCE EX	269.42	269.42	269.42	.00	.00	.00	.00	.00	.00	.00	.00	.00	808.26
5950 VEHICLE DEPRECIATION	1000.00	1000.00	1000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	3000.00
Total TRANSPORTATION	3302.68	3968.59	3313.95	.00	.00	.00	.00	.00	.00	.00	.00	.00	10585.22
5619 PROGRAM/RECREATION S	.00	.00	78.75	.00	.00	.00	.00	.00	.00	.00	.00	.00	78.75
Total PROGRAM EXPENSES	.00	.00	78.75	.00	.00	.00	.00	.00	.00	.00	.00	.00	78.75

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Income Statement All Periods  
2018

1 Black Hills Works Inc  
59 BH SERVICES W/S NE(RENAB)

[illegible]



State NE From 7/01/18 Thru 9/30/18

Vehicle #	Date	# of Riders	Start Time	Stop Time	Total Time	Start Odometer	Stop Odometer	Total Miles	Driver Initials
14-8	7/01/18	7	1:45	3:00	1:55	107076	107120	44	RM
14-8	7/01/18	5	4:30	6:30	2:00	107120	107175	55	RM
14-8	7/02/18	9	3:45	6:30	2:85	107175	107233	58	RM
14-8	7/02/18	1	10:15	10:42	27	107233	107241	8	JB
14-8	7/02/18	9	10:42	13:01	2:59	107241	107290	49	JB
14-8	7/02/18	9	13:01	15:30	2:29	107290	107350	60	JB
14-8	7/02/18	3	17:10	18:45	1:35	107350	107396	46	PR
14-8	7/02/18	2	19:00	20:15	1:15	107396	107417	21	PR
14-8	7/02/18	4	21:35	23:10	1:75	107417	107467	50	BC
14-8	7/03/18	4	3:00	3:30	30	107467	107492	25	PJ
14-8	7/03/18	10	4:00	6:00	2:00	107492	107537	45	PJ
14-8	7/03/18	2	10:00	10:30	30	107537	107550	13	RM
14-8	7/03/18	7	10:30	13:15	2:85	107550	107609	59	RM
14-8	7/03/18	9	13:15	15:30	2:15	107609	107670	61	RM
14-8	7/03/18	3	17:00	18:45	1:45	107670	107717	47	PR
14-8	7/03/18	4	19:00	20:30	1:30	107717	107744	27	PR
14-8	7/03/18	4	23:40	25:35	1:95	107745	107800	55	BC
14-8	7/04/18	6	3:15	4:10	95	107800	107831	31	CD
14-8	7/04/18	8	4:30	6:00	1:70	107831	107876	45	CD
14-8	7/04/18	8	10:00	15:30	5:30	107876	107977	101	RM
14-8	7/04/18	4	17:00	18:10	1:10	107978	108016	38	BC
14-8	7/05/18	2	10:00	10:30	30	108016	108030	14	RM
14-8	7/05/18	8	10:30	13:15	2:85	108030	108085	55	RM
14-8	7/05/18	10	13:15	15:30	2:15	108085	108140	55	RM
14-8	7/05/18	4	17:00	18:50	1:50	108140	108189	49	PR
14-8	7/05/18	4	19:00	20:15	1:15	108189	108213	24	PR
14-8	7/05/18	3	23:30	25:10	1:80	108213	108260	47	BC
14-8	7/06/18	7	18:00	19:05	1:05	108260	108283	23	BC
14-8	7/06/18	3	5	1:35	1:30	108283	108331	48	BC
14-8	7/07/18	7	17:50	18:45	95	108331	108354	23	BC
14-8	7/07/18	3	20:55	22:40	1:85	108354	108402	48	BC
14-8	7/08/18	7	1:45	3:08	1:63	108402	108444	42	RM
14-8	7/08/18	5	4:20	6:15	1:95	108444	108495	51	RM
14-8	7/09/18	7	3:45	6:15	2:70	108495	108555	60	RM
14-8	7/09/18	1	10:15	10:36	21	108555	108561	6	JB
14-8	7/09/18	9	10:36	12:52	2:16	108561	108610	49	JB
14-8	7/09/18	7	12:52	15:30	2:78	108610	108663	53	JB
14-8	7/09/18	3	17:15	18:45	1:30	108663	108710	47	PR
14-8	7/09/18	2	19:00	20:15	1:15	108710	108729	19	PR
14-8	7/10/18	3	15	1:50	1:35	108729	108774	45	BC
14-8	7/10/18	4	3:05	3:45	40	108774	108796	22	CD
14-8	7/10/18	7	4:25	6:00	1:75	108796	108836	40	CD
14-8	7/10/18	2	10:00	10:30	30	108836	108849	13	RM
14-8	7/10/18	7	10:30	13:15	2:85	108849	108905	56	RM
14-8	7/10/18	9	13:15	15:30	2:15	108905	108966	61	RM
14-8	7/10/18	4	17:15	19:00	1:85	108966	109016	50	PR
14-8	7/10/18	4	19:00	20:15	1:15	109016	109041	25	PR
14-8	7/10/18	6	22:05	24:20	2:15	109042	109099	57	BC
14-8	7/11/18	2	10:00	10:30	30	109099	109119	20	RM
14-8	7/11/18	8	10:30	13:15	2:85	109119	109175	56	RM

State NE From 7/01/18 Thru 9/30/18

Vehicle #	Date	# of Riders	Start Time	Stop Time	Total Time	Start Odometer	Stop Odometer	Total Miles	Driver Initials
14-8	7/11/18	10	13:15	15:30	2:15	109175	109233	58	RM
14-8	7/11/18	7	17:20	18:55	1:35	109233	109281	48	PJ
14-8	7/11/18	2	19:10	19:30	20	109281	109292	11	PJ
14-8	7/13/18	9	18:00	19:10	1:10	109292	109318	26	BC
14-8	7/14/18	10	17:45	19:30	1:85	109318	109375	57	BC
14-8	7/14/18	5	22:50	24:40	1:90	109375	109430	55	BC
14-8	7/15/18	8	1:20	3:15	1:95	109430	109471	41	RM
14-8	7/15/18	6	4:20	6:15	1:95	109471	109539	68	RM
14-8	7/16/18	9	3:50	6:30	2:80	109539	109597	58	RM
14-8	7/16/18	1	10:15	10:40	25	109597	109603	6	JB
14-8	7/16/18	9	10:40	12:52	2:12	109603	109651	48	JB
14-8	7/16/18	9	12:52	15:30	2:78	109651	109706	55	JB
14-8	7/16/18	4	17:20	19:00	1:80	109706	109753	47	PR
14-8	7/16/18	2	19:00	20:15	1:15	109753	109772	19	PR
14-8	7/16/18	4	23:20	24:55	1:35	109772	109824	52	BC
14-8	7/17/18	5	3:06	24:00	20:94	109824	109854	30	CD
14-8	7/17/18	8	4:25	6:00	1:75	109854	109897	43	CD
14-8	7/17/18	2	10:00	10:30	30	109897	109909	12	RM
14-8	7/17/18	8	10:30	13:15	2:85	109909	109968	59	RM
14-8	7/17/18	10	13:15	15:30	2:15	109968	110032	64	RM
14-8	7/17/18	6	17:15	19:30	2:15	110032	110096	64	PJ
14-8	7/17/18	5	21:50	23:30	1:80	110096	110150	54	BC
14-8	7/18/18	10	13:00	15:30	2:30	110150	110227	77	RM
14-8	7/18/18	9	18:10	19:15	1:05	110227	110251	24	BC
14-8	7/20/18	8	18:15	19:15	1:00	110262	110284	22	OG
14-8	7/20/18	6	22:45	24:35	1:90	110284	110338	54	OG
14-8	7/21/18	7	17:50	18:50	1:00	110338	110359	21	BC
14-8	7/21/18	5	21:35	23:15	1:80	110359	110411	52	BC
14-8	7/22/18	5	1:45	3:00	1:55	110411	110444	33	RM
14-8	7/22/18	4	4:50	6:15	1:65	110444	110496	52	RM
14-8	7/23/18	5	3:50	6:15	2:65	110496	110553	57	RM
14-8	7/23/18	1	10:15	10:44	29	110553	110559	6	JB
14-8	7/23/18	8	10:44	12:55	2:11	110559	110601	42	JB
14-8	7/23/18	6	12:55	15:30	2:75	110601	110659	58	JB
14-8	7/23/18	3	17:10	19:00	1:90	110659	110708	49	PR
14-8	7/23/18	2	19:00	20:15	1:15	110708	110727	19	PR
14-8	7/23/18	4	21:40	24:30	2:90	110727	110781	54	OG
14-8	7/24/18	4	3:10	6:10	3:00	110781	110851	70	PJ
14-8	7/24/18	2	10:00	10:30	30	110851	110865	14	RM
14-8	7/24/18	7	10:30	13:15	2:85	110865	110925	60	RM
14-8	7/24/18	10	13:15	15:30	2:15	110925	110985	60	RM
14-8	7/24/18	3	17:15	18:45	1:30	110985	111033	48	PR
14-8	7/24/18	4	19:00	20:10	1:10	111033	111057	24	PR
14-8	7/25/18	4	19:00	20:15	1:15	111318	111343	25	PR
14-8	7/25/18	5	3:01	3:55	54	111057	111083	26	PJ
14-8	7/25/18	9	3:55	6:20	2:65	111083	111132	49	PJ
14-8	7/25/18	2	10:00	10:30	30	111132	111144	12	RM
14-8	7/25/18	8	10:30	13:15	2:85	111144	111204	60	RM
14-8	7/25/18	10	13:15	15:30	2:15	111204	111268	64	RM
14-8	7/25/18	4	17:15	18:50	1:35	111268	111318	50	PR
14-8	7/26/18	6	3:00	3:55	55	111343	111366	23	PJ
14-8	7/26/18	10	4:00	6:15	2:15	111366	111415	49	PJ

State NE From 7/01/18 Thru 9/30/18

Vehicle #	Date	# of Riders	Start Time	Stop Time	Total Time	Start Odometer	Stop Odometer	Total Miles	Driver Initials
14-8	7/26/18	8	10:30	13:15	2:85	111415	111474	59	RM
14-8	7/26/18	9	13:15	15:30	2:15	111474	111523	49	RM
14-8	7/26/18	6	3:00	3:55	55	111343	111366	23	PJ
14-8	7/27/18	5	3:00	4:00	1:00	111523	111559	36	PJ
14-8	7/27/18	9	4:00	6:10	2:10	111559	111601	42	PJ
14-8	7/27/18	2	10:00	10:30	30	111601	111615	14	RM
14-8	7/27/18	7	10:30	13:15	2:85	111615	111675	60	RM
14-8	7/27/18	9	13:15	15:30	2:15	111675	111722	47	RM
14-8	7/27/18	9	18:10	19:15	1:05	111722	111745	23	BC
14-8	7/28/18	7	2:55	3:55	1:00	111746	111777	31	RM
14-8	7/28/18	8	4:45	6:15	1:70	111777	111809	32	RM
14-8	7/28/18	9	17:30	18:50	1:20	111809	111832	23	OG
14-8	7/28/18	5	21:50	23:30	1:80	111832	111881	49	OG
14-8	7/29/18	1	2:10	3:10	1:00	111881	111915	34	RM
14-8	7/29/18	4	4:20	6:20	2:00	111915	111964	49	RM
14-8	7/30/18	9	3:45	6:20	2:75	111964	112022	58	RM
14-8	7/30/18	1	10:15	10:40	25	112022	112028	6	JB
14-8	7/30/18	8	10:40	12:53	2:13	112028	112070	42	JB
14-8	7/30/18	9	12:53	15:30	2:77	112070	112127	57	JB
14-8	7/30/18	2	17:30	18:45	1:15	112127	112164	37	PR
14-8	7/30/18	2	19:00	20:10	1:10	112164	112183	19	PR
14-8	7/31/18	4	3:05	3:40	35	112183	112204	21	CD
14-8	7/31/18	9	4:25	6:00	1:75	112204	112243	39	CD
14-8	7/31/18	2	10:00	10:30	30	112243	112255	12	RM
14-8	7/31/18	9	10:30	13:15	2:85	112255	112315	60	RM
14-8	7/31/18	10	13:15	15:30	2:15	112315	112376	61	RM
14-8	7/31/18	3	17:25	18:50	1:25	112376	112424	48	PR
14-8	7/31/18	3	19:00	20:15	1:15	112424	112443	19	PR
14-8	7/31/18	5	22:00	24:00	2:00	112443	112503	60	OG
14-8	8/01/18	6	3:06	4:00	94	112503	112532	29	CD
14-8	8/01/18	10	4:20	6:00	1:80	112532	112575	43	CD
14-8	8/01/18	1	10:15	10:35	20	112575	112583	8	RM
14-8	8/01/18	9	10:35	13:15	2:80	112583	112643	60	RM
14-8	8/01/18	10	13:15	15:30	2:15	112643	112698	55	RM
14-8	8/01/18	4	17:00	19:00	2:00	112698	112748	50	PR
14-8	8/01/18	4	19:00	20:15	1:15	112748	112769	21	PR
14-8	8/01/18	5	23:55	25:45	1:90	112769	112832	63	OG
14-8	8/02/18	7	3:20	4:00	80	112832	112867	35	CD
14-8	8/02/18	10	4:20	6:00	1:80	112867	112908	41	CD
14-8	8/02/18	8	10:30	13:15	2:85	112908	112969	61	RM
14-8	8/02/18	10	13:15	15:30	2:15	112969	113023	54	RM
14-8	8/03/18	9	18:00	19:05	1:05	113023	113049	26	OG
14-8	8/03/18	6	23:35	25:25	1:90	113049	113112	63	OG
14-8	8/04/18	7	17:30	18:35	1:05	113112	113137	25	OG
14-8	8/04/18	4	22:45	24:00	1:55	113137	113177	40	OG
14-8	8/05/18	5	1:50	3:00	1:50	113177	113210	33	RM
14-8	8/05/18	5	4:40	6:20	1:80	113210	113265	55	RM
14-8	8/06/18	7	3:45	6:15	2:70	113265	113327	62	RM
14-8	8/06/18	8	10:45	12:53	2:08	113327	113371	44	JB
14-8	8/06/18	7	12:53	15:30	2:77	113371	113424	53	JB
14-8	8/06/18	3	17:30	19:00	1:70	113424	113473	49	PR
14-8	8/06/18	1	19:00	20:00	1:00	113473	113485	12	PR

State NE From 7/01/18 Thru 9/30/18

Vehicle #	Date	# of Riders	Start Time	Stop Time	Total Time	Start Odometer	Stop Odometer	Total Miles	Driver Initials
14-8	8/06/18	4	21:55	23:40	1:85	113485	113554	69	OG
14-8	8/07/18	3	19:00	20:00	1:00	113740	113760	20	PR
14-8	8/07/18	1	10:00	10:30	30	113554	113562	8	RM
14-8	8/07/18	7	10:30	13:15	2:85	113567	113633	66	RM
14-8	8/07/18	10	13:15	15:30	2:15	113633	113694	61	RM
14-8	8/07/18	3	17:20	19:00	1:80	113694	113740	46	PR
14-8	8/08/18	5	3:06	3:55	49	113760	113786	26	CD
14-8	8/08/18	9	4:20	6:00	1:80	113786	113832	46	CD
14-8	8/08/18	2	10:00	10:30	30	113832	113844	12	RM
14-8	8/08/18	7	10:30	13:15	2:85	113844	113904	60	RM
14-8	8/08/18	10	13:15	15:30	2:15	113904	113964	60	RM
14-8	8/08/18	3	17:00	18:45	1:45	113964	114010	46	PR
14-8	8/08/18	4	19:00	20:15	1:15	114010	114036	26	PR
14-8	8/08/18	5	23:00	24:40	1:40	114036	114093	57	OG
14-8	8/09/18	7	10:30	13:15	2:85	114093	114160	67	RM
14-8	8/09/18	8	13:15	15:30	2:15	114160	114210	50	RM
14-8	8/10/18	7	9:45	10:33	88	114210	114224	14	RM
14-8	8/10/18	7	10:33	13:15	2:82	114224	114273	49	RM
14-8	8/10/18	9	13:15	15:30	2:15	114273	114340	67	RM
14-8	8/10/18	3	16:50	18:45	1:95	114340	114390	50	PR
14-8	8/10/18	3	19:00	20:00	1:00	114390	114412	22	PR
14-8	8/10/18	5	20:00	21:45	1:45	114412	114449	37	PR
14-8	8/11/18	1	10:15	10:45	30	114449	114459	10	BC
14-8	8/11/18	5	10:45	12:55	2:10	114459	114504	45	BC
14-8	8/11/18	5	12:55	14:30	1:75	114504	114542	38	BC
14-8	8/11/18	7	17:45	18:45	1:00	114542	114569	27	BC
14-8	8/11/18	6	19:55	22:00	2:45	114569	114626	57	BC
14-8	8/11/18	6	22:10	23:45	1:35	114626	114672	46	BC
14-8	8/12/18	2	9:15	9:43	28	114672	114684	12	JB
14-8	8/12/18	6	11:30	12:41	1:11	114684	114723	39	JB
14-8	8/12/18	2	13:10	14:00	90	114723	114763	40	JB
14-8	8/12/18	2	18:30	18:55	25	114763	114774	11	BC
14-8	8/12/18	6	19:00	20:30	1:30	114774	114809	35	BC
14-8	8/13/18	9	4:00	6:06	2:06	114809	114861	52	CD
14-8	8/13/18	9	10:45	12:53	2:08	114861	114909	48	JB
14-8	8/13/18	10	12:53	15:35	2:82	114909	114979	70	JB
14-8	8/13/18	3	17:15	18:45	1:30	114979	115026	47	PR
14-8	8/13/18	2	19:00	20:15	1:15	115026	115044	18	PR
14-8	8/14/18	3	3:06	3:45	39	115044	115066	22	CD
14-8	8/14/18	10	4:20	6:05	1:85	115066	115110	44	CD
14-8	8/14/18	2	10:00	10:30	30	115110	115120	10	RM
14-8	8/14/18	8	10:30	13:15	2:85	115120	115180	60	RM
14-8	8/14/18	11	13:15	15:30	2:15	115180	115244	64	RM
14-8	8/14/18	8	18:05	19:10	1:05	115244	115272	28	OG
14-8	8/14/18	5	23:15	25:00	1:85	115272	115334	62	OG
14-8	8/15/18	5	3:07	3:55	48	115334	115362	28	CD
14-8	8/15/18	10	4:20	6:00	1:80	115362	115406	44	CD
14-8	8/15/18	2	10:00	10:30	30	115406	115416	10	RM
14-8	8/15/18	8	10:30	13:15	2:85	115416	115472	56	RM
14-8	8/15/18	12	13:15	15:30	2:15	115472	115537	65	RM
14-8	8/15/18	9	17:55	19:05	1:50	115537	115565	28	OG
14-8	8/15/18	5	23:15	24:45	1:30	115565	115616	51	BC

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Vehicle #	Date	# of Riders	Start Time	Stop Time	Total Time	Start Odometer	Stop Odometer	Total Miles	Driver Initials
14-8	8/16/18	7	3:07	4:05	98	115616	115646	30	CD
14-8	8/16/18	9	4:20	6:00	1:80	115646	115695	49	CD
14-8	8/16/18	8	10:30	13:15	2:85	115695	115755	60	RM
14-8	8/16/18	9	13:15	15:30	2:15	115755	115814	59	RM
14-8	8/16/18	8	19:15	22:00	2:85	115814	115867	53	JB
14-8	8/16/18	7	11:00	12:50	1:50	115867	115912	45	PJ
14-8	8/17/18	7	13:00	15:15	2:15	115912	115971	59	PR
14-8	8/17/18	5	17:00	19:00	2:00	115971	116028	57	PR
14-8	8/17/18	3	19:00	20:00	1:00	116028	116051	23	PR
14-8	8/17/18	5	20:00	21:45	1:45	116051	116088	37	PR
14-8	8/18/18	1	10:00	10:30	30	116088	116095	7	RM
14-8	8/18/18	8	10:30	13:15	2:85	116095	116152	57	RM
14-8	8/18/18	7	13:15	15:20	2:05	116152	116202	50	RM
14-8	8/18/18	8	17:30	18:45	1:15	116202	116231	29	OG
14-8	8/18/18	5	22:00	23:40	1:40	116231	116285	54	OG
14-8	8/19/18	5	1:50	3:00	1:50	116285	116325	40	RM
14-8	8/19/18	7	4:15	6:15	2:00	116325	116371	46	RM
14-8	8/20/18	9	3:45	6:30	2:85	116371	116429	58	RM
14-8	8/20/18	1	10:15	10:37	22	116429	116436	7	JB
14-8	8/20/18	9	10:37	12:53	2:16	116436	116484	48	JB
14-8	8/20/18	10	12:53	15:35	2:82	116484	116547	63	JB
14-8	8/20/18	4	17:35	19:00	1:65	116547	116594	47	PR
14-8	8/20/18	2	19:00	20:15	1:15	116594	116613	19	PR
14-8	8/20/18	5	21:45	23:30	1:85	116613	116673	60	OG
14-8	8/21/18	3	17:15	18:50	1:35	116877	116924	47	PR
14-8	8/21/18	4	19:00	20:15	1:15	116924	116951	27	PR
14-8	8/21/18	4	3:04	3:45	41	116673	116699	26	CD
14-8	8/21/18	10	4:20	6:00	1:80	116699	116737	38	CD
14-8	8/21/18	2	10:00	10:30	30	116737	116750	13	RM
14-8	8/21/18	7	10:30	13:15	2:85	116750	115813	63	RM
14-8	8/21/18	12	13:15	15:30	2:15	116813	116877	64	RM
14-8	8/22/18	7	35	2:15	1:80	116951	117004	53	BC
14-8	8/22/18	5	3:16	3:55	39	117004	117027	23	CD
14-8	8/22/18	9	4:25	6:00	1:75	117027	117065	38	CD
14-8	8/22/18	2	10:00	10:30	30	117071	117082	11	RM
14-8	8/22/18	7	10:30	13:15	2:85	117082	117136	54	RM
14-8	8/22/18	10	13:15	15:30	2:15	117136	117198	62	RM
14-8	8/22/18	5	17:00	18:50	1:50	117198	117248	50	PR
14-8	8/22/18	4	19:00	20:15	1:15	117248	117275	27	PR
14-8	8/22/18	6	23:40	25:20	1:80	117275	117331	56	OG
14-8	8/23/18	7	3:05	4:00	95	117331	117363	32	CD
14-8	8/23/18	9	4:20	6:00	1:80	117363	117406	43	CD
14-8	8/24/18	2	9:55	10:30	75	117406	117417	11	RM
14-8	8/24/18	7	10:30	12:55	2:25	117417	117469	52	RM
14-8	8/24/18	8	13:00	15:30	2:30	117469	117530	61	PR
14-8	8/24/18	8	18:00	19:05	1:05	117530	117559	29	OG
14-8	8/24/18	5	22:40	24:30	1:90	117559	117614	55	OG
14-8	8/25/18	7	17:35	18:40	1:05	117614	117640	26	BC
14-8	8/25/18	5	21:40	23:30	1:90	117640	117695	55	BC
14-8	8/26/18	5	1:50	3:05	1:55	117695	117738	43	RM
14-8	8/26/18	6	4:25	6:15	1:90	117738	117790	52	RM
14-8	8/27/18	1	10:15	10:30	15	117790	117798	8	JB

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Vehicle #	Date	# of Riders	Start Time	Stop Time	Total Time	Start Odometer	Stop Odometer	Total Miles	Driver Initials
14-8	8/27/18	8	10:30	12:53	2:23	117798	117847	49	JB
14-8	8/27/18	9	13:00	15:25	2:25	117847	117899	52	BC
14-8	8/27/18	4	17:20	18:50	1:30	117899	117947	48	PR
14-8	8/27/18	4	17:20	18:50	1:30	117899	117947	48	PR
14-8	8/27/18	2	19:00	20:15	1:15	117947	117966	19	PR
14-8	8/27/18	5	21:25	23:00	1:75	117966	118019	53	BC
14-8	8/28/18	5	3:03	3:50	47	118019	118043	24	CD
14-8	8/28/18	10	4:20	6:00	1:80	118043	118087	44	CD
14-8	8/28/18	2	10:00	10:30	30	118097	118107	10	RM
14-8	8/28/18	8	10:30	13:15	2:85	118107	118177	70	RM
14-8	8/28/18	11	13:15	14:30	1:15	118177	118242	65	RM
14-8	8/28/18	4	17:00	18:45	1:45	118242	118290	48	PR
14-8	8/28/18	4	19:00	20:15	1:15	118290	118317	27	PR
14-8	8/28/18	6	23:00	24:45	1:45	118317	118381	64	OG
14-8	8/28/18	6	3:05	3:55	50	118381	118409	28	CD
14-8	8/28/18	10	4:25	6:00	1:75	118409	118454	45	CD
14-8	8/29/18	2	10:00	10:30	30	118454	118466	12	RM
14-8	8/29/18	8	10:30	13:15	2:85	118466	118517	51	RM
14-8	8/29/18	12	13:15	15:30	2:15	118517	118584	67	RM
14-8	8/29/18	9	17:15	18:15	1:00	118584	118611	27	BC
14-8	8/29/18	6	23:45	25:40	1:95	118612	118667	55	BC
14-8	8/29/18	10	4:25	6:00	1:75	118409	118454	45	CD
14-8	8/30/18	7	3:08	4:05	97	118667	118698	31	CD
14-8	8/30/18	8	4:40	6:00	1:60	118698	118738	40	CD
14-8	8/30/18	8	10:30	13:10	2:80	118738	118809	71	RM
14-8	8/30/18	8	13:10	15:30	2:20	118809	118862	53	RM
14-8	8/31/18	2	10:00	10:33	33	118862	118879	17	RM
14-8	8/31/18	9	10:33	12:55	2:22	118879	118943	64	RM
14-8	8/31/18	11	13:00	15:30	2:30	118943	119003	60	PR
14-8	8/31/18	5	16:30	18:30	2:00	119003	119059	56	PR
14-8	8/31/18	11	18:30	22:15	3:85	119059	119137	78	PR
14-8	9/01/18	7	17:35	18:30	95	119137	119161	24	OG
14-8	9/01/18	7	22:00	23:40	1:40	119161	119215	54	OG
14-8	9/02/18	1		40	40	119215	119239	24	OG
14-8	9/02/18	5	1:45	2:50	1:05	119239	119261	22	RM
14-8	9/02/18	6	4:30	6:30	2:00	119267	119324	57	RM
14-8	9/03/18	8	3:50	6:15	2:65	119324	119385	61	RM
14-8	9/03/18	1	10:15	10:40	25	119385	119396	11	BC
14-8	9/03/18	8	10:40	12:50	2:10	119396	119443	47	BC
14-8	9/03/18	8	13:10	15:25	2:15	119443	119494	51	BC
14-8	9/03/18	4	17:00	18:30	1:30	119494	119543	49	PR
14-8	9/03/18	2	18:30	19:45	1:15	119543	119562	19	PR
14-8	9/03/18	5	22:05	23:45	1:40	119562	119622	60	OG
14-8	9/04/18	3	3:05	3:45	40	119622	119645	23	CD
14-8	9/04/18	9	4:25	6:00	1:75	119645	119691	46	CD
14-8	9/04/18	2	10:00	10:30	30	119693	119703	10	RM
14-8	9/04/18	6	10:30	13:15	2:85	119707	119769	62	RM
14-8	9/04/18	11	13:15	15:30	2:15	119769	119813	44	RM
14-8	9/04/18	4	17:15	19:00	1:85	119813	119862	49	PR
14-8	9/04/18	4	19:00	20:30	1:30	119862	119889	27	PR
14-8	9/04/18	6	22:00	23:45	1:45	119889	119954	65	OG
14-8	9/05/18	5	3:07	3:55	48	119954	119978	24	CD

11/01/18 12:59:24  
UADCPFK JANET

Vehicle Detail

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Vehicle #	Date	# of Riders	Start Time	Stop Time	Total Time	Start Odometer	Stop Odometer	Total Miles	Driver Initials
14-8	9/05/18	9	4:25	6:00	1:75	119978	120025	47	CD
14-8	9/05/18	2	10:00	10:30	30	120025	120035	10	RM
14-8	9/05/18	7	10:30	13:15	2:85	120035	120097	62	RM
14-8	9/05/18	11	13:15	15:30	2:15	120097	120154	57	RM
14-8	9/05/18	5	17:00	19:00	2:00	120154	120204	50	PR
14-8	9/05/18	4	19:00	20:30	1:30	120204	120231	27	PR
14-8	9/05/18	6	23:50	25:30	1:80	120231	120294	63	OG
14-8	9/06/18	6	3:05	3:55	50	120294	120319	25	CD
14-8	9/06/18	8	4:25	6:00	1:75	120319	120369	50	CD
14-8	9/06/18	6	10:30	13:15	2:85	120369	120429	60	RM
14-8	9/06/18	7	13:15	15:15	2:00	120429	120491	62	RM
14-8	9/07/18	2	10:00	10:30	30	120491	120502	11	RM
14-8	9/07/18	8	10:30	13:15	2:85	120502	120563	61	RM
14-8	9/07/18	6	13:15	15:30	2:15	120563	120627	64	RM
14-8	9/07/18	6	18:10	19:00	90	120627	120648	21	BC
14-8	9/07/18	7	20:00	22:20	2:20	120648	120722	74	RM
14-8	9/08/18	6	18:00	18:50	50	120722	120745	23	BC
14-8	9/08/18	6	22:15	23:50	1:35	120745	120797	52	BC
14-8	9/09/18	4	1:50	2:45	95	120797	120825	28	RM
14-8	9/09/18	7	4:20	6:25	2:05	120825	120885	60	RM
14-8	9/10/18	1	10:15	10:30	15	120945	120953	8	PR
14-8	9/10/18	9	10:30	12:50	2:20	120953	121004	51	PR
14-8	9/10/18	9	13:00	15:05	2:05	121004	121060	56	PR
14-8	9/10/18	4	18:05	20:00	1:95	121060	121115	55	OG
14-8	9/10/18	0	20:50	21:10	60	121115	121120	5	OG
14-8	9/10/18	9	3:45	6:25	2:80	120885	120945	60	RM
14-8	9/11/18	5		1:30	1:30	121120	121177	57	OG
14-8	9/11/18	3	3:06	3:45	39	121177	121202	25	CD
14-8	9/11/18	10	4:20	6:00	1:80	121202	121246	44	CD
14-8	9/11/18	2	10:00	10:30	30	121246	121257	11	RM
14-8	9/11/18	8	10:30	13:15	2:85	121257	121316	59	RM
14-8	9/11/18	12	13:15	15:30	2:15	121316	121382	66	RM
14-8	9/12/18	5	3:06	3:55	49	121382	121414	32	CD
14-8	9/12/18	10	4:20	6:00	1:80	121414	121455	41	CD
14-8	9/12/18	2	10:00	10:30	30	121455	121466	11	RM
14-8	9/12/18	8	10:30	13:15	2:85	121466	121518	52	RM
14-8	9/12/18	12	13:15	15:30	2:15	121518	121593	75	RM
14-8	9/12/18	5	17:00	19:00	2:00	121593	121643	50	PR
14-8	9/12/18	4	19:00	20:30	1:30	121643	121669	26	PR
14-8	9/12/18	6	23:25	25:10	1:85	121670	121723	53	BC
14-8	9/13/18	12	8:30	10:30	2:00	121723	121791	68	RM
14-8	9/13/18	6	14:00	15:30	1:30	121791	121880	89	RM
14-8	9/13/18	3	15:30	16:30	1:00	121880	121907	27	OG
14-8	9/13/18	8	16:45	18:50	2:05	121907	121953	46	LG
14-8	9/13/18	6	18:50	22:15	3:65	121953	122026	73	LG
14-8	9/14/18	2	10:00	10:35	35	122026	122039	13	RM
14-8	9/14/18	7	10:35	13:15	2:80	122039	122110	71	RM
14-8	9/14/18	9	13:15	15:30	2:15	122110	122176	66	RM
14-8	9/14/18	8	18:05	19:20	1:15	122176	122207	31	BC
14-8	9/14/18	6	19:40	21:45	2:05	122207	122255	48	BC
14-8	9/14/18	5	22:45	24:05	1:60	122256	122289	33	BC
14-8	9/15/18	7	17:20	18:40	1:20	122289	122318	29	OG

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Vehicle #	Date	# of Riders	Start Time	Stop Time	Total Time	Start Odometer	Stop Odometer	Total Miles	Driver Initials
14-8	9/15/18	6	21:25	23:30	2:05	122318	122371	53	OG
14-8	9/16/18	5	1:45	2:55	1:10	122371	122405	34	RM
14-8	9/16/18	7	4:00	6:30	2:30	122405	122469	64	RM
14-8	9/17/18	9	3:40	6:15	2:75	122469	122528	59	RM
14-8	9/17/18	1	10:15	10:36	21	122528	122534	6	JB
14-8	9/17/18	8	10:36	12:48	2:12	122534	122580	46	JB
14-8	9/17/18	10	12:45	15:36	2:91	122580	122649	69	JB
14-8	9/17/18	4	17:00	18:50	1:50	122649	122697	48	PR
14-8	9/17/18	2	19:00	20:00	1:00	122697	122708	11	PR
14-8	9/17/18	5	23:10	24:55	1:45	122708	122763	55	OG
14-8	9/18/18	3	3:03	3:45	42	122763	122787	24	CD
14-8	9/18/18	10	4:20	6:00	1:80	122787	122831	44	CD
14-8	9/18/18	2	10:00	10:30	30	122831	122844	13	RN
14-8	9/18/18	8	10:30	13:15	2:85	122844	122902	58	RM
14-8	9/18/18	11	13:15	15:30	2:15	122902	122964	62	RM
14-8	9/18/18	4	17:20	18:55	1:35	122964	123013	49	PR
14-8	9/18/18	4	19:00	20:30	1:30	123013	123040	27	PR
14-8	9/18/18	6	21:45	23:25	1:80	123040	123093	53	BC
14-8	9/19/18	6	3:02	3:50	48	123093	123121	28	CD
14-8	9/19/18	10	4:25	6:00	1:75	123121	123165	44	CD
14-8	9/19/18	2	10:00	10:30	30	123165	123177	12	RM
14-8	9/19/18	8	10:30	13:15	2:85	123177	123229	52	RM
14-8	9/19/18	12	13:15	15:30	2:15	123229	123294	65	RM
14-8	9/19/18	5	17:16	18:55	1:39	123294	123345	51	PR
14-8	9/19/18	4	19:00	20:22	1:22	123345	123371	26	PR
14-8	9/19/18	2	20:22	22:55	2:33	123371	123423	52	LG
14-8	9/19/18	6	23:15	24:55	1:40	123423	123476	53	BC
14-8	9/20/18	7	3:02	24:00	20:98	123476	123506	30	CD
14-8	9/20/18	7	4:20	6:00	1:80	123506	123551	45	CD
14-8	9/20/18	7	10:30	13:15	2:85	123551	123609	58	RM
14-8	9/20/18	9	13:15	15:30	2:15	123609	123670	61	RM
14-8	9/21/18	2	10:00	10:30	30	123670	123680	10	RM
14-8	9/21/18	7	10:30	12:50	2:20	123680	123733	53	RM
14-8	9/21/18	11	13:00	15:30	2:30	123733	123794	61	PR
14-8	9/21/18	8	18:00	19:00	1:00	123794	123819	25	OG
14-8	9/21/18	1	19:30	19:40	10	123819	123822	3	OG
14-8	9/21/18	5	23:30	25:15	1:85	123822	123874	52	OG
14-8	9/22/18	7	2:55	4:00	1:45	123874	123908	34	RM
14-8	9/22/18	8	4:45	6:25	1:80	123908	123940	32	RM
14-8	9/22/18	6	17:50	18:45	95	123940	123963	23	BC
14-8	9/22/18	6	21:35	23:30	1:95	123963	124016	53	BC
14-8	9/23/18	5	1:55	3:00	1:45	124017	124055	38	RM
14-8	9/23/18	7	4:30	6:15	1:85	124055	124113	58	RM
14-8	9/23/18	8	3:45	6:15	2:70	124113	124199	86	RM
14-8	9/24/18	1	10:15	10:44	29	124199	124205	6	JB
14-8	9/24/18	9	10:44	13:02	2:58	124205	124255	50	JB
14-8	9/24/18	9	13:02	15:35	2:33	124255	124322	67	JB
14-8	9/24/18	5	17:15	18:50	1:35	124322	124373	51	PR
14-8	9/24/18	2	19:00	20:15	1:15	124373	124392	19	PR
14-8	9/25/18	6	3:01	4:00	99	124445	124477	32	CD
14-8	9/25/18	9	4:20	6:00	1:80	124477	124519	42	CD
14-8	9/25/18	2	10:00	10:30	30	124519	124530	11	RM



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Vehicle #	Date	# of Riders	Start Time	Stop Time	Total Time	Start Odometer	Stop Odometer	Total Miles	Driver Initials
14-8	9/25/18	8	10:30	13:15	2:85	124530	124588	58	RM
14-8	9/25/18	12	13:15	15:30	2:15	124588	124654	66	RM
14-8	9/25/18	4	17:30	19:00	1:70	124654	124703	49	PR
14-8	9/25/18	4	19:00	20:30	1:30	124703	124730	27	PR
14-8	9/25/18	6	22:00	23:40	1:40	124730	124790	60	OG
14-8	9/26/18	6	3:03	3:55	52	124790	124824	34	CD
14-8	9/26/18	10	4:20	6:00	1:80	124824	124868	44	CD
14-8	9/26/18	2	10:00	10:30	30	124868	124879	11	RM
14-8	9/26/18	7	10:30	13:15	2:85	124879	124931	52	RM
14-8	9/26/18	11	13:15	15:30	2:15	124931	124995	64	RM
14-8	9/26/18	4	17:20	18:54	1:34	124995	125044	49	PR
14-8	9/26/18	4	19:00	20:30	1:30	125044	125072	28	PR
14-8	9/26/18	6	23:40	25:30	1:90	125072	125125	53	BC
14-8	9/27/18	8	10:30	13:15	2:85	125158	125211	53	RM
14-8	9/27/18	8	13:15	15:30	2:15	125211	125272	61	RM
14-8	9/27/18	8	17:30	19:00	1:70	125272	125327	55	LG
14-8	9/27/18	7	19:00	21:40	2:40	125327	125387	60	LG
14-8	9/28/18	8	3:02	4:10	1:08	125387	125427	40	CD
14-8	9/28/18	8	4:40	6:15	1:75	125427	125467	40	CD
14-8	9/28/18	9	18:00	19:00	1:00	125467	125494	27	BC
14-8	9/28/18	2	19:10	29:45	10:35	125494	125505	11	BC
14-8	9/28/18	7	20:10	22:15	2:05	125505	125560	55	BC
14-8	9/29/18	8	17:30	18:40	1:10	125560	125589	29	OG
14-8	9/29/18	6	22:00	23:50	1:50	125589	125650	61	OG
14-8	9/30/18	7	1:45	3:00	1:55	125650	125695	45	RM
14-8	9/30/18	8	4:15	6:30	2:15	125695	125750	55	RM
15-17	7/01/18	2	8:45	9:55	1:10	156433	156447	14	LG
15-17	7/01/18	7	11:00	12:45	1:45	156447	156489	42	LG
15-17	7/01/18	6	12:45	15:15	2:70	156489	156543	54	LG
15-17	7/01/18	9	18:00	20:45	2:45	156543	156599	56	LG
15-17	7/02/18	6	17:30	19:05	1:75	156599	156620	21	LG
15-17	7/02/18	8	19:05	21:45	2:40	156620	156671	51	LG
15-17	7/03/18	8	17:30	19:05	1:75	156671	156695	24	LG
15-17	7/03/18	5	19:05	22:00	2:95	156695	156741	46	LG
15-17	7/04/18	5	13:00	14:30	1:30	156741	156787	46	LG
15-17	7/04/18	5	18:45	20:45	2:00	156787	156834	47	LG
15-17	7/05/18	8	4:35	6:00	1:65	156834	156884	50	CD
15-17	7/05/18	8	17:30	19:05	1:75	156884	156908	24	LG
15-17	7/05/18	7	19:05	22:00	2:95	156908	156960	52	LG
15-17	7/05/18	7	3:05	4:10	1:05	156960	157002	42	CD
15-17	7/06/18	9	4:40	6:00	1:60	157002	157042	40	CD
15-17	7/06/18	2	10:00	10:30	30	157042	157055	13	RM
15-17	7/06/18	7	10:30	13:00	2:70	157055	157113	58	RM
15-17	7/06/18	11	13:00	15:30	2:30	157113	157172	59	PR
15-17	7/06/18	4	17:00	18:45	1:45	157172	157222	50	PR
15-17	7/06/18	3	19:00	20:00	1:00	157222	157245	23	PR
15-17	7/07/18	7	3:06	4:05	99	157286	157320	34	CD
15-17	7/07/18	8	5:00	6:02	1:02	157320	157348	28	CD
15-17	7/07/18	1	21:45	22:45	1:00	157348	157355	7	LG
15-17	7/07/18	8	22:45	25:00	2:55	157355	157410	55	LG
15-17	7/07/18	8	13:00	15:30	2:30	157410	157452	42	LG
15-17	7/07/18	4	16:30	19:05	2:75	157452	157501	49	LG

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15-17	7/07/18	9	19:05	21:45	2:40	157501	157573	72	LG
15-17	7/08/18	2	20:45	21:50	1:05	157573	157586	13	LG
15-17	7/08/18	6	23:00	24:35	1:35	157586	157628	42	LG
15-17	7/08/18	4	35	15:15	14:80	157628	157683	55	LG
15-17	7/08/18	9	18:00	20:45	2:45	157683	157740	57	LG
15-17	7/09/18	5	17:30	18:45	1:15	157740	157762	22	LG
15-17	7/09/18	8	18:45	22:00	3:55	157762	157812	50	LG
15-17	7/10/18	8	17:30	19:05	1:75	157812	157835	23	LG
15-17	7/10/18	5	19:05	21:45	2:40	157835	157879	44	LG
15-17	7/11/18	7	3:05	4:10	1:05	157879	157913	34	CD
15-17	7/11/18	8	17:30	19:00	1:70	157913	157982	69	LG
15-17	7/11/18	8	19:00	22:15	3:15	157982	158037	55	LG
15-17	7/11/18	4	23:40	25:25	1:85	158038	158085	47	BC
15-17	7/12/18	7	3:07	4:05	98	158085	158115	30	CD
15-17	7/12/18	7	4:40	6:00	1:60	158115	158159	44	CD
15-17	7/12/18	8	10:20	13:15	2:95	158159	158205	46	RM
15-17	7/12/18	8	13:15	15:30	2:15	158205	158265	60	RM
15-17	7/12/18	6	17:30	19:28	1:98	158265	158313	48	LG
15-17	7/12/18	7	19:28	21:35	2:07	158313	158372	59	LG
15-17	7/13/18	7	3:02	4:10	1:08	158372	158412	40	CD
15-17	7/13/18	9	4:40	6:07	1:67	158412	158453	41	CD
15-17	7/13/18	2	10:00	10:30	30	158453	158465	12	RM
15-17	7/13/18	7	10:30	12:50	2:20	158465	158572	107	RM
15-17	7/13/18	10	13:00	15:30	2:30	158576	158582	6	PR
15-17	7/13/18	5	17:00	19:00	2:00	158582	158634	52	PR
15-17	7/13/18	3	19:00	20:00	1:00	158634	158657	23	PR
15-17	7/13/18	6	20:00	21:45	1:45	158657	158696	39	PR
15-17	7/13/18	5	22:55	24:50	1:95	158696	158753	57	BC
15-17	7/14/18	8	3:07	4:10	1:03	158753	158789	36	CD
15-17	7/14/18	8	5:00	6:00	1:00	158789	158818	29	CD
15-17	7/14/18	1	9:45	10:35	90	158818	158826	8	LG
15-17	7/14/18	7	10:35	12:55	2:20	158826	158879	53	LG
15-17	7/14/18	8	12:55	15:30	2:75	158879	158922	43	LG
15-17	7/14/18	3	16:30	18:15	1:85	158922	158972	50	LG
15-17	7/14/18	8	18:15	22:00	3:85	158972	159043	71	LG
15-17	7/15/18	2	8:45	9:49	1:04	159043	159056	13	LG
15-17	7/15/18	7	11:00	12:35	1:35	159056	159098	42	LG
15-17	7/15/18	7	12:35	15:15	2:80	159098	159154	56	LG
15-17	7/15/18	9	18:00	20:30	2:30	159154	159209	55	LG
15-17	7/16/18	6	17:30	18:55	1:25	159209	159229	20	LG
15-17	7/16/18	7	18:55	22:00	3:45	159229	159270	41	LG
15-17	7/16/18	8	17:30	19:05	1:75	159270	159293	23	LG
15-17	7/17/18	7	19:05	22:30	3:25	159293	159349	56	LG
15-17	7/18/18	7	3:09	4:15	1:06	159349	159385	36	CD
15-17	7/18/18	8	4:35	6:00	1:65	159385	159427	42	CD
15-17	7/18/18	2	10:10	10:40	30	159427	159439	12	RM
15-17	7/18/18	8	10:40	13:00	2:60	159439	159491	52	RM
15-17	7/18/18	3	17:30	19:15	1:85	159491	159542	51	LG
15-17	7/18/18	9	19:15	21:45	2:30	159542	159601	59	LG
15-17	7/18/18	5	23:20	25:10	1:90	159601	159655	54	OG
15-17	7/19/18	6	3:06	3:50	44	159655	159687	32	CD
15-17	7/19/18	7	4:35	6:00	1:65	159687	159726	39	CD

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15-17	7/19/18	8	10:30	13:15	2:85	159726	159786	60	RM
15-17	7/19/18	7	13:15	15:30	2:15	159786	159828	42	RM
15-17	7/19/18	7	17:30	18:42	1:12	159828	159874	46	LG
15-17	7/19/18	6	18:42	21:30	2:88	157874	159925	2051	LG
15-17	7/20/18	6	3:06	4:10	1:04	159925	159965	40	CD
15-17	7/20/18	7	4:40	6:00	1:60	159965	160006	41	CD
15-17	7/20/18	2	10:00	10:30	30	16006	160018	44012	RM
15-17	7/20/18	7	10:30	12:45	2:15	160018	160084	66	RM
15-17	7/20/18	6	13:00	15:30	2:30	160034	160148	114	PR
15-17	7/20/18	5	17:00	18:45	1:45	160148	160201	53	PR
15-17	7/20/18	2	19:00	20:00	1:00	160201	160218	17	PR
15-17	7/20/18	8	20:00	22:45	2:45	160218	160284	66	PR
15-17	7/21/18	6	2:45	3:40	95	160284	160309	25	RM
15-17	7/21/18	6	4:30	6:15	1:85	160309	160341	32	RM
15-17	7/21/18	1	9:45	10:43	98	160341	160349	8	LG
15-17	7/21/18	7	10:43	12:45	2:02	160349	160405	56	LG
15-17	7/21/18	7	12:45	15:30	2:85	160405	160446	41	LG
15-17	7/21/18	4	16:45	18:12	1:67	160446	160502	56	LG
15-17	7/21/18	8	18:12	21:45	3:33	160502	160554	52	LG
15-17	7/22/18	2	8:45	9:55	1:10	160554	160567	13	LG
15-17	7/22/18	7	11:00	12:30	1:30	160567	160606	39	LG
15-17	7/22/18	4	12:30	15:00	2:70	160606	160654	48	LG
15-17	7/22/18	9	18:00	20:45	2:45	160654	160706	52	LG
15-17	7/23/18	5	17:30	19:00	1:70	160706	160727	21	LG
15-17	7/23/18	7	19:00	22:00	3:00	160727	160775	48	LG
15-17	7/24/18	7	17:30	29:00	11:70	160775	160795	20	LG
15-17	7/24/18	6	19:00	22:00	3:00	160779	160847	68	LG
15-17	7/24/18	5	23:15	25:00	1:85	160847	160903	56	BC
15-17	7/25/18	7	17:30	18:50	1:20	160903	160923	20	LG
15-17	7/25/18	6	18:50	21:40	2:90	160923	160974	51	LG
15-17	7/25/18	6	10	1:55	1:45	160975	161025	50	BC
15-17	7/26/18	5	17:30	19:10	1:80	161025	161065	40	LG
15-17	7/26/18	7	19:10	22:00	2:90	161065	161122	57	LG
15-17	7/27/18	4	17:15	18:40	1:25	161123	161171	48	OG
15-17	7/27/18	2	19:00	19:30	30	161171	161183	12	JB
15-17	7/27/18	7	19:30	21:45	2:15	161183	161234	51	JB
15-17	7/27/18	5	23:00	24:40	1:40	161234	161287	53	BC
15-17	7/28/18	1	9:45	10:55	1:10	161287	161295	8	LG
15-17	7/28/18	6	10:55	12:55	2:00	161295	161346	51	LG
15-17	7/28/18	7	12:55	15:30	2:75	161346	161388	42	LG
15-17	7/28/18	4	16:30	18:05	1:75	161388	161438	50	LG
15-17	7/28/18	7	18:30	21:30	3:00	161438	161506	68	LG
15-17	7/29/18	2	8:45	9:50	1:05	161506	161520	14	LG
15-17	7/29/18	7	11:00	12:35	1:35	161520	161565	45	LG
15-17	7/29/18	4	12:35	15:15	2:80	161565	161615	50	LG
15-17	7/29/18	9	18:00	20:40	2:40	161615	161676	61	LG
15-17	7/29/18	6	17:30	18:50	1:20	161676	161697	21	LG
15-17	7/29/18	7	18:50	21:25	2:75	161697	161740	43	LG
15-17	7/30/18	3	23:45	25:05	1:60	161740	161783	43	BC
15-17	7/31/18	9	17:30	19:24	1:94	161783	161805	22	LG
15-17	7/31/18	5	19:24	22:05	2:81	161805	161859	54	LG
15-17	8/01/18	9	17:30	19:07	1:77	161859	161884	25	LG

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Vehicle #	Date	# of Riders	Start Time	Stop Time	Total Time	Start Odometer	Stop Odometer	Total Miles	Driver Initials
15-17	8/01/18	6	19:07	21:45	2:38	161884	161928	44	LG
15-17	8/02/18	9	17:30	19:27	1:97	161928	161966	38	LG
15-17	8/02/18	6	19:27	21:45	2:18	161966	162029	63	LG
15-17	8/03/18	7	3:05	4:10	1:05	162029	162073	44	CD
15-17	8/03/18	9	4:40	6:02	1:62	162073	162118	45	CD
15-17	8/03/18	1	10:00	10:30	30	162118	162125	7	RM
15-17	8/03/18	8	10:30	12:50	2:20	162125	162182	57	RM
15-17	8/03/18	11	13:00	15:30	2:30	162182	162243	61	PR
15-17	8/03/18	4	17:00	18:45	1:45	162243	162293	50	PR
15-17	8/03/18	2	19:00	20:00	1:00	162293	162311	18	PR
15-17	8/03/18	6	20:00	21:45	1:45	162311	162352	41	PR
15-17	8/04/18	7	3:07	4:00	93	162352	162381	29	CD
15-17	8/04/18	8	4:55	6:04	1:49	162381	162412	31	CD
15-17	8/04/18	1	9:45	10:45	1:00	162412	162420	8	LG
15-17	8/04/18	7	10:45	12:50	2:05	162420	162475	55	LG
15-17	8/04/18	7	12:50	15:30	2:80	162475	162518	43	LG
15-17	8/04/18	3	16:30	18:05	1:75	162518	162566	48	LG
15-17	8/04/18	8	18:05	21:45	3:40	162566	162634	68	LG
15-17	8/05/18	7	91:00	96:30	5:30	162641	162684	43	LG
15-17	8/05/18	5	12:30	15:15	2:85	162684	162739	55	LG
15-17	8/05/18	8	18:00	20:35	2:35	162739	162791	52	LG
15-17	8/05/18	1	8:45	9:50	1:05	162634	162641	7	LG
15-17	8/06/18	5	17:30	19:00	1:70	162791	162808	17	LG
15-17	8/06/18	9	19:00	22:00	3:00	162808	162850	42	LG
15-17	8/07/18	3	3:12	3:40	28	162850	162869	19	CD
15-17	8/07/18	8	4:30	6:00	1:70	162869	162910	41	CD
15-17	8/07/18	8	17:30	19:10	1:80	162910	162932	22	LG
15-17	8/07/18	8	19:10	21:45	2:35	162932	162983	51	LG
15-17	8/07/18	5	22:10	24:00	1:90	162983	163039	56	BC
15-17	8/07/18	8	17:30	18:55	1:25	163039	163060	21	LG
15-17	8/07/18	4	18:55	21:40	2:85	163060	163105	45	LG
15-17	8/09/18	5	3:05	3:50	45	163105	163138	33	CD
15-17	8/09/18	8	4:25	6:00	1:75	163138	163191	53	CD
15-17	8/09/18	5	17:30	19:25	1:95	163191	163232	41	LG
15-17	8/09/18	6	19:25	21:15	1:90	163232	163285	53	LG
15-17	8/10/18	5	3:06	4:00	94	163285	163325	40	CD
15-17	8/10/18	7	4:40	6:00	1:60	163325	163365	40	CD
15-17	8/10/18	7	18:00	19:05	1:05	163365	163394	29	OG
15-17	8/18/18	7	19:00	21:15	2:15	164139	164194	55	PR
15-17	8/19/18	2	8:45	10:00	1:55	164194	164206	12	LG
15-17	8/19/18	6	11:00	12:40	1:40	164206	164247	41	LG
15-17	8/19/18	6	12:40	15:15	2:75	164247	164301	54	LG
15-17	8/19/18	7	18:00	20:30	2:30	164301	164349	48	LG
15-17	8/20/18	6	17:30	19:00	1:70	164349	164370	21	LG
15-17	8/20/18	7	19:00	21:50	2:50	164370	164427	57	LG
15-17	8/21/18	9	17:30	19:10	1:80	164427	164476	49	LG
15-17	8/21/18	5	19:10	21:55	2:45	164476	164529	53	LG
15-17	8/22/18	9	17:30	19:20	1:90	164529	164563	34	LG
15-17	8/22/18	6	19:20	22:05	2:85	164563	164616	53	LG
15-17	8/23/18	7	10:30	13:15	2:85	164626	164686	60	RM
15-17	8/23/18	7	13:15	15:30	2:15	164686	164730	44	RM
15-17	8/23/18	7	17:30	19:25	1:95	164730	164787	57	LG

State NE From 7/01/18 Thru 9/30/18

Vehicle #	Date	# of Riders	Start Time	Stop Time	Total Time	Start Odometer	Stop Odometer	Total Miles	Driver Initials
15-17	8/23/18	7	19:25	21:30	2:05	164787	164843	56	LG
15-17	8/24/18	7	3:04	4:10	1:06	164843	164889	46	CD
15-17	8/24/18	8	4:40	6:00	1:60	164889	164931	42	CD
15-17	8/24/18	5	17:00	19:00	2:00	164931	164982	51	PR
15-17	8/24/18	3	19:00	20:00	1:00	164982	165007	25	PR
15-17	8/24/18	7	20:00	22:15	2:15	165007	165054	47	PR
15-17	8/25/18	7	3:04	3:55	51	165054	165085	31	CD
15-17	8/25/18	8	4:55	6:10	1:55	165085	165115	30	CD
15-17	8/25/18	1	9:30	10:50	1:20	165115	165124	9	LG
15-17	8/25/18	7	11:00	12:03	1:03	165124	165183	59	LG
15-17	8/25/18	6	12:03	15:00	2:97	165183	165222	39	LG
15-17	8/25/18	6	17:00	18:35	1:35	165222	165274	52	LG
15-17	8/25/18	9	18:35	22:00	3:65	165274	165349	75	LG
15-17	8/26/18	2	9:20	10:00	80	165349	165363	14	LG
15-17	8/26/18	7	11:00	12:50	1:50	165363	165410	47	LG
15-17	8/27/18	6	12:50	15:15	2:65	165410	165467	57	LG
15-17	8/27/18	9	18:00	21:05	3:05	165467	165523	56	LG
15-17	8/27/18	8	3:45	6:25	2:80	165523	165585	62	RM
15-17	8/27/18	6	17:30	19:10	1:80	163385	165608	2223	LG
15-17	8/27/18	7	19:10	22:05	2:95	165608	165667	59	LG
15-17	8/28/18	9	17:30	19:18	1:88	165667	165693	26	LG
15-17	8/28/18	6	19:18	21:45	2:27	165693	165746	53	LG
15-17	8/29/18	9	17:30	19:19	1:89	165746	165800	54	LG
15-17	8/29/18	6	19:19	22:45	3:26	165800	165870	70	LG
15-17	8/30/18	5	17:30	19:15	1:85	165870	165906	36	LG
15-17	8/30/18	8	19:15	22:15	3:00	165906	165980	74	LG
15-17	8/31/18	5	3:03	3:50	47	165980	166016	36	CD
15-17	8/31/18	8	4:45	6:00	1:55	166016	166058	42	CD
15-17	8/31/18	8	18:00	19:00	1:00	166058	166083	25	OG
15-17	8/31/18	6	22:25	24:00	1:75	166083	166144	61	OG
15-17	9/01/18	6	3:03	4:00	97	166144	166169	25	CD
15-17	9/01/18	8	4:55	6:00	1:45	166169	166200	31	CD
15-17	9/01/18	1	9:45	10:40	95	166200	166209	9	LG
15-17	9/01/18	8	10:40	13:00	2:60	166209	166263	54	LG
15-17	9/01/18	9	13:00	15:30	2:30	166263	166309	46	LG
15-17	9/01/18	6	17:00	19:05	2:05	166309	166365	56	LG
15-17	9/01/18	8	19:05	21:30	2:25	166365	166425	60	LG
15-17	9/02/18	2	8:45	9:50	1:05	166425	166440	15	LG
15-17	9/02/18	6	11:00	12:50	1:50	166440	166483	43	LG
15-17	9/02/18	6	12:50	15:15	2:65	166483	166539	56	LG
15-17	9/02/18	8	18:00	20:25	2:25	166539	166592	53	LG
15-17	9/03/18	6	17:30	19:05	1:75	166592	166614	22	LG
15-17	9/03/18	6	19:05	21:05	2:00	166614	166668	54	LG
15-17	9/04/18	8	17:30	19:10	1:80	166668	166690	22	LG
15-17	9/04/18	4	19:10	21:30	2:20	166690	166739	49	LG
15-17	9/05/18	8	17:30	19:10	1:80	166739	166763	24	LG
15-17	9/05/18	5	19:10	21:40	2:30	166763	166811	48	LG
15-17	9/05/18	5	17:00	18:40	1:40	166811	166853	42	LG
15-17	9/05/18	5	19:40	22:10	2:70	166853	166934	81	LG
15-17	9/07/18	5	3:05	3:50	45	166934	166976	42	CD
15-17	9/07/18	6	4:45	6:00	1:55	166976	167014	38	CD
15-17	9/07/18	9	18:00	19:40	1:40	167014	167071	57	OG

State NE From 7/01/18 Thru 9/30/18

Vehicle #	Date	# of Riders	Start Time	Stop Time	Total Time	Start Odometer	Stop Odometer	Total Miles	Driver Initials
15-17	9/07/18	7	23:15	25:00	1:85	167071	167129	58	OG
15-17	9/08/18	4	3:01	3:50	49	167129	167158	29	CD
15-17	9/08/18	8	4:55	6:00	1:45	167158	167188	30	CD
15-17	9/08/18	1	9:30	10:40	1:10	167188	167197	9	LG
15-17	9/08/18	6	10:40	12:45	2:05	167197	167242	45	LG
15-17	9/08/18	8	12:45	15:15	2:70	167242	167285	43	LG
15-17	9/08/18	6	17:00	18:25	1:25	167285	167337	52	LG
15-17	9/08/18	7	18:25	20:45	2:20	167337	167390	53	LG
15-17	9/09/18	7	12:30	15:30	3:00	167446	167506	60	LG
15-17	9/09/18	8	18:00	20:30	2:30	167506	167557	51	LG
15-17	9/09/18	2	20:45	21:00	55	167390	167402	12	LG
15-17	9/09/18	5	11:00	12:30	1:30	167402	167446	44	LG
15-17	9/10/18	5	18:00	19:00	1:00	167557	167579	22	LG
15-17	9/10/18	10	19:00	22:00	3:00	167579	167634	55	LG
15-17	9/11/18	8	17:30	19:15	1:85	167634	167660	26	LG
15-17	9/11/18	7	19:15	22:20	3:05	167660	167714	54	LG
15-17	9/12/18	8	17:30	19:15	1:85	167714	167742	28	LG
15-17	9/13/18	5	19:15	22:15	3:00	167742	167795	53	LG
15-17	9/13/18	6	3:04	3:55	51	167795	167832	37	CD
15-17	9/13/18	8	4:25	6:00	1:75	167832	167872	40	CD
15-17	9/13/18	3	15:24	17:21	1:97	167832	167934	102	CD
15-17	9/14/18	7	3:05	4:15	1:10	167934	167979	45	CD
15-17	9/14/18	8	4:40	6:00	1:60	167979	168020	41	CD
15-17	9/14/18	4	17:30	19:10	1:80	168020	168067	47	OG
15-17	9/15/18	6	3:01	4:00	99	168067	1680989	12922	CD
15-17	9/15/18	8	5:00	6:00	1:00	168098	168128	30	CD
15-17	9/15/18	1	9:45	10:42	97	168128	168137	9	LG
15-17	9/15/18	8	11:00	15:35	4:35	168137	168234	97	LG
15-17	9/15/18	5	16:45	18:30	1:85	168234	168284	50	LG
15-17	9/15/18	8	18:30	21:30	3:00	168284	168345	61	LG
15-17	9/16/18	2	8:45	9:50	1:05	168345	168357	12	LG
15-17	9/16/18	5	11:00	12:45	1:45	168357	168401	44	LG
15-17	9/16/18	6	12:45	15:30	2:85	168401	168460	59	LG
15-17	9/16/18	7	18:00	20:30	2:30	168460	168510	50	LG
15-17	9/17/18	5	17:30	19:00	1:70	168510	168532	22	LG
15-17	9/17/18	8	19:00	21:55	2:55	168532	168590	58	LG
15-17	9/18/18	9	17:30	19:05	1:75	168590	168616	26	LG
15-17	9/18/18	6	19:05	22:00	2:95	168616	168673	57	LG
15-17	9/19/18	9	17:30	19:20	1:90	168673	168700	27	LG
15-17	9/20/18	7	17:30	19:10	1:80	168700	168749	49	LG
15-17	9/20/18	7	19:10	21:35	2:25	168749	168802	53	LG
15-17	9/21/18	7	3:03	4:00	97	168802	168843	41	CD
15-17	9/21/18	8	4:40	6:10	1:70	168843	168883	40	CD
15-17	9/21/18	4	17:00	18:50	1:50	168883	168934	51	PR
15-17	9/21/18	3	19:00	20:10	1:10	168934	168958	24	PR
15-17	9/21/18	7	20:10	22:10	2:00	168958	169007	49	PR
15-17	9/22/18	1	9:45	10:35	90	169007	169016	9	LG
15-17	9/22/18	8	10:35	13:00	2:65	169016	169075	59	LG
15-17	9/22/18	9	13:00	16:30	3:30	169075	169119	44	LG
15-17	9/22/18	6	16:30	18:05	1:75	169119	169172	53	LG
15-17	9/22/18	9	18:05	21:35	3:30	169172	169239	67	LG
15-17	9/23/18	2	8:45	9:45	1:00	169239	169252	13	LG

State NE From 7/01/18 Thru 9/30/18

Vehicle #	Date	# of Riders	Start Time	Stop Time	Total Time	Start Odometer	Stop Odometer	Total Miles	Driver Initials
15-17	9/23/18	7	11:00	12:40	1:40	169252	169295	43	LG
15-17	9/23/18	7	12:40	15:30	2:90	169295	169353	58	LG
15-17	9/23/18	9	18:00	20:45	2:45	169353	169410	57	LG
15-17	9/24/18	6	18:00	19:00	1:00	169410	169432	22	LG
15-17	9/24/18	8	19:00	22:15	3:15	169432	169485	53	LG
15-17	9/25/18	9	17:30	19:15	1:85	169485	169511	26	LG
15-17	9/25/18	6	19:15	21:45	2:30	169511	169564	53	LG
15-17	9/26/18	9	17:30	19:15	1:85	169564	169590	26	LG
15-17	9/26/18	6	19:15	21:45	2:30	169590	169643	53	LG
15-17	9/27/18	6	3:02	4:00	98	169643	169675	32	CD
15-17	9/27/18	8	4:20	5:55	1:35	169675	169718	43	CD
15-17	9/28/18	8	13:15	15:30	2:15	169794	169856	62	RM
15-17	9/28/18	5	17:30	19:15	1:85	169856	169910	54	OG
15-17	9/28/18	6	22:30	24:15	1:85	169910	169976	66	OG
15-17	9/28/18	2	10:00	10:30	30	169729	169740	11	RM
15-17	9/28/18	7	10:30	13:15	2:85	169740	169794	54	RM
15-17	9/29/18	7	3:02	4:05	1:03	169976	170012	36	CD
15-17	9/29/18	8	4:55	6:00	1:45	170012	170041	29	CD
15-17	9/29/18	1	9:45	10:40	95	170041	170050	9	LG
15-17	9/29/18	6	10:40	13:00	2:60	170050	170106	56	LG
15-17	9/29/18	9	13:00	15:10	2:10	170106	170148	42	LG
15-17	9/29/18	6	16:30	18:30	2:00	170148	170201	53	LG
15-17	9/29/18	7	18:30	21:40	3:10	170201	170261	60	LG
15-17	9/30/18	2	8:45	9:45	1:00	170261	170273	12	LG
15-17	9/30/18	6	11:00	13:00	2:00	170273	170325	52	LG
15-17	9/30/18	7	13:00	15:15	2:15	170325	170383	58	LG
15-17	9/30/18	8	18:00	20:55	2:55	170383	170441	58	LG
15-7	8/10/18	5	20:35	24:25	3:90	163394	163448	54	BC
15-7	8/11/18	5	3:20	4:05	85	163448	163476	28	CD
15-7	8/11/18	5	5:00	5:50	50	163476	163501	25	CD
15-7	8/11/18	5	17:00	18:40	1:40	163501	163551	50	PR
15-7	8/11/18	6	19:00	20:45	1:45	163551	163598	47	PR
15-7	8/13/18	5	18:05	19:00	95	163598	163620	22	BC
15-7	8/13/18	8	20:00	21:30	1:30	163620	163663	43	JB
15-7	8/13/18	4	22:55	24:30	1:75	163663	163715	52	BC
15-7	8/14/18	6	20:00	21:45	1:45	163715	163760	45	JB
15-7	8/15/18	6	20:00	21:30	1:30	163760	163804	44	JB
15-7	8/16/18	7	17:40	19:10	1:70	163805	163851	46	BC
15-7	8/17/18	7	3:04	4:10	1:06	163851	163897	46	CD
15-7	8/17/18	7	4:40	6:03	1:63	163897	163936	39	CD
15-7	8/17/18	8	18:00	19:05	1:05	163936	163962	26	OG
15-7	8/17/18	5	23:45	25:30	1:85	163962	164019	57	OG
15-7	8/18/18	6	3:06	4:00	94	164019	164048	29	CD
15-7	8/18/18	8	4:55	6:00	1:45	164048	164078	30	CD
15-7	8/18/18	3	16:40	18:15	1:75	164078	164127	49	PR
15-7	8/18/18	1	18:30	19:00	70	164127	164139	12	PR



## Subcontractor Payment Authorization

Contract Number: 1950310001  
Contract Party: Douglas County  
Contract Description: GIS Activities - FY 2019  
Contract Approved by Board of Directors: May 31, 2018  
Contract Amount: \$55,000.00  
Match Amount: \$23,571.00  
Contract Period: July 1, 2019 - June 30, 2019

Payment # 1

Billed to Date: \$ 8,009.12

Less Previous Payments: \$ -

Amount Due: \$ 8,009.12

Payment Recommended By:

\_\_\_\_\_  
Responsible Charge / MAPA Staff Member

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

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


Approved by MAPA Finance Committee:

\_\_\_\_\_  
Date

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



# Cost Breakdown Form for Actual Cost Plus Fixed Fee Agreements

Company Name:	Douglas County GIS		
Address:	1819 Farnam St - Civic Center 402		
Employer (FEIN) No.:			
Project No.:	310 Douglas County GIS Activities FY19		
Project Location:	Omaha		
Control No.:			
Agreement No.:	1950310001		
Invoice No. and Date:	016 - 2018-10-22		
Progress Report Date:	2018-09-30		
% Work Completed:	14.6		
Current Billing Period:	Jul 2018 - Sep 2018		
<b>Actual Cost plus Fixed Fee Amount ➤</b>	<b>Limiting Max. Amount \$55,000.00</b>	<b>Fixed Fee for Profit</b>	<b>Total Contract Amount \$55,000.00</b>
	<b>Amount</b>		
	<b>This Period</b>	<b>Previously Billed</b>	<b>To Date</b>
Direct Labor	\$6,092.44	\$0.00	\$6,092.44
Overhead @ 31.46% of Direct Labor	\$1,916.68	\$0.00	\$1,916.68
Direct Non-Labor Costs	\$0.00	\$0.00	\$0.00
Indirect Costs	\$0.00	\$0.00	\$0.00
Fee for Profit = % of Labor and Overhead	\$0.00	\$0.00	\$0.00
Outside Services (Subconsultants)			
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
<b>Subtotal – Outside Services</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Total Amount Due ➤</b>	<b>✓ \$8,009.12</b>	<b>\$0.00</b>	<b>\$8,009.12</b>
<i>I certify that the billed amounts are actual and in agreement with the contract terms.</i>		<b>Balance:</b>	<b>\$46,990.88</b>
Signature 	Title GIS Coordinator		Date 10/22/2018 ✓

Douglas County GIS Invoice 007 Q3 2015-2016 (Jan 1 - Mar 31, 2016)		Douglas County GIS Invoice 016 Q1 2018-2019 (Jul 1 - Sep 30, 2018)																	
Direct Personnel Costs				Federal Match - Total Grant \$61,500															
Project	Name	Hourly Rate	Description	Hours	Total	Federal 70%	Local 30%												
Project 1 - Cityworks	Mike Schonlau	\$52.32	Salary and Wages		\$ -	\$ -	\$ -												
Project 1 - Cityworks	Mike Schonlau	\$29.06	Fringe Benefits		\$ -	\$ -	\$ -												
Project 1 - Cityworks	Steve Cacioppo	\$40.48	Salary and Wages		\$ -	\$ -	\$ -			Project 1 (NRI) Labor	\$ -	\$ -	\$ -	\$ -	\$ 8,528	\$ 8,528			
Project 1 - Cityworks	Steve Cacioppo	\$25.78	Fringe Benefits		\$ -	\$ -	\$ -			Project 1 (NRI) Fringe	\$ -	\$ -	\$ -	\$ -	\$ 4,916	\$ 4,916			
Project 1 - Cityworks	Nataliya Lys	\$33.92	Salary and Wages		\$ -	\$ -	\$ -			Project 1 (NRI) Indirect	\$ -	\$ -	\$ -	\$ -	\$ 4,537	\$ 4,537			
Project 1 - Cityworks	Nataliya Lys	\$21.19	Fringe Benefits		\$ -	\$ -	\$ -			Project 1 Total	\$ -	\$ -	\$ -	\$ -	\$ 17,982	\$ 17,982			
Project 1 - Cityworks	Craig Carsley	\$33.75	Salary and Wages		\$ -	\$ -	\$ -			Project 2 (Data Portal) Labor	\$ -	\$ -	\$ -	\$ -	\$ 8,693	\$ 8,693			
Project 1 - Cityworks	Craig Carsley	\$18.80	Fringe Benefits		\$ -	\$ -	\$ -			Project 2 (Data Portal) Fringe	\$ -	\$ -	\$ -	\$ -	\$ 5,008	\$ 5,008			
			Project 1 Subtotal	0	\$ -	\$ -	\$ -			Project 2 (Data Portal) Indirect	\$ -	\$ -	\$ -	\$ -	\$ 4,624	\$ 4,624			
										Project 2 Total	\$ -	\$ -	\$ -	\$ -	\$ 18,326	\$ 18,326			
Project 2 - Data	Mike Schonlau	\$52.32	Salary and Wages		\$ -	\$ -	\$ -												
Project 2 - Data	Mike Schonlau	\$29.06	Fringe Benefits		\$ -	\$ -	\$ -												
Project 2 - Data	Steve Cacioppo	\$40.48	Salary and Wages		\$ -	\$ -	\$ -			Project 3 (Data Development) Labor	\$ 3,836.67	\$ -	\$ 3,836.67	\$ 8,868	\$ 5,031				
Project 2 - Data	Steve Cacioppo	\$25.78	Fringe Benefits		\$ -	\$ -	\$ -			Project 3 (Data Development) Fringe	\$ 2,255.77	\$ -	\$ 2,255.77	\$ 5,107	\$ 2,851				
Project 2 - Data	Nataliya Lys	\$33.92	Salary and Wages		\$ -	\$ -	\$ -			Project 3 (Data Development) Indirect	\$ 1,916.68	\$ -	\$ 1,916.68	\$ 4,717	\$ 2,800				
Project 2 - Data	Nataliya Lys	\$21.19	Fringe Benefits		\$ -	\$ -	\$ -			Project 3 Total	\$ 8,009.12	\$ -	\$ 8,009.12	\$ 18,692	\$ 10,683				
Project 2 - Data	Craig Carsley	\$33.75	Salary and Wages		\$ -	\$ -	\$ -												
Project 2 - Data	Craig Carsley	\$18.80	Fringe Benefits		\$ -	\$ -	\$ -			Total	\$ 8,009.12	\$ -	\$ 8,009.12	\$ 54,999	\$ 46,990				
			Project 2 Subtotal	0	\$ -	\$ -	\$ -												
Project 3 - Apps	Mike Schonlau	\$52.32	Salary and Wages	21.5	\$ 1,124.88	\$ 787.42	\$ 337.46												
Project 3 - Apps	Mike Schonlau	\$29.06	Fringe Benefits	21.5	\$ 624.79	\$ 437.35	\$ 187.44			Project 1 Budget	\$ 25,688	\$ 17,982	\$ 7,706	\$ -	0%				
Project 3 - Apps	Steve Cacioppo	\$40.48	Salary and Wages	53	\$ 2,145.44	\$ 1,501.81	\$ 643.63			Project 2 Budget	\$ 26,180	\$ 18,326	\$ 7,854	\$ -	0%				
Project 3 - Apps	Steve Cacioppo	\$25.78	Fringe Benefits	53	\$ 1,366.34	\$ 956.44	\$ 409.90			Project 3 Budget	\$ 26,702	\$ 18,692	\$ 8,011	\$ 8,009.12	43%				
Project 3 - Apps	Nataliya Lys	\$33.92	Salary and Wages	0	\$ -	\$ -	\$ -							\$ 8,009.12	14.6%				
Project 3 - Apps	Nataliya Lys	\$21.19	Fringe Benefits	0	\$ -	\$ -	\$ -												
Project 3 - Apps	Craig Carsley	\$33.75	Salary and Wages	65.5	\$ 2,210.63	\$ 1,547.44	\$ 663.19												
Project 3 - Apps	Craig Carsley	\$18.80	Fringe Benefits	65.5	\$ 1,231.40	\$ 861.98	\$ 369.42												
			Project 3 Subtotal	140	\$ 8,703.48	\$ 6,092.44	\$ 2,611.04												
			Subtotal Direct Personnel Costs	140	\$ 8,703.48	\$ 6,092.44	\$ 2,611.04												
	Indirect Cost Rate	31.46%	Indirect Costs		\$ 2,738.11	\$ 1,916.68	\$ 821.43												
					Total	\$ 11,441.59	\$ 8,009.12	\$ 3,432.47											
Additional Billing support required:																			
			At the time of the first billing the County must provide a certification of its current indirect cost rate. The cost rate shall be recertified regularly.																

September 4, 2018

Joseph T. Lorenz, Director  
Douglas County Finance & Budget  
1819 Farnam Street, LC2  
Omaha, NE 68183

Dear Mr. Lorenz:

Enclosed is Douglas County's completed Countywide Cost Allocation Plan based on actual costs for the fiscal year ended June 30, 2017.

Also enclosed are the following indirect cost rate computations for the County's July 1, 2018, through June 30, 2019, fiscal year:

Clerk of the District Court - The rate for FY 2019 is 183.18 percent. This compares to a rate of 135.78 percent for FY 2018.

Court Administrator Referee - The rate for FY 2019 is 69.17 percent. This compares to a rate of 62.56 percent for FY 2018.

Nebraska Department of Health and Human Services - The rate for FY 2019 is 540.79 percent. This compares to a rate of 398.80 percent for FY 2018.

\* County Wide – A special indirect cost rate has been computed for use in grant applications. The rate of 31.46 percent applies to fiscal year 2019. \*

A copy of the indirect cost rate computations has been furnished to the Clerk of the District Court and to the Court Administrator with instructions to use the new rates starting September 30, 2018.

Also, please sign the Certification Statement and return it to the address below.

Sequoia is pleased for the opportunity to be of service to Douglas County and plan on working with Douglas County for many years to provide professional indirect cost allocation plans. Please contact me if you have any questions in this regard or otherwise desire our assistance.

Respectfully,

  
Wesley J. Ehlers, Manager



**Sequoia Consulting Group**

919 Road B  
P.O. Box 576  
Henderson, Nebraska 68371  
Telephone: (402) 469-0078  
wesleyehlers@sequoiacg.com

**DOUGLAS COUNTY, NEBRASKA**  
**COMPUTATION OF COUNTYWIDE INDIRECT COST RATE**  
**FOR THE FISCAL YEAR ENDING JUNE 30, 2019 (1)**

**I. Indirect Costs:**

Countywide Central Service Allocations	\$53,965,485
Less: City of Omaha	(\$497,795)
County Sheriff Court Operations	(\$3,673,642)
County Benefits Allocated	<u>(\$17,826,687)</u>

Total Indirect Costs	\$31,967,361
----------------------	--------------

II. Roll Forward Adjustment (2)	<u>(\$2,035,567)</u>
---------------------------------	----------------------

III. Indirect Costs Plus Roll Forward	<u>\$29,931,794 (A)</u>
---------------------------------------	-------------------------

**IV. FY 2019 Direct Salaries**

Total County Salaries	\$137,268,687
Less: Central Service Departments	<u>(\$42,138,377)</u>

Total Direct Salaries	<u>\$95,130,310 (B)</u>
-----------------------	-------------------------

V. FY 2019 Fixed Indirect Cost Rate (A/B)	<u><u>31.46%</u></u>
---	----------------------

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(1) Based on actual FY 2017 costs.

(2) FY 2017 Indirect Cost Rate	34.74%
--------------------------------	--------

FY 2017 Direct Salaries	<u>\$95,130,310</u>
-------------------------	---------------------

Total FY 2017 Fixed Recovery	\$33,048,270
------------------------------	--------------

Reverse Roll-forward in Fixed Rate	<u>\$954,658</u>
------------------------------------	------------------

Adjusted FY 2017 Fixed Recovery	\$34,002,928
---------------------------------	--------------

Actual FY 2017 Indirect Costs	<u>\$31,967,361</u>
-------------------------------	---------------------

Over Recovery	<u><u>\$2,035,567</u></u>
---------------	---------------------------



Sequoia  
Consulting  
Group

# Fringe Benefit Calculation for Responsible Charge - Steve Cacioppo

Annual Salary	Estimated hours worked/year	Effective Wage rate
\$ 84,206.28	2080	\$ 40.48

\*Shaded areas to be completed by the LPA

## Insurance Cost (Per Month)

Health	\$ 1,567.88
Dental	\$ 52.34
Accidental Death and Dismemberment (AD&D)	
Life	\$ 2.86
Vision	

## Other Insurance Benefits

Insurance Cost/month	\$ 1,623.08
Insurance Cost/hour	\$ 9.36

## Workmen's Compensation

Workman's Compensation Insurance - rate = \$.265 per \$100 of wages (rate ÷ \$100 x Wage Rate = \$.09 per hr.)	\$ -
Rate per \$100 of coverage	\$ -
Effective Hourly Effective Wage Rate	\$ 40.48
Workman's Compensation Insurance Cost	\$ -

## FICA/Medicare (7.65 %)

FICA (6.2 Percent of Effective Hourly Wage Rate)	\$ 2.51
Medicare (1.45 Percent of Effective Hourly Wage Rate)	\$ 0.59

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

Vacation days	25.0
Sick Days	14.0
Pers/Adm. Days	1.0
Holidays	11.0
Leave days/year	51.0
Leave hours/year	408.0

Normal Working Hours/day	8.0
Normal Hours/year	2,080.0
Adjusted Working Hours/year	1,672.0
Effective Hourly Wage Rate	\$ 40.48

Holiday/Vacation/Sick Leave/Personal/Admin Time Off Cost	\$ 9.88
--	---------

## Pension

Percent of Effective Wage Rate	8.5%
Pension/Retirement Cost	\$ 3.44

Insurance Cost	Work Comp	6.2% FICA	1.45% Medicare	Holiday Vac Sick	Pension/Retirement	Total fringe/hour
\$9.36	\$0.00	\$2.51	\$0.59	\$9.88	\$3.44	\$25.78

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

Effective hourly rate	\$ 40.48
Fringe benefits per hour	\$ 25.78
Total hourly rate	\$ 66.26

# Fringe Benefit Calculation for Responsible Charge - Nataliya Lys

Annual Salary	Estimated hours worked/year	Effective Wage rate
\$ 70,553.60	2080	\$ 33.92

\*Shaded areas to be completed by the LPA

## Insurance Cost (Per Month)

Health	\$ 1,567.88
Dental	\$ 52.34
Accidental Death and Dismemberment (AD&D)	
Life	\$ 2.86
Vision	
Other Insurance Benefits	
Insurance Cost/month	\$ 1,623.08
Insurance Cost/hour	\$ 9.36

## Workmen's Compensation

Workman's Compensation Insurance - rate = \$.265 per \$100 of wages (rate + \$100 x Wage Rate = \$.09 per hr.)	\$ -
Rate per \$100 of coverage	\$ -
Effective Hourly Effective Wage Rate	\$ 33.92
Workman's Compensation Insurance Cost	\$ -

## FICA/Medicare (7.65 %)

FICA (6.2 Percent of Effective Hourly Wage Rate)	\$ 2.10
Medicare (1.45 Percent of Effective Hourly Wage Rate)	\$ 0.49

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

Vacation days	15.0
Sick Days	14.0
Pers/Adm. Days	1.0
Holidays	11.0
Leave days/year	41.0
Leave hours/year	328.0
Normal Working Hours/day	8.0
Normal Hours/year	2,080.0
Adjusted Working Hours/year	1,752.0
Effective Hourly Wage Rate	\$ 33.92
Holiday/Vacation/Sick Leave/Personal/Admin Time Off Cost	\$ 6.35

## Pension

Percent of Effective Wage Rate	8.5%
Pension/Retirement Cost	\$ 2.88

Insurance Cost	Work Comp	6.2% FICA	1.45% Medicare	Holiday Vac Sick	Pension/Retirement	Total fringe/hour
\$9.36	\$0.00	\$2.10	\$0.49	\$6.35	\$2.88	\$21.19

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

Effective hourly rate	\$ 33.92
Fringe benefits per hour	\$ 21.19
Total hourly rate	\$ 55.11

# Fringe Benefit Calculation for Responsible Charge - Craig Carsley

Annual Salary	Estimated hours worked/year	Effective Wage rate
\$ 70,200.00	2080	\$ 33.75

\*Shaded areas to be completed by the LPA

## Insurance Cost (Per Month)

Health	\$ 1,163.23
Dental	\$ 52.34
Accidental Death and Dismemberment (AD&D)	
Life	\$ 2.86
Vision	
Other Insurance Benefits	
Insurance Cost/month	\$ 1,218.43
Insurance Cost/hour	\$ 7.03

## Workmen's Compensation

Workman's Compensation Insurance - rate = \$.265 per \$100 of wages (rate ÷ \$100 x Wage Rate = \$.09 per hr.)	\$ -
Rate per \$100 of coverage	\$ -
Effective Hourly Effective Wage Rate	\$ 33.75
Workman's Compensation Insurance Cost	\$ -

## FICA/Medicare (7.65 %)

FICA (6.2 Percent of Effective Hourly Wage Rate)	\$ 2.09
Medicare (1.45 Percent of Effective Hourly Wage Rate)	\$ 0.49

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

Vacation days	15.0
Sick Days	14.0
Pers/Adm. Days	1.0
Holidays	11.0
Leave days/year	41.0
Leave hours/year	328.0
Normal Working Hours/day	8.0
Normal Hours/year	2,080.0
Adjusted Working Hours/year	1,752.0
Effective Hourly Wage Rate	\$ 33.75
Holiday/Vacation/Sick Leave/Personal/Admin Time Off Cost	\$ 6.32

## Pension

Percent of Effective Wage Rate	8.5%
Pension/Retirement Cost	\$ 2.87

Insurance Cost	Work Comp	6.2% FICA	1.45% Medicare	Holiday Vac Sick	Pension/Retirement	Total fringe/hour
\$7.03	\$0.00	\$2.09	\$0.49	\$6.32	\$2.87	\$18.80

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

Effective hourly rate	\$ 33.75
Fringe benefits per hour	\$ 18.80
Total hourly rate	\$ 52.55

Fringe Benefit Calculation for Responsible Charge - Mike Schonlau						
Annual Salary	Estimated hours worked/year	Effective Wage rate	Insurance Cost (Per Month)			
\$ 108,831.84	2080	\$ 52.32	Health	\$	1,567.88	
			Dental	\$	52.34	
			Accidental Death and Dismemberment (AD&D)			
			Life	\$	2.86	
			Vision			
			Other Insurance Benefits			
			Insurance Cost/month	\$	1,623.08	
			Insurance Cost/hour	\$	9.36	
			Workmen's Compensation			
			Workman's Compensation Insurance - rate = \$ .265 per \$100 of wages (rate ÷ \$100 x Wage Rate = \$.09 per hr.)	\$	-	
			Rate per \$100 of coverage	\$	-	
			Effective Hourly Effective Wage Rate	\$	52.32	
			Workman's Compensation Insurance Cost	\$	-	
			FICA/Medicare (7.65 %)			
			FICA (6.2 Percent of Effective Hourly Wage Rate)	\$	3.24	
			Medicare (1.45 Percent of Effective Hourly Wage Rate)	\$	0.76	
			Holiday/Vacation/Sick Leave/Personal/Admin Time Off			
			Vacation days		20.0	
			Sick Days		14.0	
			Pers/Adm. Days		1.0	
			Holidays		11.0	
			Leave days/year		46.0	
			Leave hours/year		368.0	
			Normal Working Hours/day		8.0	
			Normal Hours/year		2,080.0	
			Adjusted Working Hours/year		1,712.0	
			Effective Hourly Wage Rate	\$	52.32	
			Holiday/Vacation/Sick Leave/Personal/Admin Time Off Cost	\$	11.25	
			Pension			
			Percent of Effective Wage Rate		8.5%	
			Pension/Retirement Cost	\$	4.45	
Insurance Cost	Work Comp	6.2% FICA	1.45% Medicare	Holiday Vac Sick	Pension/Retirement	Total fringe/hour
\$9.36	\$0.00	\$3.24	\$0.76	\$11.25	\$4.45	\$29.06
Other typical expenses may be submitted for reimbursement as allowed under the RC Reimbursement guidelines						
					Effective hourly rate	\$ 52.32
					Fringe benefits per hour	\$ 29.06
					Total hourly rate	\$ 81.38



**MAPA Unified Work Program**

**Douglas County GIS**

**Fiscal year: 2018-2019**

**Project #3**

**Progress Report Q1**

**Project Name:**

Data Development

**Current Period Activities:**

For this period, DCGIS worked on the following transportation data activities:

- Administer and perform maintenance on five geospatial database environments hosting transportation data used by City and County employees
- Continued maintenance of countywide address points and street centerlines
- Worked on processing traffic accident reconstruction data for a new app to be used by the Douglas County Sheriff's office for accident reconstruction
- Continued work on configuring new ESRI Roads & Highways routes data structure and event data setup
- Assisted Omaha Public Works Traffic Division with GIS data analysis and crash data reporting
- Assisted Omaha Public Works Parking Division on development of new parking pad and loading zone datasets and field data collection workflows
- Assisted Omaha Public Works Street Maintenance Division with initial setup of street route and area GIS data for support of upcoming snow removal season
- Continued work on various other transportation and roadway-related GIS datasets



## Subcontractor Payment Authorization

Contract Number: 180227002  
Contract Party: Metro Transit Authority  
Contract Description: Transit Development Plan Mini Grant  
Contract Approved by Board of Directors: July 27, 2017  
Contract Amount: \$87,500.00  
Match Amount: \$21,875.00  
Contract Period: July 1, 2017 - December 31, 2018

Payment # 1

Billed to Date: \$ 70,128.69

Less Previous Payments: \$ -

Amount Due: \$ 70,128.69

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

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

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

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

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

Office Use Only



2222 Cuming Street, Omaha, Nebraska 68102-4392  
(402) -341-0800 ■ Fax (402)-342-0949 ■ TDD: 4(402)-341-0807  
*Operated by Transit Authority of the City of Omaha*

Apr 30, 2018 SRF invoice #10490.08-1	09/28/18	127382	11,413.00	✓
May 31, 2018 SRF invoice #10490.08-2	09/28/18	127382	11,084.50	✓
Jun 30, 2018 SRF invoice #10490.08-3	09/28/18	127382	16,372.57	✓
Jul 31, 2018 SRF invoice #10490.08-4	09/28/18	012687	38,614.00	✓
Aug 31, 2018 SRF invoice #10490.08-5	10/12/2018	012701	10,176.79	✓
<b>Total SRF Expenditures</b>			<b>87,660.86</b>	✓
80% Federal Highway Funding			80.00%	
<b>Total Transit Development Plan Contract #1800227002</b>			<b>70,128.69</b>	✓
Balance of TDP Contract as of October 31, 2018			(17,371.31)	

*\$38,870-*

Approved 

Date 11/12/18

MAPA CONTRACT COVER PLATE  
(Amendment 1)

CONTRACT IDENTIFICATION

1. Contract Number: 180227002
2. Project: Transit Development Plan
3. Effective Date: Date of Written Notice to Proceed
4. Completion Date: December 31, 2018

CONTRACT PARTIES

5. Contractor Name and Address:

The Transit Authority, City of Omaha  
(Doing business As Metro)  
2222 Cuming Street  
Omaha, Nebraska 68102

6. The Planning Agency:

The Omaha-Council Bluffs Metropolitan Area Planning Agency  
2222 Cuming Street  
Omaha, Nebraska 68102

ACCOUNTING DATA

7. Contract -- not to exceed \$87,500 FHWA PL Funds, plus minimum \$ 21,875 in local matching funds.  
Allotted - \$87,500 FHWA PL Funds, CFDA Number 20.205

DATES OF SIGNING AND MAPA BOARD APPROVAL

8. Date of MAPA Board Approval --
9. Date of Contractor Approval

AMENDMENT TO THE AGREEMENT BETWEEN  
THE OMAHA-COUNCIL BLUFFS METROPOLITAN AREA PLANNING AGENCY  
AND  
TRANSIT AUTHORITY, CITY OF OMAHA

This amendatory agreement made and entered into as of this twenty-sixth day of June, 2018 by and between Transit Authority, City of Omaha, 2222 Cuming Street, Omaha, NE 68102, (herein called "the Contractor") and the Omaha-Council Bluffs Metropolitan Area Planning Agency, 2222 Cuming Street, Omaha, Nebraska 68102 (herein called the "Planning Agency"),

WITNESSETH:

WHEREAS, the Planning Agency and the Contractor entered into an agreement dated July 27, 2017 and,

WHEREAS, the parties to that Amendment now desire to amend the completion date as on the Contract Cover Plate of said Agreement and the Time of Performance paragraph on page 3 of said Agreement.

WHEREAS, the parties hereto do mutually agree as follows:

THAT, the Completion Date, on the Contract Cover plate of said Agreement dated July 27, 2017 be and is hereby amended to read as follows:

~~"Completion Date: December 31, 2018"~~

AND THAT, the Time of Performance paragraph on page 3 of said Agreement dated July 27, 2017 be and is hereby amended to read as follows:

"5. Time of Performance. The services of the Consultant are to commence the date a written notice to proceed is issued and end December 31, 2018."

The parties hereto further agree that except as herein expressly provided the Agreement entered into by the parties on July 27, 2017 shall be unchanged and remain in full force and effect.

IN WITNESS WHEREOF the Planning Agency and the Consultant have executed this Contract as of the date first above written.

TRANSIT AUTHORITY, CITY OF OMAHA

Attest:

Dominic [Signature] Date 6-29-18 By [Signature] Date 6-29-18

Printed Name

Curt Simon

Title

Ex DIR

OMAHA-COUNCIL BLUFFS METROPOLITAN  
AREA PLANNING AGENCY

Attest:

[Signature] Date 6/28/18 By [Signature] Date 6/28/18  
Board Chair

**Heartland 2050 Mini Grant**  
**Project Update: Quarter 3 2018**  
**Metro Transit: Transit Development Plan 2018**

**Project Summary**

Metro Transit is in the process of completing a 6-year transit development plan (TDP). When complete, the TDP will serve as a roadmap for service development from 2019-2024. The overarching goal of the TDP process is to integrate Metro's service development with the guidance in large-scale regional plans, including the Regional Transit Vision, Heartland 2050, Close the Gap, and other local comprehensive planning efforts.

**General Status Update**

Since the date of award last summer, Metro has been planning for the work of the TDP with SRF Consulting as our consultant team. The project was designed to include two phases. Phase 1 of this project was the 2017 Onboard Survey, which was completed in October/November 2017 (paid for from funding separate from this project). Phase 2 is building upon that data collection and is the formal TDP as scoped in the Heartland 2050 Mini Grant.

**Activities Completed This Quarter**

The project officially began in March. The first three months of the project were spent on data gathering and evaluation of existing operating conditions. This quarter, our efforts have been focused on using the data to evaluate recommendations for service improvements for the next six years.

*August*

The main effort during August was evaluating route changes. The focus was on determining what would be most achievable to enhance efficiency within our current budget constraints. The SRF team and Metro staff then worked through several iterations of route improvements and determined the list of priorities.

*September*

In September, we worked to solidify the priority order of route improvements. In addition, we discussed the content of the final document and how to ensure that additional regional efforts are being considered in our six-year plan.

## *October*

We are moving forward with assembling the final document for dissemination to our internal team. Additionally, we are planning for both additional in-reach with our Metro team and outreach to our community partners and coordinating with regional transit efforts. We will be briefing the Board Operations sub-committee and gathering additional feedback to finalize the recommendations of the TDP.

Percentage Completion: Overall Project 60%

### **Activities for Next Quarter**

It is anticipated that the Metro team and SRF will be finalizing the TDP document and outlining next steps. We will also complete a public-information sheet as well as standards for service improvements to bring forward for Board approval. We will also be reconvening with our regional partners to discuss and educate about coordinating transit in their long-range plans.

### **Existing/Expected Concerns with Activities in Scope**

Our project is still on track to be complete in December 2018.





SRF Consulting Group, Inc.  
One Carlson Parkway North, Suite 480  
Minneapolis, MN 55447-4748

P 763.475.0010  
F 1.866.440.8364

# INVOICE

Invoice Date: April 30, 2018  
Invoice No: 10490.08 - 1

Ms. Emily Bagnson  
Transit Planner  
Omaha Metro  
The Transit Authority of the City of Omaha  
2222 Cuming Street  
Omaha, NE 68102

Re: Metro Indefinite Delivery / Indefinite Quantity (IDIQ) Services  
Transit Development Plan  
Work Order No. 8  
Completion Date: 12/31/2018

Professional Services for period ending April 30, 2018

Fee

SRF Total Fee	130,018.36			
Percent Complete	8.7%	Total Earned	11,413.00	
		Previous Fee Billing	0.00	
		Current Fee Billing	11,413.00	
		SRF Total Fee		11,413.00

Budget Status	Budget	Current	Prior	To-Date
Total Billings	130,018.36	11,413.00	0.00	11,413.00
Remaining				118,605.36

Total Amount Due this Invoice **\$11,413.00**

ok  
APB  
5/24/2018

## Omaha Metro A/E IDIQ Monthly Progress Report Transit Development Plan

Metro Project Number:	NE-90-X104	SRF Project Number:	10490,08
Specification Number:	16-18		
Current Period:	April 1, 2018 through April 30, 2018		

### A. Tasks Completed In Period

The following tasks were initiated and/or completed in the period:

- Assisted Metro staff with project partners meeting on April 12, 2018.
- Facilitated bi-weekly progress meetings.
- Prepared draft of existing conditions and forwarded to staff for content review.
- Presented TDP Introduction to Transit Board on April 26, 2018.
- Initiated data collection for new segment ridership estimation.

### B. Tasks Anticipated in the Next Period

The following tasks are anticipated to be initiated/completed in June:

- Finalize the Existing Conditions report addressing current performance:
  - System level
  - Route level
  - Segment level
- Integrate future growth areas into the transit supportive areas mapping.
- Initiate discussion of potential service changes.
- Meet with city and MPO staff to discuss incorporation of complete streets policy, Heartland 2050 plans into the TDP.

### C. Information Needed from Metro

The following information is needed from Metro:

- None

### D. Percent Complete

- 20%

# Purchase Order



Metro  
2222 Cuming Street  
Omaha, NE 68102-4392  
(402) 341-7660

ORDER NUMBER

79105

TO:  
SRF CONSULTING GROUP, INC.  
ONE CARLSON PARKWAY NORTH  
SUITE 150  
MINNEAPOLIS, MN 55447

SHIP TO:  
METRO  
2222 CUMING ST  
OMAHA, NE 68102

DATE OF ORDER 10/20/01		DATE RECEIVED		PG Account 113005-0000		BUYER		
LOCATION	QUANTITY ORDERED	ITEM NUMBER	VENDOR ITEM	DESCRIPTION		ACCOUNT NUMBER	UNIT PRICE	EXTENDED PRICE

SERVICES

TASK ORDER 8

130018.3600

130018.36

P.O. Total: 130018.36

Mapa Grant: 87,500 ALL 11/44.23.01  
Spec 21-17 44.23.01 ALL 11/44.23.01

Int. Map 21-17  
Spec 21-17  
(Mapa Grant)

11/44.23.01  
11/44.23.01

APPROVED			
GRANT	EXEC	DEPT. HD.	PUR.
P.O. NUMBER 79105	EX	TERMS	
ACCT		AMOUNT	
713.005			
Spec 21-17			
Grant MAPA			
11/44.23.01		11 913.00	

INCORPORATION OF FEDERAL CONTRACT CLAUSES. All federal contract clauses as provided by 49 CFR Part 18 and FIA Circular 4220.1E shall be deemed to be incorporated, whether or not expressly set forth in any Metro procurement and/or contract.

<http://www.metro.com/index.php/corporate/contractingopportunities/>

COMMENTS: TRANS. DEVELOPMENT PLAN, MAPA GRANT \$87500, LOCAL FUNDS \$42518.36, SPEC 21-17, GRANT MAPA, TASK 11/44.23.01, ORDERED BY RUMERY

AUTHORIZED SIGNATURE

PURCHASING AGENT

Date

11-9-18

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

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

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

Amount:



SRF Consulting Group, Inc.  
One Carlson Parkway North, Suite 150  
Minneapolis, MN 55447-4443

P. 763.475.0010  
F. 1.866.440.6364

# INVOICE

Invoice Date: May 31, 2018  
Invoice No: 10490.08 - 2

Ms. Emily Baterson  
Transit Planner  
Omaha Metro  
The Transit Authority of the City of Omaha  
2222 Cumming Street  
Omaha, NE 68102

Re: Metro Indefinite Delivery / Indefinite Quantity (IDIQ) Services  
Transit Development Plan  
Work Order No. B  
Completion Date: 12/31/2018

Professional Services for period ending May 31, 2018

Fee

SRF Total Fee 130,018.36

Percent Complete

17.3033

Total Earned

22,497.50

Previous Fee Billing

11,413.00

Current Fee Billing

11,084.50

SRF Total Fee

11,084.50

Budget Status

Budget

Current

Prior

To-Date

Total Billings

130,018.36

11,084.50

11,413.00

22,497.50

Remaining

107,520.86

Total Amount Due this Invoice

\$11,084.50

EXS  
9/18/18

## Omaha Metro A/E IDIQ -- Monthly Progress Report -- Transit Development Plan

Metro Project Number:	NE-80-X104	SRF Project Number:	10490.08
Specification Number:	16-18		
Current Period:	May 1, 2018 through May 31, 2018		

### A. Tasks Completed in Previous Period (May)

The following tasks were initiated and/or completed in the prior period:

- Prepared draft of Existing Conditions documentation and distributed to Metro staff for content review.
- Continued to refine text of the draft Existing Conditions document.
- Participated in scheduled TDP staff meetings.
- Participated in May 22, 2018 meeting with staff from Council Bluffs (growth, perception of Metro service, ideas of change, etc.).
- Initiated analysis of travel patterns for communities with Metro service outside Omaha (Council Bluffs, Papillion, La Vista, Bellevue).
- Initiated discussion of future opportunities for service changes.

### B. Tasks Being Completed (June)

The following tasks are being addressed in the current month:

- Finalize the Existing Conditions report addressing current performance:
  - System level
  - Route level
  - Segment level
- Complete assessment of current service relative to pre-2015 system changes.
- Complete travel mapping/analysis for contracted communities.
- Continue with community staff discussions.
- Establish parameters of future changes (revenue neutral, declining revenue, enhanced revenue).

### C. Tasks Anticipated in the Next Period (July)

The following tasks are anticipated to be initiated/completed in July:

- Conduct review of potential service changes.
- Document initial screening.

### D. Information Needed from Metro

The following information is needed from Metro:

- None

### E. Percent Complete

- Current Period: 30%
- End of July Estimate: 55%





# Purchase Order

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

ORDER NUMBER

79105

TO:

SRE CONSULTING GROUP, INC.  
ONE CARLSON PARKWAY NORTH  
SUITE 150  
MINNEAPOLIS, MN 55447

SHIP TO:

METRO  
2222 CUMING ST  
OMAHA, NE 68102

DATE OF ORDER 10/20/18		DATE RECEIVED		PO NUMBER 118005-0000		BUYER		
LOCATION	QUANTITY ORDERED	ITEM NUMBER	VENDOR ITEM	DESCRIPTION		ACCOUNT NUMBER	UNIT PRICE	EXTENDED PRICE

SERVICES

TASK ORDER 8

130018.3600

130018.36

PO Total: 130018.36

MAPA Grant: \$7,500 A/E: 44.23.01

NE 44.23.01 44.57% A/E: 44.24.00

Inv 10490.08-1  
6-22-18 OK/AR  
MAPA Grant

11,413.00  
11,800.00

Inv 10490.08-3  
6-22-18 OK/AR

11,572.57

Inv 10490.08-4  
8-22-18 OK/AR

102,232.79  
38,619.00

Inv 10490.08-2  
5-31-18 OK/AR

63,819.79

11,084.50  
52,735.29

APPROVED			
GRANT	EXEC.	DEPT. HD.	PUR.
P.O. NUMBER	EXT.	TERMS	
ACCT.	AMOUNT		
113,005	11,084.50		
SPEC. 21-17			
Grant: MAPA Grant			
Inv 44.23.01			

INCORPORATION OF FEDERAL CONTRACT CLAUSES: All federal contract clauses as provided by 48 CFR Part 18 and FTA Circular 4220.1E shall be deemed to be incorporated, whether or not expressly set forth in any Metro procurement and/or contract.

<http://www.ometro.com/index.php/corporate/contractingopportunities/>

COMMENTS: TRANSIT DEVELOPMENT PLAN, MAPA GRANT \$7500, LOCAL FUNDS \$42518.36, SPEC 21-17, GRANT MAPA, TASK 44.23.01, ORDERED BY ROMERY

AUTHORIZED SIGNATURE

PURCHASING AGENT

Date

4-9-18

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

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

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



SRF Consulting Group, Inc.  
One Gageon Parkway North, Suite 150  
Minneapolis, MN 55447-4245

P. 763.475.0010  
F. 1.866.440.6364

# INVOICE

Invoice Date: June 30, 2018  
Invoice No: 10490.08 - 3

Ms. Emily Baarson  
Transit Planner  
Omaha Metro  
The Transit Authority of the City of Omaha  
2222 Cuming Street  
Omaha, NE 68102

Re: Metro Indefinite Delivery / Indefinite Quantity (IDIQ) Services  
Transit Development Plan  
Work Order No. 8  
Completion Date: 12/31/2018

## Professional Services for period ending June 30, 2018

### Fee

SRF Total Fee	130,018.36			
Percent Complete	29.8958	Total Earned	38,870.87	
		Previous Fee Billing	22,497.50	
		Current Fee Billing	16,372.57	
		SRF Total Fee		16,372.57

Budget Status	Budget	Current	Prior	To-Date
Total Billings	130,018.36	16,372.57	22,497.50	38,870.87
Remaining				91,146.29

Total Amount Due this Invoice **\$16,372.57**

APPROVED

AUG 08 2018

PURCHASING

APPROVED			
GRANT	EXEC	DEPT. HD.	DATE
79105-1			
ACCT		AMOUNT	
113,005		16,372.57	
Task: 44.23.01			

## Omaha Metro A/E IDIQ - Monthly Progress Report - Transit Development Plan

Metro Project Number:	NE-90-X104	SRF Project Number:	10490.08
Specification Number:	18-16		
Current Period:	June 1, 2018 through June 30, 2018		

### A. Tasks Completed in Previous Period (June)

The following tasks were initiated and/or completed in the prior period:

- Addressed comments by staff to the Existing Conditions document.
- Participated in scheduled TDP staff meetings on June 4, June 14, and June 29.
- Initiated pre-2015 to current review.
- Continued developing travel patterns for communities with Metro service outside Omaha (Council Bluffs, Papillion, La Vista, Bellevue).
- Developed general parameters for system changes.

### B. Tasks Being Completed (July)

The following tasks are being addressed in the current month:

- Prepare final version of the Existing Conditions report addressing current performance:
  - System level
  - Route level
  - Segment level
- Complete assessment of current service relative to pre-2015 system changes.
- Complete travel mapping/analysis for contracted communities.
- Continue with community staff discussions.
- Identify range of acceptable added services to address funding constraints, fleet/operator shortages, etc.
- Participate in Board meeting.

### C. Tasks Anticipated in the Next Period (August)

The following tasks are anticipated to be initiated/completed in July:

- Conduct alternate service workshop with Metro staff.
- Document initial screening.

### D. Information Needed from Metro

The following information is needed from Metro:

- None

### E. Percent Complete

- Current Period: 45%
- End of August Estimate: 60%





# Purchase Order

Metro  
2222 Cumming Street  
Omaha, NE 68102-4392  
(402) 341-7860

ORDER NUMBER

79105

TO:

SRI CONSULTING GROUP, INC.  
ONE CARLSON PARKWAY NORTH  
SUITE 150  
MINNEAPOLIS, MN 55447

SHIP TO:

METRO  
2222 CUMMING ST  
OMAHA, NE 68102

DATE OF ORDER		DATE RECEIVED		P.O. ACCOUNT		BUYER		
09/20/15				110008-0000				
LOCATION	QUANTITY ORDERED	ITEM NUMBER	VENDOR ITEM	DESCRIPTION		ACCOUNT NUMBER	UNIT PRICE	EXTENDED PRICE

SERVICES

TASK ORDER 1

130018.3600 130018.36

PO Total: 130018.36

Mapa Grant: 87,500 ALT: 44,23.01

NE 45,000 1 44,578 ALT: 44,24.00

End 1490.00-1

5-25-18 OR 22

(Mapa Grant)

11,113.00

118,605.36

End 10990.00-3

6-30-18 OR 102

116,372.57

102,282.77

INCORPORATION OF FEDERAL CONTRACT CLAUSES. All federal contract clauses as provided by 49 CFR Part 18 and  
FIA Circular 4220.1E shall be deemed to be incorporated, whether or not expressly set forth in any Metro procurement and/or contract.

<http://www.metro.com/Index.php/corporate/contractingopportunities/>

COMMENTS: TRANSIT DEVELOPMENT PLAN, MAPA GRANT \$87500, LOCAL FUNDS \$42518.36, SPEC 21-17, GRANT MAPA, TASK  
44,23.01, ORDERED BY RUMERY

AUTHORIZED SIGNATURE

PURCHASING AGENT

Date

4-9-18

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

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

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

Amount:



SRF Consulting Group, Inc.  
One Carlson Parkway North, Suite 150  
Minneapolis, MN 55447-4443

P. 763.475.0010  
F. 1.866.440.6364

# INVOICE

Invoice Date: July 31, 2018

Invoice No: 10490.08 - 4

Ms. Emily Baarson  
Transit Planner  
Omaha Metro  
The Transit Authority of the City of Omaha  
2222 Cuming Street  
Omaha, NE 68102

Re: Metro Indefinite Delivery / Indefinite Quantity (IDIQ) Services  
Transit Development Plan  
Work Order No. 8  
Completion Date: 12/31/2018

**Professional Services for period ending July 31, 2018**

**Fee**

SRF Total Fee	130,018.36			
Percent Complete	59.5947	Total Earned	77,484.07	
		Previous Fee Billing	38,870.07	
		Current Fee Billing	38,614.00	
		<b>SRF Total Fee</b>		<b>38,614.00</b>

Budget Status	Budget	Current	Prior	To-Date
Total Billings	130,018.36	38,614.00	38,870.07	77,484.07
Remaining				52,534.29

**Total Amount Due this Invoice** \$38,614.00

*WAB 8/29/2018*

## Omaha Metro A/E IDIQ – Monthly Progress Report – Transit Development Plan

Metro Project Number:	NE-90-X104	SRF Project Number:	10490.08
Specification Number:	16-16		
Current Period:	July 1, 2018 through July 31, 2018		

### A. Tasks Completed in Previous Period (July)

The following tasks were initiated and/or completed in the prior period:

- Participated in scheduled TDP staff meetings on July 16, July 19, and June 29.
- Initiated pre-2015 to current review.
- Initiated work on revising selected routes to improve travel options and improve system cost effectiveness.
- Participated in the July 30 Transit Partners Meeting.

### B. Tasks Being Completed (August)

The following tasks are being addressed in the current month:

- Prepare final version of the Existing Conditions report addressing current performance:
  - System level
  - Route level
  - Segment level
- Continue with community staff discussions.
- Conduct alternatives review workshops with staff.
- Identify range of acceptable added services to address funding constraints, fleet/operator shortages, etc.
- Participate in Board meeting.

### C. Tasks Anticipated in the Next Period (September)

The following tasks are anticipated to be initiated/completed in July:

- Conduct alternate service workshop with Metro staff.
- Document initial screening.

### D. Information Needed from Metro

The following information is needed from Metro:

- None

### E. Percent Complete

- Current Period: 55%
- End of August Estimate: 65%



# Purchase Order

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

ORDER NUMBER

79105

TO:

SRE CONSULTING GROUP, INC.  
ONE CARLSON PARKWAY NORTH  
SUITE 150  
MINNEAPOLIS, MN 55447

SHIP TO:

METRO  
2222 CUMING ST  
OMAHA, NE 68102

DATE OF ORDER 4/9/2018		DATE RECEIVED			PO Account 113005-0000		BUYER	
LOCATION	QUANTITY ORDERED	ITEM NUMBER	VENDOR ITEM	DESCRIPTION		ACCOUNT NUMBER	UNIT PRICE	EXTENDED PRICE

SERVICES

TASK ORDER 8

130018.3600

130018.36

PO Total: 130018.36

*schun*  
*man*  
Mapa Grant: 87,500 ALI: 44.23.01  
NE-95-K001: 42,518 ALI: 44.24.00

APPROVED			
GRANT	EXEC.	DEPT. HD.	PUR.
P.O. NUMBER 79105	EXT. 38,614.00	TERMS	
ACCT.	AMOUNT		
MAPA Grant	38,614.00		
113005			

Inv 1490.08-1  
5-25-18 OK'R  
(Mapa Grant)

Inv # 10490.08-3  
6-30-18 OK'R

Inv # 10490.08-4  
8-29-18 OK'R  
Mapa Grant

11,413.00  
118,605.36

11,372.57  
102,232.79  
38,614.00  
63,819.79

111241

INCORPORATION OF FEDERAL CONTRACT CLAUSES. All federal contract clauses as provided by 49 CFR Part 18 and FTA Circular 4220.1E shall be deemed to be incorporated, whether or not expressly set forth in any Metro procurement and/or contract.

<http://www.ometiro.com/index.php/corporate/contractingopportunities/>

COMMENTS: TRANSIT DEVELOPMENT PLAN, MAPA GRANT \$87500, LOCAL FUNDS \$42518.36, SPEC 21-17, GRANT MAPA, TASK 44.23.01, ORDERED BY RUMERY

AUTHORIZED SIGNATURE:

PURCHASING AGENT

Date

4-9-18

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

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

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

Amount:



SRF Consulting Group, Inc.  
One Carlson Parkway North, Suite 150  
Minneapolis, MN 55447-4443

P. 763,475,0010  
F. 1,866,440,6364

# INVOICE

Invoice Date: August 31, 2018  
Invoice No: 10490.08 - 5

Ms. Emily Baarson  
Transit Planner  
Omaha Metro  
The Transit Authority of the City of Omaha  
2222 Cuming Street  
Omaha, NE 68102

Re: Metro Indefinite Delivery / Indefinite Quantity (IDIQ) Services  
Transit Development Plan  
Work Order No. 8  
Completion Date: 12/31/2018

## Professional Services for period ending August 31, 2018

Fee				
SRF Total Fee	130,018.36			
Percent Complete	67.4219	Total Earned	87,660.86	
		Previous Fee Billing	77,484.07	
		Current Fee Billing	10,176.79	
		SRF Total Fee		10,176.79
Budget Status	Budget	Current	Prior	To-Date
Total Billings	130,018.36	10,176.79	77,484.07	87,660.86
Remaining				42,357.50

Total Amount Due this Invoice **\$10,176.79**

APPROVED

OCT 08 2018

PURCHASING

APPROVED			
GRANT	EXEC.	DEPT. NO.	PR.
P.O. NUMBER	PR.	TERMS	
59105			
ACCT.	AMOUNT		
113.005	10176.79		
3601 21-17			

Grant: MAPA: 10,015.93

Grant: NE-45-X001: 160.86

TASK: 49.23.01

111403

Ok  
E. Baarson  
10/4/2018

## Omaha Metro A/E IDIQ – Monthly Progress Report – Transit Development Plan

Metro Project Number:	NE-90-X104	SRF Project Number:	10490.08
Specification Number:	16-16		
Current Period:	August 1, 2018 through August 31, 2018		

### A. Tasks Completed in Previous Period (August)

The following tasks were initiated and/or completed in the prior period:

- Developed options for refining specific routes to improve efficiency.
- Developed revenue neutral concepts for short term.
- Developed options if could enhance funding.
- Participated in bi-weekly staff meetings to discuss progress.

### B. Tasks Being Completed (September)

The following tasks are being addressed in the current month:

- Prepare outline of final document.
- Facilitate staff workshop to review revenue neutral options, modest increase in funding and aspirational plans.
- Review concepts with Metro senior management.
- Participate in Board meeting.

### C. Tasks Anticipated in the Next Period (October)

The following tasks are anticipated to be initiated/completed in October

- Conduct alternate service workshop with Metro staff.
- Document initial screening.

### D. Information Needed from Metro

The following information is needed from Metro:

- None

### E. Percent Complete

- Current Period: 60%





# Purchase Order

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

ORDER NUMBER

79105

TO:

SRF CONSULTING GROUP, INC.  
ONE CARLSON PARKWAY NORTH  
SUITE 150  
MINNEAPOLIS, MN 55447

SHIP TO:

METRO  
2222 CUMING ST  
OMAHA, NE 68102

DATE OF ORDER		DATE RECEIVED		PO Account		BUYER	
4/9/2010				113005-0000			
LOCATION	QUANTITY ORDERED	ITEM NUMBER	VENDOR ITEM	DESCRIPTION	ACCOUNT NUMBER	UNIT PRICE	EXTENDED PRICE
	1		SERVICES	TASK ORDER 8		130018.3600	130018.36

PO Total: 130018.36

Mapa Grant: 87,500 ALI: 44,23.01  
NE-95-K001 42,513 ALI: 44,24.00

Inv 10490.08-1  
5-25-18 OK/R  
(Mapa Grant)

X - 11,413.00  
118,605.36

Inv# 10490.08-3  
6-30-18 OK/R

X - 10,372.57  
102,232.79

Inv# 10490.08-4  
8-29-18 OK/R

X - 38,614.00  
63,819.79

Inv# 10490.08-2  
5-31-18 OK/R

X - 11,084.50  
52,735.29

Inv# 10490.08-5  
8-31-18 OK/R

Mapa Grant: 10,015.90

- 10,176.79

NE-15-K001 140.86

42,357.50

INCORPORATION OF FEDERAL CONTRACT CLAUSES: All federal contract clauses as provided by 49 CFR Part 18 and FTA Circular 4220.1E shall be deemed to be incorporated, whether or not expressly set forth in any Metro procurement and/or contract.

<http://www.ometra.com/index.php/corporate/contractingopportunities/>

COMMENTS: TRANSIT DEVELOPMENT PLAN, MAPA GRANT \$87500, LOCAL FUNDS \$42518.36, SPEC 21-17, GRANT MAPA, TASK 44.23.01, ORDERED BY RUMERY

AUTHORIZED SIGNATURE

PURCHASING AGENT

Date

4-9-18

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

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

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

Amount: ☐



## Subcontractor Payment Authorization

Contract Number:

Contract Party:

Hamilton Associates

Contract Description:

Audit

Contract Approved by Board of Directors:

July 26, 2018

Contact Amount:

\$11,000.00

Match Amount:

\$0.00

Contract Period:

September 1 - January 31, 2018

Payment # 1

Billed to Date: \$ 10,200.00

Less Previous Payments: \$ -

Amount Due: \$ 10,200.00

Payment Recommended By:

\_\_\_\_\_  
Responsible Charge / MAPA Staff Member

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

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

Approved by MAPA Finance Committee:

\_\_\_\_\_  
Date

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





**Hamilton Associates, P.C.**  
*Certified Public Accountants and Consultants*

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

(712) 322-0277

**Bill To:**

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

Invoice No. 24530  
Date 10/31/2018  
Client No. 12235

**INVOICE**

Progress billing for services rendered through October 31 in  
connection with the audit for the year ended June 30, 2018

\$ 10,200.00

**Payment in Full Due On Receipt**

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





## Subcontractor Payment Authorization

Contract Number: BK1819  
Project Number: CM-D2 (107) 22553  
Contract Party: Lovgren Marketing Group  
Contract Description: CMAQ Quality and Reduced Fare Program  
Contract Approved by Board of Directors: March 29, 2018  
Contract Amount: \$205,945.00  
Match Amount: \$0.00  
Contract Period:

Payment # 5

Billed to Date: \$ 137,345.12  
Less Previous Payments: \$ 120,986.09  
Amount Due: \$ 16,359.03

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

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

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

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

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

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

10/30/2018

*Charges: 9/29/18 - 10/30/18*

*Project #CM-D2 (107)*

*CN#22553*

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

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

Date	Invoice	Transaction	Amount
10/30/2018	582	CMAQ Air Quality & Reduced Fare Program	\$16,359.03
		<b>AMOUNT DUE*PLEASE REMIT</b>	<b>\$16,359.03</b>

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 #

582

10/30/2018

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

Charges: 9/29/18 - 10/30/18

Project #CM-D2 (107)

CN#22553

Services	Amount
<i>CMAQ Air Quality &amp; Reduced Fare Campaign**Project #CM-D2-(107)</i>	
<b>TASK 1 * PROJECT MANAGEMENT</b>	
<i>1.5 Administrative Duties</i>	
Project Administration * Donna Maxey 7.00 Hrs @ \$85	\$595.00
<b>TASK 2 * AIR QUALITY AWARENESS SURVEY</b>	
<i>2.2 Survey Development</i>	
Principal Manager * Linda Lovgren 1.00 Hrs @ \$190	\$190.00
<b>TASK 3 * CREATIVE - GRAPHICS</b>	
<i>3.1 Graphic Design</i>	
Graphics Manager * Tom Nemitz .75 Hrs @ \$145	\$108.75
<b>Page 1</b>	

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 #

582

10/30/2018

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

Charges: 9/29/18 - 10/30/18

Project #CM-D2 (107)

CN#22553

Services	Amount
<i>CMAQ Air Quality &amp; Reduced Fare Campaign**Project #CM-D2-(107)</i>	
<b>TASK 3 * CREATIVE - GRAPHICS</b>	
<b>3.3 Video Production * Photography</b>	
Graphics Manager * Tom Nemitz 13.50 Hrs @ \$145	\$1,957.50
<b>3.5 Web Content</b>	
Graphics Manager * Tom Nemitz 1.75 Hrs @ \$145	\$253.75
<b>TASK 4 MEDIA COORDINATION</b>	
<b>4.2 Social/Digital Placement</b>	
Social Media Coordinator* Kelly Bast .25 Hrs @ \$145	\$36.25
<b>Page 2</b>	

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 #

582

10/30/2018

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

Charges: 9/29/18 - 10/30/18

Project #CM-D2 (107)

CN#22553

Services	Amount
<i>CMAQ Air Quality &amp; Reduced Fare Campaign**Project #CM-D2-(107)</i>	
<b>TASK 4 MEDIA COORDINATION</b>	
<b>4.3 Media Monitoring</b>	
Project Administration* Donna Maxey 1.75 Hrs @ \$85	\$148.75
<b>TASK 5 PUBLIC RELATIONS</b>	
<b>5.4 Engage Social Media</b>	
Social Media Coordinator* Kelly Bast 2.00 Hrs @ \$145	\$290.00
Page 3	

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 #

582

10/30/2018

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

Charges: 9/29/18 - 10/30/18

Project #CM-D2 (107)

CN#22553

Services	Amount
<i>CMAQ Air Quality &amp; Reduced Fare Campaign**Project #CM-D2-(107)</i>	
<b><i>DIRECT EXPENSES</i></b>	
<b><i>Media Advertising</i></b>	
Cox Media * 8/27/18 - 9/16/18 237 Spots <i>Inv # 1081212</i>	\$3,664.00
KXSP RADIO 8/27/18 - 9/2/18 65 Spots <i>Inv # 4321513-3</i>	\$190.00
KKCD RADIO 8/27/18 - 9/2/18 45 Spots <i>Inv # 432492-3</i>	\$390.00
Twitter Posts * 9/23/18 - 9/24/18	\$8.06
Facebook Posts* 8/21/18 - 9/29/18	\$408.09
Facebook Posts* 10/16/18 - 10/24/18	\$224.29
<b><i>Survey/Sub-Consultant</i></b>	
MSR Group* Research Study Survey * Completed Interviews <i>Inv # 29081</i>	\$6,445.00
<b><i>Printing*Collateral</i></b>	
1,000 Small Non-Woven Drawstring Backpacks	\$1,295.15
Freight* 1,000 Small Non-Woven Drawstring Backpacks	\$154.44
<b>AMOUNT DUE* PLEASE REMIT</b>	<b>\$16,359.03</b>



## 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.:	582	Invoice Date:	October 30, 2018
% Work Completed:	67%		
Current Billing Period:	9/26/2018 thru 10/30/2018		
Agreement No:	<b>BK1819</b>	Maximum Not-to-Exceed Amount	<b>\$205,945.00</b>
Agreement amount thru supplement #	000		
	Amount		
	This Period	Previously Billed	To Date
Direct Labor	\$3,580.00	\$33,543.75	\$37,123.75
Direct Costs (Non-Labor)	\$1,449.59	\$61.50	\$1,511.09
Outside Services (Subconsultants):			
Name	Max Amount		
Canary & Coal	\$3,300.00	\$0.00	\$3,300.00
Media Buy*	\$89,000.00	\$4,884.44	\$76,895.84
TV, Radio, Outdoor, Facebook/Twitter			
Survey-Sub Consultant	\$20,000.00	\$6,445.00	\$7,185.00
Adjustments:			
Description:			
Total Amount DUE >>	✓ \$16,359.03	\$120,986.09	\$137,345.12
By submitting this form electronically to State, Consultant certifies submitted costs are actual and allowed by contract	Total Agreement Amount Remaining:		\$68,599.88
Signature (typed or signed name required):	Title:	Date:	
Donna Maxey	Client Operations Manager	10/30/2018	
Consultant's email contact for invoice-related questions: <a href="mailto:maxey@emspacegroup.com">maxey@emspacegroup.com</a>			

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.



Emspace + Lovgren		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	Invoice #582 October 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	\$ 595.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,330.00	\$ 16,695.00	40%
Task 2 Air Quality Awareness Survey*Direct Labor	\$ 4,525.00	\$ -	\$ -	\$ 1,235.00	\$ 855.00	\$ 190.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,280.00	\$ 2,245.00	50%
Task 3.1 Graphic Design * Direct Labor	\$ 27,550.00	\$ 906.25	\$ 5,256.25	\$ 543.75	\$ 1,558.75	\$ 2,320.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,585.00	\$ 16,965.00	38%
Task 4 Media Planning & Placement * Direct Labor	\$ 8,950.00	\$ 902.50	\$ 2,863.75	\$ 711.25	\$ 732.50	\$ 185.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,395.00	\$ 3,555.00	60%
Task 5 Public Relations * Direct Labor	\$ 16,595.00	\$ 1,662.50	\$ 4,216.25	\$ 455.00	\$ 910.00	\$ 290.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,533.75	\$ 9,061.25	45%
Sub-Total:	\$ 85,645.00	\$ 5,617.50	\$ 18,100.00	\$ 4,401.25	\$ 5,425.00	\$ 3,580.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 37,123.75	\$ 48,521.25	43%
Direct Expenses																	
Direct Costs:																	
Printing Collateral; Production-Radio,TV, Outdoor, Website	\$ 8,000.00	\$ -	\$ 25.00	\$ 9.00	\$ 27.50	\$ 1,449.59	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,511.09	\$ 6,488.91	19%
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	\$ 4,884.44	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 81,780.28	\$ 7,219.72	92%
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	\$ 6,445.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,630.00	\$ 6,370.00	68%
Sub-Total:	\$ 120,300.00	\$ 4,200.00	\$ 12,175.00	\$ 48,527.99	\$ 22,539.35	\$ 12,779.03	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,221.37	\$ 20,078.63	83%
GRAND TOTAL:	\$ 205,945.00	\$ 9,817.50	\$ 30,275.00	\$ 52,929.24	\$ 27,964.35	\$ 16,359.03	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 137,345.12	\$ 68,599.88	67%



Emspace + Lovgren

## MAPA\* CMAQ Quality &amp; 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 #490-485 August 2018 Hrs Billed	Invoice #527-534 September 2018 Hrs Billed	Invoice #582 October 2018 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	7.00	0.00	0.00	0.00	0.00	0.00	0.00	62.50	110.25	33%
Task 2 Air Quality Awareness Survey*Direct Labor	25.00	0.00	0.00	6.50	4.50	1.00	0.00	0.00	0.00	0.00	0.00	0.00	6.50	13.00	26%
Task 3.1 Graphic Design * Direct Labor	190.00	6.25	36.25	3.75	10.75	16.00	0.00	0.00	0.00	0.00	0.00	0.00	46.25	117.00	24%
Task 4 Media Planning & Placement * Direct Labor	70.00	4.75	28.75	6.25	5.75	2.00	0.00	0.00	0.00	0.00	0.00	0.00	39.75	22.50	57%
Task 5 Public Relations * Direct Labor	98.00	8.75	24.50	2.75	5.50	2.00	0.00	0.00	0.00	0.00	0.00	0.00	36.00	54.50	37%
Total Hours:	574.00	33.00	126.25	31.75	37.75	28.00	0.00	0.00	0.00	0.00	0.00	0.00	256.75	317.25	45%



## *Emspace + Lovgren \*\*Progress Report*

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

Date: 10-30-2018  
Invoice # 582

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

<i>Task #</i>	<i>Description of Services</i>
<i>Task 1 Project Management</i>	Budget & billing review; document prep
<i>Task 2 Air Quality Awareness Survey</i>	Updates to survey process, timing, set-up
<i>Task 3 Creative/Graphics</i>	Backpacks-artwork /proof; UNO-Bryan High- photo shoot, color correction; Girl Scouts-color correct photos; format, resize photos from UNO-Bryan High shoot; Kennedy Elementary photo shoot; format photos - ozone testing & upload to website
<i>Task 4 Media Coordination</i>	Social media posts-Facebook & Twitter; analytics; check media buy; check media placement/spot runs
<i>Task 5 Public Relations</i>	Discuss winter month's social media postings; Planning meeting
<i>Direct Costs* Printing/Production; Media Advertising</i>	TV spots; Radio spots; Social Media Posts-Twitter/Facebook; Survey; Drawstring Backpacks Re-Order



## Emspace + Lovgren \*\*Progress Report

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


Date: 10-30-2018  
Invoice # 582


Project #: CM-D2 (107)  
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Task #	Description of Services
Task 1 Project Management	Budget & billing review; document prep
Task 2 Air Quality Awareness Survey	Updates to survey process, timing, set-up
Task 3 Creative/Graphics	Backpacks-artwork /proof; UNO-Bryan High- photo shoot, color correction; Girl Scouts-color correct photos; format, resize photos from UNO-Bryan High shoot; Kennedy Elementary photo shoot; format photos - ozone testing & upload to website
Task 4 Media Coordination	Social media posts-Facebook & Twitter; analytics; check media buy; check media placement/spot runs
Task 5 Public Relations	Discuss winter month's social media postings; Planning meeting
Direct Costs* Printing/Production; Media Advertising	TV spots; Radio spots; Social Media Posts-Twitter/Facebook; Survey; Drawstring Backpacks Re-Order

 emspace <small>integrant</small>								
Employee Name	Date	Job	Job Name	Service	Description	Hours	Billing Rate	Total Amount
<b>EMSPACE + LOVGREN **TASK 1 * PROJECT MANAGEMENT</b>								
Donna Maxey	Sep 26 2018	4813	MAPA / 1.5 Administrative Duties	Project Administration	Building invoice - start hours summary recap and all reports	3.00	\$85.00	\$255.00
Donna Maxey	Oct 04 2018	4813	MAPA / 1.5 Administrative Duties	Project Administration	Documents for invoicing-pull	1.50	\$85.00	\$127.50
Donna Maxey	Oct 22 2018	4813	MAPA / 1.5 Administrative Duties	Project Administration	Documents for invoicing	0.50	\$85.00	\$42.50
Donna Maxey	Oct 30 2018	4813	MAPA / 1.5 Administrative Duties	Project Administration	Pull Timesheets report/format for invoicing	2.00	\$85.00	\$170.00
					<b>Total:</b>	<b>7.00</b>		<b>\$595.00</b>
<b>EMSPACE + LOVGREN ** TASK 2 * AIR QUALITY AWARENESS SURVEY</b>								
Linda Lovgren	Oct 04 2018	4815	MAPA / 2.2 Survey Development	Principal Manager	Update survey process, discuss projects with creative	0.50	\$190.00	\$95.00
Linda Lovgren	Oct 22 2018	4815	MAPA / 2.2 Survey Development	Principal Manager	MSR discussion regarding survey timing and the set up	0.50	\$190.00	\$95.00
					<b>Total:</b>	<b>1.00</b>		<b>\$190.00</b>

 <b>emspace</b> +lovgren								
<b>EMSPACE + LOVGREN **TASK 3 * CREATIVE * GRAPHICS</b>								
Employee Name	Date	Job	Job Name	Service	Description	Hours	Billing Rate	Total Amount
Tom Nemitz	Oct 10 2018	4817	MAPA / 3.1 Graphic Design	Graphics Manager	Send artwork for re-order of backpacks to J. Michael Murphy; look over print proof and approve	0.75	\$145.00	\$108.75
					<b>Total:</b>	<b>0.75</b>		<b>\$108.75</b>
Tom Nemitz	Oct 02 2018	4819	MAPA / 3.3 Video Production + Photography	Graphics Manager	Photograph event at Bryan High School, Download Photos, Color Correction	3.25	\$145.00	\$471.25
Tom Nemitz	Oct 04 2018	4819	MAPA / 3.3 Video Production + Photography	Graphics Manager	Shoot photos at UNO of Bryan H.S./UNO collaboration	1.75	\$145.00	\$253.75
Tom Nemitz	Oct 04 2018	4819	MAPA / 3.3 Video Production + Photography	Graphics Manager	Format/resize photos from UNO shoot, send to Sue for use in grant materials	1.50	\$145.00	\$217.50
Tom Nemitz	Oct 13 2018	4819	MAPA / 3.3 Video Production + Photography	Graphics Manager	Carter Lake-photo shoot/ color correct photos; upload send to Girl Scouts	4.00	\$145.00	\$580.00
Tom Nemitz	Oct 11 2018	4819	MAPA / 3.3 Video Production + Photography	Graphics Manager	Photoshoot planning with client	0.25	\$145.00	\$36.25
Tom Nemitz	Oct 23 2018	4819	MAPA / 3.3 Video Production + Photography	Graphics Manager	Shoot Photos at Kennedy Elementary	2.75	\$145.00	\$398.75
					<b>Total:</b>	<b>13.50</b>		<b>\$1,957.50</b>
Tom Nemitz	Oct 11 2018	4821	MAPA / 3.5 Web Content	Graphics Manager	Format photos of ozone testing, upload photo galleries to website	1.75	\$145.00	\$253.75
					<b>Total:</b>	<b>1.75</b>		<b>\$253.75</b>
<b>EMSPACE + LOVGREN **TASK 4 * MEDIA COORDINATION</b>								
Kelly Bast	Oct 15 2018	4825	MAPA / 4.2 Social/Digital Placement	Social Media Coordinator	Facebook post for LSBI	0.25	\$145.00	\$36.25
					<b>Total:</b>	<b>0.25</b>		<b>\$36.25</b>
Donna Maxey	Oct 30 2018	4826	MAPA / 4.3 Media Monitoring	Project Administration	Media invoices/direct cost invoices-checking Oct 2018	1.75	\$85.00	\$148.75
					<b>Total:</b>	<b>1.75</b>		<b>\$148.75</b>
<b>EMSPACE + LOVGREN **TASK 5 * PUBLIC RELATIONS</b>								
Kelly Bast	Oct 01 2018	4830	MAPA / 5.4 Engage Social Media	Social Media Coordinator	Planning Meeting-Social media discussion with LL ; posts during the winter months + writing posts	2.00	\$145.00	\$290.00
					<b>Total:</b>	<b>2.00</b>		<b>\$290.00</b>

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

ATTN: mailto:maxey@emspacegroup.com  
Emspace + Lovgren  
7634 Pierce Street  
OMAHA, NE 68124

## **Invoice**

MAPA  
809 NORTH 96TH STREET #2  
OMAHA, NE  
Acct. Exec: JORDAN, KRISTINA

Bill Cycle: 09/18

**Invoice ID: 1681212**      **Invoice Date: 10-01-2018**      **Contract ID: 2070371**      **Client ID: 41855**  
**Campaign ID:**      **Estimate ID:**      **P.O Number:**      **Tax ID:**

Description	Amount
Gross Advertising Fee	\$3,664.00

June - Sept  
Thank you for using Cox Media.

Terms: Net 30  
Checks Payable to: COX MEDIA LLC  
Mail to: COX MEDIA LLC  
P.O. BOX 50481  
LOS ANGELES, CA 90074-0481  
CFC\_AR@coxmedia.com

Please include invoice numbers on your check or remittance.

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:09/18

Agency:Emspace + Lovgren

Date	Weekday	Network	Zone	Program Name	Air Time	Spot Name	Spot Len	Con Line	Billing Status	Spot Cost
08/27/18	Monday	CNN	OMAHA CB	New Day Berman	5:31am	MAPA Good Up High	00:00:30	6	Charged	20.00
08/27/18	Monday	CNN	METRO OMAHA CB	New Day Berman	7:31am	MAPA Good Up High	00:00:30	6	Charged	20.00
08/27/18	Monday	ENN	METRO OMAHA CB	The Will Cain Show	2:46pm	MAPA Good Up High	00:00:30	18	Bonus	0.00
08/27/18	Monday	ENN	METRO OMAHA CB	The Will Cain Show	4:30pm	MAPA Good Up High	00:00:30	18	Bonus	0.00
08/27/18	Monday	ENN	METRO OMAHA CB	High Noon	6:06pm	MAPA Good Up High	00:00:30	18	Bonus	0.00
08/27/18	Monday	FRFM	METRO OMAHA CB	The 700 Club	9:59am	MAPA Good Up High	00:00:30	34	Charged	18.00
08/27/18	Monday	FRFM	METRO OMAHA CB	Reba	10:48am	MAPA Good Up High	00:00:30	34	Charged	18.00
08/27/18	Monday	FRFM	METRO OMAHA CB	The Middle	12:45pm	MAPA Good Up High	00:00:30	34	Charged	18.00
08/27/18	Monday	FRFM	METRO OMAHA CB	The Middle	1:45pm	MAPA Good Up High	00:00:30	34	Charged	18.00
08/27/18	Monday	HALL	METRO OMAHA CB	The Perfect Bride	7:35pm	MAPA Good Up High	00:00:30	50	Charged	30.00
08/27/18	Monday	HALL	METRO OMAHA CB	The Golden Girls	9:15pm	MAPA Good Up High	00:00:30	50	Charged	30.00
08/27/18	Monday	TLC	METRO OMAHA CB	Counting On	7:41pm	MAPA Good Up High	00:00:30	66	Charged	55.00
08/27/18	Monday	TLC	METRO OMAHA CB	Little Life/Prairie	9:57pm	MAPA Good Up High	00:00:30	66	Charged	55.00
08/27/18	Monday	TV1	METRO OMAHA CB	Fatal Attraction	9:12am	MAPA Good Up High	00:00:30	78	Bonus	0.00
08/27/18	Monday	TV1	METRO OMAHA CB	ATL Homicide	9:12pm	MAPA Good Up High	00:00:30	78	Bonus	0.00
08/27/18	Monday	TV1	METRO OMAHA CB	Fatal Attraction	10:52pm	MAPA Good Up High	00:00:30	78	Bonus	0.00
08/28/18	Tuesday	CNN	OMAHA CB	New Day Berman	5:30am	MAPA Good Up High	00:00:30	6	Charged	20.00
08/28/18	Tuesday	CNN	METRO OMAHA CB	New Day Berman	7:59am	MAPA Good Up High	00:00:30	6	Charged	20.00
08/28/18	Tuesday	ENN	METRO OMAHA CB	Golic & Wingo	7:57am	MAPA Good Up High	00:00:30	18	Bonus	0.00
08/28/18	Tuesday	ENN	METRO OMAHA CB	Dan Le Batard	9:49am	MAPA Good Up High	00:00:30	18	Bonus	0.00
08/28/18	Tuesday	FRFM	METRO OMAHA CB	The Middle	12:15pm	MAPA Good Up High	00:00:30	34	Charged	18.00
08/28/18	Tuesday	FRFM	METRO OMAHA CB	How I Met Your Mother	4:10pm	MAPA Good Up High	00:00:30	34	Charged	18.00
08/28/18	Tuesday	FRFM	METRO OMAHA CB	How I Met Your Mother	4:50pm	MAPA Good Up High	00:00:30	34	Charged	18.00
08/28/18	Tuesday	HALL	METRO OMAHA CB	My Secret Valentine	7:36pm	MAPA Good Up High	00:00:30	50	Charged	30.00
08/28/18	Tuesday	TLC	METRO OMAHA CB	Outdaughtered	7:42pm	MAPA Good Up High	00:00:30	66	Charged	55.00
08/28/18	Tuesday	TLC	METRO OMAHA CB	Outdaughtered	8:51pm	MAPA Good Up High	00:00:30	66	Charged	55.00
08/28/18	Tuesday	TV1	METRO OMAHA CB	Living Single	7:46am	MAPA Good Up High	00:00:30	78	Bonus	0.00
08/28/18	Tuesday	TV1	METRO OMAHA CB	Sanford & Son	3:03pm	MAPA Good Up High	00:00:30	78	Bonus	0.00
08/29/18	Wednesday	CNN	OMAHA CB	New Day Berman	6:44am	MAPA Good Up High	00:00:30	6	Charged	20.00
08/29/18	Wednesday	ENN	METRO OMAHA CB	Golic & Wingo	6:44am	MAPA Good Up High	00:00:30	18	Bonus	0.00
08/29/18	Wednesday	ENN	METRO OMAHA CB	Golic & Wingo	8:26am	MAPA Good Up High	00:00:30	18	Bonus	0.00
08/29/18	Wednesday	FRFM	METRO OMAHA CB	The 700 Club	9:59am	MAPA Good Up High	00:00:30	34	Charged	18.00







09/05/18	Wednesday	TV1	METRO OMAHA CB METRO	The Cosby Show	6:03pm	MAPA Good Up High	00:00:30	79	Bonus	0.00
09/06/18	Thursday	CNN	OMAHA CB METRO	New Day Berman	6:26am	MAPA Good Up High	00:00:30	7	Charged	20.00
09/06/18	Thursday	CNN	OMAHA CB METRO	New Day Berman	6:47am	MAPA Good Up High	00:00:30	7	Charged	20.00
09/06/18	Thursday	ENN	OMAHA CB METRO	Golic & Wingo	7:57am	MAPA Good Up High	00:00:30	19	Bonus	0.00
09/06/18	Thursday	ENN	OMAHA CB METRO	Outside the Lines	8:57pm	MAPA Good Up High	00:00:30	19	Bonus	0.00
09/06/18	Thursday	FRFM	OMAHA CB METRO	Reba	11:47am	MAPA Good Up High	00:00:30	35	Charged	18.00
09/06/18	Thursday	FRFM	OMAHA CB METRO	The Middle	12:46pm	MAPA Good Up High	00:00:30	35	Charged	18.00
09/06/18	Thursday	FRFM	OMAHA CB METRO	Pocahontas	4:51pm	MAPA Good Up High	00:00:30	35	Charged	18.00
09/06/18	Thursday	HALL	OMAHA CB METRO	The Golden Girls	9:14pm	MAPA Good Up High	00:00:30	51	Charged	30.00
09/06/18	Thursday	TV1	OMAHA CB METRO	Living Single	7:43am	MAPA Good Up High	00:00:30	79	Bonus	0.00
09/06/18	Thursday	TV1	OMAHA CB METRO	Empire	8:13pm	MAPA Good Up High	00:00:30	79	Bonus	0.00
09/07/18	Friday	CNN	OMAHA CB METRO	New Day Berman	5:33am	MAPA Good Up High	00:00:30	7	Charged	20.00
09/07/18	Friday	CNN	OMAHA CB METRO	New Day Berman	5:49am	MAPA Good Up High	00:00:30	7	Charged	20.00
09/07/18	Friday	ENN	OMAHA CB METRO	Golic & Wingo	6:57am	MAPA Good Up High	00:00:30	19	Bonus	0.00
09/07/18	Friday	ENN	OMAHA CB METRO	The Will Cain Show	3:11pm	MAPA Good Up High	00:00:30	19	Bonus	0.00
09/07/18	Friday	FRFM	OMAHA CB METRO	Forrest Gump	4:18pm	MAPA Good Up High	00:00:30	35	Charged	18.00
09/07/18	Friday	FRFM	OMAHA CB METRO	Forrest Gump	4:48pm	MAPA Good Up High	00:00:30	35	Charged	18.00
09/07/18	Friday	HALL	OMAHA CB METRO	Season for Love	7:35pm	MAPA Good Up High	00:00:30	51	Charged	30.00
09/07/18	Friday	TV1	OMAHA CB METRO	Eve	10:06am	MAPA Good Up High	00:00:30	79	Bonus	0.00
09/07/18	Friday	TV1	OMAHA CB METRO	All of Us	2:05pm	MAPA Good Up High	00:00:30	79	Bonus	0.00
09/08/18	Saturday	ENN	OMAHA CB METRO	E:60	12:08pm	MAPA Good Up High	00:00:30	19	Bonus	0.00
09/08/18	Saturday	ESP2	OMAHA CB METRO	SportsCenter	8:39am	MAPA Good Up High	00:00:30	27	Charged	12.00
09/08/18	Saturday	ESP2	OMAHA CB METRO	SportsCenter	9:39am	MAPA Good Up High	00:00:30	27	Charged	12.00
09/08/18	Saturday	FRFM	OMAHA CB METRO	Bruce Almighty	6:25pm	MAPA Good Up High	00:00:30	43	Charged	37.00
09/08/18	Saturday	FRFM	OMAHA CB METRO	Bruce Almighty	6:56pm	MAPA Good Up High	00:00:30	43	Charged	37.00
09/08/18	Saturday	FRFM	OMAHA CB METRO	Just Go With It	8:02pm	MAPA Good Up High	00:00:30	43	Charged	37.00
09/08/18	Saturday	FRFM	OMAHA CB METRO	Just Go With It	10:02pm	MAPA Good Up High	00:00:30	43	Charged	37.00
09/08/18	Saturday	FRFM	OMAHA CB METRO	Don't Mess With Zohan	10:41pm	MAPA Good Up High	00:00:30	43	Charged	37.00
09/08/18	Saturday	HALL	OMAHA CB METRO	Love Blossoms	9:39am	MAPA Good Up High	00:00:30	59	Charged	19.00
09/08/18	Saturday	HALL	OMAHA CB METRO	The Convenient Groom	11:40am	MAPA Good Up High	00:00:30	59	Charged	19.00
09/08/18	Saturday	HALL	OMAHA CB METRO	Royally Ever After	3:37pm	MAPA Good Up High	00:00:30	59	Charged	19.00
09/08/18	Saturday	TV1	OMAHA CB METRO	What's Happening!!	6:05am	MAPA Good Up High	00:00:30	79	Bonus	0.00
09/08/18	Saturday	TV1	OMAHA CB METRO	Good Times	3:34pm	MAPA Good Up High	00:00:30	79	Bonus	0.00
09/09/18	Sunday	ENN	OMAHA CB METRO	E:60	7:14pm	MAPA Good Up High	00:00:30	19	Bonus	0.00
09/09/18	Sunday	ENN	OMAHA CB METRO	E:60	8:44pm	MAPA Good Up High	00:00:30	19	Bonus	0.00
09/09/18	Sunday	ESP2	OMAHA CB METRO	E:60	8:46am	MAPA Good Up High	00:00:30	27	Charged	12.00
09/09/18	Sunday	ESP2	OMAHA CB METRO	Fantasy Football Now	10:55am	MAPA Good Up High	00:00:30	27	Charged	12.00
09/09/18	Sunday	ESP2	OMAHA CB METRO	U.S. Open	12:29pm	MAPA Good Up High	00:00:30	27	Charged	12.00
09/09/18	Sunday	ESP2	OMAHA CB METRO	U.S. Open	12:47pm	MAPA Good Up High	00:00:30	27	Charged	12.00
09/09/18	Sunday	HALL	OMAHA CB METRO	Love by Chance	9:38am	MAPA Good Up High	00:00:30	59	Charged	19.00
09/09/18	Sunday	HALL	OMAHA CB	Love, Once and	1:40pm	MAPA Good Up High	00:00:30	59	Charged	19.00

			METRO	Always								
09/09/18	Sunday	HALL	OMAHA CB METRO	The Golden Girls	9:12pm	MAPA Good Up High	00:00:30	51	Charged	30.00		
09/09/18	Sunday	HALL	OMAHA CB METRO	The Golden Girls	11:16pm	MAPA Good Up High	00:00:30	59	Charged	19.00		
09/09/18	Sunday	TLC	OMAHA CB METRO	90 Day Fiance: Before	8:55pm	MAPA Good Up High	00:00:30	67	Charged	55.00		
09/09/18	Sunday	TV1	OMAHA CB METRO	The Jeffersons	9:05am	MAPA Good Up High	00:00:30	79	Bonus	0.00		
09/09/18	Sunday	TV1	OMAHA CB METRO	All of Us	2:05pm	MAPA Good Up High	00:00:30	79	Bonus	0.00		
09/10/18	Monday	CNN	OMAHA CB METRO	New Day Berman	6:46am	MAPA Good Up High	00:00:30	8	Charged	20.00		
09/10/18	Monday	ENN	OMAHA CB METRO	College Football Final	4:52pm	MAPA Good Up High	00:00:30	20	Bonus	0.00		
09/10/18	Monday	ENN	OMAHA CB METRO	Pardon The Interruption	7:16pm	MAPA Good Up High	00:00:30	20	Bonus	0.00		
09/10/18	Monday	ENN	OMAHA CB METRO	SportsCenter	11:59pm	MAPA Good Up High	00:00:30	20	Bonus	0.00		
09/10/18	Monday	FRFM	OMAHA CB METRO	The 700 Club	9:59am	MAPA Good Up High	00:00:30	36	Charged	18.00		
09/10/18	Monday	FRFM	OMAHA CB METRO	Reba	11:46am	MAPA Good Up High	00:00:30	36	Charged	18.00		
09/10/18	Monday	FRFM	OMAHA CB METRO	The Middle	3:47pm	MAPA Good Up High	00:00:30	36	Charged	18.00		
09/10/18	Monday	FRFM	OMAHA CB METRO	The Middle	4:48pm	MAPA Good Up High	00:00:30	36	Charged	18.00		
09/10/18	Monday	HALL	OMAHA CB METRO	The Golden Girls	9:16pm	MAPA Good Up High	00:00:30	52	Charged	30.00		
09/10/18	Monday	TLC	OMAHA CB METRO	Little Life/Prairie	9:44pm	MAPA Good Up High	00:00:30	68	Charged	55.00		
09/10/18	Monday	TV1	OMAHA CB METRO	Empire	12:11pm	MAPA Good Up High	00:00:30	80	Bonus	0.00		
09/10/18	Monday	TV1	OMAHA CB METRO	Empire	1:12pm	MAPA Good Up High	00:00:30	80	Bonus	0.00		
09/10/18	Monday	TV1	OMAHA CB METRO	Fatal Attraction	8:12pm	MAPA Good Up High	00:00:30	80	Bonus	0.00		
09/11/18	Tuesday	CNN	OMAHA CB METRO	New Day Berman	5:30am	MAPA Good Up High	00:00:30	8	Charged	20.00		
09/11/18	Tuesday	ENN	OMAHA CB METRO	Dan Le Batard	9:49am	MAPA Good Up High	00:00:30	20	Bonus	0.00		
09/11/18	Tuesday	ENN	OMAHA CB METRO	The Will Cain Show	4:31pm	MAPA Good Up High	00:00:30	20	Bonus	0.00		
09/11/18	Tuesday	FRFM	OMAHA CB METRO	The 700 Club	9:59am	MAPA Good Up High	00:00:30	36	Charged	18.00		
09/11/18	Tuesday	FRFM	OMAHA CB METRO	The Middle	12:47pm	MAPA Good Up High	00:00:30	36	Charged	18.00		
09/11/18	Tuesday	FRFM	OMAHA CB METRO	The Middle	4:48pm	MAPA Good Up High	00:00:30	36	Charged	18.00		
09/11/18	Tuesday	HALL	OMAHA CB METRO	Love on Safari	7:35pm	MAPA Good Up High	00:00:30	52	Charged	30.00		
09/11/18	Tuesday	TLC	OMAHA CB METRO	Outdaughtered	7:37pm	MAPA Good Up High	00:00:30	68	Charged	55.00		
09/11/18	Tuesday	TLC	OMAHA CB METRO	Outdaughtered	8:40pm	MAPA Good Up High	00:00:30	68	Charged	55.00		
09/11/18	Tuesday	TLC	OMAHA CB METRO	Rattled	9:31pm	MAPA Good Up High	00:00:30	68	Charged	55.00		
09/11/18	Tuesday	TV1	OMAHA CB METRO	The Jeffersons	6:34am	MAPA Good Up High	00:00:30	80	Bonus	0.00		
09/11/18	Tuesday	TV1	OMAHA CB METRO	All of Us	6:36pm	MAPA Good Up High	00:00:30	80	Bonus	0.00		
09/12/18	Wednesday	CNN	OMAHA CB METRO	New Day Berman	6:20am	MAPA Good Up High	00:00:30	8	Charged	20.00		
09/12/18	Wednesday	ENN	OMAHA CB METRO	Stephen Smith	1:57pm	MAPA Good Up High	00:00:30	20	Bonus	0.00		
09/12/18	Wednesday	ENN	OMAHA CB METRO	The Will Cain Show	2:57pm	MAPA Good Up High	00:00:30	20	Bonus	0.00		
09/12/18	Wednesday	FRFM	OMAHA CB METRO	The 700 Club	9:59am	MAPA Good Up High	00:00:30	36	Charged	18.00		
09/12/18	Wednesday	FRFM	OMAHA CB METRO	Reba	11:47am	MAPA Good Up High	00:00:30	36	Charged	18.00		
09/12/18	Wednesday	FRFM	OMAHA CB METRO	The Middle	2:47pm	MAPA Good Up High	00:00:30	36	Charged	18.00		
09/12/18	Wednesday	HALL	OMAHA CB METRO	Wedding Bells	7:36pm	MAPA Good Up High	00:00:30	52	Charged	30.00		
09/12/18	Wednesday	TV1	OMAHA CB METRO	Living Single	8:14am	MAPA Good Up High	00:00:30	80	Bonus	0.00		
09/12/18	Wednesday	TV1	OMAHA CB METRO	The Cosby Show	4:42pm	MAPA Good Up High	00:00:30	80	Bonus	0.00		
09/13/18	Thursday	ENN	OMAHA CB METRO	Dan Le Batard	9:47am	MAPA Good Up High	00:00:30	20	Bonus	0.00		
09/13/18	Thursday	ENN	OMAHA CB	Stephen Smith	12:57pm	MAPA Good Up High	00:00:30	20	Bonus	0.00		

09/13/18	Thursday	FRFM	METRO OMAHA CB	The 700 Club	9:59am	MAPA Good Up High	00:00:30	36	Charged	18.00
09/13/18	Thursday	FRFM	METRO OMAHA CB	Reba	10:46am	MAPA Good Up High	00:00:30	36	Charged	18.00
09/13/18	Thursday	FRFM	METRO OMAHA CB	The Middle	1:44pm	MAPA Good Up High	00:00:30	36	Charged	18.00
09/13/18	Thursday	FRFM	METRO OMAHA CB	The Bodyguard	4:21pm	MAPA Good Up High	00:00:30	36	Charged	18.00
09/13/18	Thursday	HALL	METRO OMAHA CB	Winter's Dream	7:38pm	MAPA Good Up High	00:00:30	52	Charged	30.00
09/13/18	Thursday	TV1	METRO OMAHA CB	Sister Circle	11:46am	MAPA Good Up High	00:00:30	80	Bonus	0.00
09/13/18	Thursday	TV1	METRO OMAHA CB	The Cosby Show	3:43pm	MAPA Good Up High	00:00:30	80	Bonus	0.00
09/14/18	Friday	CNN	METRO OMAHA CB	New Day Berman	6:58am	MAPA Good Up High	00:00:30	8	Charged	20.00
09/14/18	Friday	ENN	METRO OMAHA CB	Mano/Canelo	6:13pm	MAPA Good Up High	00:00:30	20	Bonus	0.00
09/14/18	Friday	ENN	METRO OMAHA CB	Mano/Canelo	10:43pm	MAPA Good Up High	00:00:30	20	Bonus	0.00
09/14/18	Friday	FRFM	METRO OMAHA CB	The Middle	12:47pm	MAPA Good Up High	00:00:30	36	Charged	18.00
09/14/18	Friday	HALL	METRO OMAHA CB	The Golden Girls	9:14pm	MAPA Good Up High	00:00:30	52	Charged	30.00
09/14/18	Friday	TV1	METRO OMAHA CB	Eve	10:37am	MAPA Good Up High	00:00:30	80	Bonus	0.00
09/14/18	Friday	TV1	METRO OMAHA CB	All of Us	5:06pm	MAPA Good Up High	00:00:30	80	Bonus	0.00
09/15/18	Saturday	ENN	METRO OMAHA CB	SportsCenter	8:25am	MAPA Good Up High	00:00:30	20	Bonus	0.00
09/15/18	Saturday	FRFM	METRO OMAHA CB	Beauty and the Beast	6:06pm	MAPA Good Up High	00:00:30	44	Charged	37.00
09/15/18	Saturday	FRFM	METRO OMAHA CB	Beauty and the Beast	6:38pm	MAPA Good Up High	00:00:30	44	Charged	37.00
09/15/18	Saturday	FRFM	METRO OMAHA CB	Cinderella	8:05pm	MAPA Good Up High	00:00:30	44	Charged	37.00
09/15/18	Saturday	FRFM	METRO OMAHA CB	Cinderella	9:42pm	MAPA Good Up High	00:00:30	44	Charged	37.00
09/15/18	Saturday	FRFM	METRO OMAHA CB	Alice In Wonderland	11:43pm	MAPA Good Up High	00:00:30	44	Charged	37.00
09/15/18	Saturday	HALL	METRO OMAHA CB	Wedding March 4	9:39am	MAPA Good Up High	00:00:30	60	Charged	19.00
09/15/18	Saturday	HALL	METRO OMAHA CB	The Sweetest Heart	11:39am	MAPA Good Up High	00:00:30	60	Charged	19.00
09/15/18	Saturday	HALL	METRO OMAHA CB	A Country Wedding	3:39pm	MAPA Good Up High	00:00:30	60	Charged	19.00
09/15/18	Saturday	TV1	METRO OMAHA CB	Sanford & Son	9:15pm	MAPA Good Up High	00:00:30	80	Bonus	0.00
09/15/18	Saturday	TV1	METRO OMAHA CB	Sanford & Son	10:41pm	MAPA Good Up High	00:00:30	80	Bonus	0.00
09/16/18	Sunday	ENN	METRO OMAHA CB	College Football Final	6:30am	MAPA Good Up High	00:00:30	20	Bonus	0.00
09/16/18	Sunday	ENN	METRO OMAHA CB	E:60	11:48am	MAPA Good Up High	00:00:30	20	Bonus	0.00
09/16/18	Sunday	ENN	METRO OMAHA CB	College Football Final	3:44pm	MAPA Good Up High	00:00:30	20	Bonus	0.00
09/16/18	Sunday	ESP2	METRO OMAHA CB	Fantasy Football Now	9:47am	MAPA Good Up High	00:00:30	28	Charged	12.00
09/16/18	Sunday	ESP2	METRO OMAHA CB	Fantasy Football Now	10:28am	MAPA Good Up High	00:00:30	28	Charged	12.00
09/16/18	Sunday	ESP2	METRO OMAHA CB	Fantasy Football Now	11:17am	MAPA Good Up High	00:00:30	28	Charged	12.00
09/16/18	Sunday	ESP2	METRO OMAHA CB	DRL Drone Racing	1:26pm	MAPA Good Up High	00:00:30	28	Charged	12.00
09/16/18	Sunday	ESP2	METRO OMAHA CB	NWSL Soccer	2:39pm	MAPA Good Up High	00:00:30	28	Charged	12.00
09/16/18	Sunday	HALL	METRO OMAHA CB	Perfect Match	9:39am	MAPA Good Up High	00:00:30	60	Charged	19.00
09/16/18	Sunday	HALL	METRO OMAHA CB	The Birthday Wish	1:39pm	MAPA Good Up High	00:00:30	60	Charged	19.00
09/16/18	Sunday	HALL	METRO OMAHA CB	Love In Design	7:34pm	MAPA Good Up High	00:00:30	52	Charged	30.00
09/16/18	Sunday	HALL	METRO OMAHA CB	The Golden Girls	11:18pm	MAPA Good Up High	00:00:30	60	Charged	19.00
09/16/18	Sunday	TLC	METRO OMAHA CB	90 Day Fiance: Before	7:41pm	MAPA Good Up High	00:00:30	68	Charged	55.00
09/16/18	Sunday	TV1	METRO OMAHA CB	The Jeffersons	6:04am	MAPA Good Up High	00:00:30	80	Bonus	0.00
09/16/18	Sunday	TV1	METRO OMAHA CB	The Jeffersons	7:34am	MAPA Good Up High	00:00:30	80	Bonus	0.00

# Channel Summary

Network	Zone	Total Spots	Gross Revenue
CNN	OMAHA CB METRO	20	\$400.00
ENN	OMAHA CB METRO	45	\$0.00
ESP2	OMAHA CB METRO	16	\$192.00
FRFM	OMAHA CB METRO	60	\$1,365.00
HALL	OMAHA CB METRO	36	\$882.00
TLC	OMAHA CB METRO	15	\$825.00
TV1	OMAHA CB METRO	45	\$0.00
Grand Total		237	\$3,664.00

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

ConId: 2070371

## INVOICE



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

Invoice #	Invoice Date	Invoice Month	Invoice Period
432492-3	09/23/18	September 2018	08/27/18 - 09/09/18

Property	Account Executive	Sales Office	Sales Region
KKCD	Patrick Henry	Radio-Omaha L	Local

Billing Address:

**Emspace + Lovgren**  
**Attention: Accounts Payable**  
**7634 Pierce Street**  
**Omaha, NE 68124**

Send Payment To:

**KKCD**  
**SummitMedia LLC**  
**Dept #2409**  
**PO Box 11407**  
**Birmingham, AL 35246-2409**

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

Flight Dates	Order #	Alt Order #
07/02/18 - 09/09/18	432492	

Billing Calendar	Billing Type	Deal #
Broadcast	Cash	

Special Handling

Agency Code	Advertiser Code	Product 1/2

Agency Ref	Advertiser Ref
107492	221364

Line	Start Date	End Date	Description	Start/End Time	MTWTFSS	Length	Spots/ Week	Rate	Type
1	07/02/18	08/31/18	Mon-Fri 5a-6a	Mon-Fri 5a-6a	MTWTF--	:30	5	\$1.00	NM
Weeks: <u>Start Date</u> <u>End Date</u> <u>MTWTFSS</u> <u>Spots/Week</u> <u>Rate</u> 08/27/18 09/02/18 MTWTF-- 5 \$1.00									
Spots: #	Ch	Day	Air Date	Air Time	Description	Start/End Time	Length	Ad-ID	Rate Type
47	KKCD	M	08/27/18	5:17 AM	Mon-Fri 5a-6a	Mon-Fri 5a-6a	:30	MAPA 01-30R	\$1.00 NM
49	KKCD	Tu	08/28/18	5:34 AM	Mon-Fri 5a-6a	Mon-Fri 5a-6a	:30	MAPA 01-30R	\$1.00 NM
48	KKCD	W	08/29/18	5:31 AM	Mon-Fri 5a-6a	Mon-Fri 5a-6a	:30	MAPA 01-30R	\$1.00 NM
50	KKCD	Th	08/30/18	5:21 AM	Mon-Fri 5a-6a	Mon-Fri 5a-6a	:30	MAPA 01-30R	\$1.00 NM
46	KKCD	F	08/31/18	5:56 AM	Mon-Fri 5a-6a	Mon-Fri 5a-6a	:30	MAPA 01-30R	\$1.00 NM
2	07/02/18	08/31/18	Mon-Fri 6a-7p	Mon-Fri 6a-7p	MTWTF--	:30	10	\$25.00	NM
Weeks: <u>Start Date</u> <u>End Date</u> <u>MTWTFSS</u> <u>Spots/Week</u> <u>Rate</u> 08/27/18 09/02/18 MTWTF-- 10 \$25.00									
Spots: #	Ch	Day	Air Date	Air Time	Description	Start/End Time	Length	Ad-ID	Rate Type
53	KKCD	M	08/27/18	7:27 AM	Mon-Fri 6a-7p	Mon-Fri 6a-7p	:30	MAPA 01-30R	\$25.00 NM
30	KKCD	M	08/27/18	12:51 PM	Mon-Fri 6a-7p	Mon-Fri 6a-7p	:30	MAPA 01-30R	\$25.00 NM
51	KKCD	Tu	08/28/18	7:24 AM	Mon-Fri 6a-7p	Mon-Fri 6a-7p	:30	MAPA 01-30R	\$25.00 NM
28	KKCD	Tu	08/28/18	6:43 PM	Mon-Fri 6a-7p	Mon-Fri 6a-7p	:30	MAPA 01-30R	\$25.00 NM
52	KKCD	W	08/29/18	6:57 AM	Mon-Fri 6a-7p	Mon-Fri 6a-7p	:30	MAPA 01-30R	\$25.00 NM
26	KKCD	W	08/29/18	10:49 AM	Mon-Fri 6a-7p	Mon-Fri 6a-7p	:30	MAPA 01-30R	\$25.00 NM
25	KKCD	Th	08/30/18	6:45 AM	Mon-Fri 6a-7p	Mon-Fri 6a-7p	:30	MAPA 01-30R	\$25.00 NM
55	KKCD	Th	08/30/18	11:25 AM	Mon-Fri 6a-7p	Mon-Fri 6a-7p	:30	MAPA 01-30R	\$25.00 NM
54	KKCD	F	08/31/18	11:24 AM	Mon-Fri 6a-7p	Mon-Fri 6a-7p	:30	MAPA 01-30R	\$25.00 NM
29	KKCD	F	08/31/18	2:23 PM	Mon-Fri 6a-7p	Mon-Fri 6a-7p	:30	MAPA 01-30R	\$25.00 NM
3	07/07/18	09/02/18	Sat-Sun 6a-7p	Sat-Sun 6a-7p	-----SS	:30	5	\$10.00	NM
Weeks: <u>Start Date</u> <u>End Date</u> <u>MTWTFSS</u> <u>Spots/Week</u> <u>Rate</u> 08/27/18 09/02/18 -----SS 5 \$10.00									

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.

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## INVOICE



Send Payment To:

**KKCD**  
**SummitMedia LLC**  
**Dept #2409**  
**PO Box 11407**  
**Birmingham, AL 35246-2409**

Invoice #	Invoice Date	Invoice Month	Invoice Period
432492-3	09/23/18	September 2018	08/27/18 - 09/09/18

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

Line	Start Date	End Date	Description	Start/End Time	MTWTFSS	Length	Spots/ Week	Rate	Type
3	07/07/18	09/02/18	Sat-Sun 6a-7p	Sat-Sun 6a-7p	-----SS	:30	5	\$10.00	NM
<b>Spots: #</b>	<b>Ch</b>	<b>Day</b>	<b>Air Date</b>	<b>Air Time Description</b>	<b>Start/End Time</b>	<b>Length</b>	<b>Ad-ID</b>	<b>Rate</b>	<b>Type</b>
48	KKCD	Sa	09/01/18	7:51 AM Sat-Sun 6a-7p	Sat-Sun 6a-7p	:30	MAPA 01-30R	\$10.00	NM
46	KKCD	Sa	09/01/18	5:51 PM Sat-Sun 6a-7p	Sat-Sun 6a-7p	:30	MAPA 01-30R	\$10.00	NM
49	KKCD	Sa	09/01/18	6:50 PM Sat-Sun 6a-7p	Sat-Sun 6a-7p	:30	MAPA 01-30R	\$10.00	NM
50	KKCD	Su	09/02/18	1:46 PM Sat-Sun 6a-7p	Sat-Sun 6a-7p	:30	MAPA 01-30R	\$10.00	NM
47	KKCD	Su	09/02/18	5:21 PM Sat-Sun 6a-7p	Sat-Sun 6a-7p	:30	MAPA 01-30R	\$10.00	NM
4	07/02/18	09/02/18	Mon-Sun 5a-1a	Mon-Sun 5a-1a	MTWTFSS	:30	10	\$1.00	NM
<b>Weeks:</b>	<b>Start Date</b>	<b>End Date</b>	<b>MTWTFSS</b>	<b>Spots/Week</b>	<b>Rate</b>				
	08/27/18	09/02/18	MTWTF--	10	\$1.00				
<b>Spots: #</b>	<b>Ch</b>	<b>Day</b>	<b>Air Date</b>	<b>Air Time Description</b>	<b>Start/End Time</b>	<b>Length</b>	<b>Ad-ID</b>	<b>Rate</b>	<b>Type</b>
71	KKCD	M	08/27/18	10:21 PM Mon-Sun 5a-1a	Mon-Sun 5a-1a	:30	MAPA 01-30R	\$1.00	NM
73	KKCD	M	08/27/18	11:49 PM Mon-Sun 5a-1a	Mon-Sun 5a-1a	:30	MAPA 01-30R	\$1.00	NM
47	KKCD	Tu	08/28/18	7:46 PM Mon-Sun 5a-1a	Mon-Sun 5a-1a	:30	MAPA 01-30R	\$1.00	NM
46	KKCD	Tu	08/28/18	11:37 PM Mon-Sun 5a-1a	Mon-Sun 5a-1a	:30	MAPA 01-30R	\$1.00	NM
74	KKCD	W	08/29/18	6:23 PM Mon-Sun 5a-1a	Mon-Sun 5a-1a	:30	MAPA 01-30R	\$1.00	NM
50	KKCD	W	08/29/18	9:45 PM Mon-Sun 5a-1a	Mon-Sun 5a-1a	:30	MAPA 01-30R	\$1.00	NM
75	KKCD	Th	08/30/18	9:40 PM Mon-Sun 5a-1a	Mon-Sun 5a-1a	:30	MAPA 01-30R	\$1.00	NM
72	KKCD	Th	08/30/18	10:46 PM Mon-Sun 5a-1a	Mon-Sun 5a-1a	:30	MAPA 01-30R	\$1.00	NM
45	KKCD	F	08/31/18	10:20 AM Mon-Sun 5a-1a	Mon-Sun 5a-1a	:30	MAPA 01-30R	\$1.00	NM
49	KKCD	F	08/31/18	10:51 PM Mon-Sun 5a-1a	Mon-Sun 5a-1a	:30	MAPA 01-30R	\$1.00	NM
5	07/09/18	09/09/18	Mon-Sun 5a-10p	Mon-Sun 5a-10p	MTWTFSS	:15	5	\$15.00	BB
<b>Weeks:</b>	<b>Start Date</b>	<b>End Date</b>	<b>MTWTFSS</b>	<b>Spots/Week</b>	<b>Rate</b>				
	09/03/18	09/09/18	MTWTFSS	5	\$15.00				
<b>Spots: #</b>	<b>Ch</b>	<b>Day</b>	<b>Air Date</b>	<b>Air Time Description</b>	<b>Start/End Time</b>	<b>Length</b>	<b>Ad-ID</b>	<b>Rate</b>	<b>Type</b>
53	KKCD	M	09/03/18	8:24 AM Mon-Sun 5a-10p	Mon-Sun 5a-10p	:15	MAPA 03-15R	\$15.00	BB
49	KKCD	Th	09/06/18	6:27 AM Mon-Sun 5a-10p	Mon-Sun 5a-10p	:15	Take a Little Step :15	\$15.00	BB
48	KKCD	F	09/07/18	12:23 PM Mon-Sun 5a-10p	Mon-Sun 5a-10p	:15	MAPA 03-15R	\$15.00	BB
42	KKCD	Sa	09/08/18	2:23 PM Mon-Sun 5a-10p	Mon-Sun 5a-10p	:15	Take a Little Step :15	\$15.00	BB
47	KKCD	Su	09/09/18	5:50 PM Mon-Sun 5a-10p	Mon-Sun 5a-10p	:15	MAPA 03-15R	\$15.00	BB
7	07/02/18	09/02/18	Mon-Sun 12a-12a	Mon-Sun 12a-12x	MTWTFSS	:30	10	\$0.00	NM
<b>Weeks:</b>	<b>Start Date</b>	<b>End Date</b>	<b>MTWTFSS</b>	<b>Spots/Week</b>	<b>Rate</b>				
	08/27/18	09/02/18	MTWTFSS	10	\$0.00				
<b>Spots: #</b>	<b>Ch</b>	<b>Day</b>	<b>Air Date</b>	<b>Air Time Description</b>	<b>Start/End Time</b>	<b>Length</b>	<b>Ad-ID</b>	<b>Rate</b>	<b>Type</b>
41	KKCD	M	08/27/18	5:57 AM Mon-Sun 12a-12a	Mon-Sun 12a-12x	:30	MAPA 01-30R	\$0.00	NM
42	KKCD	Tu	08/28/18	12:46 AM Mon-Sun 12a-12a	Mon-Sun 12a-12x	:30	MAPA 01-30R	\$0.00	NM
48	KKCD	Tu	08/28/18	4:42 AM Mon-Sun 12a-12a	Mon-Sun 12a-12x	:30	MAPA 01-30R	\$0.00	NM
43	KKCD	W	08/29/18	1:41 AM Mon-Sun 12a-12a	Mon-Sun 12a-12x	:30	MAPA 01-30R	\$0.00	NM
44	KKCD	Th	08/30/18	12:46 AM Mon-Sun 12a-12a	Mon-Sun 12a-12x	:30	MAPA 01-30R	\$0.00	NM
50	KKCD	Th	08/30/18	2:44 AM Mon-Sun 12a-12a	Mon-Sun 12a-12x	:30	MAPA 01-30R	\$0.00	NM
45	KKCD	F	08/31/18	4:39 AM Mon-Sun 12a-12a	Mon-Sun 12a-12x	:30	MAPA 01-30R	\$0.00	NM
59	KKCD	Sa	09/01/18	6:49 AM Mon-Sun 12a-12a	Mon-Sun 12a-12x	:30	MAPA 01-30R	\$0.00	NM

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## INVOICE



Send Payment To:

**KKCD**  
**SummitMedia LLC**  
**Dept #2409**  
**PO Box 11407**  
**Birmingham, AL 35246-2409**

Invoice #	Invoice Date	Invoice Month	Invoice Period
432492-3	09/23/18	September 2018	08/27/18 - 09/09/18

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

Line	Start Date	End Date	Description	Start/End Time	MTWTFSS	Length	Spots/ Week	Rate	Type
7	07/02/18	09/02/18	Mon-Sun 12a-12a	Mon-Sun 12a-12x	MTWTFSS	:30	10	\$0.00	NM
<b>Spots: # Ch Day Air Date Air Time Description Start/End Time Length Ad-ID Rate Type</b>									
49	KKCD	Su	09/02/18	1:48 AM	Mon-Sun 12a-12a	Mon-Sun 12a-12x	:30	HAPA 01-30R	\$0.00 NM
60	KKCD	Su	09/02/18	3:44 AM	Mon-Sun 12a-12a	Mon-Sun 12a-12x	:30	HAPA 01-30R	\$0.00 NM
<b>Total Spots</b>							<b>45</b>		

Payment Terms 30 Days

Gross Total

\$390.00

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## INVOICE

**AM 590 KXSP**  
**ESPN**  
**OMAHA**  
 10714 Mockingbird Drive  
 Omaha, NE 68127  
 Main: (402) 592-3333  
 Billing: (888) 877-8004

Invoice #	Invoice Date	Invoice Month	Invoice Period
432513-3	09/23/18	September 2018	08/27/18 - 09/02/18

Property	Account Executive	Sales Office	Sales Region
KXSP	Patrick Henry	Radio-Omaha L	Local

Billing Address:

Emspace + Lovgren  
 Attention: Accounts Payable  
 7634 Pierce Street  
 Omaha, NE 68124

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

Flight Dates	Order #	Alt Order #
07/02/18 - 09/02/18	432513	

Billing Calendar	Billing Type	Deal #
Broadcast	Cash	

Special Handling

Agency Code	Advertiser Code	Product 1/2

Agency Ref	Advertiser Ref
107492	221364

Send Payment To:

KXSP  
 SummitMedia LLC  
 Dept #2409  
 PO Box 11407  
 Birmingham, AL 35246-2409

Line	Start Date	End Date	Description	Start/End Time	MTWTFSS	Length	Spots/ Week	Rate	Type
1	07/02/18	08/31/18	Mon-Fri 5a-6a	Mon-Fri 5a-6a	MTWTF--	:30	5	\$1.00	NM
Weeks: <u>Start Date</u> <u>End Date</u> <u>MTWTFSS</u> <u>Spots/Week</u> <u>Rate</u> 08/27/18 09/02/18 MTWTF-- 5 \$1.00									
Spots: #	Ch	Day	Air Date	Air Time	Description	Start/End Time	Length	Ad-ID	Rate Type
47	KXSP	M	08/27/18	5:43 AM	Mon-Fri 5a-6a	Mon-Fri 5a-6a	:30	MAPA 01-30R	\$1.00 NM
49	KXSP	Tu	08/28/18	5:44 AM	Mon-Fri 5a-6a	Mon-Fri 5a-6a	:30	MAPA 01-30R	\$1.00 NM
48	KXSP	W	08/29/18	5:28 AM	Mon-Fri 5a-6a	Mon-Fri 5a-6a	:30	MAPA 01-30R	\$1.00 NM
50	KXSP	Th	08/30/18	5:57 AM	Mon-Fri 5a-6a	Mon-Fri 5a-6a	:30	MAPA 01-30R	\$1.00 NM
46	KXSP	F	08/31/18	6:59 AM	Mon-Fri 5a-6a	Mon-Fri 5a-6a	:30	MAPA 01-30R	\$1.00 NM
2	07/02/18	08/31/18	Mon-Fri 6a-7p	Mon-Fri 6a-7p	MTWTF--	:30	10	\$10.00	NM
Weeks: <u>Start Date</u> <u>End Date</u> <u>MTWTFSS</u> <u>Spots/Week</u> <u>Rate</u> 08/27/18 09/02/18 MTWTF-- 10 \$10.00									
Spots: #	Ch	Day	Air Date	Air Time	Description	Start/End Time	Length	Ad-ID	Rate Type
30	KXSP	M	08/27/18	6:57 AM	Mon-Fri 6a-7p	Mon-Fri 6a-7p	:30	MAPA 01-30R	\$10.00 NM
53	KXSP	M	08/27/18	9:24 AM	Mon-Fri 6a-7p	Mon-Fri 6a-7p	:30	MAPA 01-30R	\$10.00 NM
28	KXSP	Tu	08/28/18	8:44 AM	Mon-Fri 6a-7p	Mon-Fri 6a-7p	:30	MAPA 01-30R	\$10.00 NM
51	KXSP	Tu	08/28/18	3:50 PM	Mon-Fri 6a-7p	Mon-Fri 6a-7p	:30	MAPA 01-30R	\$10.00 NM
52	KXSP	W	08/29/18	8:25 AM	Mon-Fri 6a-7p	Mon-Fri 6a-7p	:30	MAPA 01-30R	\$10.00 NM
26	KXSP	W	08/29/18	4:50 PM	Mon-Fri 6a-7p	Mon-Fri 6a-7p	:30	MAPA 01-30R	\$10.00 NM
25	KXSP	Th	08/30/18	9:59 AM	Mon-Fri 6a-7p	Mon-Fri 6a-7p	:30	MAPA 01-30R	\$10.00 NM
55	KXSP	Th	08/30/18	11:14 AM	Mon-Fri 6a-7p	Mon-Fri 6a-7p	:30	MAPA 01-30R	\$10.00 NM
29	KXSP	F	08/31/18	7:57 AM	Mon-Fri 6a-7p	Mon-Fri 6a-7p	:30	MAPA 01-30R	\$10.00 NM
54	KXSP	F	08/31/18	8:43 AM	Mon-Fri 6a-7p	Mon-Fri 6a-7p	:30	MAPA 01-30R	\$10.00 NM
3	07/07/18	09/02/18	Sat-Sun 10a-3p	Sat-Sun 10a-3p	-----SS	:30	5	\$5.00	NM
Weeks: <u>Start Date</u> <u>End Date</u> <u>MTWTFSS</u> <u>Spots/Week</u> <u>Rate</u> 08/27/18 09/02/18 -----SS 5 \$5.00									

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## INVOICE

Send Payment To:

**AM 590 KXSP**  
**SummitMedia LLC**  
 Dept #2409  
 PO Box 11407  
 Birmingham, AL 35246-2409

Invoice #	Invoice Date	Invoice Month	Invoice Period
432513-3	09/23/18	September 2018	08/27/18 - 09/02/18

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

Line	Start Date	End Date	Description	Start/End Time	MTWTFSS	Length	Spots/ Week	Rate	Type
3	07/07/18	09/02/18	Sat-Sun 10a-3p	Sat-Sun 10a-3p	-----SS	:30	5	\$5.00	NM
<b>Spots: # Ch Day Air Date Air Time Description Start/End Time Length Ad-ID Rate Type</b>									
46	KXSP	Sa	09/01/18	10:40 AM	Sat-Sun 10a-3p	Sat-Sun 10a-3p	:30	MAPA 01-30R	\$5.00 NM
48	KXSP	Sa	09/01/18	11:15 AM	Sat-Sun 10a-3p	Sat-Sun 10a-3p	:30	MAPA 01-30R	\$5.00 NM
47	KXSP	Sa	09/01/18	2:23 PM	Sat-Sun 10a-3p	Sat-Sun 10a-3p	:30	MAPA 01-30R	\$5.00 NM
49	KXSP	Sa	09/01/18	2:54 PM	Sat-Sun 10a-3p	Sat-Sun 10a-3p	:30	MAPA 01-30R	\$5.00 NM
50	KXSP	Su	09/02/18	12:14 PM	Sat-Sun 10a-3p	Sat-Sun 10a-3p	:30	MAPA 01-30R	\$5.00 NM
4	07/02/18	09/02/18	Mon-Sun 5a-1a	Mon-Sun 5a-1a	MTWTFSS	:30	10	\$1.00	NM
<b>Weeks: Start Date End Date MTWTFSS Spots/Week Rate</b>									
08/27/18 09/02/18 MTWTF-- 10 \$1.00									
<b>Spots: # Ch Day Air Date Air Time Description Start/End Time Length Ad-ID Rate Type</b>									
99	KXSP	M	08/27/18	12:18 AM	Mon-Sun 5a-1a	Mon-Sun 5a-1a	:30	MAPA 01-30R	\$1.00 NM
73	KXSP	M	08/27/18	3:35 PM	Mon-Sun 5a-1a	Mon-Sun 5a-1a	:30	MAPA 01-30R	\$1.00 NM
98	KXSP	Tu	08/28/18	4:40 PM	Mon-Sun 5a-1a	Mon-Sun 5a-1a	:30	MAPA 01-30R	\$1.00 NM
47	KXSP	Tu	08/28/18	10:45 PM	Mon-Sun 5a-1a	Mon-Sun 5a-1a	:30	MAPA 01-30R	\$1.00 NM
50	KXSP	W	08/29/18	9:44 PM	Mon-Sun 5a-1a	Mon-Sun 5a-1a	:30	MAPA 01-30R	\$1.00 NM
97	KXSP	W	08/29/18	10:18 PM	Mon-Sun 5a-1a	Mon-Sun 5a-1a	:30	MAPA 01-30R	\$1.00 NM
75	KXSP	Th	08/30/18	8:46 AM	Mon-Sun 5a-1a	Mon-Sun 5a-1a	:30	MAPA 01-30R	\$1.00 NM
100	KXSP	Th	08/30/18	12:58 PM	Mon-Sun 5a-1a	Mon-Sun 5a-1a	:30	MAPA 01-30R	\$1.00 NM
49	KXSP	F	08/31/18	9:34 PM	Mon-Sun 5a-1a	Mon-Sun 5a-1a	:30	MAPA 01-30R	\$1.00 NM
96	KXSP	F	08/31/18	9:56 PM	Mon-Sun 5a-1a	Mon-Sun 5a-1a	:30	MAPA 01-30R	\$1.00 NM
5	07/02/18	09/02/18	Mon-Sun 12a-12a	Mon-Sun 12a-12x	MTWTFSS	:15	20	\$0.00	BB
<b>Weeks: Start Date End Date MTWTFSS Spots/Week Rate</b>									
08/27/18 09/02/18 MTWTFSS 20 \$0.00									
<b>Spots: # Ch Day Air Date Air Time Description Start/End Time Length Ad-ID Rate Type</b>									
164	KXSP	M	08/27/18	12:18 PM	Mon-Sun 12a-12a	Mon-Sun 12a-12x	:15	Take a Little Step :15	\$0.00 BB
202	KXSP	M	08/27/18	4:41 PM	Mon-Sun 12a-12a	Mon-Sun 12a-12x	:15	MAPA 03-15R	\$0.00 BB
166	KXSP	Tu	08/28/18	8:45 AM	Mon-Sun 12a-12a	Mon-Sun 12a-12x	:15	MAPA 03-15R	\$0.00 BB
200	KXSP	Tu	08/28/18	12:24 PM	Mon-Sun 12a-12a	Mon-Sun 12a-12x	:15	Take a Little Step :15	\$0.00 BB
167	KXSP	Tu	08/28/18	1:26 PM	Mon-Sun 12a-12a	Mon-Sun 12a-12x	:15	MAPA 03-15R	\$0.00 BB
178	KXSP	W	08/29/18	6:45 AM	Mon-Sun 12a-12a	Mon-Sun 12a-12x	:15	MAPA 03-15R	\$0.00 BB
168	KXSP	W	08/29/18	9:28 AM	Mon-Sun 12a-12a	Mon-Sun 12a-12x	:15	MAPA 03-15R	\$0.00 BB
169	KXSP	W	08/29/18	3:52 PM	Mon-Sun 12a-12a	Mon-Sun 12a-12x	:15	MAPA 03-15R	\$0.00 BB
199	KXSP	Th	08/30/18	11:42 AM	Mon-Sun 12a-12a	Mon-Sun 12a-12x	:15	MAPA 03-15R	\$0.00 BB
171	KXSP	Th	08/30/18	1:49 PM	Mon-Sun 12a-12a	Mon-Sun 12a-12x	:15	MAPA 03-15R	\$0.00 BB
170	KXSP	Th	08/30/18	4:56 PM	Mon-Sun 12a-12a	Mon-Sun 12a-12x	:15	Take a Little Step :15	\$0.00 BB
172	KXSP	F	08/31/18	3:46 AM	Mon-Sun 12a-12a	Mon-Sun 12a-12x	:15	MAPA 03-15R	\$0.00 BB
165	KXSP	F	08/31/18	4:30 AM	Mon-Sun 12a-12a	Mon-Sun 12a-12x	:15	Take a Little Step :15	\$0.00 BB
173	KXSP	F	08/31/18	5:43 AM	Mon-Sun 12a-12a	Mon-Sun 12a-12x	:15	MAPA 03-15R	\$0.00 BB
175	KXSP	Sa	09/01/18	6:16 AM	Mon-Sun 12a-12a	Mon-Sun 12a-12x	:15	Take a Little Step :15	\$0.00 BB
201	KXSP	Sa	09/01/18	7:43 AM	Mon-Sun 12a-12a	Mon-Sun 12a-12x	:15	MAPA 03-15R	\$0.00 BB
203	KXSP	Su	09/02/18	5:40 AM	Mon-Sun 12a-12a	Mon-Sun 12a-12x	:15	Take a Little Step :15	\$0.00 BB
177	KXSP	Su	09/02/18	7:16 AM	Mon-Sun 12a-12a	Mon-Sun 12a-12x	:15	MAPA 03-15R	\$0.00 BB

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## INVOICE

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**AM 590 KXSP**  
**ESPN**  
**OMAHA**  
 SummitMedia LLC  
 Dept #2409  
 PO Box 11407  
 Birmingham, AL 35246-2409

Invoice #	Invoice Date	Invoice Month	Invoice Period
432513-3	09/23/18	September 2018	08/27/18 - 09/02/18

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

Line	Start Date	End Date	Description	Start/End Time	MTWTFSS	Length	Spots/ Week	Rate	Type
5	07/02/18	09/02/18	Mon-Sun 12a-12a	Mon-Sun 12a-12x	MTWTFSS	:15	20	\$0.00	BB
Spots: # Ch Day Air Date Air Time Description Start/End Time Length Ad-ID Rate Type 174 KXSP Su 09/02/18 2:17 PM Mon-Sun 12a-12a Mon-Sun 12a-12x :15 Take a Little Step :15 \$0.00 BB 176 KXSP Su 09/02/18 5:46 PM Mon-Sun 12a-12a Mon-Sun 12a-12x :15 MAPA 03-15R \$0.00 BB									
6	07/02/18	08/31/18	Mon-Fri 5a-10p	Mon-Fri 5a-10p	MTWTF--	:15	10	\$5.00	BB
Weeks: Start Date End Date MTWTFSS Spots/Week Rate 08/27/18 09/02/18 MTWTF-- 10 \$5.00									
Spots: # Ch Day Air Date Air Time Description Start/End Time Length Ad-ID Rate Type 49 KXSP M 08/27/18 6:28 AM Mon-Fri 5a-10p Mon-Fri 5a-10p :15 Take a Little Step :15 \$5.00 BB 24 KXSP M 08/27/18 8:46 AM Mon-Fri 5a-10p Mon-Fri 5a-10p :15 MAPA 03-15R \$5.00 BB 52 KXSP Tu 08/28/18 6:56 AM Mon-Fri 5a-10p Mon-Fri 5a-10p :15 Take a Little Step :15 \$5.00 BB 28 KXSP Tu 08/28/18 1:56 PM Mon-Fri 5a-10p Mon-Fri 5a-10p :15 Take a Little Step :15 \$5.00 BB 25 KXSP W 08/29/18 8:43 AM Mon-Fri 5a-10p Mon-Fri 5a-10p :15 Take a Little Step :15 \$5.00 BB 50 KXSP W 08/29/18 1:57 PM Mon-Fri 5a-10p Mon-Fri 5a-10p :15 Take a Little Step :15 \$5.00 BB 51 KXSP Th 08/30/18 10:20 AM Mon-Fri 5a-10p Mon-Fri 5a-10p :15 Take a Little Step :15 \$5.00 BB 27 KXSP Th 08/30/18 12:20 PM Mon-Fri 5a-10p Mon-Fri 5a-10p :15 Take a Little Step :15 \$5.00 BB 26 KXSP F 08/31/18 8:25 PM Mon-Fri 5a-10p Mon-Fri 5a-10p :15 Take a Little Step :15 \$5.00 BB 53 KXSP F 08/31/18 9:16 PM Mon-Fri 5a-10p Mon-Fri 5a-10p :15 MAPA 03-15R \$5.00 BB									
7	07/02/18	09/02/18	Mon-Sun 12a-12a	Mon-Sun 12a-12x	MTWTFSS	:30	5	\$0.00	NM
Weeks: Start Date End Date MTWTFSS Spots/Week Rate 08/27/18 09/02/18 MTWTFSS 5 \$0.00									
Spots: # Ch Day Air Date Air Time Description Start/End Time Length Ad-ID Rate Type 41 KXSP M 08/27/18 3:15 AM Mon-Sun 12a-12a Mon-Sun 12a-12x :30 MAPA 01-30R \$0.00 NM 50 KXSP Th 08/30/18 1:17 AM Mon-Sun 12a-12a Mon-Sun 12a-12x :30 MAPA 01-30R \$0.00 NM 45 KXSP Sa 09/01/18 4:15 PM Mon-Sun 12a-12a Mon-Sun 12a-12x :30 MAPA 01-30R \$0.00 NM 60 KXSP Sa 09/01/18 4:50 PM Mon-Sun 12a-12a Mon-Sun 12a-12x :30 MAPA 01-30R \$0.00 NM 59 KXSP Sa 09/01/18 11:29 PM Mon-Sun 12a-12a Mon-Sun 12a-12x :30 MAPA 01-30R \$0.00 NM									

Total Spots 65

## Payment Terms 30 Days

Gross Total \$190.00

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 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.



# 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 600000005011600

Invoice date October 1, 2018

Billing period September 23 - September 29, 2018

Date	Description	Total amount in (USD \$)
September 23, 2018	Tweet engagements campaign · #19209973	\$5.64
September 24, 2018	Tweet engagements campaign · #19209973	\$2.42
Total		\$8.06

# Receipt for Little Steps Big Impact

Account ID: 893568200765745



Payment Date  
Sep 30, 2018, 6:50 AM

Payment Method  
Visa\*1410  
Reference Number: G452RGNP72

Transaction ID  
1746374655473971-3762551

Product Type  
Facebook

Paid

**\$408.09 USD**

Remaining ad costs at the end of the month.

## Campaigns

### [08/30/2018] Promoting Little Steps, Big Impact

From Aug 31, 2018, 12:00 AM to Sep 29, 2018, 3:42 PM

**\$85.48**

[08/30/2018] Promoting Little Steps, Big Impact

4,444 Impressions

**\$85.48**

Post: "This week, we challenge you to drive less — and..."

From Aug 31, 2018, 12:00 AM to Sep 29, 2018, 3:42 PM

**\$50.00**

Post: "This week, we challenge you to drive less — and..."

1,642 Impressions

**\$50.00**

Post: "Using active transportation like buses, bicycles..."

From Aug 31, 2018, 12:00 AM to Sep 29, 2018, 3:42 PM

**\$93.63**

Post: "Using active transportation like buses, bicycles..."

3,755 Impressions

**\$93.63**

Post: "Poor air quality doesn't only affect people with..."

From Aug 31, 2018, 12:00 AM to Sep 29, 2018, 3:42 PM

**\$19.35**

Post: "Poor air quality doesn't only affect people with..."

495 Impressions

**\$19.35**

Post: "As part of the science curriculum at several..."

From Aug 31, 2018, 12:00 AM to Sep 29, 2018, 3:42 PM

**\$100.00**

Post: "As part of the science curriculum at several..."

18,573 Impressions

**\$100.00**

Post: "Air Quality Tip: Empty your trunk! An extra 100..."

From Aug 31, 2018, 12:00 AM to Sep 29, 2018, 3:42 PM

**\$59.63**

Post: "Air Quality Tip: Empty your trunk! An extra 100..."

1,702 Impressions

**\$59.63**

# Receipt for Little Steps Big Impact

Account ID: 893566200765745



Payment Date  
Oct 31, 2018, 10:27 AM

Payment Method  
Visa\*1410  
Reference Number: CK292HSP72

Transaction ID  
1778587865585984-3837734

Product Type  
Facebook

Paid

**\$224.29 USD**

Remaining ad costs at the end of the month.

## Campaigns

Post: "Colder weather and snow on the ground means we're..."

\$99.93

From Oct 16, 2018, 8:00 AM to Oct 24, 2018, 1:00 PM

Post: "Colder weather and snow on the ground means we're..."

2,227 Impressions

\$99.93

Post: "October is Healthy Lung Monthl "

\$49.36

From Oct 16, 2018, 8:00 AM to Oct 24, 2018, 1:00 PM

Post: "October is Healthy Lung Monthl "

1,217 Impressions

\$49.36

Post: "Is your yard beginning to look like this? ☐☐ "

\$50.00

From Oct 16, 2018, 8:00 AM to Oct 24, 2018, 1:00 PM

Post: "Is your yard beginning to look like this? ☐☐ "

2,076 Impressions

\$50.00

Post: "A few weeks ago, our ground-level ozone monitors..."

\$25.00

From Oct 16, 2018, 8:00 AM to Oct 24, 2018, 1:00 PM

Post: "A few weeks ago, our ground-level ozone monitors..."

3,843 Impressions

\$25.00



GROUP

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

# Invoice

DATE	INVOICE #
10/26/2018	29081

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

P.O. NO.	TERMS	PROJECT
Lovgren	Net 30	MAPA Little Steps, ...

QUANTITY	DESCRIPTION	RATE	AMOUNT
	Project: Little Steps, Big Impact 2018		
	Client consultation, project supervision and management.	1,200.00	1,200.00
	Questionnaire design and development.	300.00	300.00
	Programming revisions and/or development.	500.00	500.00
	Completed interviews with qualified respondents (Phone).	6,250.00	6,250.00
	Completed interviews with qualified respondents (Online).	2,700.00	2,700.00
	Cleaning and/or coding verbatim responses.	150.00	150.00
	Data analysis and report generation of research findings.	2,530.00	2,530.00
	Credit for advance invoice #29017 paid with check #24777.	-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** **\$6,445.00**

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

Web Site
www.theMSRgroup.com





**J. Michael Murphy & Associates, Inc.**  
 7016 Maple St. Suite 8 Omaha, Nebraska 68104  
 Phone: 402.572.6150 FAX: 402.572.0374  
 PPAI: 106020 www.murphyadv.com

# INVOICE

REMITTANCE STUB

J. Michael Murphy &

10/28/18

Invoice date

Invoice # 13918

Order # 13918

Job #

**Emspace + Lovgren**

Customer

Customer # 533

1 4P Salesperson

Customer # <b>533</b>	S O L D  T O	Ph: 402-398-9448	S H I P  T O	Emspace + Lovgren Attn: Tom Nemitz 7634 Pierce Street Omaha NE 68124
Job # <b>13918</b>				Via UPS GroundTrak FOB Factory

Unit	Customer po #	Salesperson	Order date	Invoice date	Date shipped	Invoice #
0		1 John M Murphy	10/10/18	10/28/18	10/17/18	13918

Ordered	Shipped	Qty BO	Item #	Description	Price Per	Amount
1000	1015		8100	Small Non-Woven Drawstring Backpack	1.210 EA	1228.15
1	1		SET-UP	Set-Up Charge	55.000 EA	55.00
1	1		PROOF	Email Proof	12.000 EA	12.00

**We Have Moved!**  
 7016 Maple Street, Suite #8, Omaha, NE 68104

Terms Net 30	1295.15	0.00	154.44	0.00	PLEASE PAY THIS AMOUNT >>>>>>	1449.59
	Sub-total	Insurance	Shpg/Hdlg	Sales tax		<b>Total</b>

Total due 1449.59

No credit will be issued for returned merchandise without our consent. It is understood that an overrun or underrun of not more than 10%, to be billed pro-rata, is acceptable by the customer. Shipping Liability: This merchandise becomes your property at the time it is accepted by the carrier. A late payment charge of 18% will be applied to the balance owed under this invoice if it becomes past due. The purchaser agrees to pay all reasonable attorney's and collection agency fees, if incurred, to collect amount due.

**CUSTOMER INVOICE**



## Subcontractor Payment Authorization

Contract Number: 1950310004  
Contract Party: City of Omaha  
Contract Description: Public Works - FY 2019  
Contract Approved by Board of Directors: May 31, 2018  
Contract Amount: \$60,000.00  
Match Amount: \$25,714.00  
Contract Period: July 1, 2018 - June 30, 2019

Payment # 1

Billed to Date: \$ 17,261.13  
Less Previous Payments: \$ -  
Amount Due: \$ 17,261.13

Payment Recommended By:

\_\_\_\_\_  
Responsible Charge / MAPA Staff Member

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

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

Approved by MAPA Finance Committee:

\_\_\_\_\_  
Date

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

**City of Omaha**

Date: 31-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 :**

METRO AREA PLANNING AGENCY  
2222 CUMING ST

**Ship To :**

OMAHA NE 68102-4328

**Customer Number :** 18276

**Invoice Number :** 158721

**Terms :** 30 NET

**Transaction Type :** PUBLIC WORKS

**Total due :** \$ 17,261.13


**PLEASE RETURN TOP PORTION WITH REMITTANCE**

Item No	Description	Qty Invoiced	Unit Price	Extended Price
1	MAPA TRAFIC COUNTING PROGRAM,, PLM-1(56) - JULY - SEPTEMBER 2018	1	17261.13	17261.13
	<b>SPECIAL INSTRUCTIONS</b>	<b>DUE DATE</b>		<b>TOTAL DUE</b>
	Invoice Number : 158721	30-NOV-18		\$17,261.13



# Cost Breakdown Form

## for Actual Cost Plus Fixed Fee Agreements with Local Funds

Company Name:		City of Omaha		
Address:		1819 Farnam, Suite 603, Omaha, Ne 68183		
Project No.:		PLM -1(56)		
Project Location:		Omaha, Nebraska		
Control No.:		009922B		
Agreement No.:		PL1803		
Invoice No. and Date:		19-1		
Progress Report Date:		30-Sep-18		
% Work Completed:		28.77%		
Current Billing Period:		1 July - 30 September 2018		
Actual Cost plus Fixed Fee Amount		Limiting Max. Amount	Fixed Fee for Profit	Totals
	100%	\$85,714.00	\$0.00	\$85,714.00
Local Share	@30%	\$25,714.00	\$0.00	\$25,714.00
Federal/State Share	@70%	\$60,000.00	\$0.00	\$60,000.00
		Amount		
		This Period	Previously Billed	To Date
Direct Labor		\$6,387.12	\$0.00	\$6,387.12
Overhead @ 36.22% of Direct Labor		\$2,313.41	\$0.00	\$2,313.41
Direct Labor		\$13,607.20	\$0.00	\$13,607.20
Overhead @ 7.65% of Direct Labor		\$1,040.95	\$0.00	\$1,040.95
Direct Non-Labor Costs		\$1,310.08	\$0.00	\$1,310.08
Indirect Costs		\$0.00		\$0.00
Outside Services (Subconsultants)				
				\$0.00
				\$0.00
				\$0.00
				\$0.00
<b>Subtotal – Outside Services</b>				
100 % TOTAL COST INCURRED		\$24,658.76	\$0.00	\$24,658.76
@30%	Local Share	\$7,397.63	\$0.00	7397.63 \$0.00
@70%	<b>Total Amount Due</b>	<b>✓\$17,261.13</b>	<b>\$0.00</b>	<b>17261.13 \$0.00</b>
I certify that the billed amounts are actual and in agreement with the contract terms.			<b>Balance:</b>	\$42,738.87
Signature: 		Title: <u>ENGINEERING TECH 1</u>		Date: <u>10-16-18</u>

## INVOICE - FOR CITY OF OMAHA TRAFFIC COUNTING PROGRAM

For the period of 1 July - 30 September 2018      INVOICE NUMBER: 19-1      DATE: 30 September 2018

### DIRECT LABOR EXPENSES

NAME	CLASSIFICATION	HOURS	DIRECT RATE	TOTAL COSTS
Mike Gaughen	Engineering Tech 1	96	\$34.21	\$3,284.16
James Thompson	Secretary II	36	\$15.43	\$555.48
Todd Pfitzer	City Engineer	32	\$52.24	\$1,671.68
Jeff Riesselman	City Traffic Engineer	20	\$43.79	\$875.80
Full-time Wages				\$6,387.12
Approved O/H Rate 36.22%				\$2,313.41
Full-time Labor Total				\$8,700.53
Garry Williams	Engineering Aide I	296	\$15.93	\$4,715.28
Ron January	Engineering Aide I	288	\$15.93	\$4,587.84
Duane Williams	Engineering Aide I	292	\$14.74	\$4,304.08
Part-time Wages				\$13,607.20
Approved O/H Rate 7.65%				\$1,040.95
Part-time Labor Total				\$14,648.15
TOTAL LABOR				\$23,348.69

DIRECT NON-LABOR EXPENSES	QUANTITY	RATE	TOTAL COSTS
Mileage	2,045	\$0.535	\$1,094.08
Reproduction	1800	\$0.12	\$216.00
TOTAL NON-LABOR COSTS			\$1,310.08
TOTAL DIRECT LABOR AND NON-LABOR EXPENSES			\$24,658.76
MAPA'S Contribution			\$17,261.13
Match			\$7,397.63



## Subcontractor Payment Authorization

Contract Number: VJ1801  
Contract Party: Economic Development Research Group, Inc.  
Contract Description: Transit Return on Investment Study  
Contract Approved by Board of Directors: October 26, 2017  
Contract Amount: \$175,609.74  
Match Amount: \$0.00  
Contract Period:

Payment # 6

Billed to Date: \$ 75,448.95  
Less Previous Payments: \$ 49,769.94  
Amount Due: \$ 25,679.01

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

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

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

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

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

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 Cuming Street  
Omaha, NE 68102-4328

**INVOICE NO:** 769-06  
**DATE** 10/24/2018  
**TERMS:** Net 30  
**DUE DATE** 11/23/2018

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 September 1-30, 2018 Professional Services				
Direct labor:				
Economic Analyst	Adam Winston	24	✓ 46.75	1,122.00
Economic Analyst	Cecilia Viggiano	27.75	✓ 46.75	1,297.31
Project Manager	Naomi Stein	37.25	✓ 46.75	1,741.44
Principal	Glen Weisbrod	4	✓ 87.44	349.76
Economic Analyst	Kyle Schroeckenth...	6	✓ 46.75	280.50
Senior Advisor	Mark Sieber	2	✓ 54.81	109.62
Overhead (185.21%)	Fee	4900.63	✓ 1.8521	9,076.46
Fee (15%)	Fee	*****	✓ 0.15	2,096.56
JEO Consulting Group: Inv. #105077 (see attached invoice for details)			2,505.36	2,505.36
TREDIS and TREDTransit 6-month subscription, 3 user logins. Model includes data for: • Douglas, NE • Sarpy, NE • Washington, NE • Pottawattamie, IA • Mills, IA Subscription term: Sept. 19, 2018 through March 19, 2019	TREDIS subscripti...		7,100.00	7,100.00

**Total Due** \$25,679.01 ✓

# Cost Breakdown Form for LPA Reimbursement

Agency Name: METROPOLITAN AREA PLANNING AGENCY	
Control No.: 00978	Project No.: PL-55
Project Location: Omaha, NE	
Agreement No.: VJ1801	
Invoice No.: 769-06	Invoice Date: 10/24/18
Current Billing Period: 09/01/18 thru 09/30/18	
<div style="text-align: right;"> <b>Maximum Not-to-Exceed Amount</b>  <b>\$175,609.74</b> </div>	

		Amount		
		This Period	Previously Billed	To Date
Labor		\$16,073.65	\$35,303.62	\$51,377.27
Costs (Non-Labor)		\$7,100.00	\$3,925.50	\$11,025.50
Outside Services (Subconsultants):				
Name	Max Amount			
JEO Inc.	\$50,137.27	\$2,505.36	\$10,558.55	\$13,063.91
Metro Analytics	\$7,500.00	\$0	\$0.00	\$0.00
Total Amount Due		\$25,679.01	\$49,787.67	\$75,466.68



# Cost Breakdown Form

## for LPA Reimbursement

Agency Name: METROPOLITAN AREA PLANNING AGENCY			
Control No.: 00978		Project No.: PL-55	
Project Location: Omaha, NE			
Agreement No.: VJ1801			
Invoice No.: 769-06		Invoice Date: 10/24/18	
Current Billing Period: 09/01/18 thru 09/30/18			
		Maximum Not-to-Exceed Amount	<b>\$175,609.74</b>

	Amount		
	This Period	Previously Billed	To Date
Labor	\$16,073.65	\$35,303.62	\$51,377.27
Costs (Non-Labor)	\$7,100.00	\$3,907.77	\$11,007.77
Outside Services ( <i>Subconsultants</i> ):			
Name	Max Amount		
JEO Inc.	\$50,137.27	\$2,505.36	\$10,558.55
Metro Analytics	\$7,500.00	\$0	\$0.00
	<b>Total Amount Due</b>	<b>\$25,679.01</b>	<b>\$49,769.94</b>
			<b>\$75,448.95</b>

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

Date	Name	Duration
<b>Omaha - Council Bluffs MAPA: Transit Return on Investment Study (769)</b>		
<b>Labor: Adam Winston</b>		
09/05/2018	Winston, Adam	2:00
09/06/2018	Winston, Adam	4:00
09/07/2018	Winston, Adam	2:00
09/11/2018	Winston, Adam	2:00
09/13/2018	Winston, Adam	2:00
09/17/2018	Winston, Adam	1:00
09/18/2018	Winston, Adam	2:00
09/19/2018	Winston, Adam	2:00
09/20/2018	Winston, Adam	2:00
09/21/2018	Winston, Adam	3:00
09/28/2018	Winston, Adam	2:00
Total Labor: Adam Winston		24:00
<b>Labor: Cecilia Viggiano</b>		
09/12/2018	Viggiano, Cecilia	3:15
09/13/2018	Viggiano, Cecilia	1:30
09/14/2018	Viggiano, Cecilia	1:00
09/18/2018	Viggiano, Cecilia	2:30
09/19/2018	Viggiano, Cecilia	6:00
09/20/2018	Viggiano, Cecilia	4:00
09/21/2018	Viggiano, Cecilia	3:15
09/24/2018	Viggiano, Cecilia	1:15
09/25/2018	Viggiano, Cecilia	5:00
Total Labor: Cecilia Viggiano		27:45
<b>Labor: Glen Weisbrod</b>		
09/13/2018	Weisbrod, Glen	1:00
09/18/2018	Weisbrod, Glen	1:00
09/20/2018	Weisbrod, Glen	1:00
09/25/2018	Weisbrod, Glen	1:00
Total Labor: Glen Weisbrod		4:00
<b>Labor: Kyle Schroeckenthaler</b>		
09/13/2018	Schroeckenthaler, Kyle	1:00
09/19/2018	Schroeckenthaler, Kyle	0:30
09/24/2018	Schroeckenthaler, Kyle	1:00
09/26/2018	Schroeckenthaler, Kyle	3:00
09/27/2018	Schroeckenthaler, Kyle	0:30
Total Labor: Kyle Schroeckenthaler		6:00
<b>Labor: Mark Sieber</b>		
09/05/2018	Sieber, Mark	1:00
09/06/2018	Sieber, Mark	1:00
Total Labor: Mark Sieber		2:00
<b>Labor: Naomi Stein</b>		
09/03/2018	Stein, Naomi	1:45
09/04/2018	Stein, Naomi	0:30
09/05/2018	Stein, Naomi	1:00
09/06/2018	Stein, Naomi	4:45
09/11/2018	Stein, Naomi	2:30
09/12/2018	Stein, Naomi	2:30
09/13/2018	Stein, Naomi	1:15
09/18/2018	Stein, Naomi	2:15
09/20/2018	Stein, Naomi	4:00
09/21/2018	Stein, Naomi	0:30
09/24/2018	Stein, Naomi	1:45
09/25/2018	Stein, Naomi	1:45
09/26/2018	Stein, Naomi	5:30
09/27/2018	Stein, Naomi	6:15
09/28/2018	Stein, Naomi	1:00
Total Labor: Naomi Stein		37:15
Total Omaha - Council Bluffs MAPA: Transit Return on Investment Study (769)		101:00

2:38 PM

10/17/18

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

---

	<u>Date</u>	<u>Name</u>	<u>Duration</u>
<b>TOTAL</b>			<b>101:00</b>

## **Progress Report – Omaha Transit ROI Study**

**Month:** September, 2018

### **Work Completed This 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
- Work with MAPA to resolve data challenges
- Preparation for Stakeholder Meeting #2

### **Work Underway for Progress Next Month:**

- Completion of all analysis of the current role of transit
- Development of materials for Stakeholder Meeting #2
- Completion of stakeholder meeting #2
- Preparation of meeting minutes
- Coordination regarding next phase of project – scenario analysis and additional stakeholder outreach

### **Delays Affecting Project Work & Comments Regarding Schedule and Work Plan**

#### Model calibration:

In the analysis of the current year data from the travel model, we have found significant discrepancies between the model transit trip volumes and known trip totals from Metro Transit. This will require careful coordination to overcome in the next phase of the project. EDR Group will be coordinating with MAPA, requesting that MAPA vet the ways in which ridership overstatements may vary across routes in the overall network, and then discuss the appropriate path forward.

#### Scenario modeling:

Scheduling of stakeholder meeting #3 will be contingent on MAPA running future scenarios in the travel model that serve as the key input to the transit futures analysis. EDR Group and MAPA need to review travel model findings together to ensure we are getting reasonable results before we can schedule the 3<sup>rd</sup> stakeholder meeting. MAPA will provide results in phases, starting with the baseline to support this in a timely fashion.

#### Continued business community outreach:

The project team received additional recommended outreach in Stakeholder Meeting #2. We will be coordinating with JEO and MAPA regarding the best use of project resources going forward to ensure we are getting right spectrum of targeted interviews v. group conversations around case example subjects.



## Invoice

September 11, 2018

Project No: R171390.00

Invoice No: 105077

Glen Weisbrod  
Economic Development Research Group, Inc.  
155 Federal Street, Suite 600  
Boston, MA 02110

Project Manager Steven Wolf  
NDOT Project Number  
Control Number  
Agreement Number

Project R171390.00 MAPA Transit Return on Investment Study

**Professional Services for the Period: September 1, 2018 to September 7, 2018**

Phase 304EN Stakeholder Engagement

**Hours this Invoice**

		Hours	Rate	Amount
Dittmer, Lynn	8/14/2018	.50	38.13	19.07
Dittmer, Lynn	8/16/2018	.50	38.13	19.07
Dittmer, Lynn	8/20/2018	2.00	38.13	76.26
Dittmer, Lynn	8/28/2018	.50	38.13	19.07
Dittmer, Lynn	9/4/2018	.50	38.13	19.07
Dittmer, Lynn	9/7/2018	.50	38.13	19.07
Gebhart, Andrea	8/14/2018	.75	32.44	24.33
Gebhart, Andrea	8/17/2018	.50	32.44	16.22
Gebhart, Andrea	8/23/2018	1.00	32.44	32.44
Gebhart, Andrea	8/29/2018	1.00	32.44	32.44
Mainquist, Cynthia	8/21/2018	1.25	19.60	24.50
Sloss, Clinton	8/14/2018	1.00	32.86	32.86
Wolf, Steven	8/21/2018	4.00	61.30	245.20
Wolf, Steven	8/24/2018	2.00	61.30	122.60
Wolf, Steven	8/27/2018	1.00	61.30	61.30
Totals		17.00		763.50
<b>Total Labor</b>				<b>763.50</b>

**Additional Fees**

Overhead	185.34 % of 763.50	1,415.07
Fixed Fees	15.00 % of 2,178.57	326.79
<b>Total Additional Fees</b>		<b>1,741.86</b>

**Billing Limits**

	Current	Prior	To-Date
Total Billings	2,505.36	7,176.58	9,681.94
Limit			41,719.17
Remaining			32,037.23

**JEO CONSULTING GROUP INC ■ JEO ARCHITECTURE INC**

142 W. 11th Street | PO Box 207 | Wahoo, Nebraska 68066-0207 | p: 402.443.4661 | f: 402.443.3508

www.jeo.com

Total this Phase	\$2,505.36
------------------	------------

Total Amount Due Upon Receipt	\$2,505.36
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Outstanding Invoices

Number	Date	Balance
103322	6/13/2018	2,633.89
103719	7/5/2018	2,857.89
104462	8/14/2018	2,005.32
Total		7,497.10

Email Invoices to: Glen Weisbrod; gweisbrod@edrgroup.com, Naomi Stein; nstein@edrgroup.com

# Invoice

TREDIS Software  
155 Federal Street, Suite 600  
Boston, MA 02110

**BILL TO:**

Economic Development Research Group, Inc.  
155 Federal Street, Suite 600  
Boston, MA 02110

**INVOICE NO:** TREDIS-769**DATE:** 10/24/2018**DUE:** 10/24/2018

Note: This invoice is for purchase of a software and data service subscription, and associated support. This is not a consulting contract. All payment is due upon receipt of invoice. Subscriptions may be halted if payment is not received within 30 days.

TREDIS

DESCRIPTION	AMOUNT DUE
TREDIS and TREDTransit 6-month subscription, 3 user logins for Omaha-Council Bluffs region Metropolitan Area Planning Agency. Model includes data for: <ul style="list-style-type: none"><li>• Douglas, NE</li><li>• Sarpy, NE</li><li>• Washington, NE</li><li>• Pottawattamie, IA</li><li>• Mills, IA</li></ul> Subscription term: Sept. 19, 2018 through March 19, 2019	7,100.00

**Total:** \$7,100.00

Please make checks payable to TREDIS SOFTWARE  
(a division of Economic Development Research Group, Inc)

# ***Legislative Services Contract Between the Metropolitan Area Planning Agency and Kissel, Kohout ES Associates, LLC for 2019-2020***

This agreement is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2018, by and between Joseph D. Kohout, representing Kissel, Kohout ES Associates, L.L.C., hereinafter called "Contractor", and the Metropolitan Area Planning Agency, hereinafter called "Client".

Whereas, Client proposes to engage Contractor in accordance with the terms and conditions set forth herein to render certain special professional services in the area of legislative and lobbying activity; and

Whereas, Contractor possesses certain skills, experience, and competency to perform such services, and Client is agreeable to engaging Contractor for such services upon the terms herein provided.

Now, therefore, the parties do mutually agree as follows:

**1. Employment of Contractor.**

Client agrees to engage the Contractor and Contractor agrees to provide the services and advice as hereinafter set forth.

**2. Scope of Services.**

Client agrees to employ the Contractor and Contractor agrees to provide the services as set forth in the Scope of Services which is attached hereto, marked as Appendix "A".

**3. Terms of Contract.**

The term of the contract shall be for a period of two (2) years, commencing on January 1, 2019 and may either terminate on December 31, 2020 or be renewed upon mutual agreement of both parties prior to the aforementioned termination date.

**4. Compensation.**

For the period beginning on January 1, 2019, client agrees to pay to the Contractor compensation for services set forth herein, the sum of \$10,000 annually. Commencing on the 1st day of January, 2019 client shall be billed monthly in an amount of \$833.33. Contractor shall not be entitled to reimbursement for expenses and agrees to pay all expenses incurred in the service to Client from the agreed upon fees. Client shall be billed monthly.

**5. Registered Lobbyist.**

The Contractor shall at all times be registered as a lobbyist for Client during the time under contract pursuant to Nebraska law. The Contractor shall file in a timely manner all forms and reports required by law to be filed with the Nebraska Accountability and Disclosure Commission.

**6. Personal Performance.**

The Contractor agrees to personally perform the services set forth in this agreement.

**7. Support Services.**

When deemed necessary by Contractor and its representatives, the Client shall make its staff and/or members available to Contractor to provide testimony and information needed to further Client's purposes.

**8. Interest of Contractor.**

Contractor covenants that he presently has no interests and shall not acquire any direct interest that would conflict in any manner or degree with performance of services required under this contract. Contractor will notify the Client of Contractor's intent to represent Clients relevant to the fields of



interest to Client. This said notification should allow the Client and Contractor to determine potential conflicts. Principal recognizes that Contractor is engaged in the business of lobbying for a number of Clients. From time to time an issue of legislative concern may affect more than one of Contractor's Clients. Client and Contractor further recognize that the legislative interests of Client and the other Clients of Contractor may not always be compatible. Any conflict of interest which arises with respect to any legislative issue will be brought to the attention of all affected Clients by the Contractor and will be resolved in the following manner: 1) An attempt will be made to resolve or compromise the conflict between Clients; 2) If a Client elects to withdraw the conflicting issue from its legislative program, the conflict of interest will be considered resolved; 3) If a conflict is not resolved by a Client's withdrawal of the issue or mutual compromise of the conflicting points of view, Contractor shall continue to represent, on the conflicting issue, only the legislative interests of the Client which has had the Contractor for the longest period of time. In this circumstance, Client agrees that it will not object in any manner to this continued representation.

**9. Findings and Reports Confidential.**

Any reports, information, data, statistical forms, procedures, systems, studies, and any other communications or form of knowledge given to or prepared or assembled by Contractor under this contract with Client requests to be kept as confidential shall not be made available to any individual or organization by the Contractor without the prior written approval of Client.

**10. Termination.**

This Agreement may be terminated before the end of the Term or any subsequent term upon mutual written agreement of the parties; by the Client if Client determines that there is "cause" for termination; or by the Contractor. If either party chooses to terminate this Agreement by any method other than by mutual written agreement, the party seeking to terminate must provide thirty (30) days written notice to the other party. For the purpose of this Agreement, "cause" shall include, without limitation, the Contractor's failure, refusal or neglect to perform any duty required hereunder, negligence or alleged criminal misconduct.

Executed by Contractor this \_\_\_\_ day of \_\_\_\_\_, 2018

By: \_\_\_\_\_  
**Joseph D. Kohout**

Executed by the Metropolitan Area Planning Agency this \_\_\_\_ day of \_\_\_\_\_, 2018

By: \_\_\_\_\_  
**Gregory Youell**  
**Executive Director**

## **APPENDIX A**

### **Legislative Scope of Services**

Read and review all legislation.  
Identify legislative bills and amendments of importance.  
Monitor hearings.  
Maintain contacts with Senators and Executive Branch staff members.  
Sponsor and attend fundraisers.  
Sponsor and attend legislative events.  
Maintain daily records of legislative action.  
Alert clients when action is required.  
Client communication and accountability through weekly email reports and biweekly conference calls.  
Maintain legislative files for clients.  
Provide legislative updates for clients.  
Prepare End of Session Report as required.  
Monitor interim study resolutions.  
Attend meetings when needed and requested.  
24/7 Accessibility via iPhone and iPad.  
Assist with planning of lobby day or other public affairs related event.  
Compliant with all Accountability and Disclosure forms and requirements.  
Provide client with information necessary to complete Accountability and Disclosure forms.  
Prepare testimony and organize public hearing testimony for clients.  
Work with committee and legislative staff.  
Work individually with Senators on legislative committees.  
Discuss issues with all Senators.  
Coordinate strategy with Senators, staffs and other lobbyists.  
Sponsor and attend legislative events.  
Work with the Governor's Office as well as members of the Cabinet.  
Prepare legislative newsletters as needed.  
Assess and communicate legislative impacts.  
Engage on interim study resolutions.  
Active engagement on a legislative bill of interest.  
Coordination of meetings with all lobbyists and other parties of interest.  
Organize Legislative Days for clients upon request.

**Omaha - Council Bluffs  
Metropolitan Area  
Planning Agency**

2222 Cuming Street  
Omaha, NE 68102  
(402) 444-6866

# PURCHASE ORDER

DATE: 11/8/2018  
VENDOR: ESRI  
PURCHASER: Josh Corrigan  
PAYMENT METHOD: Agency credit card

FOR:

QTY	UNIT PRICE	DESCRIPTION	CODING	TOTAL
1	9000	ArcGIS Monitor	25000-50 16DUES01	\$9,000.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
			SUBTOTAL	\$9,000.00
			SALES TAX	
			SHIPPING	
			OTHER	
			TOTAL	\$9,000.00

DEPARTMENT MANAGER

DATE \_\_\_\_\_

ACTUAL TOTAL

\$

## DIFFERENCE

\$

IF OVER \$100

EXECUTIVE DIRECTOR

DATE \_\_\_\_\_

IF OVER \$5,000

TREASURER / FINANCE COMMITTEE MEMBER

DATE \_\_\_\_\_

IF OVER \$10,000

MAPA BOARD CHAIR / MEMBER

DATE \_\_\_\_\_

**IF ACTUAL EXPENSES ARE OVER 10% GREATER THAN PREVIOUSLY APPROVED**

REAPPROVE:

DEPARTMENT MANAGER

EXECUTIVE DIRECTOR

FINANCE MEMBER

## BOARD MEMBER



Environmental Systems Research Institute, Inc.  
380 New York St  
Redlands, CA 92373-8100  
Phone: 909-793-2853 Fax: 909-307-3049  
DUNS Number: 06-313-4175 CAGE Code: 0AMS3

*To expedite your order, please attach a copy of  
this quotation to your purchase order.  
Quote is valid from: 11/04/2018 To: 02/02/2019*

## Quotation # 20539724

Date: November 4, 2018

Customer # 236235 Contract # 334152

Metropolitan Area Planning Agency  
2222 Cuming St  
Omaha, NE 68102

ATTENTION: Josh Corrigan  
PHONE: (402) 444-6866  
FAX: (402) 342-0949

Material	Qty	Description	Unit Price	Total
162036	1	ArcGIS Monitor for ArcGIS Server Up to Four Cores License	9,000.00	9,000.00
			Item Total:	9,000.00
			Subtotal:	9,000.00
			Sales Tax:	0.00
			Estimated Shipping & Handling(2 Day Delivery) :	0.00
			Contract Pricing Adjust:	0.00
			Total:	\$9,000.00

Esri may charge a fee to cover expenses related to any customer requirement to use a proprietary vendor management, procurement, or invoice program.

For questions contact: Brent Sherman

Email: [bsherman@esri.com](mailto:bsherman@esri.com)

Phone: (909) 793-2853 x1254

The items on this quotation are subject to and governed by the terms of this quotation, the most current product specific scope of use document found at <https://assets.esri.com/content/dam/esrisites/media/legal/product-specific-terms-of-use/e300.pdf>, and your applicable signed agreement with Esri. If no such agreement covers any item quoted, then Esri's standard terms and conditions found at <https://assets.esri.com/content/dam/esrisites/media/legal/ma-full/ma-full.pdf> apply to your purchase of that item. Federal government entities and government prime contractors authorized under FAR 51.1 may purchase under the terms of Esri's GSA Federal Supply Schedule. Supplemental terms and conditions found at <https://www.esri.com/en-us/legal/terms/state-supplemental> apply to some state and local government purchases. All terms of this quotation will be incorporated into and become part of any additional agreement regarding Esri's offerings. Acceptance of this quotation is limited to the terms of this quotation. Esri objects to and expressly rejects any different or additional terms contained in any purchase order, offer, or confirmation sent to or to be sent by buyer. Unless prohibited by law, the quotation information is confidential and may not be copied or released other than for the express purpose of system selection and purchase/license. The information may not be given to outside parties or used for any other purpose without consent from Esri. Delivery is FOB Origin.

**If sending remittance, please address to: Esri, P.O. Box 741076, Los Angeles, CA 90074-1076**



Environmental Systems Research Institute, Inc.  
380 New York St  
Redlands, CA 92373-8100  
Phone: 909-793-2853 Fax: 909-307-3049  
DUNS Number: 06-313-4175 CAGE Code: 0AMS3

*To expedite your order, please attach a copy of  
this quotation to your purchase order.  
Quote is valid from: 11/04/2018 To: 02/02/2019*

## Quotation # 20539724

Date: November 4, 2018

Customer # 236235 Contract # 334152

Metropolitan Area Planning Agency  
2222 Cuming St  
Omaha, NE 68102

ATTENTION: Josh Corrigan  
PHONE: (402) 444-6866  
FAX: (402) 342-0949

If you have made ANY alterations to the line items included in this quote and have chosen to sign the quote to indicate your acceptance, you must fax Esri the signed quote in its entirety in order for the quote to be accepted. You will be contacted by your Customer Service Representative if additional information is required to complete your request.

If your organization is a US Federal, state, or local government agency; an educational facility; or a company that will not pay an invoice without having issued a formal purchase order, a signed quotation will not be accepted unless it is accompanied by your purchase order.

In order to expedite processing, please reference the quotation number and any/all applicable Esri contract number(s) (e.g. MPA, ELA, SmartBuy, GSA, BPA) on your ordering document.

BY SIGNING BELOW, YOU CONFIRM THAT YOU ARE AUTHORIZED TO OBLIGATE FUNDS FOR YOUR ORGANIZATION, AND YOU ARE AUTHORIZING ESRI TO ISSUE AN INVOICE FOR THE ITEMS INCLUDED IN THE ABOVE QUOTE IN THE AMOUNT OF \$\_\_\_\_\_, PLUS SALES TAXES IF APPLICABLE. DO NOT USE THIS FORM IF YOUR ORGANIZATION WILL NOT HONOR AND PAY ESRI'S INVOICE WITHOUT ADDITIONAL AUTHORIZING PAPERWORK.

Please check one of the following:

☐ I agree to pay any applicable sales tax.

☐ I am tax exempt, please contact me if exempt information is not currently on file with Esri.

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name (Please Print)

\_\_\_\_\_  
Title

The quotation information is proprietary and may not be copied or released other than for the express purpose of system selection and purchase/license. This information may not be given to outside parties or used for any other purpose without consent from Environmental Systems Research Institute, Inc. (Esri).

Any estimated sales and/or use tax reflected on this quote has been calculated as of the date of this quotation and is merely provided as a convenience for your organization's budgetary purposes. Esri reserves the right to adjust and collect sales and/or use tax at the actual date of invoicing. If your organization is tax exempt or pays state tax directly, then prior to invoicing, your organization must provide Esri with a copy of a current tax exemption certificate issued by your state's taxing authority for the given jurisdiction.

Esri may charge a fee to cover expenses related to any customer requirement to use a proprietary vendor management, procurement, or invoice program.

For questions contact: Brent Sherman

Email: [bsherman@esri.com](mailto:bsherman@esri.com)

Phone: (909) 793-2853 x1254

The items on this quotation are subject to and governed by the terms of this quotation, the most current product specific scope of use document found at <https://assets.esri.com/content/dam/esrisites/media/legal/product-specific-terms-of-use/e300.pdf>, and your applicable signed agreement with Esri. If no such agreement covers any item quoted, then Esri's standard terms and conditions found at <https://assets.esri.com/content/dam/esrisites/media/legal/ma-full/ma-full.pdf> apply to your purchase of that item. Federal government entities and government prime contractors authorized under FAR 51.1 may purchase under the terms of Esri's GSA Federal Supply Schedule. Supplemental terms and conditions found at <https://www.esri.com/en-us/legal/terms/state-supplemental> apply to some state and local government purchases. All terms of this quotation will be incorporated into and become part of any additional agreement regarding Esri's offerings. Acceptance of this quotation is limited to the terms of this quotation. Esri objects to and expressly rejects any different or additional terms contained in any purchase order, offer, or confirmation sent to or to be sent by buyer. Unless prohibited by law, the quotation information is confidential and may not be copied or released other than for the express purpose of system selection and purchase/license. The information may not be given to outside parties or used for any other purpose without consent from Esri. Delivery is FOB Origin.

***If sending remittance, please address to: Esri, P.O. Box 741076, Los Angeles, CA 90074-1076***



Melissa Engel <mengel@mapacog.org>

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## CD Rates

3 messages

---

**Cory Libis** <corylibis@americanwealthpartners.net>  
To: Melissa Engel <mengel@mapacog.org>

Wed, Oct 24, 2018 at 11:29 AM

Hi Melissa,

Right now, we can get 3.15% Morgan Stanley or Ally Bank for 3 years.

I would lean towards the Ally Bank since we already own a Morgan Stanley CD.

Let me know what you think.

Thanks!

Cory Libis, CFP®

President



3707 N 144th St

Omaha, NE 68116

Office 402-939-3737

<http://www.americanwealthpartners.net>

Securities offered through Securities America, Inc., member FINRA/SIPC. Advisory Services offered through Securities America Advisors, Inc., Cory R Libis, Representative. American Wealth Partners and Securities America are separate entities.

Not FDIC Insured – No Bank Guarantees – May Lose Value – Not a Deposit – Not Insured by Any Federal Government Agency

Trading instructions sent via E-mail may not be honored. Please contact my office at (402) 939-3737 or Securities America, Inc at 800-747-6111 for all buy/sell orders. Please be advised that communications regarding trades in your account are for informational purposes only. You should continue to rely on confirmations and statements received from



## Subcontractor Payment Authorization

Contract Number: 18013100003  
Grant Number: MAPA :16FTAA02 / FTA: 2016-015-03  
Contract Party: Florence Home for the Aged  
Contract Description: Paratransit Service  
Contract Approved by Board of Directors: January 25, 2018  
Contract Amount: \$45,580.00  
Match Amount: \$45,580.00  
Contract Period: October 1, 2017 - December 31, 2018

Payment # Final

Billed to Date: \$ 45,580.00  
Less Previous Payments: \$ 37,681.71  
Amount Due: \$ 7,898.29

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

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

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

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

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

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

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

## Billing Summary

**Project Name:** Florence Home for the Aged

**Contact Name:** Deb Thacker

**Billing Period:** 7/1/18-9/30/18

	TOTAL	TOTAL	TOTAL	7/1/18-9/30/18		TOTAL	Program to Date		Remaining	
BUDGET DETAIL	Year 1 Budget	BUDGET 5310	BUDGET Local Match	5310 Request	LOCAL MATCH	COST MONTH	5310 Request	LOCAL MATCH	5310 Request	LOCAL MATCH
<b>1. OPERATING EXPENSES<sup>1</sup></b>										
1. Personnel	\$ 27,160.00	\$ 13,580.00	\$ 13,580.00	\$ 2,723.02	\$ 2,723.02	\$ 5,446.04	\$ 13,580.00	\$ 13,580.00	\$ -	\$ -
2. Administrative	\$ 44,160.00	\$ 22,080.00	\$ 22,080.00	\$ 2,815.24	\$ 2,815.24	\$ 5,630.48	\$ 22,080.00	\$ 22,080.00	\$ -	\$ -
3. Insurance	\$ 11,770.00	\$ 5,885.00	\$ 5,885.00	\$ 1,610.54	\$ 1,610.54	\$ 3,221.08	\$ 5,885.00	\$ 5,885.00	\$ -	\$ -
4. Vehicle Fuel	\$ 5,100.00	\$ 2,550.00	\$ 2,550.00	\$ 579.52	\$ 579.52	\$ 1,159.04	\$ 2,550.00	\$ 2,550.00	\$ -	\$ -
5. Vehicle Repair/Maintenance	\$ 2,970.00	\$ 1,485.00	\$ 1,485.00	\$ 169.97	\$ 169.97	\$ 339.94	\$ 1,485.00	\$ 1,485.00	\$ -	\$ -
	\$ 91,160.00	\$ 45,580.00	\$ 45,580.00	\$ 7,898.29	\$ 7,898.29	\$ 15,796.58	\$ 45,580.00	\$ 45,580.00	\$ -	\$ -
1. Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2. Administrative	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3. Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4. Vehicle Fuel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5. Vehicle Repair/Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Subtotal - Operating Expenses</b>	\$ 91,160.00	\$ 45,580.00	\$ 45,580.00	\$ 7,898.29	\$ 7,898.29	\$ 15,796.58	\$ 45,580.00	\$ 45,580.00	\$ -	\$ -
<b>3. PROGRAM TOTAL BUDGET</b>	\$ 91,160	\$ 45,580	\$ 45,580	\$ 7,898	\$ 7,898	\$ 15,797	\$ 45,580	\$ 45,580	\$ -	\$ -
				17%	17%	17%	100%	100%	0%	0%

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



# Florence Home Vehicle and Driver Summary

Dates of Service	Employee Name	Total Minutes Drive Time	Drive Time in Hours	Hourly Wage	Total Cost
<b>Vehicle</b>	<b>2012 Van</b>				
7/1/2018-7/31/2018	Mindy Manning	980	16.33	<del>\$21.98</del>	\$358.93
7/1/2018-7/31/2018	Tammy Bradley	250	4.17	<del>\$28.91</del>	\$120.55
8/1/2018-8/12/2018	Mindy Manning	770	12.83	<del>\$21.98</del>	\$282.00
8/13/2018-8/31/2018	Mindy Manning	495	8.25	<del>\$22.67</del>	\$187.03
8/1/2018-8/12/2018	Tammy Bradley	60	1.00	<del>\$28.91</del>	\$28.91
8/13/2018-8/31/2018	Tammy Bradley	250	4.17	<del>\$29.60</del>	\$123.43
8/1/2018-8/31/2018	Paul Vasek	425	7.08	<del>\$19.42</del>	\$137.49
9/1/2018-9/30/2018	Mindy Manning	450	7.50	<del>\$22.67</del>	\$170.03
9/1/2018-9/30/2018	Tammy Bradley	90	1.50	<del>\$29.60</del>	\$44.40
9/1/2018-9/30/2018	Paul Vasek	1,210	20.17	<del>\$19.42</del>	\$391.70
<b>Vehicle</b>	<b>2014 Van</b>				
7/1/2018-7/31/2018	Mindy Manning	975	16.25	<del>\$21.98</del>	\$357.18
7/1/2018-7/31/2018	Tammy Bradley	120	2.00	<del>\$28.91</del>	\$57.82
8/1/2018-8/12/2018	Mindy Manning	40	0.67	<del>\$21.98</del>	\$14.73
8/1/2018-8/12/2018	Tammy Bradley	45	0.75	<del>\$28.91</del>	\$21.68
8/13/2018-8/31/2018	Tammy Bradley	30	0.50	<del>\$29.60</del>	\$14.80
8/13/2018-8/31/2018	Mindy Manning	405	6.75	<del>\$22.67</del>	\$153.02
9/1/2018-9/30/2018	Mindy Manning	475	7.92	<del>\$22.67</del>	\$179.55
9/1/2018-9/30/2018	Paul Vasek	420	7.00	<del>\$19.42</del>	\$135.94
<b>Vehicle</b>	<b>2013 Toyota</b>				
8/1/2018-8/12/2018	Mindy Manning	190	3.17	<del>\$21.98</del>	\$69.68
8/1/2018-8/12/2018	Tammy Bradley	30	0.50	<del>\$28.91</del>	\$14.46
9/1/2018-9/30/2018	Mindy Manning	200	3.33	<del>\$22.67</del>	\$75.49
9/1/2018-9/30/2018	Paul Vasek	35	0.58	<del>\$19.42</del>	\$11.26
<b>Vehicle</b>	<b>2015 Toyota</b>				
7/1/2018-7/31/2018	Roger Evans	1,711	28.52	<del>\$31.67</del>	\$903.23
8/1/2018-8/31/2018	Roger Evans	1,338	22.30	<del>\$31.67</del>	\$706.24
9/1/2018-9/30/2018	Roger Evans	1,520	25.33	<del>\$31.67</del>	\$802.20
<b>Vehicle</b>	<b>2016 Van</b>				
7/1/2018-7/31/2018	Melissa Hart	130	2.17	<del>\$17.60</del>	\$38.19
7/1/2018-7/31/2018	Michelle Blesh	240	4.00	<del>\$26.70</del>	\$106.80
8/1/2018-8/12/2018	Melissa Hart	90	1.50	<del>\$17.60</del>	\$26.40
8/13/2018-8/31/2018	Melissa Hart	220	3.67	<del>\$18.09</del>	\$66.39
8/1/2018-8/31/2018	Michelle Blesh	330	5.50	<del>\$26.70</del>	\$146.85
8/1/2018-8/31/2018	Roger Evans	27	0.45	<del>\$31.67</del>	\$14.25
9/1/2018-9/30/2018	Melissa Hart	100	1.67	<del>\$18.09</del>	\$30.21
9/1/2018-9/30/2018	Roger Evans	250	4.17	<del>\$31.67</del>	\$132.06
9/1/2018-9/30/2018	Michelle Blesh	150	2.50	<del>\$26.70</del>	\$66.75
<b>Vehicle</b>	<b>2017 Dodge Van</b>				
7/1/2018-7/31/2018	Roger Evans	32	0.53	<del>\$31.67</del>	\$16.79
7/1/2018-7/31/2018	Melissa Hart	30	0.50	<del>\$17.60</del>	\$8.80
7/1/2018-7/31/2018	Michelle Blesh	10	0.17	<del>\$26.70</del>	\$4.54
7/1/2018-7/31/2018	Mindy Manning	350	5.83	<del>\$21.98</del>	\$128.14
8/1/2018-8/31/2018	Roger Evans	123	2.05	<del>\$31.67</del>	\$64.92
8/1/2018-8/12/2018	Mindy Manning	30	0.50	<del>\$21.98</del>	\$10.99
8/13/2018-8/31/2018	Mindy Manning	250	4.17	<del>\$22.67</del>	\$94.53
8/1/2018-8/12/2018	Tammy Bradley	30	0.50	<del>\$28.91</del>	\$14.46
8/13/2018-8/31/2018	Tammy Bradley	30	0.50	<del>\$29.60</del>	\$14.80
9/1/2018-9/30/2018	Melissa Hart	30	0.50	<del>\$18.09</del>	\$9.05
9/1/2018-9/30/2018	Roger Evans	214	3.57	<del>\$31.67</del>	\$113.06
<b>Total</b>		<b>15,180</b>	<b>253.02</b>		<b>\$6,469.74</b>

# **Fringe Benefit Calculation for Responsible Charge**

Tammy Bradley-Larsen Effective 08/13/18

Annual Salary	Estimated hours worked/year	Effective Wage rate
\$ 41,309.32	2080	\$ 19.86

\*Shaded areas to be completed by the LPA

## **Insurance Cost (Per Month)**

Health	\$	731.38
Dental	\$	21.69
Accidental Death and Dismemberment (AD&D)		
Life	\$	5.21
Vision		
Other Insurance Benefits	\$	30.28
Insurance Cost/month	\$	788.56
Insurance Cost/hour	\$	4.55

## **Workmen's Compensation**

Workman's Compensation Insurance - rate = \$.265 per \$100 of wages (rate ÷ \$100 x Wage Rate = \$.10 per hr.)

Rate per \$100 of coverage	\$	0.28
Effective Hourly Effective Wage Rate	\$	19.86
Workman's Compensation Insurance Cost	\$	0.06

## **FICA/Medicare (7.65 %)**

FICA (6.2 Percent of Effective Hourly Wage Rate)	\$	1.23
Medicare (1.45 Percent of Effective Hourly Wage Rate)	\$	0.29

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

Vacation days	24.4
Sick Days	4.9
Pers/Adm. Days	
Holidays	8.0
Leave days/year	37.3
Leave hours/year	298.4
Normal Working Hours/day	8.0
Normal Hours/year	2,080.0
Adjusted Working Hours/year	1,781.6
Effective Hourly Wage Rate	\$ 19.86
Holiday/Vacation/Sick Leave/Personal/Admin Time Off Cost	\$ 3.33

## **Pension**

Percent of Effective Wage Rate	1.51%
Pension/Retirement Cost	\$ 0.30

Insurance Cost	Work Comp	6.2% FICA	1.45% Medicare	Holiday Vac Sick	Pension/Retirement	Total fringe/hour
\$4.55	\$0.06	\$1.23	\$0.29	\$3.33	\$0.30	\$9.75

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

Effective hourly rate	\$	19.86
Fringe benefits per hour	\$	9.75
Total hourly rate	\$	29.61

# **Fringe Benefit Calculation for Responsible Charge**

Roger Evans

Effective 07/01/18

Annual Salary	Estimated hours worked/year	Effective Wage rate
\$ 41,433.60	2080	\$ 19.92

\*Shaded areas to be completed by the LPA

## **Insurance Cost (Per Month)**

Health	\$	997.80
Dental	\$	28.90
Accidental Death and Dismemberment (AD&D)		
Life	\$	1.27
Vision		
Other Insurance Benefits		
Insurance Cost/month	\$	1,027.97
Insurance Cost/hour	\$	5.93

## **Workmen's Compensation**

Workman's Compensation Insurance - rate = \$.265 per \$100 of wages (rate ÷ \$100 x Wage Rate = \$.10 per hr.)

Rate per \$100 of coverage	\$	3.84
Effective Hourly Effective Wage Rate	\$	19.92
Workman's Compensation Insurance Cost	\$	0.76

## **FICA/Medicare (7.65 %)**

FICA (6.2 Percent of Effective Hourly Wage Rate)	\$	1.24
Medicare (1.45 Percent of Effective Hourly Wage Rate)	\$	0.29

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

Vacation days	24.4
Sick Days	4.9
Pers/Adm. Days	
Holidays	8.0
Leave days/year	37.3
Leave hours/year	298.4
Normal Working Hours/day	8.0
Normal Hours/year	2,080.0
Adjusted Working Hours/year	1,781.6
Effective Hourly Wage Rate	\$ 19.92
Holiday/Vacation/Sick Leave/Personal/Admin Time Off Cost	\$ 3.34

## **Pension**

Percent of Effective Wage Rate	1.02%
Pension/Retirement Cost	\$ 0.20

Insurance Cost	Work Comp	6.2% FICA	1.45% Medicare	Holiday Vac Sick	Pension/Retirement	Total fringe/hour
\$5.93	\$0.76	\$1.24	\$0.29	\$3.34	\$0.20	\$11.76

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

Effective hourly rate	\$	19.92
Fringe benefits per hour	\$	11.76
Total hourly rate	\$	31.68

# **Fringe Benefit Calculation for Responsible Charge**

Melissa Hart

Effective 08/13/18

Annual Salary	Estimated hours worked/year	Effective Wage rate
\$ 30,992.00	2080	\$ 14.90

\*Shaded areas to be completed by the LPA

## **Insurance Cost (Per Month)**

Health		
Dental		
Accidental Death and Dismemberment (AD&D)		
Life	\$	1.27
Vision		
Other Insurance Benefits		
Insurance Cost/month	\$	1.27
Insurance Cost/hour	\$	0.01

## **Workmen's Compensation**

Workman's Compensation Insurance - rate = \$.265 per \$100 of wages (rate ÷ \$100 x Wage Rate = \$.10 per hr.)

Rate per \$100 of coverage	\$	3.84
Effective Hourly Effective Wage Rate	\$	14.90
Workman's Compensation Insurance Cost	\$	0.57

## **FICA/Medicare (7.65 %)**

FICA (6.2 Percent of Effective Hourly Wage Rate)	\$	0.92
Medicare (1.45 Percent of Effective Hourly Wage Rate)	\$	0.22

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

Vacation days	9.8
Sick Days	3.3
Pers/Adm. Days	
Holidays	8.0
Leave days/year	21.1
Leave hours/year	168.8
Normal Working Hours/day	8.0
Normal Hours/year	2,080.0
Adjusted Working Hours/year	1,911.2
Effective Hourly Wage Rate	\$ 14.90
Holiday/Vacation/Sick Leave/Personal/Admin Time Off Cost	\$ 1.32

## **Pension**

Percent of Effective Wage Rate	1.02%
Pension/Retirement Cost	\$ 0.15

Insurance Cost	Work Comp	6.2% FICA	1.45% Medicare	Holiday Vac Sick	Pension/Retirement	Total fringe/hour
\$0.01	\$0.57	\$0.92	\$0.22	\$1.32	\$0.15	\$3.19

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

Effective hourly rate	\$	14.90
Fringe benefits per hour	\$	3.19
Total hourly rate	\$	18.09

# **Fringe Benefit Calculation for Responsible Charge**

Michelle Blesh

Effective 07/01/18

Annual Salary	Estimated hours worked/year	Effective Wage rate
\$ 36,275.20	2080	\$ 17.44

\*Shaded areas to be completed by the LPA

## **Insurance Cost (Per Month)**

Health	\$ 668.22
Dental	\$ 21.69
Accidental Death and Dismemberment (AD&D)	
Life	\$ 4.58
Vision	
Other Insurance Benefits	\$ 27.14
Insurance Cost/month	\$ 721.63
Insurance Cost/hour	\$ 4.16

## **Workmen's Compensation**

Workman's Compensation Insurance - rate = \$.265 per \$100 of wages (rate ÷ \$100 x Wage Rate = \$.10 per hr.)

Rate per \$100 of coverage	\$ 3.84
Effective Hourly Effective Wage Rate	\$ 17.44
Workman's Compensation Insurance Cost	\$ 0.67

## **FICA/Medicare (7.65 %)**

FICA (6.2 Percent of Effective Hourly Wage Rate)	\$ 1.08
Medicare (1.45 Percent of Effective Hourly Wage Rate)	\$ 0.25

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

Vacation days	24.4
Sick Days	4.9
Pers/Adm. Days	
Holidays	8.0
Leave days/year	37.3
Leave hours/year	298.4
Normal Working Hours/day	8.0
Normal Hours/year	2,080.0
Adjusted Working Hours/year	1,781.6
Effective Hourly Wage Rate	\$ 17.44
Holiday/Vacation/Sick Leave/Personal/Admin Time Off Cost	\$ 2.92

## **Pension**

Percent of Effective Wage Rate	1.02%
Pension/Retirement Cost	\$ 0.18

Insurance Cost	Work Comp	6.2% FICA	1.45% Medicare	Holiday Vac Sick	Pension/Retirement	Total fringe/hour
\$4.16	\$0.67	\$1.08	\$0.25	\$2.92	\$0.18	\$9.27

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

Effective hourly rate	\$ 17.44
Fringe benefits per hour	\$9.27
Total hourly rate	\$ 26.71

# **Fringe Benefit Calculation for Responsible Charge**

Paul Vasek

Effective 08/01/18

Annual Salary	Estimated hours worked/year	Effective Wage rate
\$ 33,280.00	2080	\$ 16.00

\*Shaded areas to be completed by the LPA

## **Insurance Cost (Per Month)**

Health	
Dental	
Accidental Death and Dismemberment (AD&D)	
Life	\$ 1.27
Vision	
Other Insurance Benefits	
Insurance Cost/month	\$ 1.27
Insurance Cost/hour	\$ 0.01

## **Workmen's Compensation**

Workman's Compensation Insurance - rate = \$.265 per \$100 of wages (rate ÷ \$100 x Wage Rate = \$.10 per hr.)

Rate per \$100 of coverage	\$ 3.84
Effective Hourly Effective Wage Rate	\$ 16.00
Workman's Compensation Insurance Cost	\$ 0.61

## **FICA/Medicare (7.65 %)**

FICA (6.2 Percent of Effective Hourly Wage Rate)	\$ 0.99
Medicare (1.45 Percent of Effective Hourly Wage Rate)	\$ 0.23

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

Vacation days	9.8
Sick Days	3.3
Pers/Adm. Days	
Holidays	8.0
Leave days/year	21.1
Leave hours/year	168.8
Normal Working Hours/day	8.0
Normal Hours/year	2,080.0
Adjusted Working Hours/year	1,911.2
Effective Hourly Wage Rate	\$ 16.00
Holiday/Vacation/Sick Leave/Personal/Admin Time Off Cost	\$ 1.41

## **Pension**

Percent of Effective Wage Rate	1.02%
Pension/Retirement Cost	\$ 0.16

Insurance Cost	Work Comp	6.2% FICA	1.45% Medicare	Holiday Vac Sick	Pension/Retirement	Total fringe/hour
\$0.01	\$0.61	\$0.99	\$0.23	\$1.41	\$0.16	\$3.42

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

Effective hourly rate	\$ 16.00
Fringe benefits per hour	\$3.42
Total hourly rate	\$ 19.42

# Fringe Benefit Calculation for Responsible Charge

Paul Vasek

Effective 8/1/18

Annual Salary	Estimated hours worked/year	Effective Wage rate
\$ 33,280.00	2080	\$ 16.00

## Insurance Cost (Per Month)

Health	\$	-
Dental	\$	-
Accidental Death and Dismemberment (AD&D)	\$	-
Life	\$	1.27
Vision	\$	-
Other Insurance Benefits	\$	-
Insurance Cost/month	\$	1.27
Insurance Cost/hour	\$	0.01

## Workmen's Compensation

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

Rate per \$100 of coverage	\$	3.84
Effective Hourly Effective Wage Rate	\$	16.00
Workman's Compensation Insurance Cost	\$	0.61

## FICA/Medicare (7.65 %)

FICA (6.2 Percent of Effective Hourly Wage Rate)	\$	0.99
Medicare (1.45 Percent of Effective Hourly Wage Rate)	\$	0.23

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

Vacation days	9.8
Sick Days	3.3
Pers/Adm. Days	-
Holidays	8.0
Leave days/year	21.1
Leave hours/year	168.8
Normal Working Hours/day	8.0
Normal Hours/year	2,080.0
Adjusted Working Hours/year	1,911.2
Effective Hourly Wage Rate	\$ 16.00
Holiday/Vacation/Sick Leave/Personal/Admin Time Off Cost	\$ 1.41

## Pension

Percent of Effective Wage Rate	1.02%
Pension/Retirement Cost	\$ 0.16

Tammy Bradley-Larsen

Effective 8/13/18

# Fringe Benefit Calculation for Responsible Charge

Annual Salary	Estimated hours worked/year	Effective Wage rate
\$ 41,309.32	2080	\$ 19.86

## Insurance Cost (Per Month)

Health	\$	731.38
Dental	\$	21.69
Accidental Death and Dismemberment (AD&D)	\$	-
Life	\$	5.21
Vision	\$	-
Other Insurance Benefits	\$	30.28
Insurance Cost/month	\$	788.56
Insurance Cost/hour	\$	4.55

## Workmen's Compensation

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

Rate per \$100 of coverage	\$	0.28
Effective Hourly Effective Wage Rate	\$	19.86
Workman's Compensation Insurance Cost	\$	0.06

## FICA/Medicare (7.65 %)

FICA (6.2 Percent of Effective Hourly Wage Rate)	\$	1.23
Medicare (1.45 Percent of Effective Hourly Wage Rate)	\$	0.29

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

Vacation days	24.4
Sick Days	4.9
Pers/Adm. Days	-
Holidays	8.0
Leave days/year	37.3
Leave hours/year	298.0
Normal Working Hours/day	8.0
Normal Hours/year	2,080.0
Adjusted Working Hours/year	1,782.0
Effective Hourly Wage Rate	\$ 19.86
Holiday/Vacation/Sick Leave/Personal/Admin Time Off Cost	\$ 3.32

## Pension

Percent of Effective Wage Rate	1.51%
Pension/Retirement Cost	\$ 0.30



# Fringe Benefit Calculation for Responsible Charge

Michelle Blesh

Effective 7/1/18

Annual Salary	Estimated hours worked/year	Effective Wage rate
\$ 36,275.20	2080	\$ 17.44

## Insurance Cost (Per Month)

Health	\$	668.22
Dental	\$	21.69
Accidental Death and Dismemberment (AD&D)	\$	-
Life	\$	4.58
Vision	\$	-
Other Insurance Benefits	\$	27.14
Insurance Cost/month	\$	721.63
Insurance Cost/hour	\$	4.16

## Workmen's Compensation

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

Rate per \$100 of coverage	\$	3.84
Effective Hourly Effective Wage Rate	\$	17.44
Workman's Compensation Insurance Cost	\$	0.67

## FICA/Medicare (7.65 %)

FICA (6.2 Percent of Effective Hourly Wage Rate)	\$	1.08
Medicare (1.45 Percent of Effective Hourly Wage Rate)	\$	0.25

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

Vacation days	24.4
Sick Days	4.9
Pers/Adm. Days	-
Holidays	8.0
Leave days/year	37.3
Leave hours/year	298.0
Normal Working Hours/day	8.0
Normal Hours/year	2,080.0
Adjusted Working Hours/year	1,782.0
Effective Hourly Wage Rate	\$ 17.44
Holiday/Vacation/Sick Leave/Personal/Admin Time Off Cost	\$ 2.92

## Pension

Percent of Effective Wage Rate	1.02%
Pension/Retirement Cost	\$ 0.18

Roger Evans

Effective 7/1/18

# Fringe Benefit Calculation for Responsible Charge

Annual Salary	Estimated hours worked/year	Effective Wage rate
\$ 41,433.60	2080	\$ 19.92

## Insurance Cost (Per Month)

Health	\$ 997.80
Dental	\$ 28.90
Accidental Death and Dismemberment (AD&D)	\$ -
Life	\$ 1.27
Vision	\$ -
Other Insurance Benefits	\$ -
Insurance Cost/month	\$ 1,027.97
Insurance Cost/hour	\$ 5.93

## Workmen's Compensation

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

Rate per \$100 of coverage	\$ 3.84
Effective Hourly Effective Wage Rate	\$ 19.92
Workman's Compensation Insurance Cost	\$ 0.76

## FICA/Medicare (7.65 %)

FICA (6.2 Percent of Effective Hourly Wage Rate)	\$ 1.24
Medicare (1.45 Percent of Effective Hourly Wage Rate)	\$ 0.29

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

Vacation days	24.4
Sick Days	4.9
Pers/Adm. Days	-
Holidays	8.0
Leave days/year	37.3
Leave hours/year	298.0
Normal Working Hours/day	8.0
Normal Hours/year	2,080.0
Adjusted Working Hours/year	1,782.0
Effective Hourly Wage Rate	\$ 19.92
Holiday/Vacation/Sick Leave/Personal/Admin Time Off Cost	\$ 3.33

## Pension

Percent of Effective Wage Rate	1.02%
Pension/Retirement Cost	\$ 0.20

# Fringe Benefit Calculation for Responsible Charge

Melissa Hart

New Rate 8/13/18

Annual Salary	Estimated hours worked/year	Effective Wage rate
\$ 30,992.00	2080	\$ 14.90

## Insurance Cost (Per Month)

Health	\$ -
Dental	\$ -
Accidental Death and Dismemberment (AD&D)	\$ -
Life	\$ 1.27
Vision	\$ -
Other Insurance Benefits	\$ -
Insurance Cost/month	\$ 1.27
Insurance Cost/hour	\$ 0.01

## Workmen's Compensation

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

Rate per \$100 of coverage	\$ 3.84
Effective Hourly Effective Wage Rate	\$ 14.90
Workman's Compensation Insurance Cost	\$ 0.57

## FICA/Medicare (7.65 %)

FICA (6.2 Percent of Effective Hourly Wage Rate)	\$ 0.92
Medicare (1.45 Percent of Effective Hourly Wage Rate)	\$ 0.22

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

Vacation days	9.8
Sick Days	3.3
Pers/Adm. Days	-
Holidays	8.0
Leave days/year	21.1
Leave hours/year	168.8
Normal Working Hours/day	8.0
Normal Hours/year	2,080.0
Adjusted Working Hours/year	1,911.2
Effective Hourly Wage Rate	\$ 14.90
Holiday/Vacation/Sick Leave/Personal/Admin Time Off Cost	\$ 1.32

## Pension

Percent of Effective Wage Rate	1.02%
Pension/Retirement Cost	\$ 0.15

# Fringe Benefit Calculation for Responsible Charge

Mindy Manning

Effective 8/13/18

Annual Salary	Estimated hours worked/year	Effective Wage rate
\$ 30,638.40	2080	\$ 14.73

## Insurance Cost (Per Month)

Health	\$ 731.38
Dental	\$ 21.69
Accidental Death and Dismemberment (AD&D)	\$ -
Life	\$ 1.27
Vision	\$ -
Other Insurance Benefits	\$ -
Insurance Cost/month	\$ 754.34
Insurance Cost/hour	\$ 4.35

## Workmen's Compensation

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

Rate per \$100 of coverage	\$ 3.84
Effective Hourly Effective Wage Rate	\$ 14.73
Workman's Compensation Insurance Cost	\$ 0.57

## FICA/Medicare (7.65 %)

FICA (6.2 Percent of Effective Hourly Wage Rate)	\$ 0.91
Medicare (1.45 Percent of Effective Hourly Wage Rate)	\$ 0.21

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

Vacation days	15.4
Sick Days	4.1
Pers/Adm. Days	-
Holidays	8.0
Leave days/year	27.5
Leave hours/year	220.0
Normal Working Hours/day	8.0
Normal Hours/year	2,080.0
Adjusted Working Hours/year	1,860.0
Effective Hourly Wage Rate	\$ 14.73
Holiday/Vacation/Sick Leave/Personal/Admin Time Off Cost	\$ 1.74

## Pension

Percent of Effective Wage Rate	1.02%
Pension/Retirement Cost	\$ 0.15

# **Fringe Benefit Calculation for Responsible Charge**

Mindy Manning

Effective 08/13/18

Annual Salary	Estimated hours worked/year	Effective Wage rate
\$ 30,638.40	2080	\$ 14.73

\*Shaded areas to be completed by the LPA

## **Insurance Cost (Per Month)**

Health	\$	731.38
Dental	\$	21.69
Accidental Death and Dismemberment (AD&D)		
Life	\$	1.27
Vision		
Other Insurance Benefits		
Insurance Cost/month	\$	754.34
Insurance Cost/hour	\$	4.35

## **Workmen's Compensation**

Workman's Compensation Insurance - rate = \$.265 per \$100 of wages (rate ÷ \$100 x Wage Rate = \$.10 per hr.)

Rate per \$100 of coverage	\$	3.84
Effective Hourly Effective Wage Rate	\$	14.73
Workman's Compensation Insurance Cost	\$	0.57

## **FICA/Medicare (7.65 %)**

FICA (6.2 Percent of Effective Hourly Wage Rate)	\$	0.91
Medicare (1.45 Percent of Effective Hourly Wage Rate)	\$	0.21

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

Vacation days	15.4
Sick Days	4.1
Pers/Adm. Days	
Holidays	8.0
Leave days/year	27.5
Leave hours/year	220.0
Normal Working Hours/day	8.0
Normal Hours/year	2,080.0
Adjusted Working Hours/year	1,860.0
Effective Hourly Wage Rate	\$ 14.73
Holiday/Vacation/Sick Leave/Personal/Admin Time Off Cost	\$ 1.74

## **Pension**

Percent of Effective Wage Rate	1.02%
Pension/Retirement Cost	\$ 0.15

Insurance Cost	Work Comp	6.2% FICA	1.45% Medicare	Holiday Vac Sick	Pension/Retirement	Total fringe/hour
\$4.35	\$0.57	\$0.91	\$0.21	\$1.74	\$0.15	\$7.94

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

Effective hourly rate	\$	14.73
Fringe benefits per hour	\$	7.94
Total hourly rate	\$	22.67

## PR Check History 07/20/2018 thru 10/12/2018

004424 Bradley-Larsen, Tammy M

Check Number DD00055471		Check Date 08/17/2018		Check Type C		Pay Period 07/30/2018 - 08/12/2018												
Dept	Loc	Job Class	Earning Code	Add Hrs	Visits	Hours	Rate	Earnings	Earnings GL Account Code	Deduct Code	Ded Type	Deduct Amount	Deduction GL Account Code	Benefit Code	Benefits Taken	Benefits Earned	Benefits Adjusted	
										DENTS	D	7.23	01-23150-00-00		0.00	0.00	0.00	
										VIS-S	D	7.64	01-23155-00-00		0.00	0.00	0.00	
										MD6S3	D	52.24	01-23130-00-00		0.00	0.00	0.00	
										LIFE S	D	4.50	01-23157-00-00		0.00	0.00	0.00	
										LIFDEP	D	1.35	01-23157-00-00		0.00	0.00	0.00	
										401ROT	D	15.00	01-23180-00-00		0.00	0.00	0.00	
Weeks Worked 2		90.00		\$1,849.73		\$1,849.73		Net Amount \$0.00		0.00		9.00		0.00				

Check Number DD00055615		Check Date 08/31/2018		Check Type C		Pay Period 08/13/2018 - 08/26/2018												
Dept	Loc	Job Class	Earning Code	Add Hrs	Visits	Hours	Rate	Earnings	Earnings GL Account Code	Deduct Code	Ded Type	Deduct Amount	Deduction GL Account Code	Benefit Code	Benefits Taken	Benefits Earned	Benefits Adjusted	
57	00	MRCOR	OT	Yes		5.75	0.00	171.29	01-60200-57-00	TAXST	T	62.24	01-23110-00-00	PTOFEX	0.00	7.50	0.00	
57	00	MRCOR	REG	Yes		74.25	0.00	1,474.62	01-60000-57-00	UC-ST	X	0.00		SICKEK	5.75	1.50	0.00	
57	00	MRCOR	SICK	Yes		5.75	0.00	114.20	01-60400-57-00	TAXFED	T	124.12	01-23100-00-00		0.00	0.00	0.00	
										TAXFIC	T	109.13	01-23120-00-00		0.00	0.00	0.00	
										TAXMED	T	25.52	01-23120-00-00		0.00	0.00	0.00	
										ACH-%	Z	1,401.57	01-10200-00-00		0.00	0.00	0.00	
										401ROT	D	15.00	01-23180-00-00		0.00	0.00	0.00	
										UNIMED	D	22.53	01-23195-00-00		0.00	0.00	0.00	
Weeks Worked 2		85.75		\$1,760.11		\$1,760.11		Net Amount \$0.00		5.75		9.00		0.00				

Check Number DD00055765		Check Date 09/14/2018		Check Type C		Pay Period 08/27/2018 - 09/09/2018												
Dept	Loc	Job Class	Earning Code	Add Hrs	Visits	Hours	Rate	Earnings	Earnings GL Account Code	Deduct Code	Ded Type	Deduct Amount	Deduction GL Account Code	Benefit Code	Benefits Taken	Benefits Earned	Benefits Adjusted	
57	00	MRCOR	HOL	Yes		8.00	0.00	158.88	01-60600-57-00	TAXST	T	52.91	01-23110-00-00	PTOFEX	0.00	7.50	0.00	
57	00	MRCOR	OT	Yes		3.75	0.00	111.71	01-60200-57-00	UC-ST	X	0.00		SICKEK	0.00	1.50	0.00	
57	00	MRCOR	REG	Yes		70.50	0.00	1,400.15	01-60000-57-00	TAXFED	T	107.13	01-23100-00-00		0.00	0.00	0.00	
										TAXFIC	T	100.35	01-23120-00-00		0.00	0.00	0.00	
										TAXMED	T	23.47	01-23120-00-00		0.00	0.00	0.00	
										ACH-%	Z	1,313.79	01-10200-00-00		0.00	0.00	0.00	
										MD6S3	D	52.24	01-23130-00-00		0.00	0.00	0.00	

PR Check History 07/20/2018 thru 10/12/2018

004424		Bradley-Larsen, Tammy M																
Check Number DD00055170				Check Date 07/20/2018				Check Type C		Pay Period 07/02/2018 - 07/15/2018								
Dept	Loc	Job Class	Earning Code	Add Hrs	Visits	Hours	Rate	Earnings	Earnings GL Account Code	Deduct Code	Ded Type	Deduct Amount	Deduction GL Account Code	Benefit Code	Benefits Taken	Benefits Earned	Benefits Adjusted	
57	00	MRCOR	HOL	Yes		8.00	0.00	155.77	01-60600-57-00	TAXST	T	59.88	01-23110-00-00	PTOFEX	5.50	7.50	0.00	
57	00	MRCOR	OT	Yes		8.00	0.00	233.65	01-60200-57-00	UC-ST	X	0.00		SICKEX	0.00	1.50	0.00	
57	00	MRCOR	PTO	Yes		5.50	0.00	107.09	01-60400-57-00	TAXFED	T	119.81	01-23100-00-00		0.00	0.00	0.00	
57	00	MRCOR	REG	Yes		66.50	0.00	1,294.81	01-60000-57-00	TAXFIC	T	106.90	01-23120-00-00		0.00	0.00	0.00	
										TAXMED	T	25.00	01-23120-00-00		0.00	0.00	0.00	
										ACH-%	Z	1,391.77	01-10200-00-00		0.00	0.00	0.00	
										DENTS	D	7.23	01-23150-00-00		0.00	0.00	0.00	
										VIS-S	D	7.64	01-23155-00-00		0.00	0.00	0.00	
										MD6S3	D	52.24	01-23130-00-00		0.00	0.00	0.00	
										LIFE S	D	4.50	01-23157-00-00		0.00	0.00	0.00	
										LIFDEP	D	1.35	01-23157-00-00		0.00	0.00	0.00	
										401ROT	D	15.00	01-23180-00-00		0.00	0.00	0.00	
Weeks Worked 2						88.00		\$1,791.32				\$1,791.32	Net Amount \$0.00		5.50	9.00	0.00	

Check Number DD00055320				Check Date 08/03/2018				Check Type C		Pay Period 07/16/2018 - 07/29/2018								
Dept	Loc	Job Class	Earning Code	Add Hrs	Visits	Hours	Rate	Earnings	Earnings GL Account Code	Deduct Code	Ded Type	Deduct Amount	Deduction GL Account Code	Benefit Code	Benefits Taken	Benefits Earned	Benefits Adjusted	
57	00	MRCOR	PTO	Yes		47.75	0.00	929.73	01-60400-57-00	TAXST	T	45.68	01-23110-00-00	PTOFEX	47.75	7.50	0.00	
57	00	MRCOR	REG	Yes		32.25	0.00	627.94	01-60000-57-00	UC-ST	X	0.00		SICKEX	0.00	1.50	0.00	
										TAXFED	T	93.56	01-23100-00-00		0.00	0.00	0.00	
										TAXFIC	T	93.34	01-23120-00-00		0.00	0.00	0.00	
										TAXMED	T	21.83	01-23120-00-00		0.00	0.00	0.00	
										ACH-%	Z	1,185.69	01-10200-00-00		0.00	0.00	0.00	
										MD6S3	D	52.24	01-23130-00-00		0.00	0.00	0.00	
										LIFE S	D	4.50	01-23157-00-00		0.00	0.00	0.00	
										LIFDEP	D	1.35	01-23157-00-00		0.00	0.00	0.00	
										401ROT	D	15.00	01-23180-00-00		0.00	0.00	0.00	
										UNIMED	D	44.48	01-23195-00-00		0.00	0.00	0.00	
Weeks Worked 2						80.00		\$1,557.67				\$1,557.67	Net Amount \$0.00		47.75	9.00	0.00	

presence Home

# PR Check History 07/20/2018 thru 10/12/2018

004424 Bradley-Larsen, Tammy M

Check Number DD00055915				Check Date 09/28/2018				Check Type C		Pay Period 09/10/2018 - 09/23/2018							
Dept	Loc	Job Class	Earning Code	Add Hrs	Visits	Hours	Rate	Earnings	Earnings GL Account Code	Deduct Code	Ded Type	Deduct Amount	Deduction GL Account Code	Benefit Code	Benefits Taken	Benefits Earned	Benefits Adjusted
										TAXFED	T	120.53	01-23100-00-00		0.00	0.00	0.00
										TAXFIC	T	107.27	01-23120-00-00		0.00	0.00	0.00
										TAXMED	T	25.09	01-23120-00-00		0.00	0.00	0.00
										ACH-%	Z	1,396.23	01-10200-00-00		0.00	0.00	0.00
										DENTS	D	7.23	01-23150-00-00		0.00	0.00	0.00
										VIS-S	D	7.64	01-23155-00-00		0.00	0.00	0.00
										MD6S3	D	52.24	01-23130-00-00		0.00	0.00	0.00
										LIFE S	D	4.50	01-23157-00-00		0.00	0.00	0.00
										LIFDEP	D	1.35	01-23157-00-00		0.00	0.00	0.00
										401ROT	D	15.00	01-23180-00-00		0.00	0.00	0.00
Weighted Rate Calculation:																	
Pre 8/13 Rate 28.91 x 240 = 6938.40																	
8/13-9/30 Rate 29.60 x 280 = 8288.00																	

Weighted Rate Calculation:  
 Pre 8/13 Rate  $28.91 \times 240 = 6938.40$   
 8/13-9/30 Rate  $29.60 \times 280 = 8288.00$   
520 15226.40  
 $520 = 29.28$

Check Number DD00056070				Check Date 10/12/2018				Check Type C		Pay Period 09/24/2018		
Dept	Loc	Job Class	Earning Code	Add Hrs	Visits	Hours	Rate	Earnings	Earnings GL Account Code	Deduct Code	Ded Type	Deduct Amount
57	00	MRCOR	OT	Yes		5.25	0.00	156.40	01-60200-57-00	TAXST	T	57.82
57	00	MRCOR	REG	Yes		75.50	0.00	1,499.43	01-60000-57-00	UC-ST	X	0.00
57	00	MRCOR	PTO	Yes		4.50	0.00	89.37	01-60400-57-00	TAXFED	T	116.06
										TAXFIC	T	104.96
										TAXMED	T	24.55
										ACH-%	Z	1,349.60
										MD6S3	D	52.24
										LIFE S	D	4.50
										LIFDEP	D	1.35
										401ROT	D	15.00
										UNIMED	D	19.12
Weeks Worked 2						85.25		\$1,745.20	\$1,745.20			

Admin Time 439.00  
 Less Drive Time (15.59)  
 Net Hours Admin 423.41  
 Weighted Hourly Rate  $\times \$ 29.28$   
 Plus Benefits  
 Total Admin Q3 2018 12,397.44

Totals for Employee ID: 004424				Earning Code	Hours	Rate	Earnings	Deduction Description	Deduct Code	Deduct Amount	Benefit Description	Benefit Code	Benefits Taken	Benefits Earned	Benefits Adjusted
Earnings Description															
Holiday				HOL	16.00	19.67	314.65	401(k) Roth Contrib	401ROT	105.00	Vacation - Full Time	PTOFEX	57.75	52.50	0.00



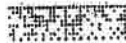
PR Check History 07/20/2018 thru 10/12/2018

004424		Bradley-Larsen, Tammy M											
Totals for Employee ID: 004424		Earning Code	Hours	Rate	Earnings	Deduction Description	Deduct Code	Deduct Amount	Benefit Description	Benefit Code	Benefits Taken	Benefits Earned	Benefits Adjusted
Earnings Description													
			0.00	0.00	0.00	State Inc Tax	TAXST	402.53			0.00	0.00	0.00
			0.00	0.00	0.00	Nebraska Unemploy	UC-ST	0.00			0.00	0.00	0.00
			0.00	0.00	0.00	Unimed Pharmacy	UNIMED	86.13			0.00	0.00	0.00
			0.00	0.00	0.00	Vision - Employee C	VIS-S	22.92			0.00	0.00	0.00
Employee Total		Weeks Worked: 14	598.25		\$12,172.12			\$12,172.12	Net Amount \$0.00		63.50	63.00	0.00

66.5	28.91	1922.515
32.25	28.91	932.3475
74.25	29.6	2197.8
70.5	29.6	2086.8
37.75	29.6	1117.4

281.25		8256.8625
-15		-461.464
266.25		\$ 7,795.40

---



2/2 010000

Account number 79157131

## PHILADELPHIA INSURANCE COMPANIES

## Your account summary

## Your balance breakdown

Product	Policy	Term / Bill plan	Premium charged (\$)	Premium applied (\$)	Previous balance (\$) @	Installment amount (\$) @	Taxes / surcharge (\$) @	Fees (\$) @	Payment / credits @	Balance due (\$)
79157131 Midwest Geriatrics, Inc.										
Nrs Hom Pkg	PHPK1811304	05/01/2018 - 19 25% & 9	14,164.00	0.00	0.00	3,541.00	0.00	0.00	0.00	3,541.00
			14,164.00	0.00	0.00	3,541.00	0.00	0.00	0.00	3,541.00

Payments will be allocated  
towards these charges first

Total Balance: 3,541.00

Apr 18 914.44  
 May 18 1073.92  
 June 18 1073.92  
\$3062.28  
 Total 2nd Q 2018

5/1/18-5/1/19 Policy year \$ 14,164.00  
 Less Gerimed car (1,277.00)  
 Net Premium \$ 12,887.00/12  
 Monthly Expense = \$ 1073.92

May-June 18 Expense \$1073.92 x 2 = \$2147.84  
 July-Sep 18 Expense \$1073.92 x 3 = \$3221.76

Or,

Florence Home

Service	Vehicle	Date	Amount
Florence Auto Body	2012 Dodge Caravan	7/12/2018	\$628.40
Unique Auto	2015 Toyota Corolla	9/4/2018	\$39.04
Midwest Tire	2014 Ford	8/28/2018	\$291.00
Florence Auto Body	2012 Dodge Caravan	8/2/2018	\$83.75
Total			\$1,042.19

Florence Home

Service	Vehicle	Date	Amount
Florence Auto Body	2012 Dodge Caravan	7/12/2018	\$628.40
Unique Auto	2015 Toyota Corolla	9/4/2018	\$39.04
Midwest Tire	2014 Ford	8/28/2018	\$291.00
Florence Auto Body	2012 Dodge Caravan	8/2/2018	\$83.75
Total			\$1,042.19



**FLORENCE AUTO BODY, INC**  
 2859 CLAY STREET  
 Omaha, NE. 68112  
 Phone: 402-451-3566 Fax: 402-451-5984  
 Quality Service at a Reasonable Price

**INVOICE**

**22706**

Org. Est. # 031581

**INVOICE**

Work Completed : 07/11/2018

Date: 07/12/2018

**FLORENCE HOMES - GENE FLORENCE HOMES**

7915 N 30TH

NE, 68112 OMAHA

Home 402-827-6000 Tracy

2012 Dodge - Grand Caravan SE - 3.6L, V6 (220CI) VIN(G)

Lic # : 1705

Odometer In : 102414

VIN# : 2C4RDGBG7 CR166931

Part Description / Number	Qty	Sale	Ext	Labor Description	Ext
COOLING FAN MODULE - All Applicable Models 5058674AD Shop Supplies	1.00	360.00	360.00	VEHICLE OVER HEATED. CUSTOMER SHUT OFF VEHICLE AND HAD TOWED IN CHECK AND ADVISE	90.00
			5.00	TOWING TOWING	79.90
				COOLING FAN MODULE - Remove & Replace - All Applicable Models Hazardous Materials	90.00 3.50

OK  
 7/12/2018  
~~000000~~

~~000000~~ 01-71200-45-00

Org. Estimate 178.40 Revisions 0.00 Current Estimate 178.40

<b>Labor:</b>	<b>180.00</b>
<b>Parts:</b>	<b>365.00</b>
<b>Sublet:</b>	<b>79.90</b>
<b>HazMat:</b>	<b>3.50</b>
<b>SubTotal:</b>	<b>628.40</b>
<b>Tax:</b>	<b>0.00</b>
<b>Total:</b>	<b>628.40</b>
<b>Bal Due:</b>	<b>\$628.40</b>

[Payments -]

**See Us For All Your Automotive Needs**

Vehicle Received: 07/11/2018

Customer Number : 3112

I hereby authorize the above repair work herein set forth to be done along with the necessary material and agree that you are not responsible for loss or damage or any other cause beyond your control or for any delays by unavailability of parts or delays in shipments by the supplier or transporter. I hereby grant you, your employees permission to operate the vehicle described on streets, highways or elsewhere for the purpose of testing and/or inspection.  
 NOTE: Payment in full is required upon receiving vehicle.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Unique Auto Sales  
4504 Cuming Street  
Omaha, NE. 68132  
Phone: 402-991-3111 Fax: 402-502-9891

INVOICE

27188

Invoice from History

Work Completed : 08/17/2018

Date: 09/04/2018

Florence Home - Florence Home

7915 N 30th st

Omaha, NE 68112

Cellular 402-679-9081 \* -- Home 402-827-6037 \*

2015 Toyota - Corolla LE - 1.8L, In-Line4 (110CI) VIN(U)

Lic #: 1175

Odometer In : 27948

VIN #: 2T1BURHEX FC351983

Part Description	Qty	Sale	Ext	Labor Description	Ext
Oil Filter	1.00	6.49	6.49	Customer says the "Maintenance Required" light came on, please check and advise.	n/c
Standard Motor Oil	5.00	3.00	15.00	Courtesy Vehicle Inspection and Evaluation	n/c
Shop Supplies			2.80	Quality Control Inspection	n/c
				Change Motor Oil & Lube Chassis	13.50
				Perform Basic 3,000 Mile Service, Changed Motor Oil, Replaced Filter, Add Up To 5 Qts Standard Motor Oil, Lube Chassis, Check All Fluids, Top Off Levels and Set Correct Tire Pressures.	
				Hazardous Materials	1.25
				[ Recommendations ]	
				Perform Lube, Oil & Filter Exchange on 11/15/2018 or 30900 Miles.	

01-65000-45-00  
EA  
9-6-18

9-5-18

[ Payments - ]

I hereby authorize the above repair work or any additional work approved verbally to be done along with the necessary material and hereby grant you and/or your employees permission to operate the car or truck herein described on street, highways or elsewhere for the purpose to testing and/or inspection. An express mechanic's lien as well as Storage lien is hereby acknowledged on above car or truck to secure the amount of repairs thereto. Warranty on parts and labor is one years or 12,000 miles whichever comes first. Warranty work has to be performed in our shop & cannot exceed the original cost of repair. A storage fee will be assessed 5 business days after estimate is given/ 5 business days after work complete if not prior approval. Storage fee is 25 dollars a day.

Vehicle Received: 8/21/2018

Labor:	13.50
Parts:	24.29
HazMat:	1.25
Sub:	39.04
Tax:	0.00
Total:	\$39.04
Bal Due:	\$39.04

Customer Number : 3169

# MIDWEST TIRE

FAMILY OWNED SINCE 1944

Midwest Tire Co., Inc. ► 1102 South 13th Street ► Omaha, Nebraska 68108  
402) 342-2248 ► FAX (402) 342-9162 ► WWW.MIDWESTTIREOMAHA.COM



**COOPER TIRES**

► GOODYEAR ► CONTINENTAL  
► GENERAL TIRE ► CARLISLE ► MICHELIN  
► KUMHO ► NEXEN ► FIRESTONE

voice # 1-304568 Dealer ID# Page 1 of 1

ate 08/29/2018

Emp: 1-7 JM / 1-7 JM

Aug 28, 2018 3:04 pm  
ut Aug 29, 2018 11:41 am

## \*\*\*\*\*INVOICE\*\*\*\*\*

Sold To:  
FLORENCE HOME  
7915 N.30 ST  
OMAHA NE 68112

Ship To:

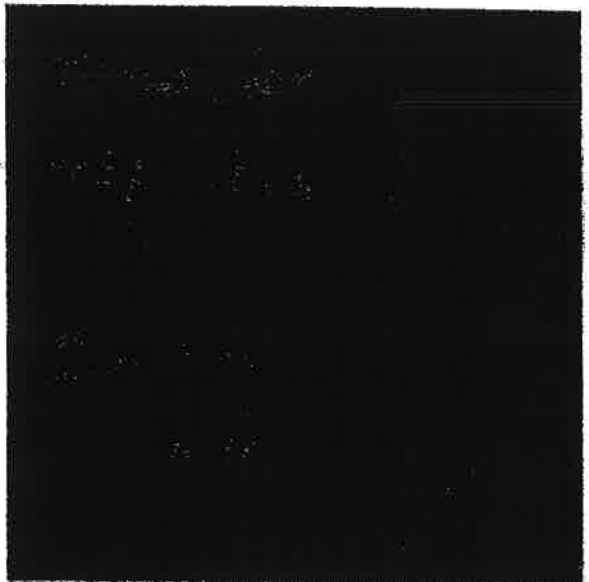
Other Information: *2014 Ford*  
Vehicle: 03 FORD E-350  
License:  
Mileage: In: 32,464 Out: 0  
Vin#:  
PO#:

Business Phone: 402-827-6012

Salesman	Mechanic	Part #	QTY	Description	Parts	Labor	FET	Total
7		K600006	2.00	LT225/75R16E KENDA KLEVER HT/2 KR600	131.50	0.00	0.00	263.00
7		MOUNT99	2.00	TIRE MOUNT	0.00	0.00	0.00	0.00
7		DSP-08	2.00	TIRE DISPOSAL	0.00	0.00	0.00	0.00
7		BAL-99	2.00	WHEEL BALANCE	0.00	0.00	0.00	0.00
7		NE.TIRE.TAX-01	2.00	NE. TIRE FEE	1.00	0.00	0.00	2.00
7		USAF TIRE-	2.00	PROTECTION PLAN-	0.00	0.00	0.00	0.00
		N/C ROTATION EVERY 10,000 MILES.						
7		FL07	1.00	16"/17" 8-HOLE LT TRK TIRE REPAIR	0.00	26.00	0.00	26.00

REPLACED LEFT FRONT AND RRO. MOVED NEW TIRES TO FRONT. FIXED THE RRI

01-71200-45-00  
EA 8-29-18



A SERVICE CHARGE of 1 1/2% per month (18% annually) will be charged on all accounts past due 30 days.

Any warranties on the products sold hereby are those made by the manufacturer. The seller hereby disclaims all warranties, either express or implied, including any implied warranty of merchantability or fitness for a particular purpose, and neither assumes nor authorizes any other person to assume for it any liability in connection with the sale of said products.

### SECURITY INTEREST

"Security Interest: We retain a security interest in all goods purchased under this agreement under the Uniform Commercial Code until the unpaid balance of each purchase is fully paid."

CUSTOMER SIGNATURE

Cash:	Check: 0.00	Credit:	Charge: 291.00	Parts: 265.00
Change:			Due Date: 09/10/2018	Labor: 26.00
				Subtotal: 291.00
				Sales Tax:
				Total: \$291.00

COOLING SYSTEM ► WHEEL BALANCE ► SHOCKS AND STRUTS ► DRIVE LINE SERVICE ► OIL CHANGES ► ALIGNMENT ► BRAKES ► BATTERIES



# Florence

**AUTO BODY, INC.**  
PLUS AUTO CARE.

**FLORENCE AUTO BODY, INC**

2869 CLAY STREET

Omaha, NE. 68112

Phone: 402-451-3566 Fax: 402-451-5984

Quality Service at a Reasonable Price

QB  
BOOKS  
8-2-18

INVOICE

22766

## INVOICE

FLORENCE HOMES - GENE FLORENCE HOMES

7915 N 30TH

NE, 68112 OMAHA

Home 402-827-6000 Tracy

Work Completed : 07/31/2018

Date: 08/02/2018

2012 Dodge - Grand Caravan SE - 3.6L V6 (220CI) VIN(G)

Lic #: 1705

Odometer In : 1027

VIN #: 2C4RDGBG7 CR166931

Part Description / Number

Qty

Sale

Ext

Labor Description

Gas cap-OEM

52030380AB

1.00

20.25

20.25

check engine light

PO456-Small Evap Leak-replaced Gas cap

Tire pressure monitor light is on.

Hazardous Materials

60.0

3.5

01-71200-45-00

CA 10-11-18

Org. Estimate 53.50

Revisions 0.00

Current Estimate 53.50

Charged 8-2-18

Labor:	60.00
Parts:	20.25
HazMat:	3.50
SubTotal:	83.75
Tax:	0.00
Total:	83.75
Bal Due:	\$83.75

[ Payments - ]

Vehicle Received: 07/31/2018

See Us For All Your Automotive Needs

I hereby authorize the above repair work herein set forth to be done along with the necessary material and agree that you are not responsible for loss or damage or any other cause beyond your control or for any delays by unavailability of parts or delays in shipments by the supplier or transporter. I hereby grant you, your employees permission to operate the vehicle described on streets, highways or elsewhere for the purpose of testing and/or inspection.

NOTE: Payment in full is required upon receiving vehicle.

Signature

Date

Customer Number : 3112

**Contractor Name:** Florence Home Transportation

**Billing Period:** 7-1-2018 to 9-30-2018

## **Progress Report Form**

---

### **Work Completed for Current Billing Period:**

17% of transportation expenses are being requested in this reporting period. This represents 658 trips for July to September 2018. Transportation was conducted for residents of Florence Home, Royale Oaks and House of Hope. Time was calculated based on boarding time; drive time to doctor visits, essential shopping, van trips and dental visits; time to assist residents off the vehicles and to their visit and then back on the vehicles; and drive time back to the facilities.

### **Anticipated Work for Next Billing Period:**

This is the final quarter under this grant year. However, anticipated work for the next billing period will be the same – transporting to and from doctor visits and outings.

### **Information Needed from MAPA/FTA:**

None at this time

### **Percent of Work Completed to Date:**

100% (including 2,727 trips to date under the current contract)

### **Outstanding Issues:**

None at this time.

Florence Home

Gas Date	Amount
7/2/2018	\$70.50
7/9/2018	\$24.90
7/9/2018	\$39.00
7/12/2018	\$24.00
7/13/2018	\$24.97
7/13/2018	\$43.52
7/13/2018	\$18.90
7/20/2018	\$36.00
7/20/2018	\$27.75
7/14/2018	\$22.51
7/26/2018	\$57.00
7/31/2018	\$23.40
8/1/2018	\$77.65
8/2/2018	\$38.00
8/6/2018	\$25.00
8/6/2018	\$33.51
8/8/2018	\$20.60
8/13/2018	\$44.00
8/20/2018	\$80.50
8/24/2018	\$24.25
8/28/2018	\$33.33
8/28/2018	\$27.01
9/5/2018	\$33.89
9/5/2018	\$69.00
9/5/2018	\$22.97
9/12/2018	\$36.42
9/13/2018	\$25.35
9/18/2018	\$78.94
9/18/2018	\$12.50
9/19/2018	\$34.56
9/25/2018	\$39.35
9/25/2018	\$22.30
9/28/2018	\$37.10
Total	\$1,228.68

2014 Total Due + ...  
mm

Welcome to Shell

SPEEDEE MART 2732  
8724 N. 30th  
Omaha NE 68104

SHELL  
8724 NORTH 30TH ST  
OMAHA, NE 68104  
10006613003

07/02/2018 9:38:07 AM  
Register: 1 Trans #: 2268 Op ID: 5  
Your cashier: Mike

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

REGULAR CA PUMP# 2  
26.120 GAL @ \$2.699/GAL \$70.50 99

Subtotal = \$70.50

Tax = \$0.00

Total = \$70.50

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

Change Due = \$0.00

Credit \$70.50

Credit USD\$70.50

XXXXXXXXXXXXXXXX1003, SHELL COMM

Swiped

APPROVED

AUTH # 002981

INV # 727172

Customer Copy

Local Store Discount  
Join the Fuel Rewards program and save!  
Fuel Rewards Members save up  
to \$0.10/gal after every 5 gal fill of  
Shell V-Power NITRO+ Premium Gasoline  
through 9/2. JOIN TODAY!  
Terms/conditions apply.

THANK YOU  
FOR SHOPPING AT  
SHELL SPEEDEE MART

KOHL/HOHAL Hanesport

2015 Toyota

Welcome to Shell

SPEEDEE MART 2732

8724 N. 30th

Omaha NE 68104

Vin  
1983

SHELL

8724 NORTH 30TH ST

OMAHA, NE 68104

10006613003

Rafael

07/09/2018 11:23:52 AM  
Register: 1 Trans #: 8554 Op ID: 2  
Your cashier: Loraine

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

REGULAR CA PUMP# 4  
9.227 GAL @ \$2.699/GAL \$24.90 99

Subtotal = \$24.90

Tax = \$0.00

Total = \$24.90

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

Change Due = \$0.00

Credit \$24.90

Credit USD\$24.90

XXXXXXXXXXXXXXXX1003, SHELL COMM

Swiped

APPROVED

AUTH # 009144

INV # 787473

Customer Copy

Local Store Discount  
Join the Fuel Rewards program and save!  
Fuel Rewards Members save up  
to \$0.10/gal after every 5 gal fill of  
Shell V-Power Nitro+ Premium Gasoline  
through 9/2. JOIN TODAY!  
Terms/conditions apply.

THANK YOU  
FOR SHOPPING AT  
SHELL SPEEDEE MART

2012 Dodge # 6931

MMU

Welcome to Shell

SPEEDEE MART 2732  
8724 N. 30th  
Omaha, NE 68104

SHELL  
8724 NORTH 30TH ST  
OMAHA, NE 68104  
10006613003

07/09/2018 2:47:10 PM  
Register: 1 Trans #: 8716 Op ID: 6  
Your cashier: Jennifer

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

REGULAR CA PUMP# 1  
14.449 GAL @ \$2.699/GAL \$39.00 99

Subtotal = \$39.00

Tax = \$0.00

Total = \$39.00

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

Change Due = \$0.00

Credit \$39.00

Credit USD\$39.00

XXXXXXXXXXXXXXXX1003, SHELL COMM

Swiped

APPROVED

AUTH # 009544

INV # 789081

Customer Copy

Local Store Discount

Join the Fuel Rewards program and save!

Fuel Rewards Members save up

to \$0.10/gal after every 5 gal fill of

Shell V-Power NITRO+ Premium Gasoline

through 9/2. JOIN TODAY!

Terms/conditions apply.

THANK YOU  
FOR SHOPPING AT  
SHELL SPEEDEE MART

Welcome to Shell

SPEEDEE MART 2732  
8724 N. 30th  
Omaha NE 68104

*Little  
Toys  
Corral*

SHELL  
8724 NORTH 30TH ST  
OMAHA, NE 68104  
10006613003

07/12/2018 8:31:37 AM  
Register: 1 Trans #: 1099 Op ID: 5  
Your cashier: Mike

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

REGULAR CA PUMP# 3  
8.730 GAL @ \$2.749/GAL \$24.00 99  
-----  
Subtotal = \$24.00  
Tax = \$0.00  
-----  
Total = \$24.00

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

Change Due = \$0.00  
Credit \$24.00  
-----  
Credit USD\$24.00  
XXXXXXXXXXXXXXXX1003, SHELL COMM  
Swiped  
APPROVED  
AUTH # 012958 INV # 812016

Customer Copy  
-----

-----  
Local Store Discount  
Join the Fuel Rewards program and save!  
Fuel Rewards Members save up  
to \$0.10/gal after every 5 gal fill of  
Shell V-Power NITRO+ Premium Gasoline  
through 9/2. JOIN TODAY!  
Terms/conditions apply.

THANK YOU  
FOR SHOPPING AT  
SHELL SPEEDEE MART

2012 Grand Canyon  
Welcome to Shell

SPEEDEE MART 2732  
8724 N. 30th  
Omaha NE 68104

SHELL  
8724 NORTH 30TH ST  
OMAHA, NE 68104  
10006613003

07/13/2018 2:24:27 PM  
Register: 1 Trans #: 2286 Op ID: 6  
Your cashier: Jennifer

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

REGULAR CA PUMP# 3  
9.084 GAL @ \$2.749/GAL \$24.97 99

Subtotal = \$24.97

Tax = \$0.00

Total = \$24.97

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

Change Due = \$0.00

Credit \$24.97

Credit USD\$24.97

XXXXXXXXXXXXXXXX1003, SHELL COMM

Swiped

APPROVED

AUTH # 013508

INV # 823716

Customer Copy

Local Store Discount  
Join the Fuel Rewards program and save!  
Fuel Rewards Members save up  
to \$0.10/gal after every 5 gal fill of  
Shell V-Power NITRO+ Premium Gasoline  
through 9/2. JOIN TODAY!  
Terms/conditions apply.

THANK YOU  
FOR SHOPPING AT  
SHELL SPEEDEE MART



2016 Ford Van

Welcome to Shell

SPEEDEE MART 2732  
8724 N. 30th  
Omaha NE 68104

SHELL  
8724 NORTH 30TH ST  
OMAHA, NE 68104  
10006613003

07/13/2018 9:12:29 AM  
Register: 1 Trans #: 2025 Op ID: 6  
Your cashier: Jennifer

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

REGULAR CA PUMP# 7  
15.833 GAL @ \$2.749/GAL \$43.52 99

Subtotal = \$43.52

Tax = \$0.00

Total = \$43.52

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

Change Due = \$0.00

Credit \$43.52

Credit USD\$43.52

XXXXXXXXXXXXXXXX1003, SHELL COMM

Swiped

APPROVED

AUTH # 013393

INV # 821264

Customer Copy

Local Store Discount

Join the Fuel Rewards program and save!

Fuel Rewards Members save up

to \$0.10/gal after every 5 gal fill of

Shell V-Power Nitro+ Premium Gasoline

through 9/2. JOIN TODAY!

Terms/conditions apply.

THANK YOU  
FOR SHOPPING AT  
SHELL SPEEDEE MART

2015 Toyota

Welcome to Shell

SPEEDEE MART 2732

8724 N. 30th

Omaha NE 68104

Vin

1983

SHELL

8724 NORTH 30TH ST

OMAHA, NE 68104

10006613003

*[Signature]*

07/13/2018 9:48:52 AM

Register: 1 Trans #: 2059 Op ID: 6

Your cashier: Jennifer

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

REGULAR CA PUMP# 3

6.876 GAL @ \$2.749/GAL \$18.90 99

Subtotal = \$18.90

Tax = \$0.00

Total = \$18.90

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

Change Due = \$0.00

Credit \$18.90

Credit USD\$18.90

XXXXXXXXXXXXXXXXX1003, SHELL COMM

Swiped

APPROVED

AUTH # 013099

INV # 821553

Customer Copy

Local Store Discount

Join the Fuel Rewards program and save!

Fuel Rewards Members save up

to \$0.10/gal after every 5 gal fill of

Shell V-Power NITRO+ Premium Gasoline

through 9/2. JOIN TODAY!

Terms/conditions apply.

THANK YOU

FOR SHOPPING AT

SHELL SPEEDEE MART

2018  
Lodg

Welcome to Shell

SPEEDEE MART 2732  
8724 N. 30th  
Omaha NE 68104

SHELL  
8724 NORTH 30TH ST  
OMAHA, NE 68104  
10006613003

07/20/2018 11:49:50 AM  
Register: 1 Trans #: 8301 Op ID: 6  
Your cashier: Jennifer

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

REGULAR CA PUMP# 2  
13.642 GAL @ \$2.639/GAL \$36.00 99

Subtotal = \$36.00

Tax = \$0.00

Total = \$36.00

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

Change Due = \$0.00

Credit \$36.00

Credit USD\$36.00

XXXXXXXXXXXXXXXX1003,\*SHELL COMM

Swiped

APPROVED

AUTH # 020226

INV # 881607

Customer Copy

Local Store Discount  
Join the Fuel Rewards program and save!  
Fuel Rewards Members save up  
to \$0.10/gal after every 5 gal fill of  
Shell V-Power NITRO+ Premium Gasoline  
through 9/2. JOIN TODAY!  
Terms/conditions apply.

THANK YOU  
FOR SHOPPING AT

174007 11/11/2017  
2017 Dodge Van

Welcome to Shell

SPEEDEE MART 2732  
8724 N. 30th  
Omaha NE 68104

*[Signature]*

SHELL  
8724 NORTH 30TH ST  
OMAHA, NE 68104  
10006613003

07/20/2018 10:22:07 AM  
Register: 1 Trans #: 8238 Op ID: 6  
Your cashier: Jennifer

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

REGULAR CA PUMP# 7  
10.516 GAL @ \$2.639/GAL \$27.75 99  
-----  
Subtotal = \$27.75  
Tax = \$0.00  
-----  
Total = \$27.75

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

Change Due = \$0.00

Credit \$27.75  
-----

Credit USD\$27.75  
XXXXXXXXXXXXXXXX1003, SHELL COMM  
Swiped  
APPROVED  
AUTH # 020702 INV # 880955

Customer Copy  
-----

-----  
Local Store Discount  
Join the Fuel Rewards program and save!  
Fuel Rewards Members save up  
to \$0.10/gal after every 5 gal fill of  
Shell V-Power NITRO+ Premium Gasoline  
through 9/2. JOIN TODAY!  
Terms/conditions apply.

THANK YOU  
FOR SHOPPING AT  
SHELL SPEEDEE MART  
AMN

RE/11/11 transportation  
2015 Toyota

Welcome to Shell

SPEEDEE MART 2732  
8724 N. 30th  
Omaha NE 68104

*J. Evans*  
*208 Evans*

SHELL  
8724 NORTH 30TH ST  
OMAHA, NE 68104  
10006613003

07/24/2018 11:08:06 AM  
Register: 1 Trans #: 1751 Op ID: 6  
Your cashier: Jennifer

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

REGULAR CA PUMP# 3  
8.529 GAL @ \$2.639/GAL \$22.51 99  
-----  
Subtotal = \$22.51  
Tax = \$0.00  
-----  
Total = \$22.51

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

Change Due = \$0.00

Credit \$22.51

-----  
Credit USD\$22.51  
XXXXXXXXXXXXXXXX1003, SHELL COMM  
Swiped  
APPROVED  
AUTH # 024718 INV # 015214

Customer Copy  
-----

-----  
Local Store Discount  
Join the Fuel Rewards program and save!  
Fuel Rewards Members save up  
to \$0.10/gal after every 5 gal fill of  
Shell V-Power NITRO+ Premium Gasoline  
through 9/2. JOIN TODAY!  
Terms/conditions apply.

THANK YOU  
FOR SHOPPING AT  
SHELL SPEEDEE MART

Ford Bus  
2014 # 5936  
mm

Welcome to Shell

SPEEDEE MART 2732  
8724 N. 30th  
Omaha NE 68104

SHELL  
8724 NORTH 30TH ST  
OMAHA, NE 68104  
10006613003

07/26/2018 11:02:46 AM  
Register: 1 Trans #: 3560 Op ID: 4  
Your cashier: Rita

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

REGULAR CA PUMP# 6  
21.598 GAL @ \$2.639/GAL \$57.00 99

Subtotal = \$57.00

Tax = \$0.00

Total = \$57.00

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

Change Due = \$0.00

Credit \$57.00

Credit USD\$57.00

XXXXXXXXXXXXXXXX1003, SHELL COMM

Swiped

APPROVED

AUTH # 026751

INV # 033027

Customer Copy

Local Store Discount  
Join the Fuel Rewards program and save!  
Fuel Rewards Members save up  
to \$0.10/gal after every 5 gal fill of  
Shell V-Power NITRO+ Premium Gasoline  
through 9/2. JOIN TODAY!  
Terms/conditions apply.

THANK YOU  
FOR SHOPPING AT

KO/HH Transportation  
2015 Toyota vin 1983

Welcome to Shell

SPEEDEE MART 2732  
8724 N. 30th  
Omaha NE 68104



SHELL  
8724 NORTH 30TH ST  
OMAHA, NE 68104  
10006613003

07/31/2018 9:46:44 AM  
Register: 1 Trans #: 7889 Op ID: 6  
Your cashier: Jennifer

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

REGULAR CA PUMP# 3  
8.671 GAL @ \$2.699/GAL \$23.40 99

Subtotal = \$23.40  
Tax = \$0.00

Total = \$23.40

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

Change Due = \$0.00

Credit \$23.40

Credit USD\$23.40  
XXXXXXXXXXXXXXXX1003, SHELL COMM

Swiped

APPROVED

AUTH # 031083

INV # 074831

Customer Copy

W16 Ford F150  
ROAL/HOHAL

Welcome to Shell

SPEEDEE MART 2732  
8724 N. 30th  
Omaha NE 68104

SHELL  
8724 NORTH 30TH ST  
OMAHA, NE 68104  
10006613003

*Rog [Signature]*

08/01/2018 12:42:32 PM  
Register: 1 Trans #: 8932 Op ID: 9  
Your cashier: Michaelle

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

REGULAR CA PUMP# 3  
28.771 GAL @ \$2.699/GAL \$77.65  
Subtotal = \$77.65  
Tax = \$0.00  
Total = \$77.65

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

Change Due = \$0.00  
Credit \$77.65

Credit USD\$77.65  
XXXXXXXXXXXXXXXX1003, SHELL COMM  
Swiped  
APPROVED  
AUTH # 001163 INV # 084525

Customer Copy

Local Store Discount  
Join the Fuel Rewards program and save!  
Fuel Rewards Members save up  
to \$0.10/gal after every 5 gal fill of  
Shell V-Power NiTRO+ Premium Gasoline  
through 9/2. JOIN TODAY!  
Terms/conditions apply.

THANK YOU  
FOR SHOPPING AT  
SHELL SPEEDEE MART



2017  
Dodge

Welcome to Shell

SPEEDEE MART 2732  
8724 N. 30th  
Omaha NE 68104

SHELL  
8724 NORTH 30TH ST  
OMAHA, NE 68104  
10006613003

08/02/2018 8:55:40 AM  
Register: 1 Trans #: 9659 Op ID: 5  
Your cashier: Mike

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

REGULAR CA PUMP# 3  
14.081 GAL @ \$2.699/GAL \$38.00 99  
Subtotal = \$38.00  
Tax = \$0.00  
Total = \$38.00

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

Change Due = \$0.00  
Credit \$38.00

Credit USD\$38.00  
XXXXXXXXXXXXXXXX1003, SHELL COMM  
Swiped  
APPROVED  
AUTH # 002563 INV # 091629

Customer Copy

Local Store Discount  
Join the Fuel Rewards program and save!  
Fuel Rewards Members save up  
to \$0.10/gal after every 5 gal fill of  
Shell V-Power NITRO+ Premium Gasoline  
through 9/2. JOIN TODAY!  
Terms/conditions apply.

THANK YOU  
FOR SHOPPING AT  
SHELL SPEEDEE MART

*Toyota* *VIN 9232*  
Welcome to Shell

SPEEDEE MART 2732  
8724 N. 30th  
Omaha NE 68104

SHELL  
8724 NORTH 30TH ST  
OMAHA, NE 68104  
10006613003

08/06/2018 11:00:54 AM  
Register: 1 Trans #: 3361 Op ID: 6  
Your cashier: Jennifer

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

REGULAR CA PUMP# 3  
9.474 GAL @ \$2.639/GAL \$25.00 99

Subtotal = \$25.00

Tax = \$0.00

Total = \$25.00

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

Change Due = \$0.00

Credit \$25.00

Credit USD\$25.00

XXXXXXXXXXXXXXXX1003, SHELL COMM

Swiped

APPROVED

AUTH # 006986

INV # 127373

Customer Copy

Local Store Discount  
Join the Fuel Rewards program and save!  
Fuel Rewards Members save up  
to \$0.10/gal after every 5 gal fill of  
Shell V-Power NITRO+ Premium Gasoline  
through 9/2. JOIN TODAY!  
Terms/conditions apply.

2012 Dodge

#6731 MM

Welcome to Shell

SPEEDEE MART 2732  
8724 N. 30th  
Omaha NE 68104

SHELL  
8724 NORTH 30TH ST  
OMAHA, NE 68104  
10006613003

08/06/2018 9:54:09 AM  
Register: 1 Trans #: 3314 Op ID: 6  
Your cashier: Jennifer

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

REGULAR CA PUMP# 3  
12.698 GAL @ \$2.639/GAL \$33.51 99  
-----  
Subtotal = \$33.51  
Tax = \$0.00  
-----  
Total = \$33.51

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

Change Due = \$0.00  
Credit \$33.51

-----  
Credit USD\$33.51  
XXXXXXXXXXXXXXXX1003, SHELL COMM  
Swiped  
APPROVED  
AUTH # 006491 INV # 127027

Customer Copy

-----  
Local Store Discount  
Join the Fuel Rewards program and save!  
Fuel Rewards Members save up  
to \$0.10/gal after every 5 gal fill of  
Shell V-Power NITRO+ Premium Gasoline  
through 9/2. JOIN TODAY!  
Terms/conditions apply.

THANK YOU  
FOR SHOPPING AT  
SHELL SPEEDEE MART

ROYAL/NOH Transporters  
2015 Toyota

Welcome to Shell

SPEEDEE MART 2732  
8724 N. 30th  
Omaha NE 68104

*[Signature]*

SHELL  
8724 NORTH 30TH ST  
OMAHA, NE 68104  
10006613003

08/08/2018 10:22:43 AM  
Register: 1 Trans #: 5053 Op ID: 6  
Your cashier: Jennifer

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

REGULAR CA PUMP# 7  
7.632 GAL @ \$2.699/GAL \$20.60 99  
-----  
Subtotal = \$20.60  
Tax = \$0.00  
-----  
Total = \$20.60

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

Change Due = \$0.00

Credit \$20.60  
-----

Credit USD\$20.60  
XXXXXXXXXXXXXXXX1003, SHELL COMM  
Swiped  
APPROVED  
AUTH # 008324 INV # 144139

Customer Copy  
-----

-----  
Local Store Discount  
Join the Fuel Rewards program and save!  
Fuel Rewards Members save up  
to \$0.10/gal after every 5 gal fill of  
Shell V-Power NITRO+ Premium Gasoline  
through 9/2. JOIN TODAY!  
Terms/conditions apply.

THANK YOU  
FOR SHOPPING AT  
SHELL SPEEDEE MART

2012 Dodge #6931  
mm

Welcome to Shell

SPEEDEE MART 2732  
8724 N. 30th  
Omaha NE 68104

SHELL  
8724 NORTH 30TH ST  
OMAHA, NE 68104  
10006613003

08/13/2018 8:06:09 AM  
Register: 1 Trans #: 9653 Op ID: 6  
Your cashier: Jennifer

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

REGULAR CA PUMP# 2  
16.673 GAL @ \$2.639/GAL \$44.00 99

Subtotal = \$44.00

Tax = \$0.00

Total = \$44.00

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

Change Due = \$0.00

Credit \$44.00

Credit USD\$44.00

XXXXXXXXXXXXXXXX1003, SHELL COMM

Swiped

APPROVED

AUTH # 013439

INV # 189282

Customer Copy

Local Store Discount  
Join the Fuel Rewards program and save!  
Fuel Rewards Members save up  
to \$0.10/gal after every 5 gal fill of  
Shell V-Power NITRO+ Premium Gasoline  
through 9/2. JOIN TODAY!  
Terms/conditions apply.

THANK YOU  
FOR SHOPPING AT  
SHELL SPEEDEE MART

2014 Ford BUS #5986

Welcome to Shell

MM

SPEEDEE MART 2732  
8724 N. 30th  
Omaha NE 68104

SHELL  
8724 NORTH 30TH ST  
OMAHA, NE 68104  
10006613003

08/20/2018 12:20:00 PM  
Register: 1 Trans #: 6023 Op ID: 6  
Your cashier: Jennifer

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

REGULAR CA PUMP# 3  
30.505 GAL @ \$2.639/GAL \$80.50 99

Subtotal = \$80.50

Tax = \$0.00

Total = \$80.50

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

Change Due = \$0.00

Credit \$80.50

Credit USD\$80.50

XXXXXXXXXXXXXXXX1003, SHELL COMM

Swiped

APPROVED

AUTH # 020344

INV # 251538

Customer Copy

Local Store Discount  
Join the Fuel Rewards program and save!  
Fuel Rewards Members save up  
to \$0.10/gal after every 5 gal fill of  
Shell V-Power NITRO+ Premium Gasoline  
through 9/2. JOIN TODAY!  
Terms/conditions apply.

THANK YOU  
FOR SHOPPING AT  
SHELL SPEEDEE MART

Lois

2015 Toyota  
RO/HOH Transport  
Welcome to Shell

vin  
1983

SPEEDEE MART 2732  
8724 N. 30th  
Omaha NE 68104

*Lois*

SHELL  
8724 NORTH 30TH ST  
OMAHA, NE 68104  
10006613003

08/24/2018 10:17:02 AM  
Register: 1 Trans #: 9527 Op ID: 6  
Your cashier: Jennifer

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

REGULAR CA PUMP# 3  
9.331 GAL @ \$2.599/GAL \$24.25 99  
-----  
Subtotal = \$24.25  
Tax = \$0.00  
-----  
Total = \$24.25

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

Change Due = \$0.00  
Credit \$24.25

-----  
Credit USD\$24.25  
XXXXXXXXXXXXXXXX1003, SHELL COMM  
Swiped  
APPROVED  
AUTH # 024072 INV # 285296

Customer Copy

-----  
Local Store Discount  
Join the Fuel Rewards program and save!  
Fuel Rewards Members save up  
to \$0.10/gal after every 5 gal fill of  
Shell V-Power NITRO+ Premium Gasoline  
through 9/2. JOIN TODAY!  
Terms/conditions apply.

THANK YOU  
FOR SHOPPING AT  
SHELL SPEEDEE MART  
AND

2017 Dodge  
#2959 mm.

Welcome to Shell

SPEEDEE MART 2732  
8724 N. 30th  
Omaha NE 68104

SHELL  
8724 NORTH 30TH ST  
OMAHA, NE 68104  
10006613003

08/28/2018 2:54:35 PM  
Register: 1 Trans #: 3231 Op ID: 6  
Your cashier: Jennifer

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

REGULAR CA	PUMP# 2	
10.391 GAL @ \$2.599/GAL		\$27.01 99
Subtotal =		\$27.01
Tax =		\$0.00
Total =		\$27.01

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

Change Due = \$0.00

Credit \$27.01

Credit USD\$27.01  
XXXXXXXXXXXXXXXX1003, SHELL COMM  
Swiped  
APPROVED  
AUTH # 028753 INV # 321927

Customer Copy

Local Store Discount  
Join the Fuel Rewards program and save!  
Fuel Rewards Members save up  
to \$0.10/gal after every 5 gal fill of  
Shell V-Power Nitro+ Premium Gasoline  
through 9/2. JOIN TODAY!  
Terms/conditions apply.

THANK YOU  
FOR SHOPPING AT



2012 Dodge 6931 RV

Welcome to Shell

SPEEDEE MART 2732  
8724 N. 30th  
Omaha NE 68104

SHELL  
8724 NORTH 30TH ST  
OMAHA, NE 68104  
10006613003

08/28/2018 2:55:05 PM  
Register: 1 Trans #: 3232 Op ID: 6  
Your cashier: Jennifer

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

REGULAR CA PUMP# 3  
12.825 GAL @ \$2.599/GAL \$33.33 99

Subtotal = \$33.33

Tax = \$0.00

Total = \$33.33

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

Change Due = \$0.00

Credit \$33.33

Credit USD\$33.33

XXXXXXXXXXXXXXXX1003, SHELL COMM

Swiped

APPROVED

AUTH # 028608

INV # 321935

Customer Copy

Local Store Discount  
Join the Fuel Rewards program and save!  
Fuel Rewards Members save up  
to \$0.10/gal after every 5 gal fill of  
Shell V-Power NITRO+ Premium Gasoline  
through 9/2. JOIN TODAY!  
Terms/conditions apply.

THANK YOU

2012 Dodge C  
#6931 AV

Welcome to Shell

SPEEDEE MART 2732  
8724 N. 30th  
Omaha NE 68104

SHELL  
8724 NORTH 30TH ST  
OMAHA, NE 68104  
10006613003

09/05/2018 11:59:16 AM  
Register: 1 Trans #: 81 Op ID: 6  
Your cashier: Jennifer

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

REGULAR CA PUMP# 3  
13.038 GAL @ \$2.599/GAL \$33.89 99

Subtotal = \$33.89

Tax = \$0.00

Total = \$33.89

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

Change Due = \$0.00

Credit \$33.89

Credit USD\$33.89

XXXXXXXXXXXXXXXX1003, SHELL COMM

Swiped

APPROVED

AUTH # 005473

INV # 387068

Customer Copy

THANK YOU  
FOR SHOPPING AT  
SHELL SPEEDEE MART  
AND  
HAVE A GREAT DAY!!

Please come again

2014 Moby

Welcome to Shell

SPEEDEE MART 2732  
8724 N. 30th  
Omaha NE 68104

SHELL  
8724 NORTH 30TH ST  
OMAHA, NE 68104  
10006613003

09/05/2018 8:47:15 AM  
Register: 1 Trans #: 9953 Op ID: 6  
Your cashier: Jennifer

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

REGULAR CA PUMP# 2  
26.550 GAL @ \$2.599/GAL \$69.00 99

Subtotal = \$69.00

Tax = \$0.00

Total = \$69.00

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

Change Due = \$0.00

Credit \$69.00

Credit USD \$69.00

XXXXXXXXXXXXXXXX1003, SHELL COMM

Swiped

APPROVED

AUTH # 005443

INV # 385831

Customer Copy

THANK YOU  
FOR SHOPPING AT  
SHELL SPEEDEE MART  
AND  
HAVE A GREAT DAY!!

Please come again

Ro/HOH Transportation  
2015 Toyota

Welcome to Shell

SPEEDEE MART 2732  
8724 N. 30th  
Omaha NE 68104

*[Signature]*

SHELL  
8724 NORTH 30TH ST  
OMAHA, NE 68104  
10006613003

09/05/2018 11:16:08 AM  
Register: 1 Trans #: 55 Op ID: 6  
Your cashier: Jennifer

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

REGULAR CA PUMP# 3  
8.839 GAL @ \$2.599/GAL \$22.97 99  
-----  
Subtotal = \$22.97  
Tax = \$0.00  
-----  
Total = \$22.97

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

Change Due = \$0.00

Credit \$22.97

-----  
Credit USD\$22.97  
XXXXXXXXXXXXXXXX1003, SHELL COMM  
Swiped  
APPROVED  
AUTH # 005288 INV # 386839

Customer Copy  
-----  
-----

THANK YOU  
FOR SHOPPING AT  
SHELL SPEEDEE MART  
AND  
HAVE A GREAT DAY!!

Please come again

2012 Dodge #6931  
OK

Welcome to Shell

SPEEDEE MART 2732  
8724 N. 30th  
Omaha NE 68104

SHELL  
8724 NORTH 30TH ST  
OMAHA, NE 68104  
10006613003

09/12/2018 12:03:45 PM  
Register: 1 Trans #: 6012 Op ID: 6  
Your cashier: Jennifer

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

REGULAR CA PUMP# 3  
14.012 GAL @ \$2.599/GAL \$36.42 99

Subtotal = \$36.42

Tax = \$0.00

Total = \$36.42

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

Change Due = \$0.00

Credit \$36.42

Credit USD\$36.42

XXXXXXXXXXXXXXXX1003, SHELL COMM

Swiped

APPROVED

AUTH # 012827

INV # 445700

Customer Copy

THANK YOU  
FOR SHOPPING AT  
SHELL SPEEDEE MART  
AND  
HAVE A GREAT DAY!!

Please come again

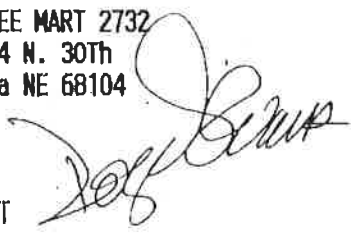
KO/ FULL Manager  
2015 Toyota

Welcome to Shell

SPEEDEE MART 2732

8724 N. 30th

Omaha NE 68104



SHELL  
724 NORTH 30TH ST  
OMAHA, NE 68104  
0006613003

09/13/2018 11:54:13 AM

Register: 1 Trans #: 6880 Op ID: 6

Your cashier: Jennifer

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

REGULAR CA PUMP# 1  
.221 GAL @ \$2.749/GAL \$25.35 99

Subtotal = \$25.35

Tax = \$0.00

Total = \$25.35

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

Change Due = \$0.00

redit \$25.35

redit USD\$25.35

XXXXXXXXXXXX1003, SHELL COMM

wiped

APPROVED

UTH # 013504

INV # 454215

Customer Copy

THANK YOU  
FOR SHOPPING AT  
SHELL SPEEDEE MART  
AND  
HAVE A GREAT DAY!!

Please come again

2014 Ford  
#5936

RV

Welcome to Shell

SPEEDEE MART 2732  
8724 N. 30th  
Omaha NE 68104

SHELL  
8724 NORTH 30TH ST  
OMAHA, NE 68104  
10006613003

09/18/2018 11:09:57 AM  
Register: 1 Trans #: 1462 Op ID: 6  
Your cashier: Jennifer

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

REGULAR CA PUMP# 7  
29.248 GAL @ \$2.699/GAL \$78.94 99  
-----  
Subtotal = \$78.94  
Tax = \$0.00  
-----  
Total = \$78.94

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

Change Due = \$0.00

Credit \$78.94

Credit USD\$78.94

XXXXXXXXXXXXXXXX1003, SHELL COMM

Swiped

APPROVED

AUTH # 018449

INV # 498261

Customer Copy

THANK YOU  
FOR SHOPPING AT  
SHELL SPEEDEE MART  
AND  
HAVE A GREAT DAY!!

Please come again

Welcome to Shell  
WELCOME  
57445612006

SHELL  
0033 W. HOLLING RD.  
ALDA NE  
68810

DATE 09/19/18 15:27  
TRAN# 0017394  
PUMP# 01  
SERVICE LEVEL: SELF  
PRODUCT: REG  
GALLONS: 7.310  
PRICE/G: \$ 2.599  
FUEL SALE \$ 19.00  
CREDIT \$19.00

XXXXXXXXXXXXXXXX0003  
SHELL EXEC  
Swiped  
APPROVED  
AUTH # 019822  
INV # 400457

Please come again  
SMGR:308-382-5902  
DMGR:816-872-5581  
Thank You

Toyota  
Welcome to Shell

SPEEDEE MART 2732  
8724 N. 30th  
Omaha NE 68104

SHELL  
8724 NORTH 30TH ST  
OMAHA, NE 68104  
10006613003

09/18/2018 10:52:13 AM  
Register: 1 Trans #: 1443 Op ID: 6  
Your cashier: Jennifer

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

REGULAR CA PUMP# 4  
4.630 GAL @ \$2.699/GAL \$12.50 99

Subtotal = \$12.50  
Tax = \$0.00  
Total = \$12.50

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

Change Due = \$0.00

Credit \$12.50

Credit USD \$12.50  
XXXXXXXXXXXXXXXX1003, SHELL COMM

Swiped  
APPROVED  
AUTH # 018628

INV # 498105

Customer Copy

THANK YOU  
FOR SHOPPING AT  
SHELL SPEEDEE MART  
AND  
HAVE A GREAT DAY!!



2012 Dodge  
#6931

RV

Welcome to Shell

SPEEDEE MART 2732  
8724 N. 30th  
Omaha NE 68104

SHELL  
8724 NORTH 30TH ST  
OMAHA, NE 68104  
10006613003

09/19/2018 8:39:57 AM  
Register: 1 Trans #: 2223 Op ID: 6  
Your cashier: Jennifer

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

REGULAR CA PUMP# 7  
12.803 GAL @ \$2.699/GAL \$34.56 99  
Subtotal = \$34.56  
Tax = \$0.00  
Total = \$34.56

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

Change Due = \$0.00

Credit \$34.56

Credit \* USD\$34.56

XXXXXXXXXXXXXXXX1003, SHELL COMM

Swiped

APPROVED

AUTH # 019947

INV # 505560

Customer Copy

THANK YOU  
FOR SHOPPING AT  
SHELL SPEEDEE MART  
AND  
HAVE A GREAT DAY!!

Please come again

2012 Dodge  
#6931 R

Welcome to Shell

SPEEDEE MART 2732  
8724 N. 30th  
Omaha NE 68104

SHELL  
724 NORTH 30TH ST  
OMAHA, NE 68104  
0006613003

09/25/2018 3:52:58 PM  
Register: 1 Trans #: 7949 Op ID: 6  
Your cashier: Jennifer

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REGULAR CA PUMP# 6  
4.578 GAL @ \$2.699/GAL \$39.35 99  
-----  
Subtotal = \$39.35  
Tax = \$0.00  
-----  
Total = \$39.35

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

Change Due = \$0.00

credit \$39.35

-----  
credit USD\$39.35  
XXXXXXXXXXXX1003, SHELL COMM  
viped  
PROVED  
JTH # 025327 INV # 560797

Customer Copy

THANK YOU  
FOR SHOPPING AT  
SHELL SPEEDEE MART  
AND  
HAVE A GREAT DAY!!

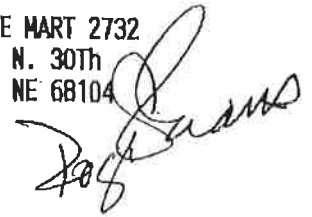
Reg/Hot Transportation  
2015 Toyota

Welcome to Shell

SPEEDEE MART 2732

8724 N. 30th

Omaha NE 68104



SHELL

8724 NORTH 30TH ST

OMAHA, NE 68104

10006613003

09/25/2018 11:12:27 AM

Register: 1 Trans #: 7748 Op ID: 6

Your cashier: Jennifer

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

REGULAR CA PUMP# 3

8.263 GAL @ \$2.699/GAL \$22.30 99

Subtotal = \$22.30

Tax = \$0.00

Total = \$22.30

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

Change Due = \$0.00

Credit \$22.30

Credit USD\$22.30

XXXXXXXXXXXXXXXX1003, SHELL COMM

Swiped

APPROVED

AUTH # 025708

INV # 558882

Customer Copy

THANK YOU  
FOR SHOPPING AT  
SHELL SPEEDEE MART  
AND  
HAVE A GREAT DAY!!

Please come again

2017 Dodge Van  
Do/Not Transport  
Welcome to Shell

SPEEDEE MART 2732  
8724 N. 30th  
Omaha NE 68104

SHELL  
8724 NORTH 30TH ST  
OMAHA, NE 68104  
10006613003



09/28/2018 10:56:23 AM  
Register: 1 Trans #: 366 Op ID: 6  
Your cashier: Jennifer

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

REGULAR CA PUMP# 5  
13.115 GAL @ \$2.829/GAL \$37.10 99  
-----  
Subtotal = \$37.10  
Tax = \$0.00  
-----  
Total = \$37.10

\*\*\* REPRINT \*\*\* REPRINT \*\*\* REPRINT \*\*\*

Change Due = \$0.00  
Credit \$37.10  
-----  
Credit USD\$37.10  
XXXXXXXXXXXXXXXX1003, SHELL COMM  
Swiped  
APPROVED  
AUTH # 028175 INV # 584086

Customer Copy

THANK YOU  
FOR SHOPPING AT  
SHELL SPEEDEE MART  
AND  
HAVE A GREAT DAY!!

Please come again



MAPA  
CONTRACT COVER PLATE

CONTRACT IDENTIFICATION

1. Contract Parties: MAPA-Wellness Council of the Midlands
2. Project Title: Wellness Council of the Midlands 19013100004
3. Effective Date: January 1, 2019
4. Completion Date: December 31, 2019

CONTRACT PARTIES

5. Contractor Name and Address: Wellness Council of the Midlands  
The Barbara Weitz Community Engagement Center, Rm 219  
University of Nebraska at Omaha  
6001 Dodge Street  
Omaha, NE 68182-0874
6. The Planning Agency: The Omaha-Council Bluffs Metropolitan Area Planning Agency  
2222 Cuming Street  
Omaha, Nebraska 68102

ACCOUNTING DATA

7. Contract –Not to exceed \$16,000 of FHWA (CFDA 20.205) Highway Planning and Construction funds less independent audit and inspection fees, unless acceptable compliance with 2 CFR 200 can be substituted, plus \$4,000 in matching funds.

DATES OF SIGNING AND MAPA BOARD APPROVAL

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

AGREEMENT  
FOR PROFESSIONAL SERVICES

THIS AGREEMENT entered into this first day of January, 2019, by and between Wellness Council of the Midlands, 6001 Dodge Street, Omaha, NE 68182-0874, herein after referred to as "the Contractor", and the Omaha-Council Bluffs Metropolitan Area Planning Agency, 2222 Cuming Street, Omaha, Nebraska 68102, hereinafter referred to as "MAPA", providing for professional services described herein.

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

1. EMPLOYMENT OF THE CONTRACTOR

The Contractor agrees to undertake certain air quality outreach services. This Agreement shall be subject to all required provisions of US Department of Transportation Highway Planning and Construction funds, Agreement BL1670 attached and incorporated hereto by reference (Exhibit A).

2. AREA COVERED

The service area to be covered under this Agreement shall be the Omaha-Council Bluffs urbanized area.

3. SCOPE OF SERVICES

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

4. PERSONNEL

- A. The Contractor represents that it has, or will secure all personnel required in performing the services under this Agreement without exceeding the project budget. Such personnel will not have any other financial interest pertaining to work covered by this Agreement.
- B. All of the services required hereunder shall be performed by the Contractor or under its supervision and all personnel engaged in the work shall be fully qualified and authorized under state and local law to perform such services.
- C. All subcontracted services covered by this Agreement shall be reviewed and approved prior to

contracting by MAPA and FHWA. The Contactor must follow the federal requirements as it pertains to the procurement of goods and services. The Contractor shall provide to MAPA, as well as State and Federal Agencies, upon request proof of the procurement process.

#### 5. RESIDENCY VERIFICATION

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

#### 6. TIME OF PERFORMANCE

The Contractor agrees to perform the services of this Agreement as stated herein, within the time of this Agreement. The agreement shall cover work performed beginning January 1, 2019 and ending December 31, 2019.

#### 7. COMPENSATION

MAPA agrees to pay for the services rendered by the Contractor under the terms of this Agreement, compensation on a cost reimbursement basis for costs incurred and to include direct costs not to exceed in any event sixteen thousand dollars (\$16,000) less independent audit and inspection fees, unless acceptable compliance with 2 CFR 200 can be substituted. The Contractor agrees to contribute in cash or in services a minimum requirement of four thousand dollars (\$4,000). Services shall be defined as staff time paid with non-federal dollars or equipment purchased with non-federal dollars. (Exhibit C)

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

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

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

in place to ensure that time charges are correct and have the appropriate supervisory approval.

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

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

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

## 8. RECORDS AND AUDITS

- A. The Contractor shall establish and maintain accounts for the project in a manner in accordance with applicable provisions of 2 CFR, Subtitle A, Chapter 2, Part 200, Subpart F.
- B. Expenditures shall be in conformance with the standards for allowability of costs and the contract cost principles and procedures set forth in 2 CFR 200.
- C. The Contractor shall establish and maintain separate accounts for expenditures under US Department of Transportation Agreement BL1670.
- D. If necessary, the Federal award information needed for the SEFA includes:  
**Federal Grantor:** US Department of Transportation - Federal Transit Administration  
**Pass-Through Grantor:** Omaha-Council Bluffs Metropolitan Area Planning Agency  
**Program Title:** Highway Planning and Construction  
**CFDA Number:** 20.205  
**Project Number:** 19013100004
- E. The Contractor shall maintain an accurate cost-keeping system as to all costs incurred in connection with the subject of this Agreement and shall produce for examination books of account, bills, invoices and other vouchers, or certified copies thereof if originals are lost, at such reasonable time and place as may be designated by MAPA, NDOT or a designated Federal representative and shall permit extracts and copies thereof to be made during the period and for three (3) years after the final NDOT-MAPA audit is completed, resolved and closed.
- F. The Contractor shall at all times afford a representative of MAPA, NDOT, FHWA, or any authorized



representative of the Federal government, reasonable facilities for examination and audits of the cost account records, shall make such returns and reports to a representative as may be required, shall produce and exhibit such books, accounts, documents and property as the representative may desire to inspect, and shall in all things aid the representative in the performance of audit duties.

- G. If any amount paid by MAPA to the Contractor under this Agreement as found to be ineligible for reimbursement from the sponsoring federal agency, the Contractor shall pay such amount back to MAPA.

#### 9. SUBMISSION OF VOUCHERS/INVOICES

- A. The Contractor may submit monthly, but no less than quarterly, documented invoices of costs incurred for the work elements and work activities that were previously identified in Sections 3A of this Agreement. Said reports shall account for the expenditure of Federal and Contractor shares, shall indicate work program percentage completion, and shall contain a statement of the Contractor's estimate of the percentage of work completed and be signed by a responsible representative of the Contractor's certifying that all of the items herein are true and correct for the work performed under the terms of this Agreement. Final payment shall be made upon determination by MAPA and FHWA that all requirements hereunder have been completed, which determination shall not be unreasonably withheld. Promptly after receipt of the Contractor's invoices, and following receipt of funds from the State. MAPA shall make payment thereon to the Contractor. MAPA may withhold ten percent (10%) of the total compensation pending a final audit of this Agreement.
- B. All invoices shall be taken from the books of account kept by the Contractor shall have available copies of payroll distribution, receipted bills or other documents reasonably required by MAPA. The Contractor shall use actual labor rates for billing purposes.
- C. The Contractor shall have available a listing of all Contractor personnel positions that may be selected or assigned to the work contemplated herein. Said listing shall indicate the title or classification and salary range of each such position. It is agreed that employees of the Contractor, whose time is directly assignable to the FY 2019 Program, shall keep and sign a time record showing the work element and work activity of the FY 2019 Program, date and hours worked, and title of position.

#### 10. TERMINATION OF AGREEMENT FOR CAUSE

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

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

## 11. CHANGES

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

## 12. PROHIBITED INTEREST

- A. No member of or delegate to the Congress of the United States shall be admitted to any share or part of this contract or to any benefit arising therefrom.
- B. No employee, officer or agent of the Consultant or MAPA shall participate in selection, or the award or administration of a contract supported by Federal funds if a conflict of interest, real or apparent, would be involved. Such a conflict would arise when:
1. The employee, officer or agent,
  2. Any member of his/her immediate family,
  3. His or her partner, or
  4. An organization which employs, or is about to employ, any of the above, has a financial or other interest in the Consultant or sub contractors selected for award.

MAPA's officers, employees or agents will neither solicit nor accept gratuities, favors or anything of monetary value from contractors, potential contractors, or parties to sub agreements.

## 13. ASSIGNABILITY

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

## 14. CLAIMS

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

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

#### 15. INTEREST OF THE CONTRACTOR

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

#### 16. IDENTIFICATION OF DOCUMENTS

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

*"The preparation of this report, document, etc. was financed in part through a Federal grant from the Department of Transportation"*

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

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

#### 17. PUBLICATION OR RELEASE OF INFORMATION

- A. Papers, interim reports, forms or other material which are a part of the work under contract will not be copyrighted without written approval of FHWA.
- B. Either party to the Agreement may initiate a request for publication of the final or interim reports, or any portions thereof.
- C. Publication by either party shall give credit to the other party and to FHWA. However, if FHWA does not wish to subscribe to the findings or conclusions of the study the following statement shall be included on the credit sheet: "The opinions, findings and conclusions expressed in this publication are those of the authors and not necessarily those of FHWA."
- D. In the event of failure of agreement between FHWA and the Contractor relative to the publication of any reports during the period of the contract, each party reserves the right to publish independently, in which event the nonconcurrence of the other party shall be set forth, if requested.

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

#### 18. NONDISCRIMINATION

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

#### 19. DISADVANTAGED BUSINESS ENTERPRISE

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

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

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

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

The Consultant and subcontractors shall be required to pay wages to laborers and mechanics at a rate not less than the minimum wages specified in a wage determination made by the Secretary of Labor. In

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

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

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

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

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

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

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

**26. HOLD HARMLESS**

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

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

#### 27. DRUG FREE POLICY

Both parties have established and maintain drug free workplace policies.

#### 28. ENTIRE AGREEMENT

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

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

OMAHA-COUNCIL BLUFFS METROPOLITAN  
AREA PLANNING AGENCY

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

\_\_\_\_\_  
Printed Name

WELLNESS COUNCIL OF THE MIDLANDS

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

\_\_\_\_\_  
Printed Name and Title

APPROVED AS TO LEGAL FORM

DATE \_\_\_\_\_

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

**LPA PROGRAM AGREEMENT- CMAQ FUNDS**

METROPOLITAN AREA PLANNING AGENCY  
STATE OF NEBRASKA, DEPARTMENT OF ROADS  
PROJECT NO. CM-D2(107),  
STATE CONTROL NO. 22553  
LITTLE STEPS BIG IMPACT

THIS AGREEMENT is between the Metropolitan Area Planning Agency, Nebraska, a local public agency ("LPA"), and the State of Nebraska, Department of Roads ("State"), collectively referred to as the "Parties".

WITNESSETH:

WHEREAS, certain routes in the LPA 's jurisdiction have been designated as being eligible for Congestion Mitigation and Air Quality Improvement Program (CMAQ) Funds by the Department of Transportation, Federal Highway Administration, hereinafter called the FHWA, in compliance with Federal laws pertaining thereto, and

WHEREAS, CMAQ Funds have been made available by Title 23 of the United States Code, providing for improvements on eligible routes, and

WHEREAS, the Federal share payable on any portion of a CMAQ project will be a maximum of 80 percent of the eligible and participating costs; the LPA's share will be the remaining 20 percent of the eligible and participating costs; and LPA will also be responsible for all other nonparticipating or ineligible costs, and

WHEREAS, regulations for implementing the provisions of the above mentioned act provide that the Federal share of the cost of those projects will be paid only to the State, and

WHEREAS, the regulations further permit the use of funds other than State funds in matching Federal Funds for the improvements of those routes, and

WHEREAS, the State is willing to assist LPA to the end of obtaining Federal approval of the proposed work and Federal Funds for the construction of the proposed improvement, with the understanding that this project is not a State project and that no State Funds are to be expended on this project, and

WHEREAS, the LPA has designated an available fully-qualified public employee or elected official to act as "Responsible Charge" (RC) for the subject Federal-aid Transportation project, and

WHEREAS, the RC will be in day-to-day responsible charge of all aspects of the project, from planning through post-construction activities and maintain the project's eligibility for Federal-aid Transportation project funding, and



WHEREAS, the LPA understands that it must comply with all terms of 23 C.F.R. 635.105 in order for this Federal-aid transportation project to be eligible for Federal funding, and

WHEREAS, if the LPA is to receive Federal participation for any portion of the work on the proposed project, it is necessary for all phases of work to comply with Federal requirements and procedures, and

WHEREAS, the State's role is only federal funding eligibility, including providing quality assurance to ensure FHWA on the LPAs behalf that the project is designed, constructed and managed according to federal rules and regulations. The State will coordinate with the LPA on federal funding issues on behalf of the LPA, and

WHEREAS, Federal Regulations provide that the LPA shall not profit or otherwise gain from local property assessments that exceed the LPA's share of project costs, and

WHEREAS, the funding for the project under this agreement includes monies from the Federal Highway Administration (FHWA). If a non-federal entity expends \$500,000 or more in total federal awards in a fiscal year, then OMB Circular A-133 audit requirements must be addressed as explained further in this agreement, and

WHEREAS, the total cost of the project, is currently estimated to be \$1,177,520.00, but such costs may increase or decrease due to variations between the estimated and actual project costs, and

WHEREAS, the LPA's share of the total project costs is estimated to be \$235,504.00. The LPA has earmarked and has placed in its fiscal budget at least the amount of the local match indicated above. These costs may increase or decrease due to variations between the estimated and actual project costs, and

WHEREAS, the project is described as follows:

This program will conduct public education and a survey regarding air quality issues in the MAPA region

WHEREAS, the LPA desires that this project, the location of which is shown on attached Exhibit "A", be developed and constructed under the designation of Project No. CM-D2(107), as evidenced by the Resolution of the LPA dated the 25<sup>th</sup> day of February, 2016, attached as Exhibit "B" and made a part of this agreement.

NOW THEREFORE, in consideration of these facts, the LPA and State agree as follows:

#### SECTION 1. DEFINITIONS

For purposes of this agreement, the following definitions will apply:

"AASHTO" means American Association of State Highway and Transportation Officials.

"ADA" means the Americans with Disabilities Act.

"ASTM" means the American Society for Testing and Materials.

"CFDA" means Catalog of Federal Domestic Assistance.

"CFR" means the Code of Federal Regulations.

"DOT" means the United States Department of Transportation, Washington, D.C. 20590, acting through its authorized representatives.

"FHWA" means the Federal Highway Administration, United States Department of Transportation, Washington, D.C. 20590, acting through its authorized representatives.

"FULLY QUALIFIED" means a person who has satisfactorily completed all applicable State training courses and who has met the other requirements necessary to be included on the State list of qualified LPA "Responsible Charge" (RC's).

"LPA" means Local Public Agency sponsoring a federally funded transportation project and determined to be qualified to assume the administrative responsibilities for such projects by the State.

"LPS" means the Local Projects Section at Nebraska Department of Roads, in Lincoln, Nebraska.

"NEB. REV. STAT" means the Nebraska Revised Statutes as set forth in Nebraska law.

"OMB" means the Federal Office of Management and Budget.

"FULL-TIME PUBLIC EMPLOYEE" means a public employee who meets all the requirements and is afforded all the benefits of full-time employees as that phrase is applied to other employees of the employing entity. A person is not a full-time employee if that person provides outside private consulting services, or is employed by any private entity, unless that person can prove to the State in advance, that employee's non-public employment is in a field unrelated to any aspect of the project for which Federal-aid is sought.

"PUBLIC EMPLOYEE" for the purpose of selecting an RC for this project means a person who is employed solely by a county, a municipality, a political subdivision, a Native American tribe, a school district, another entity that is either designated by statute as public or quasi-public, or entity included on a list of entities determined by the State and approved by the Federal Highway Administration (FHWA), as fulfilling public or quasi-public functions.

"RESPONSIBLE CHARGE" or "RC" means the public employee or elected official who is fully empowered by the LPA and has actual day-to-day working knowledge and responsibility for all decisions related to all aspects of the Federal-aid project from planning and development through construction project activities, including all environmental commitments before, during

verbally and in writing the State's LPS Quality Management Manager, the LPS Project Coordinator, and the State District Representative; after such notification, the LPA shall replace the RC no later than ten calendar days or sooner if possible. With advance written approval by the State, the LPA may use a Provisional RC in accordance with the State's Provisional RC Policy.

6. The LPA agrees that it is ultimately responsible for complying with all Federal and State requirements and policies applicable to Federal-aid highway projects. This includes meeting all post-construction commitments, including but not limited to environmental or maintenance. The LPA understands that failure to meet any eligibility requirements for Federal funding may result in the loss of all Federal funding for the project. In the event that the acts or omissions of RC, the LPA or its agents or representatives result in a finding that a project is ineligible for Federal funding, the LPA will repay the State all previously paid Federal Funds, as determined by the State, and any costs or expenses the State has incurred for the project, including but not limited to, any costs reimbursed for the time and expenses of the RC.
7. Ensure that the project plans and specifications are sealed, signed and dated by a professional licensed engineer in the State of Nebraska, and that estimates have been prepared and the construction has been observed by a professional engineer licensed in the State of Nebraska or a person under direct supervision of a professional engineer licensed in the State of Nebraska (reference Neb. Rev. Stat. § 81-3445).

#### SECTION 5. FEDERAL AID PROJECT REQUIREMENTS

LPA agrees to comply with all Federal-aid project procedures and requirements applicable to this project, including federal laws, and when applicable, state and local laws, and the LPA Guidelines Manual for Federal-aid Projects.

##### **A. The Applicable Legal and Contract Requirements.**

1. **Title 23 U.S.C., 23 CFR, and 49 CFR** - Title 23, Chapter I, of the United States Code contains most of the federal laws governing this Federal-aid transportation project. Title 23 of the Code of Federal Regulations is a codification of the rules and regulations including provisions governing Federal-aid highway projects administered by the Federal Highway Administration, Department of Transportation. Title 49 of the Code of Federal Regulations, Parts 1-99, also includes regulations applicable to LPA's Federal-aid highway project. The Federal-aid highway program provisions of 49 CFR are found primarily in Parts 18, 19, 24, 26-29, 32, 37 and 38.

2. **LPA Guidelines Manual** - LPA also agrees to develop its project in strict compliance with the provisions of the LPA Guidelines Manual for Federal Aid Projects (The Manual), which is incorporated herein by this reference. The Manual is a document drafted in part, and formally approved, by the FHWA as a document setting out requirements for LPA projects funded with Federal-aid funds. A current version of The Manual can be found in its entirety at the following internet address: <http://www.transportation.nebraska.gov/gov-aff/lpa-guide-man.html>. In the event the LPA believes that The Manual doesn't clearly address a particular aspect of the project work, the LPA shall seek guidance or clarification from the State's Local Project Division Section Engineer or Project Coordinator.

B. **Work Stage Pre-approval** - There are certain stages of development of this project that will require federal approval before work on that stage may begin, unless it is a stage for which federal-aid reimbursement will not be requested. The following is a non-exclusive list of the most common federal-aid stages of a project:

- Preliminary design services
- NEPA services
- Final design services
- LPA RC services

Prior to beginning any work or incurring any expenses on a new project stage for which reimbursement will be sought, LPA shall confirm 1) FHWA's authorization of funds for that stage, and 2) receipt of a notice-to-proceed from NDOR for that stage.

C. **Federal Oversight.** If the project has been designated as full federal oversight, then additional federal oversight and approvals will be required. It is the responsibility of the LPA to understand the additional requirements and ensure that the State and FHWA are provided timely notice for additional oversight and approvals.

D. **Loss of Funding.** In order for the LPA to receive Federal Funds for any part of this project, the LPA shall perform the services for all stages of work, including, but not limited to preliminary and final design, environmental studies, acquisition of Right-of-Way, construction, and construction engineering, according to Federal procedures and requirements. Although Federal Funds may be allocated to the project, all stages or certain stages of work may become ineligible for Federal Funds if Federal procedures and requirements are not met. The LPA understands and agrees that the LPA, its RC, agents, and Contractor have the sole duty of proper development of plans and construction of the project, in accordance with the approved plans, and that failure to properly prosecute and

construct the project in accordance with the approved plans may result in the loss of federal funding.

## **SECTION 6. SUSPENSION OR TERMINATION**

### **A. Suspension.**

The State, in its sole discretion, reserves the right to suspend LPA's project when the State determines that there are issues related to project performance, responsiveness, quality or eligibility that must be corrected by LPA. Suspension of the project may include, but is not limited to, the State declaring LPA's continued work on the project ineligible for reimbursement and State discontinuing assistance with and review of LPA's work on the project. The State shall provide LPA with notice of the suspension including (1) a description of the reason(s) for the suspension, (2) a timeframe for LPA to correct the deficiencies, and (3) a description of the actions that must be taken for the State to revoke the suspension.

A suspension may also be imposed by the State for any of the reasons listed in the Termination subsection below, or for any significant change in the scope of the project that has not been previously approved by the State or FHWA.

Failure to correct the deficiencies identified in a suspension will be grounds for the loss of eligibility for federal funding for the project and for termination of this agreement.

### **B. Termination.**

This agreement may be terminated as follows:

1. The State and the LPA, by mutual written agreement, may terminate the agreement at any time.
2. The State may terminate this agreement for the following reasons:
  - (a) A decrease or shift in available federal-aid funding that will, in the sole discretion of the State, make it unlikely or impossible for this project to be prioritized to receive federal-aid funding.
  - (b) When LPA's project has not been properly advanced as evidenced by the occurrence of any of the following events:
    - (i) LPA has not sought reimbursement from State for any RC or other eligible project costs for a period of one year.
    - (ii) LPA has not advanced the project to Right-of-Way acquisition or construction within the time periods set out in 23 USC Section 102(b) and 23 CFR Part 630.112(c)(2) (10 years), and 23 USC Section 108 (a)(2) and 23 CFR

Part 630.112(c)(2) (20 years). (See also the FHWA Federal-Aid Policy Order number 5020.1, dated April 26, 2011.)

- (iii) LPA's designated RC has not met all RC qualification requirements for the project by the time specified by the State.
  - (iv) LPA has failed to replace the RC with an RC approved by the State within 30 days during the design stage or 10 days during the project letting or construction stages, from when the RC leaves, or is removed from the project for any reason.
  - (v) LPA either (1) informs the State that it is unwilling to use condemnation to acquire any of the property interests needed to construct the project, or (2) fails to complete the Right-of-Way acquisition process within the time necessary to allow the project to have construction funds authorized within the year planned for Federal funding obligation for construction.
  - (vi) LPA has failed to cause the project to be ready for the targeted letting date by obtaining construction funds authorization within the programmed year of the STIP.
  - (vii) LPA has not included the project or project phases within the LPA's one or six year plans or, when applicable, within the LPA's Transportation Improvement Program (TIP), in the correct fiscal year.
- (c) LPA's failure to meet the requirements for Federal-aid local projects found in federal, state, or local law or policy, or the requirements of the LPA Guidelines Manual.
  - (d) A notice or declaration of FHWA or the State that any part of the project is or has become ineligible for federal funding.
  - (e) LPA's failure to sign any State drafted or approved project agreement including supplemental agreements.
  - (f) LPA's failure to pay in full the local share specified in any agreement within 30 days after receipt of an invoice from the State.
  - (g) LPA's breach of a provision of this agreement.
  - (h) LPA's failure to cause the project to be constructed according to the approved project plans and specifications.
3. The LPA may terminate the agreement upon sixty (60) days written notice of termination to the State, subject to the LPA meeting the conditions of paragraph 5 below.

4. Prior to the State terminating this agreement, the State shall provide written notice to the LPA of the basis for termination and, when applicable, provide the LPA sixty (60) days to properly resolve all issues identified by the State.
5. Whenever the project is terminated for any reason, LPA shall (a) repay State all Federal-aid funds that have been expended for the project and (b) pay State for all of State's costs associated with the project that have not been reimbursed under 5.(a). Further, the LPA will thereafter be solely responsible for all costs associated with LPA's project.

#### SECTION 7. FEDERAL AUDIT REQUIREMENT

- 7.1 The funding for the project under this Agreement includes federal monies from the FHWA. According to the Single Audit Act Amendments of 1996 and the implementing regulations contained in 2 CFR, Subtitle A, Chapter 2, Part 200, Subpart F (hereinafter Part 200), the Part 200 Audit is required if the non-federal entity expends \$750,000 or more in total federal awards in a fiscal year. Non-federal entity means state and local governments and non-profit organizations.
- 7.2 The LPA shall comply with this Single Audit mandate as described in Section 16.1. Any federal funds for LPA projects paid directly to contractors and consultants by State, on behalf of the LPA, will be reported on State's schedule of expenditures of federal awards (SEFA) and need not be reported by LPA (as per FHWA's February 16, 2012 letter and State's February 24, 2012 letter). If a Part 200 audit is necessary, the expenditures related to the federal funds expended under this project should be shown in the report's Schedule of Expenditures of the Federal Awards (SEFA).
- 7.3 If necessary, the Federal award information needed for the SEFA includes:
  - Federal Grantor:** U.S. Department of Transportation – Federal Highway Administration
  - Pass-Through Grantor:** Nebraska Department of Roads
  - Program Title:** Highway Planning and Construction (Federal-Aid Highway Program)
  - CFDA Number:** 20.205
  - Project Number:** CM-D2(107)
- 7.4 If a Part 200 Audit is submitted by the LPA, the LPA shall notify the Nebraska Department of Roads, Highway Audits Manager, at P.O. Box 94759, Lincoln, NE 68509-4759 when the audit reporting package and the data collection form have been submitted to the Federal Audit Clearinghouse (FAC) website.

**SECTION 8. FINANCIAL RESPONSIBILITY****A. TOTAL PROJECT COSTS AND FUNDING COMMITMENTS**

The total cost of the project is currently estimated to be \$1,193,770.00.

Both the LPA and State recognize this is a preliminary estimate and the final cost may be higher or lower. In order to exceed the costs obligated for some of the phases set out above, the LPA must seek and obtain from the State additional Federal funding obligation by:

- Submitting a detailed cost estimate, when applicable, and receiving State's approval of such estimate,
- Receiving notification from the State that additional Federal Funds have been obligated,
- Receipt of a notice to proceed from the State to incur costs, if applicable

**B. LPA RESPONSIBILITY**

The LPA understands that payment for the costs of this project, whether they be services, engineering, Right-of-Way, utilities, material or otherwise, are the sole responsibility of the LPA when Federal participation is not allowable or available or if the project is subsequently determined to be ineligible for Federal-aid funding. Therefore, when the Federal government refuses to participate in the project or any portion of the project the LPA is responsible for full project payment with no cost or expense to the State in the project or in the ineligible portion of the project. Should the project be abandoned before completion, the LPA shall pay or repay the State for all costs incurred by the State prior to such abandonment.

**C. REIMBURSEMENT OF COSTS INCURRED BY THE LPA**

LPA incurred project costs of the five (5) types listed in this section may be eligible for reimbursement from Federal-aid funds for this project if:

- The LPA submits a detailed cost estimate, when applicable, and the State approves such estimate,
- The State has obtained Federal Funds obligation,
- The State issues notice to proceed to the LPA to incur costs. Work performed on the project prior to receipt of the Notice-to-Proceed is ineligible for Federal-aid reimbursement, and
- The LPA submits invoices no more frequently than monthly and in accordance with this agreement and the LPA Reimbursement Procedures located at:  
<http://www.roads.ne.gov/gov-aff/lpa-guide-man.html#forms4>. The LPA is responsible for submitting for reimbursement the total actual costs expended that are eligible for



Federal-aid. The State, on behalf of FHWA, will review the costs submitted and determine what costs are eligible for reimbursement. The State will reimburse the LPA for the Federal share of the eligible actual costs. The LPA shall retain detailed cost records supporting all invoices, and shall submit those records to the State upon request.

The criteria contained in Part 31 of the Federal Acquisition Regulations System (48 CFR 31) will be applied to determine whether the costs incurred by the LPA are allowable under this agreement, including any Professional Services agreements.

1. LPA Project oversight costs

Project oversight costs include: direct costs, such as compensation of LPA employees for their time devoted and related directly to the performance of the project phase for which the federal-aid was approved; cost of materials consumed as part of the project; and indirect costs, with an approved Indirect Cost Allocation Plan as outlined in the LPA Guidelines Manual for Federal Aid Projects. If the LPA wishes to be reimbursed for these costs, the State will request an initial Federal funding obligation of \$5,000 for this purpose, so that the LPA may commence work immediately following receipt of a notice to proceed from the State prior to performing any work which would result in exceeding the initial \$5,000 Federal funding authorization.

If additional reimbursement is desired by the LPA, the LPA must submit a detailed cost estimate for approval by the State. If approved, the State will request an adjustment to the Federal funding obligation.

2. LPA provided professional services

Professional services provided by the LPA, such as preliminary engineering and construction engineering, require execution of a Professional Services Agreement to identify the services to be provided by the LPA and associated costs. **Any Professional Services performed prior to Federal authorization and receipt of a Notice to Proceed will not be eligible for Federal-aid.**

**D. PAYMENT OF CONSULTANT PROFESSIONAL SERVICES BY THE STATE**

When the LPA uses Consultant professional services for this project, the costs of these services may be eligible for payment from Federal-aid funds. For the State to pay for these professional services, the LPA must execute an agreement with the service provider using the State's template agreement. Such agreement shall include a detailed scope of services and fee proposal. The State shall pay the Consultant directly, with Federal and local funds, for any

eligible costs. Any non-participating costs, or costs determined to be ineligible, shall be the sole responsibility of the LPA and LPA shall reimburse the State for any such costs paid to the Consultant. **Any professional services performed prior to Federal authorization and receipt of a Notice to Proceed will not be eligible for Federal-aid.**

#### **E. STATE INCURRED COSTS**

The expense incurred by State employees to perform tasks related to the development and construction of this project may be part of the cost of the project. The LPA shall be responsible for such costs as charged by State employees; however, these costs are eligible for Federal-aid participation up to the maximum amounts outlined below.

The maximum amount for which Federal Funds will participate in State incurred costs are:

1. PE Phase (including ROW Design activities)

Upon execution of this agreement, the State may obligate up to a maximum of \$10,000, allocated in accordance with the table above, for State incurred PE Phase services.

LPA shall be solely responsible for any State incurred costs 1) exceeding the Federal share of the obligated funds, 2) not eligible for reimbursement for any reason, or 3) for which an obligation is not obtained.

#### **G. LPA PROJECT BUDGET AND INVOICING BY THE STATE**

The LPA will earmark and place in its fiscal budget an amount sufficient to fund LPA's project commitments as shown in subsection A. above.

At times determined by the State, and after execution of this agreement, the State will invoice the LPA for some or LPA's entire share of the State incurred preliminary engineering project costs. After execution of a professional consultant services agreement for this project, the State will invoice the LPA their share of the total agreement amount.

Upon award of the construction contract, the State will invoice the LPA their share of the construction contract plus contingencies and construction engineering (includes \$2,500 audit costs), and any unbilled preliminary engineering expenses, unless other arrangement have been agreed upon by the Parties. The LPA shall pay the State within 30 calendar days of receipt of invoice from the State.

## **H. AUDIT AND FINAL COST SETTLEMENT**

Final reimbursement requests must be made within 60 days after the LPA has filed a completed State DR Form 299 with the State. Any invoices submitted after the 60 calendar days will be ineligible for reimbursement.

The final settlement between the State and the LPA will be made after final funding review and approval by the State and after an audit, if deemed necessary, has been performed to determine eligible actual costs. Refer to the SECTION 19. PROJECT COMPLETION, ACCEPTANCE, AUDIT, AND FINAL SETTLEMENT of this agreement for additional information.

## **I. PROJECT WITHDRAWAL**

If the LPA withdraws the project for any reason, LPA shall (a) repay State all Federal-aid funds that have been expended for the project and (b) pay State for all of State's costs associated with the project that have not been reimbursed.

## **SECTION 9. SCHEDULE**

In order to retain federal funding for this project, the LPA shall cause the project to move promptly through all project stages to meet the targeted letting date. LPA shall coordinate with the State concerning the progress of the project and notify State of any issues that will affect the project schedule. Failure of LPA to properly advance the project or meet project deadlines may result in suspension or termination and loss of federal funding for this project. See SECTION 6. SUSPENSION OR TERMINATION.

## **SECTION 10. PROCUREMENT OF PROFESSIONAL SERVICES**

### **A. ENGINEERING SERVICES**

The LPA shall procure engineering services providers using the Qualifications Based Selection process set out in the LPA Guidelines Manual. Engineering services include, but are not limited to; planning studies, preliminary engineering, environmental activities, Right-of-Way design, construction engineering, or architectural services.

## **SECTION 11. COORDINATING PROFESSIONAL**

As required by Neb. Rev. Stat. § 81-3437, if LPA's project involves more than one licensed professional engineer or architect, the LPA shall designate a Coordinating Professional for this project and notify the State in writing of such designation prior to commencement of professional services. The Coordinating Professional shall apply his or her seal and signature and the date to the cover sheet of all documents and denote the seal as that of the Coordinating Professional. The Coordinating Professional shall verify that all design disciplines involved in

the project are working in coordination with one another, and that any changes made to the design are approved by the corresponding discipline. "Coordinating Professional" shall have the meaning set out in §81-3408 of the Nebraska Engineers and Architects Regulation Act (Neb. Rev. Stat. § 81-3401 et. seq.) The Coordinating Professional shall also comply with the provisions of the Act, including Neb. Rev. Stat. §8 1-3437(3)(g), and the implementing Rules and Regulations, Title 110, NAC section 6.3, and when applicable, shall complete the duties of design coordination set out in Neb. Rev. Stat. § 81-3421. LPA's failure to provide written notice to the State under this section may result in the costs of previous professional services being declared ineligible for reimbursement or other sanctions allowed by law or both.

## **SECTION 12. PROJECT COMPLETION, ACCEPTANCE, AUDIT, AND FINAL SETTLEMENT**

### **A. TENTATIVE FINAL ACCEPTANCE**

Consultant or LPA providing the construction engineering shall notify the RC in writing when all contract work is complete and ready for inspection. RC shall, within one week, inspect the work for conformance with the construction contract. Within one week of acceptance of the work by the LPA, the LPA shall issue a Tentative Final Acceptance letter to the Contractor, with a copy to the State, advising them that all contract work has been tentatively accepted.

### **B. DR FORM 91 – NOTIFICATION OF CONTRACT COMPLETION**

Upon receipt by the State of the LPA's Tentative Final Acceptance letter to the Contractor, the State's District Engineer will prepare and distribute a DR Form 91. Consultant or LPA providing construction engineering services may only incur expenses for up to 45 days following the construction completion date sited on the DR Form 91 or the Tentative Final Acceptance letter.

### **C. Audit and Final Settlement with LPA**

If deemed necessary, an audit will be performed by the State to determine whether the actual costs incurred on the project are eligible for reimbursement with Federal Funds. The amount of the final settlement between the State and the LPA will be the LPA's share of the total eligible project costs, plus all ineligible project costs, less the total local funds previously paid to the State by the LPA.

If the LPA's calculated share is more than the amount of local funds previously paid to the State, the State will bill the LPA for the difference. The LPA agrees to pay the amount due the State within thirty (30) days of receipt of invoice.

If the LPA's calculated share is less than the amount of local funds previously paid to the State, the State will reimburse the LPA for the difference.

**SECTION 13. INDEMNITY**

The LPA agrees to hold harmless, indemnify, and defend the State and FHWA against all liability, loss, damage, or expense, including reasonable attorney's fees and expert fees, that the State and/or FHWA may suffer as a result of claims, demands, costs, or judgments arising out of LPA's project and the terms of this agreement.

**SECTION 14. CONFLICT OF INTEREST LAWS**

The LPA shall review the Conflict of Interest provisions of 23 CFR 1.33 and 49 CFR 18.36(b)(3) and agrees to comply with all the Conflict of Interest provisions in order for the project to remain fully eligible for State or Federal funding. LPA should review, understand and follow the instructions provided in the **NDOR CONFLICT OF INTEREST GUIDANCE DOCUMENT FOR LPA OFFICIALS, EMPLOYEES & AGENTS FOR LOCAL FEDERAL-AID TRANSPORTATION PROJECTS** located on the State website at the following location:

<http://www.roads.ne.gov/gov-aff/lpa/chapter-forms/coi/coi-guidance-doc-lpa.pdf>

The LPA must also complete and sign the **NDOR CONFLICT OF INTEREST DISCLOSURE FORM FOR LPAS FOR LOCAL FEDERAL-AID TRANSPORTATION PROJECTS**, for each project. This form is located on the State website at the following location: <http://www.roads.ne.gov/gov-aff/lpa/chapter-forms/coi/coi-disclosure-doc-lpa.pdf>

Consultants and Subconsultants providing services for LPA's, or submitting proposals for services, shall submit a Conflict of Interest Disclosure Form for Consultants. Consultants and Subconsultants shall submit a revised form for any changes in circumstances, or discovery of any additional facts that could result in someone employed by, or who has an ownership, personal, or other interest with Consultant or Subconsultant having a real or potential conflict of interest on an LPA federal-aid transportation project.

**SECTION 15. DRUG FREE WORKPLACE**

The LPA shall have an acceptable and current drug-free workplace policy on file with the State.

**SECTION 16. RECORDS RESPONSIBILITY**

The LPA shall maintain all correspondence, files, books, documents, papers, field notes, quantity tickets, accounting records and other evidence pertaining to costs incurred and shall make such material available at its office at all reasonable times during the contract period and for at least three years from the date of final cost settlement under this agreement; such records must be available for inspection by the State and the FHWA or any authorized representatives

of the Federal government, and the LPA shall furnish copies to those mentioned in this section when requested to do so.

#### SECTION 17. FAIR EMPLOYMENT PRACTICES

If the LPA performs any part of the work on this project itself, the LPA shall abide by the provisions of the Nebraska Fair Employment Practices Act as provided by Neb. Rev. Stat. §§ 48-1101 to 48-1126, and all regulations relative to nondiscrimination in federally assisted programs of the Department of Transportation, Title 49 CFR, Parts 21 and 27 as set forth in the SECTION 30. TITLE VI NONDISCRIMINATION CLAUSES of this agreement. The reference to "Contractor" in this section also means the "LPA".

#### SECTION 88. DISABILITIES ACT

The LPA agrees to comply with the Americans with Disabilities Act of 1990 (P.L. 101-366), as implemented by 28 CFR 35, which is hereby made a part of and included in this agreement by reference.

#### SECTION 19. LAWFUL PRESENCE IN USA AND WORK ELIGIBILITY STATUS PROVISIONS

The LPA agrees to comply with the requirements of Neb. Rev. Stat. §§ 4-108 to 4-114 with its Federal-aid project, including, but not limited to, the requirements of § 4-114(2) to place in any contract it enters into with a public contractor a provision requiring the public contractor to use a federal immigration verification system to determine the work eligibility status of new employees physically performing services within the State of Nebraska.

#### SECTION 20. DISADVANTAGED BUSINESS ENTERPRISES (DBE)

##### **A. Policy**

The LPA shall ensure that disadvantaged business enterprises as defined in 49 CFR Part 26 shall have the maximum opportunity to participate in the performance of contracts financed in whole or in part with Federal Funds under this agreement. Consequently, the DBE requirements of 49 CFR Part 26 are hereby made a part of and incorporated by this reference into this agreement.

##### **A. Disadvantaged Business Enterprises (DBEs) Obligation**

The LPA and State shall ensure that disadvantaged business enterprises as defined in 49 CFR Part 26 have the maximum opportunity to participate in the performance of contracts and subcontracts financed in whole or in part with Federal Funds provided under this agreement. In this regard, the LPA shall take all necessary and reasonable steps in accordance with 49 CFR Part 26 to ensure that disadvantaged business enterprises have the maximum

opportunity to compete for and perform contracts. The LPA shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of FHWA assisted contracts.

The LPA, acting as a sub-recipient of Federal-aid funds on this project shall adopt the disadvantaged business enterprise program of the State for the Federal-aid contracts the LPA enters into on this project.

Failure of the LPA to carry out the requirements set forth above shall constitute breach of contract and, after the notification of the FHWA, may result in termination of the agreement or contract by the State or such remedy as the State deems appropriate.

#### SECTION 21. TITLE VI NONDISCRIMINATION CLAUSES

During the performance of this agreement, the LPA, for itself, its assignees and successors in interest agrees as follows:

- (1) Compliance with Regulations: The LPA shall comply with the Regulations of the Department of Transportation relative to nondiscrimination in federally assisted programs of the Department of Transportation (Title 49, Code of Federal Regulations, Parts 21 and 27, hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this agreement.
- (2) Nondiscrimination: The LPA, with regard to the work performed by it after award and prior to completion of the contract work, shall not discriminate on the basis of disability, race, color, sex, religion or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The LPA shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix "A," "B," and "C" of Part 21 of the Regulations.
- (3) Solicitations for Subcontracts, Including Procurements of Materials and Equipment: In all solicitations either by competitive bidding or negotiation made by the LPA for work to be performed under a subcontract, including procurements of materials or equipment, each potential subcontractor or supplier shall be notified by the LPA of the LPA's obligations under this agreement and the Regulations relative to nondiscrimination on the basis of disability, race, color, sex, religion or national origin.
- (4) Information and Reports: The LPA shall provide all information and reports required by the Regulations, or orders and instructions issued pursuant thereto, and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the State or the FHWA to be pertinent to ascertain compliance with

such Regulations, orders and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information, the LPA shall so certify to the State, or the FHWA as appropriate, and shall set forth what efforts it has made to obtain the information.

- (5) Sanctions for Noncompliance: In the event of the LPA's noncompliance with the nondiscrimination provisions of this agreement, the State will impose such contract sanctions as it or the FHWA may determine to be appropriate, including but not limited to,
- (a) Withholding of payments to the LPA under this agreement until the LPA complies, and/or
  - (b) Cancellation, termination or suspension of this agreement, in whole or in part.
- (6) Incorporation of Provisions: The LPA shall include the provisions of paragraphs (1) through (6) in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Regulations, order, or instructions issued pursuant thereto. The LPA shall take such action with respect to any subcontract or procurement as the State or the FHWA may direct as a means of enforcing such provisions including sanctions for noncompliance: Provided, however, that, in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the LPA may request the State to enter into such litigation to protect the interests of the State, and in addition, the LPA may request the United States to enter into such litigation to protect the interests of the United States.

## SECTION 22. ENTIRE AGREEMENT

This instrument embodies the entire agreement of the Parties. There are no promises, terms, conditions, or obligations other than contained herein, and this agreement supersedes all previous communications, representations, or other agreements or contracts, either oral or written hereto.

## SECTION 23. HOME RULE CHARTER

The State and LPA agree that:

- (a) Pursuant to Section 8.05 of the Home Rule Charter, no elected official or any officer or employee of the LPA will have a financial interest, direct or indirect, in any LPA contract. Any violation of this section with the knowledge of the person or corporation contracting with the LPA will render the contract or agreement voidable by the Mayor or Council.



IN WITNESS WHEREOF, the Parties hereby execute this agreement pursuant to lawful authority as of the date signed by each party.

EXECUTED by the LPA this 25<sup>th</sup> day of February, 2016.

WITNESS:

METROPOLITAN AREA PLANNING  
AGENCY  
Greg Youell

  
Executive Director

EXECUTED by the State this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

STATE OF NEBRASKA  
DEPARTMENT OF ROADS  
Mick Syslo, P.E.

APPROVED AS TO FORM:

 2/22/16  
ASSISTANT CITY ATTORNEY

Materials & Research Engineer

T-AGR – 86 Modified

# “LITTLE STEPS - BIG IMPACT” 2016-2018 PROGRAM

## 2016 PROGRAM SUMMARY

The proposed Congestion Mitigation and Air Quality (CMAQ) program would build upon previous efforts by updating the air quality awareness survey, providing education on alternative modes of transportation and alternative fuel choices, as well as other ‘little steps’ people can make to improve air quality. The 2016 campaign will focus on spreading awareness about air quality issues in the Omaha metro area and the ‘little steps’ people can take to reduce their impact on air pollution as well as creating incentives and programs to make changing behaviors easier.

Education and promotion would be targeted for audiences living downtown and those living more suburban areas to reach various populations more effectively. The main methods of outreach are listed below:

1. Alternate modes of transportation
  - a. Employer based outreach and education on alternative modes for employees
    - i. tax credits
    - ii. discounted transit passes
    - iii. parking and other perks
  - b. Commuter Challenge
  - c. National Bike Challenge
  - d. Car and van pooling through Metro! Rideshare and NDOR's van pooling program(s)
  - e. Omaha Bikes and Heartland B-cycle
  - f. Free 2-Ride bus pass distribution
2. Outreach and promotion of alternative fuel choices
  - a. Employer outreach and education
  - b. Media and website promotion
3. Media outreach on air quality issues
  - a. Website and social media
  - b. Radio and TV

## HISTORY

From 2010 through 2015, MAPA led a community-based planning initiative to address elevated ozone levels and identify actions proactively that mitigate ozone in order to improve air quality and avoid nonattainment of the National Ambient Air Quality Standards (NAAQS) for ozone. The initiative spawned the “Little Steps - Big Impact” ozone campaign. The MAPA Board subsequently approved the use of Federal highway funds to conduct the “Little Steps - Big Impact” campaign during the summer 2012 ozone season to enhance public awareness and reduce ozone forming emissions in the MAPA region.

The ozone action days' framework was established initially in the Memorandum of Understanding (MOU) between MAPA, the Douglas County Health Department (DCHD), and the City of Omaha Public Works Department in order to increase public awareness of and coordinate action steps to work toward keeping the region in air quality attainment. The MOU established ozone actions days forecasted by DCHD to have air pollute levels of at least 67 parts per billion (ppb) on the air quality index (AQI).

## PARTNERS

### MAPA

MAPA is the designated Metropolitan Planning Organization (MPO) and Council of Governments (COG) representing the five-county Omaha/Council-Bluffs metropolitan region. MAPA is governed by a 10-member Board of Directors, representing local jurisdictions in the five-county region.

MAPA's essential duties are two-fold, with one statutory obligation and one voluntary duty. The statutory obligation, defined in Title 23 of the United States Code, is to undertake regional transportation planning and discharge fiduciary duties associated with the programming and administration of Federal transportation funds. The voluntary duty relates to community economic development planning and includes assistance with disaster and recovery planning, administration of revolving loan funds, and preparation of community comprehensive plans.

### The City of Omaha

Omaha Air Quality Control (OAQC) is the delegated authority within the Omaha city limits for all activities and sources covered under the Clean Air Act and Nebraska Title 129. OAQC issues all Air Construction and Air Operating Permits for applicable sources in Omaha, enforces National Emissions Standards for Hazardous Air Pollutants (NESHAP) requirements including asbestos regulations, and ensures compliance with local odor and dust ordinances.

### Live Well Omaha

Live Well Omaha is a nonprofit, public health organization serving Douglas County, Nebraska. Its mission is to connect multi-sector partners and health data together to take action towards improving health for residents of the Greater Omaha area. Currently, Live Well's work focuses on making the healthy choice the easy choice for residents to eat nutritious foods, move more and use active transportation modes as part of their culture and lifestyle. As a result of this focus, Live Well Omaha administers the Commuter Challenge, Bicycle Safety Education, Partners for Healthy Schools, Heartland B-cycle and works with partners to implement the Omaha Complete Streets Policy.

### Ethanol Board

The Nebraska Ethanol Board mission is to create a positive environment for ethanol production and use in Nebraska — and serve as a primary resource for ethanol producers, developers, media and policy makers.

### Metro Transit

Metro is the primary provider of public transit in the Omaha/Council Bluffs metropolitan area. Metro is responsible for the operation of local and express/commuter fixed-route transit services and the Americans

with Disabilities Act (ADA) complementary paratransit service within the City of Omaha. In addition, Metro has turn-key contracts for the operation of the Metro bus system in the Cities of Bellevue, LaVista, Papillion, and Ralston in Nebraska and the City of Council Bluffs in Iowa.

## Douglas County Health Department

The Douglas County Health Department is responsible for the health and safety of the residents of Douglas County, giving particular attention to those who cannot otherwise afford services. Its mission is to educate and protect the community by offering programs that promote environmental safety, healthy life choices, safe food, wellness for children, disease control and more.

## PROGRAM DELIVERABLES BREAKDOWN

### A. Air quality awareness survey

- 1) A telephone and online survey of air quality awareness in the MAPA region will be conducted in the fall of each year of the program (fall of 2016, 2017, and 2018). The survey will assist in determining the effectiveness of the public awareness campaign. The survey is intended to be conducted annually in order to monitor public awareness of air quality issues on an ongoing basis.

### B. Graphic and media design

- 1) Conceptualize and execute the design of advertisements for selected media (such as print, web, television, and/or radio)
- 2) Update the LSBI and Commuter Challenge websites to reflect the new campaign messaging and focus on education and alternative fuel and mode options.
- 3) Create videos to post on website and social media

### C. Media coordination and purchasing

- 1) Perform due diligence on pricing advertisement space in media outlets and provide recommendations on the most effective means of marketing the campaign within the project budget. The project approach must be strategic and cost-conscious.
- 2) Provide advertising copy to media outlets and others that is formatted properly as directed by MAPA.
- 3) Coordinate with local meteorologists and other media outlets to inform the news media about the alternative fuel program and "Little Steps - Big Impact" education and awareness campaign. Provide them with graphics and other media-friendly information.
- 4) Manage direct payments to media outlets and secure proper documentation of advertising runs.

### D. Employer outreach program

- 1) Develop an outreach program targeted at employees in the region via a minimum of 5 large employers and 10 mid-size and small firms located along transit routes.

- i. Educate employers and employees regarding the transit benefit allowance the IRS provides as an incentive
  - ii. Educate employers and employees regarding the "Little Steps - Big Impact" campaign and the benefits of providing bus passes for employees
  - iii. Educate employers and employees about the external benefits and options of alternate modes of transportation including parking, active living, air quality, and cost savings
- 2) For those employers participating already in commuter subsidy programs, coordinate efforts to increase the number of employees in the program by providing education on: cost savings, tax incentives, and health benefits of such programs.
  - 3) Educate employers and employees regarding the "Little Steps - Big Impact" campaign and the little steps they can take to improve air quality.

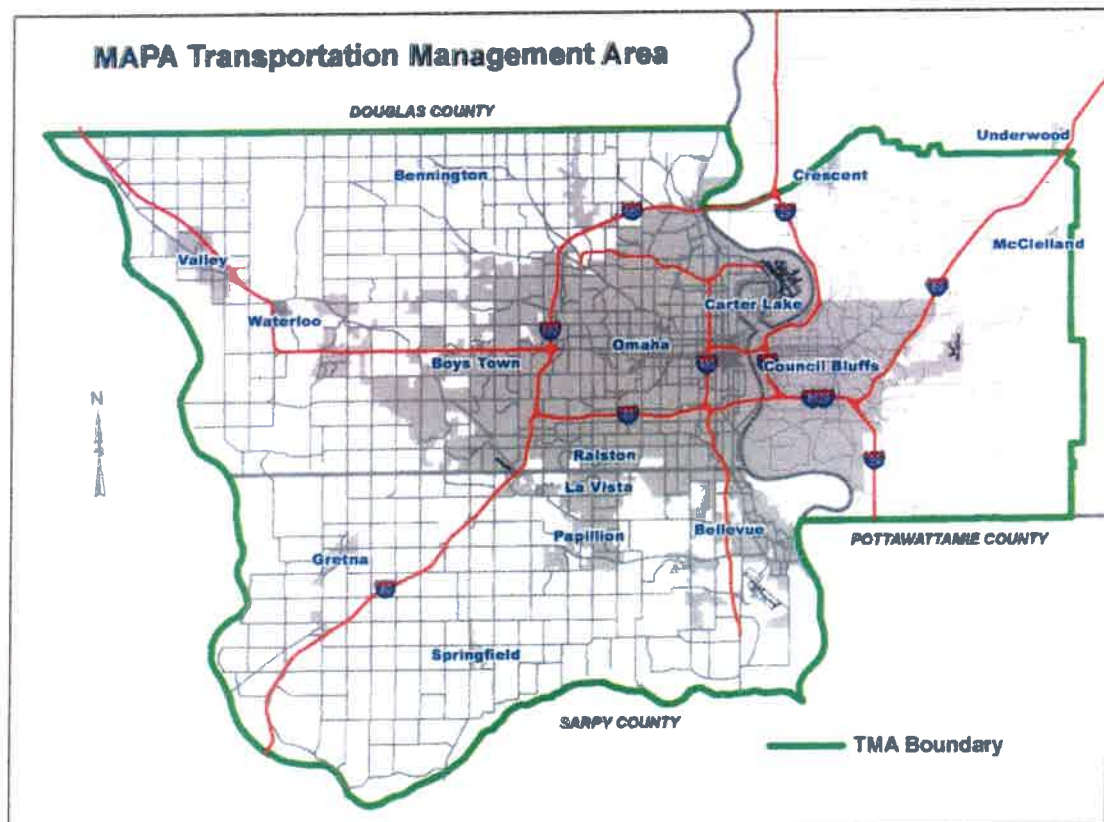
**E. *Reduced transit passes***

- 1) Free two ride passes will be distributed as promotional material to provide a no cost introduction to the Metro bus system for those interested in transit as an alternate mode of transportation.

**F. *Commuter challenge monitoring***

- 1) As a major program element to educate the public on the impacts of air quality, MAPA and Live Well Omaha have developed a challenge to commuters to use other modes of transportation than single occupancy vehicles (SOVs) from May through September. Live Well Omaha will work with MAPA and other stakeholders to conduct several key portions of the program including employer outreach, public awareness, and tracking of the commuter challenge.
- 2) Live Well Omaha will track and monitor the benefits of bicycle and pedestrian commuting through participation in the Commuter and Bike Challenges during peak ozone times of the year.
- 3) Live Well Omaha will develop a comprehensive tracking tool for pedestrian, bike, and transit trips. This application will interface with partner websites and the National Bike Challenge format to track, promote, and provide customer support to participants in the Commuter Challenge.
- 4) Heartland B-Cycle will track and report bicycle ridership as part of the collaborative effort and Omaha Bikes will promote a series of eight bike corral events throughout the challenge period in order to encourage commuters to bicycle to destinations rather than drive. Results will be measured and also reported as part of the Live Well Commuter Challenge monitoring.

## DETAILED PROJECT/PROGRAM MAP





DETAILED BUDGET

The below table summarizes the estimated budget for the 2016-2018 ozone program. MAPA is requesting an average of \$314005 over 3 years with a total of \$942,016. The increase in funding requests reflect the expanded program, and inflation rates, which seeks to increase outreach and extend the length of the program to run all year for education and incentives.

Ozone Project		2016	2017	2018	
		Amount	Amount	Amount	Total
Conducting Survey		\$12,000	\$6,750	\$7,000	\$25,750
Copyright / Media Purchase		\$55,750	\$55,750	\$56,000	\$167,500
Graphic Design		\$56,000	\$57,000	\$58,000	\$171,000
Employer / Outreach Program		\$50,000	\$51,250	\$52,760	\$154,010
Media Placement / Advertisement Purchase		\$137,000	\$130,000	\$132,000	\$399,000
Outreach and Media Production		\$65,000	\$55,000	\$55,000	\$175,000
					\$0
Live Well Omaha		\$21,000	\$21,500	\$22,000	\$64,500
MAPA - Administrative Oversight		\$33,000	\$34,000	\$35,010	\$102,010
Total Estimated Budget		\$429,750	\$411,250	\$417,770	\$1,258,770
Previous funds		\$65,000	\$0	\$0	\$65,000
CMAQ Request		\$278,800	\$329,000	\$334,216	\$942,016
Local Match		\$85,950	\$82,250	\$83,554	\$251,754
CMAQ Request		\$278,800	\$329,000	\$334,216	\$942,016

## PROJECT TIME LINE

The below project time line presents the estimated tasks and month(s) each task is programmed to be conducted and completed. Once the grant funding is available, MAPA will contract with Lovgren Marketing Group to conduct the ozone awareness campaign. MAPA needs to start the program by February/March 2016 in order to allow for the update, design, and outreach by May 2016 and the program will be continuous thereafter. Employer education would begin in April of 2016 and run continually through till the end of 2018. Promotion for alternate fuels and modes of transportation would run from May through September each year during the peak ozone producing time in the Omaha area. The public survey would be conducted in September of each year in order to assess the results of that year's peak promotion time of the "Little Steps - Big Impact" campaign.

Tasks	2015							
	Sept	Oct	Nov	Dec				
Develop NDOR CMAQ grant								
Submit to NDOR for Approval								
Grant Approval/TIP Amendment								
Media Placement								
Employer Outreach								
Conduct survey/Analysis of Results								
Final Reporting								
	2016							
	Winter		Spring		Summer		Fall	
Develop NDOR CMAQ grant								
Submit to NDOR for Approval								
Grant Approval/TIP Amendment								
Media Placement								
Employer Outreach								
Conduct survey/Analysis of Results								
Final Reporting								
	2017							
	Winter		Spring		Summer		Fall	
Develop NDOR CMAQ grant								
Submit to NDOR for Approval								
Grant Approval/TIP Amendment								
Media Placement								
Employer Outreach								
Conduct survey/Analysis of Results								
Final Reporting								
	2018							
	Winter		Spring		Summer		Fall	
Develop NDOR CMAQ grant								
Submit to NDOR for Approval								
Grant Approval/TIP Amendment								
Media Placement								
Employer Outreach								
Conduct survey/Analysis of Results								
Final Reporting								



OZONE BENEFIT CALCULATION

Ozone Benefit											
Ethanol				Walk and Bike				Transit			
CO2	NOx	CO	VOC	CO2	NOx	CO	VOC	CO2	NOx	CO	VOC
Increase trip using ethanol (per day)	950	950	950	Increase walking and bike trips (per day)	125	125	125	Increase transit (per day)	50	50	50
Average Trip Distance	5	5	5	Average Trip Distance	5	5	5	Average Trip Distance	5	5	5
Avg Trip speed	35	35	35	Avg Trip speed	35	35	35	Avg Trip speed	35	35	35
Emission rate for all vehicles at 35 mph	563.19	1.62	12.551	Emission rate for all vehicles at 35 mph	563.19	1.62	12.551	Emission rate for all vehicles at 35 mph	563.19	1.62	12.551
Number of days of program (work days)	90	90	90	Number of days of program (work days)	90	90	90	Number of days of program (work days)	90	90	90
Total gram emissions / day in grams	2,675,153	7,695	59,617	Total gram emissions / day in grams	351,994	1,013	7,844	Total gram emissions / day in grams	140,798	405	3,138
Total Annual emission in grams	240,763,725	692,550	5,365,553	Total Annual emission in grams	31,679,438	91,125	705,994	Total Annual emission in grams	12,671,775	36,450	282,398
Total Annual kg of emission	240,764	693	5,366	Total Annual kg of emission	31,679	91	706	Total Annual kg of emission	12,672	36	282
Base Budget	\$ 247,272			Base Budget	\$ 247,272			Base Budget	\$ 247,272		
Benefit ratio (annual cost per kg)	\$ 1.03	\$ 357.05	\$ 46.09	Benefit ratio (annual cost per kg)	\$ 7.81	\$ 2,713.55	\$ 350.25	Benefit ratio (annual cost per kg)	\$ 19.51	\$ 6,783.87	\$ 875.62
Benefit ratio (annual cost per g)	\$ 0.0010	\$ 0.36	\$ 0.05	Benefit ratio (annual cost per g)	\$ 0.0078	\$ 2.71	\$ 0.35	Benefit ratio (annual cost per g)	\$ 0.0195	\$ 6.78	\$ 0.88
Average Benefit of all Pollutants	\$ 0.185			Average Benefit of all Poll	\$ 1.404			Average Benefit of all Poll	\$ 3.511		
Emission rates are based on IOWA DOT emission factor table				Emission rates are based on IOWA DOT emission factor table				Emission rates are based on IOWA DOT emission factor table			
Total				Total				Total			
4500				20398.665304				20398.665304			
60				20.398665304				20.398665304			
420				5.095665761				5.095665761			
1237.264											
2080											
32573.79											
239185390											
259163.3											
7418.16											

# RESOLUTION

## SIGNING OF THE PROJECT PROGRAM AGREEMENT

Metropolitan Area Planning Agency

Resolution No. \_\_\_\_\_

**Whereas:** Metropolitan Area Planning Agency is proposing a transportation project for which it would like to obtain Federal funds;

**Whereas:** u Metropolitan Area Planning Agency understands that it must strictly follow all Federal, State and local laws, rules, regulations, policies and guidelines applicable to the funding of the Federal-aid project; and

**Whereas:** Metropolitan Area Planning Agency and Nebraska Department of Roads (NDOR) wish to enter into a Project Program Agreement setting out the various duties and funding responsibilities for the Federal-aid project.

**Be It Resolved:** by the Board of Directors of the Metropolitan Area Planning Agency that:

Greg Youell, Director of Metropolitan Area Planning Agency is hereby authorized to sign the attached Project Program Agreement between the Metropolitan Area Planning Agency and the NDOR.

Metropolitan Area Planning Agency is committed to providing local funds for the project as required by the Project Program Agreement.

NDOR Project Number: CM-D2(107)

NDOR Control Number: 22553

NDOR Project Name: CMAQ Air Quality and Reduced Bus Fare Program

Adopted this 25<sup>th</sup> day of February, 2016 at Omaha Nebraska.  
(Month) (Year)

The Board of the Metropolitan Area Planning Agency, Nebraska

<u>Duck</u>	<u>Richards</u>
<u>Gray</u>	<u>Sanders</u>
<u>Hanrahan</u>	<u>Stothert</u>
<u>Kohn</u>	<u>Walsh</u>
<u>Kindig</u>	

Board/Council Member Stothert  
 Moved the adoption of said resolution  
 Member Sanders Seconded the Motion  
 Roll Call: 8 Yes 0 No 0 Abstained 1 Absent  
 Resolution adopted, signed and billed as adopted

Attest:

  
 Signature

MAPA  
CONTRACT COVER PLATE

CONTRACT IDENTIFICATION

1. Contract Parties: MAPA-Florence Home for the Aged
2. Project Title: Florence Home for the Aged Paratransit Service 19013100003
3. Effective Date: October 1, 2018
4. Completion Date: December 31, 2019

CONTRACT PARTIES

5. Contractor Name and Address: Florence Home for the Aged  
7915 N. 30<sup>th</sup> St.  
Omaha, NE 68112
6. The Planning Agency: The Omaha-Council Bluffs Metropolitan Area Planning Agency  
2222 Cuming Street  
Omaha, Nebraska 68102

ACCOUNTING DATA

7. Contract -\$42,478 of FTA 5310 (CFDA 20.513) Enhanced Mobility of Seniors and Individuals with Disabilities funds less independent audit and inspection fees, unless acceptable compliance with 2 CFR 200 can be substituted, plus \$42,478 in matching funds.

DATES OF SIGNING AND MAPA BOARD APPROVAL

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

AGREEMENT  
FOR PROFESSIONAL SERVICES

THIS AGREEMENT entered into this first day of October, 2018, by and between Florence Home for the Aged, 7915 N. 30<sup>th</sup> St., Omaha, NE 68112, herein after referred to as "the Contractor", and the Omaha-Council Bluffs Metropolitan Area Planning Agency, 2222 Cuming Street, Omaha, Nebraska 68102, hereinafter referred to as "MAPA", providing for professional services described herein.

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

1. EMPLOYMENT OF THE CONTRACTOR

The Contractor agrees to undertake certain paratransit services as identified in Section 5310 Formula Grant for Enhanced Mobility of Seniors and Individuals with Disabilities. This Agreement shall be subject to all required provisions of FTA Project NE-2018-007-00 attached and incorporated hereto by reference (Exhibit A).

2. AREA COVERED

The service area to be covered under this Agreement shall be the Omaha-Council Bluffs urbanized area. The Contractor will provide paratransit service for veterans, the elderly, and disabled individuals.

3. SCOPE OF SERVICES

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

4. PERSONNEL

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

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

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

## 5. RESIDENCY VERIFICATION

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

## 6. TIME OF PERFORMANCE

The Contractor agrees to perform the services of this Agreement as stated herein, within the time of this Agreement. The agreement shall cover work performed beginning October 1, 2018 and ending December 31, 2019.

## 7. COMPENSATION

Contingent upon receipt of Federal Transit Administration (FTA) 5310 funds under FTA Project NE-2018-007-00, MAPA agrees to pay for the services rendered by the Contractor under the terms of this Agreement, compensation on a cost reimbursement basis for costs incurred and to include direct costs not to exceed in any event forty-two thousand four hundred seventy-eight dollars (\$42,478) less independent audit and inspection fees, unless acceptable compliance with 2 CFR 200 can be substituted. The Contractor agrees to contribute in cash or in services a minimum requirement of forty-two thousand four hundred seventy-eight dollars (\$42,478). Services shall be defined as staff time paid with non-federal dollars or equipment purchased with non-federal dollars. (Exhibit C)

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

Direct labor costs shall only be for eligible transportation services and administration of transportation services. Eligible transportation services includes the scheduling of rides, drivers and assistance from the vehicle to the door of the destination. Personal services such as physical assistance with cares, toileting and communicate with medical staff during a trip are explicitly unallowable. The

Consultant shall demonstrate the ability to track separately allowable and unallowable services as it pertains to this Agreement.

- a. Hourly Rates: For hourly employees, the hourly earnings rate shall be their employee's straight time hourly rate for the pay period in which the work was performed plus overhead. The approved rates and estimated hours are included in the budget (Exhibit C).
  - b. Time Reports: The hours charged to the project must be supported by adequate time distribution records that clearly indicate the distribution of hours to all projects/activities on a daily basis for the entire pay period. Time reports must provide a clear identifying link to the projects: such as project description, project number, pertinent work phase, dates of service, and the individual's name and position. There must be an adequate system of internal controls in place to ensure that time charges are correct and have the appropriate supervisory approval.
- B. Direct Non-Labor Costs: These costs include all necessary, actual, and allowable costs related to completing the work under the agreement, including but not limited to: meals, lodging, mileage, subject to the limitations outlined below; communication costs; reproduction and printing costs; special equipment and materials required for the project; special insurance premiums if required solely for this agreement; and such other allowable items. Meal and lodging expenses shall not exceed IRS published per diem rates for the region. Alcoholic beverages are not considered to be an allowable expense and are not reimbursable.

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

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

## 8. RECORDS AND AUDITS

- A. The Contractor shall establish and maintain accounts for the project in a manner in accordance with applicable provisions of 2 CFR, Subtitle A, Chapter 2, Part 200, Subpart F.
- B. Expenditures shall be in conformance with the standards for allowability of costs and the contract cost principles and procedures set forth in 2 CFR 200.
- C. The Contractor shall establish and maintain separate accounts for expenditures under FTA Project NE-2018-007-00.
- D. If necessary, the Federal award information needed for the SEFA includes:

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

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

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

**CFDA Number:** 20.513

**Project Number:** 1901310003

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

#### 9. SUBMISSION OF VOUCHERS/INVOICES

- A. The Contractor may submit monthly, but no less than quarterly, documented invoices of costs incurred for the work elements and work activities that were previously identified in Sections 3A of this Agreement. Said reports shall account for the expenditure of Federal and Contractor shares, shall indicate work program percentage completion, and shall contain a statement of the Contractor's estimate of the percentage of work completed and be signed by a responsible representative of the Contractor's certifying that all of the items herein are true and correct for the work performed under the terms of this Agreement. Final payment shall be made upon determination by MAPA and FTA that all requirements hereunder have been completed, which determination shall not be unreasonably withheld. Promptly after receipt of the Contractor's invoices, and following receipt of funds from FTA Project NE-2018-007-00. MAPA shall make payment thereon to the Contractor. MAPA may withhold ten percent (10%) of the total compensation pending a final audit of this Agreement.
- B. All invoices shall be taken from the books of account kept by the Contractor shall have available copies of payroll distribution, receipted bills or other documents reasonably required by MAPA. The Contractor shall use actual labor rates for billing purposes.
- C. The Contractor shall have available a listing of all Contractor personnel positions that may be selected or assigned to the work contemplated herein. Said listing shall indicate the title or classification and salary range of each such position. It is agreed that employees of the Contractor, whose time is directly

assignable to the FY 2019 Program, shall keep and sign a time record showing the work element and work activity of the FY 2019 Program, date and hours worked, and title of position.

#### 10. TERMINATION OF AGREEMENT FOR CAUSE

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

#### 11. CHANGES

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

#### 12. PROHIBITED INTEREST

- A. No member of or delegate to the Congress of the United States shall be admitted to any share or part of this contract or to any benefit arising therefrom.
- B. No employee, officer or agent of the Consultant or MAPA shall participate in selection, or the award or administration of a contract supported by Federal funds if a conflict of interest, real or apparent, would be involved. Such a conflict would arise when:
  - 1. The employee, officer or agent,
  - 2. Any member of his/her immediate family,
  - 3. His or her partner, or
  - 4. An organization which employs, or is about to employ, any of the above, has a financial or other interest in the Consultant or sub contractors selected for award.

MAPA's officers, employees or agents will neither solicit nor accept gratuities, favors or anything of monetary value from contractors, potential contractors, or parties to sub agreements.

#### 13. ASSIGNABILITY



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

#### 14. CLAIMS

Both parties indemnify, save and hold harmless the other party, and all its agents and employees of and from any and all claims, demands, actions or causes of action of whatever nature or character arising out of, or by reason of, the work to be performed by either party. Each party further agrees to defend, at its own sole cost and expense, any action or proceeding commenced for the purpose of asserting any such claim of whatever character arising as a result of its actions. It is further agreed that any and all employees of either party while engaged in the performance of any work or service required or provided for herein to be performed by that party, shall not be considered employees of the other party, and that any and all claims that may or might arise under the Worker's Compensation Act of the State of Nebraska on behalf of said employees, while so engaged, and any and all claims made by any third parties as a consequence of any act or omission on the part of said employees, shall in no way be the obligation or responsibility of the other party.

#### 15. INTEREST OF THE CONTRACTOR

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

#### 16. IDENTIFICATION OF DOCUMENTS

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

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

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

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

#### 17. PUBLICATION OR RELEASE OF INFORMATION

- A. Papers, interim reports, forms or other material which are a part of the work under contract will not be copyrighted without written approval of FTA.
- B. Either party to the Agreement may initiate a request for publication of the final or interim reports, or any portions thereof.
- C. Publication by either party shall give credit to the other party and to FTA. However, if FTA does not wish to subscribe to the findings or conclusions of the study the following statement shall be included on the credit sheet: "The opinions, findings and conclusions expressed in this publication are those of the authors and not necessarily those of FTA."
- D. In the event of failure of agreement between FTA and the Contractor relative to the publication of any reports during the period of the contract, each party reserves the right to publish independently, in which event the nonconcurrence of the other party shall be set forth, if requested.
- E. Both written and oral releases are considered to be within the context of publication. However, there is no intention to limit discussion of the study with participants in the Transportation Planning Program, small technical groups or lectures to employees or students. Lectures to other groups which describe the plans are permissible.
- F. Neither party shall publish nor otherwise disclose, nor permit to be disclosed or published, the results of the investigation herein contemplated, during the period of the Agreement, without notifying the other party.
- G. When the scheduled time for presentation of a paper does not permit formal review and approval of a complete report, abstracts may be used for notification of intent to present a paper based on the study. Such presentation must protect the interest of the other party by the inclusion of a statement in the paper and in presentation to the effect that the paper had not been reviewed by the State.

#### 18. NONDISCRIMINATION

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

#### 19. DISADVANTAGED BUSINESS ENTERPRISE

In connection with the performance of this Agreement, the Contractor will cooperate with the project

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

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

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

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

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

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

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

24. RIGHTS TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT

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

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

The Consultant and all subcontractors assert the organization or individuals are not listed on the

government-wide Excluded Parties List System, in accordance with the OMB guidelines at 2 CFR part 180 that implement E.O.s 12549 (3 CFR, 1986 Comp., p. 189) and 12689 (3 CFR, 1989 Comp., p. 235), "Debarment and Suspension." The Excluded Parties List System contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than E.O. 12549.[69 FR 26281, May 11, 2004, as amended at 70 FR 51879, Aug. 31, 2005]

#### 26. HOLD HARMLESS

The Consultant agrees to and shall indemnify, save and hold harmless the Planning Agency, its members, officers, employees, and agents, from all claims and liability of whatsoever kind or character due to or arising out of the acts and conduct of the Consultant, its officers, agents, employees, subcontractors, and others acting for or under the direction of the Consultant doing the work herein contracted for, or by or in consequence of any negligence in the performance of this Agreement, or by or on account of any omission in the performance of this Agreement, and also from all claims of damage for infringement of any patent in fulfilling this Agreement. The Consultant will procure and maintain adequate public liability and property damage insurance to protect the Planning Agency, its members, officers, employees, and agents, and will, upon request of the Planning Agency, furnish proof of compliance with this requirement.

#### 27. DRUG FREE POLICY

Both parties have established and maintain drug free workplace policies.

#### 28. ENTIRE AGREEMENT

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

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

OMAHA-COUNCIL BLUFFS METROPOLITAN  
AREA PLANNING AGENCY

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

\_\_\_\_\_  
Printed Name

FLORENCE HOME FOR THE AGED

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

\_\_\_\_\_  
Printed Name and Title

APPROVED AS TO LEGAL FORM

DATE \_\_\_\_\_

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

**UNITED STATES OF AMERICA  
DEPARTMENT OF TRANSPORTATION  
FEDERAL TRANSIT ADMINISTRATION**

**GRANT AGREEMENT  
(FTA G-24, October 1, 2017)**

On the date the authorized U.S. Department of Transportation, Federal Transit Administration (FTA) official signs this Grant Agreement, FTA has obligated and awarded federal assistance as provided below. Upon execution of this Grant Agreement by the Recipient named below, the Recipient affirms this FTA Award, enters into this Grant Agreement with FTA, and binds its compliance with the terms of this Grant Agreement.

The following documents are incorporated by reference and made part of this Grant Agreement:

- (1) "Federal Transit Administration Master Agreement," FTA MA(24), October 1, 2017, <http://www.transit.dot.gov>,
- (2) The Certifications and Assurances applicable to the FTA Award that the Recipient has selected and provided to FTA, and
- (3) Any Award notification containing special conditions or requirements, if issued.

WHEN THE TERM "FTA AWARD" OR "AWARD" IS USED, EITHER IN THIS GRANT AGREEMENT OR THE APPLICABLE MASTER AGREEMENT, "AWARD" ALSO INCLUDES ALL TERMS AND CONDITIONS SET FORTH IN THIS GRANT AGREEMENT.

FTA OR THE FEDERAL GOVERNMENT MAY WITHDRAW ITS OBLIGATION TO PROVIDE FEDERAL ASSISTANCE IF THE RECIPIENT DOES NOT EXECUTE THIS GRANT AGREEMENT WITHIN 90 DAYS FOLLOWING FTA's AWARD DATE SET FORTH HEREIN.

**FTA AWARD**

Federal Transit Administration (FTA) hereby awards a Federal Grant as follows:

**Recipient Information**

Recipient Name: Omaha-council Bluffs Metropolitan Area Planning Agency

Recipient ID: 1856

DUNS No: 107603896

## Award Information

Federal Award Identification Number: NE-2018-007-00

Award Name: FY2018 5310 Operations & Administration

Award Start Date: 8/3/2018

Award End Date: 6/29/2020

Award Executive Summary: FY2018 5310 OPERATIONS & ADMINISTRATION (5-29-2018)

This project is part of the Coordinated Transit Plan (located at [http://mapacog.org/wp-content/uploads/2014/05/MAPA\\_2014CoordinatedTransitPlan\\_ApprovedMay2014.pdf](http://mapacog.org/wp-content/uploads/2014/05/MAPA_2014CoordinatedTransitPlan_ApprovedMay2014.pdf)) on page 66.

MAPA completed a call for 5310 projects in February 2015. These projects were incorporated into the FY16 TIP and are now being programmed into TrAMS. Please see MAPA's FY2018-2023 Transportation Improvement Program for the 5310 Program of Projects (attached to this grant).

### FUNDING

This application uses the following amounts of funds: FY2016 - \$204,105

### PROJECT ACTIVITY

This application includes the following projects:

- Operations: City of Council Bluffs - \$72,485
- Operations: Florence Home for the Aged - \$42,728
- Operations: Black Hills Works - \$38,892
- Administration: MAPA - \$50,000

Research and Development: This award does not include research and development activities.

Indirect Costs: This award does not include an indirect cost rate.

Suballocation Funds: Recipient organization is the Designated Recipient and can apply for and receive these apportioned funds.

Pre-Award Authority: This award is not using Pre-Award Authority.

## Award Budget

Total Award Budget: \$358,210.00

Amount of Federal Assistance Obligated for This FTA Action (in U.S. Dollars): \$204,105.00

Amount of Non-Federal Funds Committed to This FTA Action (in U.S. Dollars): \$154,105.00

Total FTA Amount Awarded and Obligated (in U.S. Dollars): \$204,105.00

Total Non-Federal Funds Committed to the Overall Award (in U.S. Dollars): \$154,105.00

### **Award Budget Control Totals**

(The Budget includes the individual Project Budgets (Scopes and Activity Line Items) or as attached)

<b>Funding Source</b>	<b>Section of Statute</b>	<b>CFDA Number</b>	<b>Amount</b>
5310 - Mobility of Sr. & Indv. w/ Disabilities Formula	5310-1A	20513	\$204,105
Local			\$154,105
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
<b>Total Eligible Cost</b>			<b>\$358,210</b>

(The Transportation Development Credits are not added to the amount of the Total Award Budget.)

### **U.S. Department of Labor Certification of Public Transportation Employee Protective Arrangements:**

Original Certification Date:

### **Special Conditions**

There are no special conditions.

### **FINDINGS AND DETERMINATIONS**

By signing this Award on behalf of FTA, I am making all the determinations and findings required by federal law and regulations before this Award may be made.



## **FTA AWARD OF THE GRANT AGREEMENT**

Awarded By:  
Mark Bechtel  
Deputy Regional Administrator  
FEDERAL TRANSIT ADMINISTRATION  
U.S. DEPARTMENT OF TRANSPORTATION  
Contact Info: mark.bechtel@dot.gov  
Award Date: 8/3/2018

## **EXECUTION OF THE GRANT AGREEMENT**

Upon full execution of this Grant Agreement by the Recipient, the Effective Date will be the date FTA or the Federal Government awarded Federal assistance for this Grant Agreement.

By executing this Grant Agreement, the Recipient intends to enter into a legally binding agreement in which the Recipient:

- (1) Affirms this FTA Award,
- (2) Adopts and ratifies all of the following information it has submitted to FTA:
  - (a) Statements,
  - (b) Representations,
  - (c) Warranties,
  - (d) Covenants, and
  - (e) Materials,
- (3) Consents to comply with the requirements of this FTA Award, and
- (4) Agrees to all terms and conditions set forth in this Grant Agreement.

Executed By:  
*Greg Youell*  
*Executive Director*  
*Omaha-council Bluffs Metropolitan Area Planning Agency*  
*8/9/2018*

## Project Description \*

Describe what will be accomplished within the scope of this award. This should include the services performed (transportation, assistance, etc) and whether things like vehicle maintenance, insurance, and administrative time will be billed. Explain how this program serves the needs of transit-dependent populations (specifically seniors and persons with disabilities) beyond traditional public transportation services and American with Disabilities Act (ADA). Avoid including services that are not allowable as part of the grant.

### Exhibit B – Scope of Services

#### Florence Home Transportation

Florence Home Transportation Services provides trained staff to accompany residents with disabilities, the elderly, and veterans on transportation trips to physician visits, dental appointments, outings and social events. Resident served live at Florence Home Healthcare Center, Royale Oaks Assisted Living, House of Hope Alzheimer's Care and House of Hope Assisted Living. Our trained drivers accompanying the individual from door to door ~~and provide physical assistance with cares, toileting and communicate with medical staff during the trip.~~

The Florence Home Transportation Services provides demand responsive transportation for individuals that require additional support not currently provided by public transportation.

The Florence Home Transportation Services operates Monday through Friday from 7:00am to 5:00pm or as late as needed to complete the transport. Occasionally, these same services are provided on Saturday and Sunday, when scheduled in advance. Approximately 7,500 to 8,000 transports are done per year. The clientele served is primarily low socio-economic, elderly, disabled and veterans. Florence Home has been in business since 1906 and has always served this type of population.

Our transportation services are safe and our vehicles are well maintained. Our staff are trained caregivers and trained drivers. Each driver is expected to complete driver training to include passenger and wheelchair securement, safe transfers, and vehicle pre-trip inspections.

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## Budget Information

### Personnel \*

List employees who will be included in invoices for reimbursement and describe their contributions to the project.

Tammy Bradley Larson, Roger Evans, Mindy Manning, Paul Vasek, Melissa Hart, and Michelle Blesh.

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## Matching Funds \*

Explain the source of matching funds.

50% matched with organization's funds

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## Program Income \*

Explain if your program charges for services or generates any other program income.

Income is generated through assisted living and long term care services provided to residents.

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## Deliverables



### Estimated Number of Trips \*

Provide an estimate of the number of individual trips to be made within the scope of this award. This means the number of times a person is given a ride. For example, a vehicle carrying one person from home to an appointment is one trip; a vehicle carrying three people from their homes to appointments is three trips. Return trips count separately so an individual going from home to an appointment and then back home counts as two trips. Plan to include this information in your progress reports. You should be able to track progress.

8000

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### Other

Include any additional deliverables you intend to provide upon completion of the contract here.

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## Exhibit C: Project Budget

**Project Name:** Florence Home for the Aged

**Contact Name:** Lois Jordan

		October 1, 2018-December 31, 2019	
Budget Detail	Total Cost	5310 Funds	Local Match
<b>A. OPERATING EXPENSES<sup>1</sup></b>			
1. Personnel	\$ 27,000	\$ 13,500	\$ 13,500
2. Administrative	\$ 38,456	\$ 19,228	\$ 19,228
3. Insurance	\$ 12,000	\$ 6,000	\$ 6,000
4. Vehicle Fuel	\$ 5,500	\$ 2,750	\$ 2,750
5. Vehicle Repair/Maintenance	\$ 2,000	\$ 1,000	\$ 1,000
<b>Subtotal - Operating Expenses</b>	<b>\$ 84,956</b>	<b>\$ 42,478</b>	<b>\$ 42,478</b>
		October 1, 2018-December 31, 2019	
	Total Cost	5310 Funds	Local Match
<b>B. CAPITAL EXPENSES<sup>2</sup></b>			
1			
2			
3			
4			
5			
<b>Subtotal - Capital Expenses</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>C. PROGRAM TOTAL BUDGET</b>	<b>\$ 84,956</b>	<b>\$ 42,478</b>	<b>\$ 42,478</b>
	<b>Program Total</b>	<b>5310 Funds</b>	<b>Local Match Total</b>
<sup>1</sup> 5310 funding for Operating Expenses may not exceed 50% of the total cost.			
<sup>2</sup> 5310 funding for Capital Expenses may not exceed 80% of the total cost.			



October 29, 2018

Mr. Greg Youell  
Executive Director  
Omaha-Council Bluffs Metropolitan Area Planning Agency  
2222 Cuming Street  
Omaha, NE 68102

Dear Mr. Youell,

The Directors of Iowa West Foundation take great pleasure in announcing a grant award to your organization from our **Cycle 3 2018** funding period.

The official announcement of your award will be in a media release appearing in the next two weeks in the local news. We ask, however, that you refrain from making your grant award public before our initial announcement is published in the Council Bluffs *Daily Nonpareil* and on its website. The Foundation encourages collaborative communications, in particular, to assist you in meeting your organization's mission (see the enclosure for details).

Enclosed is the Iowa West Foundation Grant Award Letter of Agreement detailing the amount, conditions, and uses of the award. After making a copy, please sign and return page one of the enclosed original grant award agreement to the foundation office prior to **November 30, 2018**. Within 30 days of receiving the signed agreement, the Iowa West Foundation will issue the first disbursement for your grant.

A primary objective of the Iowa West Foundation is to improve the lives of people in our area. Through our grant making and initiative program, we have the distinction of working with outstanding charitable and civic organizations in over 100 communities. We are honored to support you as you serve your community.

Should you have questions regarding grants administration, please contact Pam Bierce, Grants Assistant, at (712) 309-3000, or by e-mail at [grantinfo@iowawest.com](mailto:grantinfo@iowawest.com).

Sincerely,

  
Pete Tulipana, MSW, MPA  
President & CEO

Enclosures  
cc: Karna Loewenstein

## GRANT AWARD LETTER OF AGREEMENT

Grant No.: C3 2018 #17

Organization: Omaha-Council  
Bluffs Metropolitan Area  
Planning Agency

This Grant Agreement ("Agreement") is made between the **Iowa West Foundation** ("Foundation") and **Omaha-Council Bluffs Metropolitan Area Planning Agency** ("Grantee") for the purpose of providing grant funding for the **Heartland 2050 / Close the Gap (H2050/CTG)** program.

The Iowa West Foundation is a private, charitable foundation serving Southwest Iowa and Eastern Nebraska. Its mission is to improve lives and strengthen communities for current and future generations to achieve our vision of a community where families choose to live and businesses choose to locate because of the quality of life and the standard of living. In furtherance of this mission, the Iowa West Foundation's Board of Directors, during its **Cycle 3 2018** Grants Review Committee meeting approved funding in the amount of **\$14,625.00** for the Grantee to:

*Implement the next year of the Heartland 2050 plan, while creating a Council Bluffs-specific set of activities. The Council Bluffs specific work will include creation of a transit subcommittee and identification of key issues and focus areas as well as identifying an action plan for addressing these needs. Funding may also support the broader educational elements including the summits and speakers series, when appropriate.*

### Award Information

<b>Title</b>	Heartland 2050 / Close the Gap (H2050/CTG)
<b>Award %</b>	Not to exceed 4% of the program
<b>Expiration Date</b>	December 15 <sup>th</sup> , 2019
<b>Foundation Contact Person</b>	Matthew Henkes, <a href="mailto:MHenkes@iowawestfoundation.org">MHenkes@iowawestfoundation.org</a> , (712) 309 3007
<b>Special Award Conditions</b>	<ul style="list-style-type: none"><li>• Deliverables / milestones include:<ul style="list-style-type: none"><li>○ Milestone – Convene first meeting of subcommittee</li><li>○ Deliverable: Committee creates and approves charter</li><li>○ Deliverable: Data analysis of Council Bluffs Transportation</li><li>○ Milestone – Subcommittee identifies key issues / focus areas</li><li>○ Deliverable: Action Plan / Work Plan for CB for 2019-2020.</li></ul></li></ul>

### Terms and Conditions

Please additionally review the terms and conditions sheet included with this letter. It is incorporated as a critical piece of the agreement. Grantee's deposit, negotiation, or endorsement of the first disbursement check will constitute its agreement to the terms and conditions set forth above and in any attachments. For the Iowa West Foundation's files, please have the enclosed copy of this agreement reviewed and signed where indicated by an authorized officer of Grantee and then returned to the Foundation by **November 30, 2018**. Do not forget to retain a copy for your files.

#### Please sign and return this signature page

Date

11-6-18

Name of Authorized Agent

GREGORY YOUNG

Title of Authorized Agent

EXECUTIVE DIRECTOR

Signature



## Terms and Conditions

1. **Eligible Organization:** Grantee confirms that it is an organization that is currently recognized by the Internal Revenue Service (the "IRS") as a public charity under sections 501(c)(3) and 509(a)(1), (2), or (3) of the Internal Revenue Code (the "Code"), or, a school district applying through the local area education agency, or another governmental entity. Additionally, Grantee shall inform the Iowa West Foundation immediately of any change in, or IRS proposed or actual revocation (whether or not appealed) of its tax status described above.
2. **Eligible Activities:** This grant may be used only for Grantee's charitable and educational activities.
3. **Misuse of Funds:** Grant funds may not be used for activities or purposes prohibited in the Grant Eligibility and Restrictions section of the Iowa West Foundation Policies and Procedures ([www.iowawestfoundation.org/grantmaking](http://www.iowawestfoundation.org/grantmaking)), such as discriminating against any individual or group, based on race, religious beliefs, or ethnic or national origin. Nor may funds be used for any activity or purpose prohibited by the Internal Revenue Code (such as inurement/private benefit) or other state/federal law.
4. **Purpose and Use of Funds:** The Grantee agrees that all funding disbursed under this Grant Agreement shall be used exclusively towards the attainment of the proposed Grant Activity Description as described in Grantee's grant request submitted to Foundation, which is incorporated by reference and an integral part of this agreement letter, and subject to any Special Award Conditions described on the cover page. Furthermore, if at any time the Grantee should determine that achievement of the stated objectives is no longer feasible, for any reason, the Grantee agrees to notify the Foundation in writing immediately to initiate discussion on steps to be taken.

Grantee accepts responsibility for complying with this agreement's terms and conditions and will exercise full control over the grant and the expenditure of grant funds. The Iowa West Foundation will request that Grantee return any grant unexpended grant funds remaining at the end of the project period.

5. **Leveraging Funds:** The funding granted through this Agreement is based on a percentage of the expected project cost, per the Grantee's application. If the project or program decreases in size and scope post award, the Grantee must ensure that the Foundation-funded portion does not exceed the proportion listed in this section, without prior Foundation approval.
6. **Incorporation of Grant Request:** The grant request proposal submitted by the Grantee to the Foundation is hereby agreed to be an integral part of the agreement. It is expected that the Grantee will complete the work identified in their application, as restricted by the "special award considerations." Any change to the scope should be discussed with the appropriate foundation contact person.
7. **Term of Agreement:** This agreement is effective during the time period specified under the Term of Agreement, unless terminated earlier in accordance with this Agreement. It is agreed that all activities financed with Foundation funds (including for the purposes of calculating the grantee match) will be completed within the period of the grant unless Iowa West Foundation provides approval of extension in writing. *A request-to-extend the contract expiration date must be received in writing 60-days prior to the contract expiration date.*
8. **Termination:** The Foundation reserves the right, in its sole discretion, to discontinue funding if it is not satisfied with the progress of the grant, the content of any required written report, if grant performance standards are not met, or if Grantee spends grant proceeds for purposes other than those approved by the Foundation. In the event of discontinuation or at the close of the grant, any unexpended funds shall immediately be returned to the Foundation, except where the Foundation has agreed in writing to an

alternative use of the unused funds. The Grantee also agrees to repay any funds that the Foundation determines to be misspent pursuant to the terms of this letter. Further, the Foundation may terminate grant disbursements during the grant period if grant performance standards (activities and outputs) are unmet.

9. **Modification:** The Foundation may amend the grant agreement from time to time. Modifications may be initiated by the Foundation or at the request of the Grantee. In either event, the final approval of the modification shall be issued in-writing by the Foundation.
10. **Ownership of Intellectual Property:** All reports generated and data collected during this grant shall be considered the joint property of the Grantee and Foundation. This provision extends to third party evaluations conducted for the purposes of the grant and/or as may be required in this agreement.
11. **Performance Management:** The Foundation will use a variety of mechanisms to stay abreast of the Grantee's performance under the grant, and of general progress toward attainment of the grant objectives. These may include:
  - a. Feedback from key partners
  - b. Site visits by Foundation personnel
  - c. Meetings to review and assess periodic work plans and progress reports
  - d. Impact Reports

During the grant period, Grantee agrees to permit The Foundation or its designated agent to inspect Grantee's premises, facilities or the project where the grant is utilized. Grantee shall maintain records of receipts and expenditures involving the award and to make all related books and records available to the Foundation upon request.

12. **Financial / Progress Reporting:** The Grantee agrees to submit required financial and progress report ("Impact Report") to the Foundation. Grantee will be advised if an *interim Impact Report* is also required. The final *Impact Report* on use of funds and grant outcomes is due no later than 30 days after the contract expiration date, and may be submitted early if the grant outcomes are achieved prior to the due date. A web-link to an online *Impact Report* will be made available to grantee by Pam Bierce, Grants Assistant, who is available to assist at (712) 309-3000 and at [grantinfo@iowawestfoundation.org](mailto:grantinfo@iowawestfoundation.org).
13. **Communication:** The Grantee agrees to abide by the Foundation Communications Policy, attached to this agreement, and to acknowledge the award publicly in Grantee's customary fashion, and to copy the Foundation on all announcements. For any questions, contact Director of Communications Nicole Lindquist at (712) 309-3004, or [nlindquist@iowawestfoundation.org](mailto:nlindquist@iowawestfoundation.org).
14. **Staff Contact:** The primary Foundation staff contact(s) for this agreement is indicated on the cover page. Please reference your grant number in your communications with the Foundation.





## Communications

Congratulations on receiving a grant from the Iowa West Foundation!

We know you're probably excited to share the good news with your leadership, staff, stakeholders, and hopefully even your fans and followers on social media among others. We're excited for you to spread the word as well, and are happy to help assist you in that process. To ensure an effective communications strategy, we ask that you work in partnership with Iowa West Foundation.

Feel free to contact Director of Communications, Nicole Lindquist, for assistance with:

- Access and usage of the Iowa West Foundation logo
- Approval of press/media releases
- Quotes from our President/CEO Pete Tulipana
- Boilerplate language about the Iowa West Foundation
- Traditional media contact information
- Other communications-related questions

In addition, we want to celebrate your success and the impact of your grant with you. Please keep both our director of communications and your due diligence contact abreast of important milestones including but not limited to:

- Groundbreakings
- Ribbon Cuttings
- Grand Openings
- Other significant media opportunities

Any online communication about the project that recognizes funding sources - websites, blogs, etc. should acknowledge the Iowa West Foundation and ideally include a link to our homepage: [www.iowawestfoundation.org](http://www.iowawestfoundation.org)

Also, please be sure to tag our accounts accordingly on social media.

Facebook: [www.facebook.com/IowaWestFoundation](http://www.facebook.com/IowaWestFoundation)

Twitter: @IowaWestFdn

Instagram: @iowawestfoundation

If we don't "like" or follow you already, this will remind us to do so. Then we can share, retweet and repost updates in relation to your grant project throughout the year.

Congratulations, again! We look forward to working with you.

Sincerely,

A handwritten signature in black ink that reads "Nicole Lindquist". The signature is fluid and cursive, with the first name "Nicole" being more prominent than the last name "Lindquist".

Nicole Lindquist

Director of Communications

[nlindquist@iowawestfoundation.org](mailto:nlindquist@iowawestfoundation.org)

w: 712-309-3004 c: 402-981-2289

## **Guidelines for receiving payment and reporting on use of funds**

**For grants of \$25,000 or less**, one hundred percent (100%) of the grant will be disbursed within 30 days after the signed Letter of Agreement due date.

**For grants greater than \$25,000 and less than or equal to \$100,000**, seventy-five percent (75%) of the grant will be disbursed within 30 days after the signed Letter of Agreement due date. Grantor will disburse the remaining twenty-five percent (25%) upon receipt and approval of Grantee's concluding narrative and financial report.

**For grants over \$100,000**, one-half (50%) of the grant will be disbursed within 30 days after the signed Letter of Agreement due date. Another thirty percent (30%) of the grant will be disbursed upon receipt and approval of an interim narrative and financial report; and, the remaining twenty percent (20%) will be disbursed upon receipt and approval of Grantee's concluding narrative and financial report.

**The impact report is to be completed on-line. An email will be sent to you when the impact report is available. If you should have any questions please direct questions to [grantinfo@iowawest.com](mailto:grantinfo@iowawest.com) , or (712) 309-3000.**

**MEMORANDUM OF UNDERSTANDING  
BETWEEN THE OMAHA-COUNCIL BLUFFS METROPOLITAN AREA PLANNING AGENCY  
AND SARPY COUNTY  
FOR THE ARTERIAL AND COLLECTOR ROAD LOCATION STUDY**

1. **Parties** This Memorandum of Understanding (hereinafter referred to as "MOU") is made and entered into by and between the Omaha-Council Bluffs Metropolitan Area Planning Agency (hereinafter referred to as "MAPA"), and Sarpy County (hereinafter referred to as "the County").
2. **Purpose** The purpose of this MOU is to establish the terms and conditions under which MAPA and the County will administer and fund the Arterial and Collector Road Location Study (hereinafter referred to as "the Study").
3. **Background** The County is in an area of the metro where there is the need for developable land outside the current city limits of Bellevue, Papillion, La Vista, and Gretna. In most areas of the county, development outside the cities will require extending the infrastructure, including a transportation network.

The County applied for funding through the Heartland 2050 mini grant program for the Study. The Study would provide a forward-looking plan identifying the arterial and major collector roadway network to support and complement known and anticipated residential, commercial, industrial and public development of the area outside each of the communities. In addition, the work will also provide a process for amending the initial alignment plan to allow the concept to grow/change as development demands change.

4. **Definitions**

"Local Public Agency" or "LPA" means the agency charged with project administration that provides a qualified full-time public employee.

"Responsible Charge" or "RC" means the public employee who is fully empowered by the LPA and has actual day-to-day working knowledge and responsibility for decisions related to all aspects of the federal-aid project, who serves as the day-to-day project manager and the LPA's point-of-contact for the project.

5. **Term of MOU** This MOU is effective upon the day and date signed and executed by the duly authorized representatives of the parties to this MOU and shall remain in full force and effect for at least three years from the date of the final cost settlement under MAPA's agreement with NDOT.
6. **Conditions of MOU** MAPA shall be considered the recipient of federal funds passed through NDOT. MAPA will be responsible for the administration of the federal funds including the oversight of the consultant, reporting to NDOT for reimbursement, payment to the consultant and securing an audit in accordance with 2 CFR 200. MAPA shall be the LPA with NDOT and provide an employee to serve as the Responsible Charge (RC) for this federal-aid transportation project. A Steering Committee shall be established comprised of members from the County and MAPA that shall direct the study. The County shall pay to MAPA local match of sixty thousand dollars (\$60,000) due upon submittal of an invoice to the County. A Stakeholder Committee shall be established as an advisory body to the Study. A Consultant shall be engaged to conduct the Study. Project costs are identified in the following:

MAPA secured Federal Funding	\$30,000
City of Omaha Local Match	<u>60,000</u>
Total Consultant fees	\$90,000

As a federal-aid project, the Study must comply with all applicable federal and state requirements and policies. MAPA and its RC are responsible for ensuring that administrative procedures of the Study comply with these requirements and policies. Should the project fail to meet any eligibility requirements, through the fault of any other party than MAPA and its RC, the County understands that it could potentially result in the partial or total repayment of federal funds expended on the project and that in such case the County agrees to repay MAPA all previously paid federal funds, as determined by the NDOT, and any costs or expenses the NDOT has incurred for the project, including but not limited to, any costs reimbursed for the time and expenses of the RC.

7. **Signatures** In witness whereof, the parties to this MOU, through their duly authorized representatives have executed this MOU on the days and dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this MOU as set forth herein.

The effective date of this MOU is the date of the signature last affixed to this page.

OMAHA-COUNCIL BLUFFS  
METROPOLITAN AREA PLANNING AGENCY

ATTEST:

BY: \_\_\_\_\_  
Board Chairperson Date

BY: \_\_\_\_\_  
Date

PRINT NAME \_\_\_\_\_

PRINT NAME \_\_\_\_\_

SARPY COUNTY

ATTEST:

BY: \_\_\_\_\_  
Date

BY: \_\_\_\_\_  
Date

PRINT NAME \_\_\_\_\_

PRINT NAME \_\_\_\_\_

PRINT TITLE \_\_\_\_\_

**MEMORANDUM OF UNDERSTANDING  
BETWEEN THE OMAHA-COUNCIL BLUFFS METROPOLITAN AREA PLANNING AGENCY  
AND THE CITY OF OMAHA PLANNING DEPARTMENT  
FOR THE 24<sup>TH</sup> STREET CORRIDOR STUDY & ACTION PLAN**

1. **Parties** This Memorandum of Understanding (hereinafter referred to as "MOU") is made and entered into by and between the Omaha-Council Bluffs Metropolitan Area Planning Agency (hereinafter referred to as "MAPA"), and the City of Omaha Planning Department (hereinafter referred to as "the City").
2. **Purpose** The purpose of this MOU is to establish the terms and conditions under which MAPA and the City will administer and fund the Bellevue Bridge Alternatives Study (hereinafter referred to as "the Study").
3. **Background** The City applied for funding through the Heartland 2050 mini grant program for the Study. The intent of the Study is to set the stage for enhanced multimodal transportation options, help spur holistic redevelopment of a racially/ethnically concentrated area of poverty, and provide opportunities for residents to participate in planning for new development in their neighborhood. The City and the consultant selected will focus on the inherent connections between land use and transportation. The proposed study area is bounded by 20<sup>th</sup> Street, US 75, Cuming Street and Ames Street.
4. **Term of MOU** This MOU is effective upon the day and date signed and executed by the duly authorized representatives of the parties to this MOU and shall remain in full force and effect for at least three years from the date of the final cost settlement under MAPA's agreement with NDOT.
5. **Conditions of MOU** MAPA shall be considered the recipient of federal funds passed through NDOT. MAPA will be responsible for the administration of the federal funds including the oversight of the consultant, reporting to NDOT for reimbursement, payment to the consultant and securing an audit in accordance with 2 CFR 200. The City Omaha shall pay to MAPA local match of twenty-five thousand dollars (\$25,000) due upon submittal of an invoice to the City of Omaha. A Steering Committee shall be established comprised of members from the City and MAPA that shall direct the study. A Stakeholder Committee shall be established as an advisory body to the Study. A Consultant shall be engaged to conduct the Study. Project costs are identified in the following:

MAPA secured Federal Funding	\$100,000
City of Omaha Local Match	<u>25,000</u>
Total Consultant fees	\$125,000

As a federal-aid project, the Study must comply with all applicable federal and state requirements and policies. MAPA and its staff are responsible for ensuring that administrative procedures of the Study comply with these requirements and policies. Should the project fail to meet any eligibility requirements, through the fault of any other party than MAPA, the City understands that it could potentially result in the partial or total repayment of federal funds expended on the project and that in such case the City agrees to repay MAPA all previously paid federal funds, as determined by the NDOT, and any costs or expenses the NDOT has incurred for the project, including but not limited to, any costs reimbursed for the time and expenses of MAPA.

6. **Signatures** In witness whereof, the parties to this MOU, through their duly authorized representatives have executed this MOU on the days and dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this MOU as set forth herein.

The effective date of this MOU is the date of the signature last affixed to this page.

OMAHA-COUNCIL BLUFFS  
METROPOLITAN AREA PLANNING AGENCY

ATTEST:

BY: \_\_\_\_\_  
Board Chairperson Date

BY: \_\_\_\_\_  
Date

PRINT NAME\_\_\_\_\_

PRINT NAME\_\_\_\_\_

CITY OF OMAHA

ATTEST:

BY: \_\_\_\_\_  
Authorized Official Date

BY: \_\_\_\_\_  
Date

PRINT NAME\_\_\_\_\_

PRINT NAME\_\_\_\_\_

PRINT TITLE\_\_\_\_\_



## TRAVEL AUTHORIZATION FORM

Person Traveling :	Grant Anderson		
Dates of Travel:	December 2-7		
Departure Time:	12:00 p.m.	Return Time:	5:00 p.m.
Traveling to :	Springfield, MO		
Purpose:	EDFP Certification Course ED202		
Coding:	28000 - 16EDAA01		
Block Rate Deadline:	N/A		
# Traveling:	1		

### Estimated Travel Expenses:

Registration	\$1,200.00	Transp. Fares	\$0.00	Parking	\$0.00
Flights	\$0.00	Auto Rental	\$0.00	Other	\$0.00
MAPA Vehicle Miles	704	Personal Vehicle Miles			
MAPA Vehicle Mileage	\$376.64	Personal Vehicle Mileage	\$0.00	Rate	\$0.535

Per Diem:	Start Day	Between Days	x	# of days	End Day
Day's Max.	\$41.25	\$55.00		4	\$41.25
Breakfast	\$0.00	\$13.00	x	4	\$9.75
Lunch	\$0.00	\$14.00	x	4	\$10.50
Dinner	\$17.25	\$23.00	x	4	\$0.00
Incidental	\$3.75	\$5.00	x	4	\$3.75
Meals & Incidental					
Total	\$21.00	\$55.00	x	4	\$24.00
Lodging	\$94.00	\$94.00	x	3	\$94.00
Taxes & Fees on Lodging	\$18.80	\$18.80	x	3	\$18.80

Deduction for Meals Provided at Conferences 0

Total Lodging \$564.00

Total Meals and Incidentals \$265.00

Total Estimated Travel Expenses: \$2,405.64

Date Submitted:	11/20/18	by	Grant Anderson
Date Approved:	11/20/18	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.





## ONLINE REGISTRATION

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### ED201-BUSINESS CREDIT ANALYSIS

**Dates:** 12/3/2018 to 12/7/2018

**Schedule:**

**Mo** 09:00 AM - 05:00 PM

**Tu** 08:30 AM - 05:00 PM

**We** 08:30 AM - 04:00 PM

**Th** 08:30 AM - 05:00 PM

**Fr** 08:30 AM - 01:00 PM

[\(View complete list of dates\)](#)

**Located in :** Springfield MO, Jordan Valley  
Innovation Center

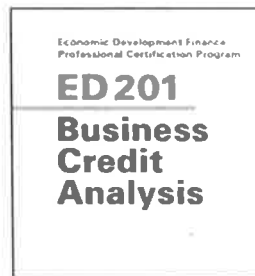
**Instructor:** Sheldon Bartel

**Regular Student:** \$1,200.00

[Register Now!](#)

In ED201, the second course in the EDFP Certification Program™, participants build on the financial analysis and deal structuring techniques learned in ED101 through investigation of advanced methods used to analyze the creditworthiness of operating small businesses. The credit analysis and underwriting procedures of commercial lenders are tailored to the unique concerns of economic development lenders. Participants spread and analyze the financial statements of numerous actual companies—manufacturing, service, retail—and use economic development finance programs to structure fixed asset and permanent working capital financing packages. Specific topics include:

- **Credit Analysis Process**
  - Evaluating a company's strengths and weaknesses



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OPPORTUNITIES »](#)

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- Refining quality indicator and ratio analysis
- Assessing operating needs
- Measuring a company's ability to digest growth
- Permanent Working Capital Analysis
  - Determining a company's operating cycle
  - Measuring PWC needs
  - Financing a company's growth
- Cash Flow Analysis
  - Analyzing cash flow management
  - Determining debt capacity
  - Matching sources and uses of funds
  - Identifying fast growth syndrome
- Projections and Deal Structuring
  - Balance sheet and profit and loss statement projections
  - Evaluating financing options
  - Break even analysis
  - Structuring fixed asset and PWC financing
  - Restructuring financing packages



CM | 38.00

### Additional Information

NDC is proud to partner with the Missouri Small Business and Technology Development Centers to present this unique training opportunity.



**REGISTRATION IS LIMITED TO MISSOURI SBTDC STAFF AND INVITEES.**

Individual course registration is subject to space availability. For additional information please contact:

**Chrystal Irons**

**Missouri State University SBTDC**

**cirons@missouristate.edu**

**417-837-2617**

### Hotel Information:

<https://nationaldevelopmentcouncil.asapconnected.com/ClassDetail.aspx?pk=1269663>

**Holiday Inn Express and Suites-Please request Missouri State University Rate**

**417-862-0070 Reservations and availability**

**Prerequisites: ED101-Economic Development Finance**

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**Headquarters**  
One Battery Park Plaza  
29 Whitehall Street  
Suite 710  
New York, NY 10004  
212-482-1104  
20041

**Cleveland Office**  
1111 Superior Avenue East  
Suite 1114  
Cleveland, OH 44114  
216-394-7177  
20041

**Seattle Office**  
1218 3rd Ave, Suite 1403  
Seattle, WA 98101  
206-254-7500  
Email

**Training Office**  
4101 Spring Grove  
Suite A  
Cincinnati, OH 45244  
513-457-7820  
Email



# FY 2019 Per Diem Rates for Missouri

Max lodging by month (excluding taxes.)

PrimaryDestination	County	2018Oct	Nov	Dec	2019Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Standard Rate		\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$94



U.S. General Services Administration

# FY 2019 Per Diem Rates for Missouri

Meals & Incidentals (M&IE) Breakdown

Primary Destination	County	M&IE Total	Continental Breakfast/Breakfast	Lunch	Dinner	Incidental Expenses	First & LastDay of Travel
Standard Rate	/	\$55	\$13	\$14	\$23	\$5	\$41.25

MEMO

To: MAPA Finance Committee and Board of Directors

From: Melissa Engel, MAPA Pension Plan Representative

Date: November 21, 2018

During a recent review of the MAPA Pension Plan between Benefit Plans Inc. (BPI), Katie Preister and I, we found a provision for after-tax contributions in the Plan document to no longer be necessary.

The current Plan document allows for after-tax contributions within the Pension Plan. After-tax contributions to the Pension Plan are unfavorable to the participant compared to other investment options made available to MAPA employees since the adoption of the Pension Plan. After-tax contributions to the Pension Plan are taxable at distribution for both the principal and investment growth. After-tax contributions to the Deferred Compensation Plan are only taxed on the investment growth at distribution and not the principal. In 2018, the last of the after-tax contributions were distributed out of the Pension Plan as a result of retirements.

For these reasons, I request the Board approve me to sign the attached resolution to remove the option to make after-tax contributions to the MAPA Pension Plan.

### **CERTIFICATE OF ADOPTING RESOLUTION**

The undersigned Representative of Metropolitan Area Planning Agency (the Employer) hereby certifies that the following resolutions were adopted by the Employer on December 6, 2018  
\_\_\_\_\_, and that such resolutions have not been modified or rescinded as of the date hereof:

**RESOLVED**, that effective July 1, 2018, Employee Contributions, of the MAPA Pension Plan (the “Plan”) is amended and shall read:

After-Tax contributions have been removed from the Plan.

**RESOLVED**, that the undersigned is hereby authorized to execute, on behalf of the Employer, all documents necessary to effect the changes authorized herein.

\_\_\_\_\_  
Representative

\_\_\_\_\_  
Date

AMENDMENT TO THE MEMORANDUM OF UNDERSTANDING BETWEEN  
THE MAPA FOUNDATION AND THE CITY OF BLAIR

This Amendment is made and entered into as of this \_\_\_\_\_ day of \_\_\_\_\_, 2018 by and between City of Blair (herein called the "City") and the MAPA Foundation (herein called the "Foundation"),

WITNESSETH:

WHEREAS, the Foundation and the City entered into an memorandum of understanding (herein called the "Memorandum") dated August 30, 2018 and,

WHEREAS, the parties to that Amendment now desire to amend the private funding levels outlined in the Memorandum.

WHEREAS, the parties hereto do mutually agree as follows:

THAT, the amount of private contributions outlined in paragraph 1 shall be reduced from \$26,000 to \$18,000,

AND THAT, the amount of private contributions outlined in paragraph 4 b is reduced from \$26,000 to \$18,000, and

AND THAT, the amount of remaining balance return to the City outlined in paragraph 7 is reduced from \$275,000 to \$250,000.

The parties hereto further agree that except as herein expressly provided the Memorandum entered into by the parties on August 30, 2018 shall be unchanged and remain in full force and effect.

IN WITNESS WHEREOF Foundation and City have executed this Amendment as of the date first above written.

CITY OF BLAIR

By \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

MAPA FOUNDATION

By \_\_\_\_\_ Date: \_\_\_\_\_  
MAPA Foundation Board Chair