

RECREATION AND CONSERVATION OFFICE

FORM A-19 State of Washington

INVOICE VOUCHER

Agency Name

Recreation and Conservation Office
P.O. Box 40917
Olympia, WA 98504-0917

Sponsor's Certificate. I hereby certify under penalty of perjury that the items and totals listed herein are proper charges for materials, merchandise or services furnished to the State of Washington, and that all goods furnished and/or services rendered have been provided without discrimination because of age, sex, marital status, race, creed, color, national origin, handicap, religion or Vietnam era or disabled veterans status.

Sponsor

Edmonds City of
121 5th Ave N
Edmonds, WA 98020

BY

RELEASE ROYALTY

(TITLE)

(DATE)

Category 1: No expanded documentation required

To Be Completed By Sponsor

Project Number	11-1553 P	Billing #	5	From:	Billing Period	To:	This is a Final Billing?
Project Name	Willow Creek daylighting						Yes [] No []
CATEGORIES:	Project Agreement	Previous Expenditures To Date			Costs For This Billing		
		Expenditure	Non-Reimbursable Amount	Total	Expenditures	Non-Reimbursable Match	Total
				\$0.00			
Non-Capital Costs		\$127,643.06	\$26,820.25	\$154,463.31			
Equipment		\$0.00	\$0.00	\$0.00			
Non-Capital Total	\$152,100.00	\$127,643.06	\$26,820.25	\$154,463.31			
	\$152,100.00	\$127,643.06	\$26,820.25	\$154,463.31			

FUNDING & EXPENDITURE FORMULA
For RCO Use ONLY

Agreement Information

Previous RCO Reimbursements

Sponsor:	34.25378%	\$52,100.00	Total Billed		\$154,463.31	
RCO Federal:			Share Billed		\$101,553.79	
RCO: PSAR	65.74622%	\$100,000.00	Share Approved		\$100,000.00	100.00%
			Advance Balance		\$0.00	
			Match Owed Balance		\$0.00	
			Share Retained		(\$10,000.00)	-10.00%
			Share Paid		\$90,000.00	90.00%
Agreement Total:	100.00000%	\$152,100.00	Match Bank		\$0.00	
Doc Date		Current Doc. No.		Ref Doc#	Vendor Number	Vendor Message
2/24/14		15081499		7004	SWV0013866-00	11-1553 P
Tran Code	Fund	Appn Index	Prog Index	Sub Obj/SubSub Obj	Project #	Amount
210	057	K00	98401	NZ	7004	1000.00
						Billing #
						5

Certification For Payment

Project Manager/Date

Accounting/Date

INTERNAL BILLING CHECKLIST - PAGE 1
Invoice # , **Received Date: 2/21/2014**
Billing Period: Release retainage

☐ **PRIORITY PAYMENT**
Backlog Date: 04/30/2014

PROJECT INFORMATION

Project #:	11-1553	Contract Period:	12/8/2011 to 12/31/2013
Project Type:	Planning	Primary Program:	PSAR
Sponsor:	Edmonds City of	Pending Amendment:	No
Project Name:	Willow Creek daylighting	Admin Limit:	5.00%
Project Contact:	Jerry Shuster	A&E Limit:	30.00%
Phone #:	(425) 771-0220	Fiscal Year:	2012

FINANCIAL INFORMATION (includes data for this pending billing)

RCO Amt:	\$100,000.00	65.746220%	Retainage (Withheld) Paid:	\$10,000.00
Match Amt:	\$52,100.00	34.253780%	Retainage (Withheld) to Date:	\$0.00
Proposed Payment:	\$10,000.00		Planned Retainage:	0.00%
Proposed Payment to Date:	\$100,000.00		Advance Balance:	\$0.00
Other "In Process" Invoices:	\$0.00		Match Bank Balance:	\$0.00
Total RCO Paid to Date:	\$90,000.00	90.00%	Match Owed Balance:	\$0.00
A&E Reported to Date:	\$0.00	0.00%	Final Billing:	Yes
Admin Reported to Date:	\$0.00	0.00%	Total Cost Exceeded:	Yes
			A&E Limit Exceeded:	No
			Admin Limit Exceeded:	No

FISCAL STAFF

GRANT MANAGER (Elizabeth Butler)

Review For

- ☐ Required docs
- ☐ Acceptable dates
- ☐ Accurate math
- ☐ Questionable costs

Review

- ☒ Eligible costs
- ☒ Milestones
- ☒ Narrative
- ☐ Special Conditions
- ☒ Acquisition docs
- ☒ Batch edits
- ☒ Sign A-19

Final Billing

- ☒ Final Inspection
- ☒ Review as built plans/parcel maps, other plans
- ☒ Amend legal description/ scope
- ☒ Worksites updated
- ☒ Accept final report

Fiscal Action Needed

- ☒ Pay as calculated
- ☐ Update and pay
- ☐ Adjust retainage to ____%
- ☒ Close short / close project
- ☐ Close short / leave active
- ☐ Close project
- ☐ Delete billing and recycle
- ☐ Delete and return to sponsor
- ☐ Closed Not Completed - Reason _____

Comments/Questions

Release Retainage

Fiscal Notes

Entered By: *MM*

Date: 02/21/2014

GM Initials: *ebb*

Date:

2/21/2014

Project Number: 11-1553

RCO Billing #: 5

Work Types

Worksite	Category	Work Type
#1, Edmonds Marsh	Restoration Planning And Coordination Project	Conducting habitat restoration scoping and feasibility studies
#1, Edmonds Marsh	Salmonid Habitat Assessment / Inventory	Habitat surveys
#1, Edmonds Marsh	Salmonid Habitat Assessment / Inventory	Landowner willingness inventory

SPECIAL CONDITIONS:

a. Cultural Resources Consultation: This project does not include ground disturbing activities, nor alter structures built more than 50 years ago, and therefore appears to be exempt from Governor's Executive Order 05-05 Archaeological and Cultural Resources Consultation as described in Section 9 of this project agreement. If any ground disturbance or demolition or modification of structures older than 50 years becomes necessary, promptly notify your RCO grant manager as cultural resources consultation will be required. Completion of this consultation and a Notice to Proceed from RCO will be required before these activities can begin.

b. Design Deliverables: The project will meet the standards for Design and Restoration Project Deliverables described in Manual 18 (January 2012) Appendix D "Conceptual Design Deliverables" which includes a comprehensive report addressing the following elements:

1. Description of the project site and the problem(s) within the context of salmon recovery.
2. Identification of specific objectives for addressing the problem(s).
3. Presentation and evaluation of basic site characterization data and engineering analysis that was used for identifying the conceptual design alternatives.
4. Identification and conceptual design of alternatives for achieving the project objectives. Each conceptual design alternative should include a description of the design and at least a plan view drawing of the proposed project on an accurately-scaled site plan. The plan view drawing should include: an area/location map; property boundaries (either surveyed or approximated based on assessor's data); landownership; roads or other infrastructure as appropriate; scale; North arrow; waterbodies and direction of flow; ordinary high water line or mean high water line for marine waters; and approximate dimensions of proposed elements. Sponsors should provide a plan view showing the existing conditions of the site as well as the proposed project.
5. Evaluation and discussion of the pros and cons of each alternative. This explanation should take into account the views of stakeholders (including landowners, and lead entity citizen and technical groups) and other factors the sponsor considers relevant.
6. Selection of preferred alternative(s) including an explanation for why it was selected over the other alternatives. For some projects, it may be unrealistic to narrow the "preferred alternative" to one option, because additional technical information may be needed to make a fully informed choice. In these situations, it would be acceptable to advance more than one alternative to the preliminary project design phase.
7. Rough construction cost estimate of the preferred alternative(s).

EMAILED

RECREATION AND CONSERVATION OFFICE

FORM A-19 State of Washington

2/11/14

INVOICE VOUCHER

TO E.O.

Agency Name
Recreation and Conservation Office P.O. Box 40917 Olympia, WA 98504-0917

Sponsor's Certificate. I hereby certify under penalty of perjury that the items and totals listed herein are proper charges for materials, merchandise or services furnished to the State of Washington, and that all goods furnished and/or services rendered have been provided without discrimination because of age, sex, marital status, race, creed, color, national origin, handicap, religion or Vietnam era or disabled veterans status.

BY

[Signature]

CITY ENGINEER

(TITLE)

2/10/14

(DATE)

Sponsor
Edmonds City of 121 5th Ave N Edmonds, WA 98020

Category 1: No expanded documentation required

To Be Completed By Sponsor							
Project Number	11-1553 P	Billing #		4	From: 1/1/13	Billing Period To: 12/12/13	This is a Final Billing? Yes [x] No []
Project Name	Willow Creek daylighting						
CATEGORIES:	Project Agreement	Previous Expenditures To Date			Costs For This Billing		
		Expenditure	Non-Reimbursable Amount	Total	Expenditures	Non-Reimbursable Match	Total
				\$0.00			
Non-Capital Costs		\$32,887.10	\$26,820.25	\$59,707.35	73,927.92		73,927.92
Equipment		\$0.00	\$0.00	\$0.00			
Non-Capital Total	\$152,100.00	\$32,887.10	\$26,820.25	\$59,707.35	73,927.92		73,927.92
	\$152,100.00	\$32,887.10	\$26,820.25	\$59,707.35	73,927.92		73,927.92

FUNDING & EXPENDITURE FORMULA
 For RCO Use ONLY

Agreement Information				Previous RCO Reimbursements			
Sponsor:	34.25378%	\$52,100.00	Total Billed	\$59,707.35			
RCO Federal:			Share Billed	\$39,255.33			
RCO: PSAR	65.74622%	\$100,000.00	Share Approved	\$32,887.10	32.88%		
			Advance Balance	\$0.00			
			Match Owed Balance	\$0.00			
			Share Retained	\$0.00			
			Share Paid	\$32,887.10	32.88%		
Agreement Total:	100.00000%	\$152,100.00	Match Bank	\$9,686.08			
Doc Date	Current Doc. No.	Ref Doc#	Vendor Number	Vendor Message			
2/12/14	15081435	7004	SWV0013866-00	11-1553 P			
Tran Code	Fund	Appn Index	Prog Index	Sub Obj/SubSub Obj	Project #	Amount	Billing #
210	057	K00	98401	NZ	7004	37051.03	3

Certification For Payment

<i>[Signature]</i> 2/12/14	<i>[Signature]</i> 2/12/14
Project Manager/Date	Accounting/Date

INTERNAL BILLING CHECKLIST - P. E 1
Invoice #4, Invoice Date: 12/23/2013
Billing Notes: 010113-121813

☐ **PRIORITY PAYMENT**
 Backlog Date: 04/30/2014

Category 1: No expanded documentation required

PROJECT INFORMATION

Project #:	11-1553	Contract Period:	12/8/2011	to 12/31/2013
Project Type:	Planning	Primary Program:	PSAR	
Sponsor:	Edmonds City of	Pending Amendment:	No	
Project Name:	Willow Creek daylighting	Admin Limit:	5%	
PM Contact:	Jerry Shuster	A&E Limit:	30%	
Phone #:	(425) 771-0220	Fiscal Year:	2012	

FINANCIAL INFORMATION (includes data for this pending billing)

RCO Amt:	\$100,000.00	65.75%	Retainage Withheld:	(\$10,000.00)	10.00%
Match Amt:	\$52,100.00	34.25%	Advance Balance:	\$0.00	0.00%
Proposed payment:	\$57,112.90		Match Bank Balance:	\$0.00	
Proposed to-date payment:	\$90,000.00		Match Owed Balance:	\$0.00	
Other "In Process" Invoices:	\$20,061.87				
Total RCO/SRFB paid to date:	\$32,887.10	32.89%	Total Cost Exceeded:	Yes	
A&E Paid To Date:	\$0.00	0.00%	Admin Limit Exceeded:	No	
Admin Paid To Date:	\$0.00	0.00%	A&E Limit Exceeded:	No	

FISCAL STAFF

Review

- ☒ Required documents were received
- ☒ Verify costs are within contract period
- ☒ Verify math
- ☐ Update equipment inventory

Exceptions

- ☐ Missing documents (listed below)
- ☐ Back up documents do not match A-19
- ☐ Costs prior/after contract dates
- ☐ Hits _____% retainage mark
- ☐ Project closing short \$ _____
- ☐ Final Billing

PROJECT MANAGER (Elizabeth Butler)

Review

- ☒ Review eligible costs
- ☒ Update Billing milestones
- ☒ Update narrative
- ☒ Acquisition docs reviewed
- ☒ Batch edits reviewed
- ☒ Sign A-19

Final Billing

- ☒ Final Inspection
- ☒ Review as built plans/parcel maps, other plans
- ☒ Amend legal description/scope
- ☒ Work Sites updated
- ☒ Accept final report *waiting to update billing.*

Action(s) Needed

- ☐ Pay as calculated
- ☒ Fiscal update Billing Data
- ☒ Pay to 90% of \$-total invoiced
- ☐ Do not hold retainage *No more invoices coming in.*
- ☐ Close short amendment
- ☐ Close project
- ☐ Leave active
- ☐ Delete Billing
- ☐ Delete and return to sponsor
- ☐ Closed Not Completed - Reason _____

Comments

1- INV #3 UNDER REVIEW - Paid Now.
Need better description of work on cost report - or - copies of consultant invoices w/ details of performance, registered 12/24/13
Emailed Q's about the last "consultant" description to confirm Earthcorps didn't charge SRFB application activity to this project - they decreased amt.

Entered By: *MM* Date: 12/23/2013 PM Initials: *ECB* Date: *2/12/14*

Doc Required: ☐ Doc Received: ☐

because some of the time was for application submittal. Now all costs are project-related (Not application)

INTERNAL BILLING CHECKLIST - PAGE 2

Project Number: 11-1553

IAC Billing #: 4

COMMENTS

Work Types

Worksite	Category	Work Type
#1, Edmonds Marsh	Restoration Planning And Coordination Project	Conducting habitat restoration scoping and feasibility studies
#1, Edmonds Marsh	Salmonid Habitat Assessment / Inventory	Habitat surveys
#1, Edmonds Marsh	Salmonid Habitat Assessment / Inventory	Landowner willingness inventory

SPECIAL CONDITIONS:

- a. Cultural Resources Consultation: This project does not include ground disturbing activities, nor alter structures built more than 50 years ago, and therefore appears to be exempt from Governor's Executive Order 05-05 Archaeological and Cultural Resources Consultation as described in Section 9 of this project agreement. If any ground disturbance or demolition or modification of structures older than 50 years becomes necessary, promptly notify your RCO grant manager as cultural resources consultation will be required. Completion of this consultation and a Notice to Proceed from RCO will be required before these activities can begin.
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 7. Rough construction cost estimate of the preferred alternative(s).

EMAILED12/19/12

RECREATION AND CONSERVATION OFFICE

FORM A-19 State of Washington

INVOICE VOUCHER

Agency Name
Recreation and Conservation Office P.O. Box 40917 Olympia, WA 98504-0917

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Sponsor
Edmonds City of 121 5th Ave N Edmonds, WA 98020

BY

Robert L. Loh
CITY ENGINEER

(TITLE)

(DATE)

Category 1: No expanded documentation required

To Be Completed By Sponsor							
Project Number Project Name		11-1553 P Willow Creek daylighting		Billing # 3	From: <u>10/1/12</u>	Billing Period To: <u>12/31/12</u>	This is a Final Billing? Yes [] No []
CATEGORIES:	Project Agreement	Previous Expenditures To Date			Costs For This Billing		
		Expenditure	Non-Reimbursable Amount	Total	Expenditures	Non-Reimbursable Match	Total
				\$0.00			
Non-Capital Costs		\$32,887.10	\$26,820.25	\$59,707.35	<u>20,828.04</u>		<u>20,828.04</u>
Equipment		\$0.00	\$0.00	\$0.00			
Non-Capital Total	\$152,100.00	\$32,887.10	\$26,820.25	\$59,707.35	<u>20,828.04</u>		<u>20,828.04</u>
	\$152,100.00	\$32,887.10	\$26,820.25	\$59,707.35	<u>20,828.04</u>		<u>20,828.04</u>

FUNDING & EXPENDITURE FORMULA
For RCO Use ONLY

Agreement Information				Previous RCO Reimbursements			
Sponsor:	34.25378%	\$52,100.00	Total Billed	\$59,707.35			
RCO Federal:			Share Billed	\$39,255.33			
RCO: PSAR	65.74622%	\$100,000.00	Share Approved	\$32,887.10	32.88%		
			Advance Balance	\$0.00			
			Match Owed Balance	\$0.00			
			Share Retained	\$0.00			
			Share Paid	\$32,887.10	32.88%		
Agreement Total:	100.00000%	\$152,100.00	Match Bank	\$9,686.08			
Doc Date	Current Doc. No.		Ref Doc#	Vendor Number	Vendor Message		
<u>2/4/14</u>	<u>15081364</u>		7004	SWV0013866-00	11-1553 P		
Tran Code	Fund	Appn Index	Prog Index	Sub Obj/SubSub Obj	Project #	Amount	Billing #
210	057	K00	98401	NZ	7004	<u>20061.87</u>	3

Certification For Payment

<u>Elizabeth</u>	<u>2/3/14</u>	<u>M</u>	<u>2/4/14</u>
Project Manager/Date		Accounting/Date	

INTERNAL BILLING CHECKLIST - PAGE 1
Invoice # , **Invoice Date: 12/23/2013**
Billing Notes: 100112-123112

☐ **PRIORITY PAYMENT**
Backlog Date: 04/30/2014

Category 1: No expanded documentation required

PROJECT INFORMATION

Project #: 11-1553	Contract Period: 12/8/2011 to 12/31/2013
Project Type: Planning	Primary Program: PSAR
Sponsor: Edmonds City of	Pending Amendment: No
Project Name: Willow Creek daylighting	Admin Limit: 5%
PM Contact: Jerry Shuster	A&E Limit: 30%
Phone #: (425) 771-0220	Fiscal Year: 2012

FINANCIAL INFORMATION (includes data for this pending billing)

RCO Amt: \$100,000.00 65.75%	Retainage Withheld: \$0.00 10.00%
Match Amt: \$52,100.00 34.25%	Advance Balance: \$0.00 0.00%
	Match Bank Balance: \$0.00
	Match Owed Balance: \$0.00
Proposed payment: \$20,061.87	
Proposed to-date payment: \$52,948.97	
Other "In Process" Invoices: \$57,112.90	
Total RCO/SRFB paid to date: \$32,887.10 32.89%	Total Cost Exceeded: No
A&E Paid To Date: \$0.00 0.00%	Admin Limit Exceeded: No
Admin Paid To Date: \$0.00 0.00%	A&E Limit Exceeded: No

FISCAL STAFF

Review

- ☒ Required documents were received
- ☒ Verify costs are within contract period
- ☒ Verify math
- ☐ Update equipment inventory

Exceptions

- ☐ Missing documents (listed below)
- ☐ Back up documents do not match A-19
- ☐ Costs prior/after contract dates
- ☐ Hits _____% retainage mark
- ☐ Project closing short \$ _____
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PROJECT MANAGER (Elizabeth Butler)

Review

- ☒ Review eligible costs
- ☐ Update Billing milestones
- ☐ Update narrative
- ☐ Acquisition docs reviewed
- ☐ Batch edits reviewed
- ☒ Sign A-19

Final Billing

- ☐ Final Inspection
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Action(s) Needed

- ☒ Pay as calculated
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- ☐ Pay to _____% or \$ _____
- ☐ Do not hold retainage
- ☐ Close short amendment
- ☐ Close project
- ☐ Leave active
- ☐ Delete Billing
- ☐ Delete and return to sponsor
- ☐ Closed Not Completed - Reason _____

Comments

Need better description of work. sent req 11/21/14
Consultant invoices attached.

Entered By: *ms* **Date:** 01/02/2014

PM Initials: *eeb*

Date: 2/3/14

Doc Required: ☐

Doc Received: ☐

INTERNAL BILLING CHECKLIST - PAGE 2

Project Number: 11-1553

IAC Billing #: 3

COMMENTS

Work Types

Worksite	Category	Work Type
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RECREATION AND CONSERVATION OFFICE

FORM A-19 State of Washington

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Sponsor	RECEIVED
People for Puget Sound 911 Western Ave #580 Seattle, WA 98104	OCT 15 2012
RECREATION AND CONSERVATION OFFICE	

BY Keeley O'Connell
Habitat Director 10/12/12
 (TITLE) (DATE)

Category 4: Backup documentation to be submitted upon request

To Be Completed By Sponsor							
Project Number 11-1553 P Project Name Willow Creek daylighting		Billing # 2		Billing Period From: <u>8/1/12</u> To: <u>9/30/12</u>		This is a Final Billing? Yes [] No [X]	
CATEGORIES:	Project Agreement	Previous Expenditures To Date			Costs For This Billing		
		Expenditures	Non-Reimbursable Match	Total	Expenditures	Non-Reimbursable Match	Total
				\$0.00			
Non-Capital Costs		\$6,242.23	\$0.00	\$6,242.23	<u>26,644.87</u>	<u>27,477.39</u>	<u>54,122.26</u>
Equipment		\$0.00	\$0.00	\$0.00	<u>0</u>	<u>0</u>	<u>0</u>
Non-Capital Total	\$152,100.00	\$6,242.23	\$0.00	\$6,242.23	<u>26,644.87</u>	<u>27,477.39</u>	<u>54,122.26</u>
	\$152,100.00	\$6,242.23	\$0.00	\$6,242.23	<u>26,644.87</u>	<u>27,477.39</u>	<u>54,122.26</u>

FUNDING & EXPENDITURE FORMULA
For RCO Use ONLY

2682025 53465.12

Agreement Information			Previous RCO Reimbursements		
Sponsor:	34.25378%	\$52,100.00	Total Billed	\$6,242.23	
RCO Federal:			Share Billed	\$4,104.03	
RCO: PSAR	65.74622%	\$100,000.00	Share Approved	\$4,104.03 4.10%	
			Advance Balance	\$0.00	
			Match Owed Balance	\$0.00	
			Share Retained	\$0.00	
			Share Paid	\$4,104.03 4.10%	
Agreement Total:	100.00000%	\$152,100.00	Match Bank	\$0.00	
Doc Date	Current Doc. No.	Ref Doc#	Vendor Number	Vendor Message	
<u>10.18.12</u>	<u>13163047</u>	7004	SWV0003032-00	11-1553 P	
Tran Code	Fund	Appn Index	Prog Index	Sub Obj/SubSub Obj	Project #
210	057	K00	98401	NZ	7004
				Amount	Billing #
				<u>28783.07</u>	2

Certification For Payment

<u>Elizabeth</u> Project Manager/Date	<u>10/18/12</u> Release Final Pmt []	Division Supervisor/Date	<u>Sarah Baker</u> <u>10.18.12</u> Accounting/Date
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Changed donation totals to match backup.

INTERNATIONAL BILLING CHECKLIST - PA 1
Invoice #2, Invoice Date: 10/15/2012
Billing Notes: 080112-093012

☐ PRIORITY PAYMENT
 Backlog Date: 04/30/2014

Category 4: Backup documentation to be submitted upon request

PROJECT INFORMATION

Project #:	11-1553	Contract Period:	12/8/2011	to 12/31/2013
Project Type:	Planning	Primary Program:	PSAR	
Sponsor:	People for Puget Sound	Pending Amendment:	No	
Project Name:	Willow Creek daylighting	Admin Limit:	5%	
PM Contact:	Keeley O'Connell	A&E Limit:	30%	
Phone #:	(206) 382-7007	Fiscal Year:	2012	

FINANCIAL INFORMATION (includes data for this pending billing)

RCO Amt:	\$100,000.00	65.75%	Retainage Withheld:	\$0.00	10.00%
Match Amt:	\$52,100.00	34.25%	Advance Balance:	\$0.00	0.00%
Proposed payment:	\$28,783.07		Match Bank Balance:	\$10,343.21	
Proposed to-date payment:	\$32,887.10		Match Owed Balance:	\$0.00	
Other "In Process" Invoices:	\$0.00				
Total RCO/SRFB paid to date:	\$4,104.03	4.10%	Total Cost Exceeded:	No	
A&E Paid To Date:	\$0.00	0.00%	Admin Limit Exceeded:	No	
Admin Paid To Date:	\$0.00	0.00%	A&E Limit Exceeded:	No	

FISCAL STAFF

Review

- ☒ Required documents were received
- ☒ Verify costs are within contract period
- ☐ Verify math
- ☐ Update equipment inventory

Exceptions

- ☐ Missing documents (listed below)
- ☐ Back up documents do not match A-19
- ☐ Costs prior/after contract dates
- ☐ Hits _____% retainage mark
- ☐ Project closing short \$ _____
- ☐ Final Billing

PROJECT MANAGER (Elizabeth Butler)

Review

- ☒ Review eligible costs
- ☒ Update Billing milestones
- ☒ Update narrative
- ☐ Acquisition docs reviewed
- ☐ Batch edits reviewed
- ☒ Sign A-19

Final Billing

- ☐ Final Inspection
- ☐ Review as built plans/parcel maps, other plans
- ☐ Amend legal description/scope
- ☐ Work Sites updated
- ☐ Accept final report

Action(s) Needed

- ☐ Pay as calculated
- ☒ Fiscal update Billing Data *SB*
- ☐ Pay to _____% or \$ _____
- ☐ Do not hold retainage
- ☐ Close short amendment
- ☐ Close project
- ☐ Leave active
- ☐ Delete Billing
- ☐ Delete and return to sponsor

Comments

- Heard organization was dissolved - will complete sponsor A to City of Edmonds
 - Labor paid by City of Edmonds should be called donated services
 - So taxes & benefits can be included ok
 - My total for Jerry Shester is 34,795.2. See attached spreadsheet ok
 - NR match included in top & bottom section of form - should be bottom only ok

Entered By: *SB* Date: 10/15/2012 PM Initials: *ecb* Date: 10/18/12

Doc Required: ☐ Doc Received: ☒

City of Edmonds total needs to change to \$22,874.90 ok
 Backup sent, not required, returned *SB*

INTERNAL BILLING CHECKLIST - PAGE 2

Project Number: 11-1553

IAC Billing #: 2

COMMENTS

Work Types

Worksite	Category	Work Type
#1, Edmonds Marsh	Restoration Planning And Coordination Project	Conducting habitat restoration scoping and feasibility studies
#1, Edmonds Marsh	Salmonid Habitat Assessment / Inventory	Habitat surveys
#1, Edmonds Marsh	Salmonid Habitat Assessment / Inventory	Landowner willingness inventory

SPECIAL CONDITIONS:

a. Cultural Resources Consultation: This project does not include ground disturbing activities, nor alter structures built more than 50 years ago, and therefore appears to be exempt from Governor's Executive Order 05-05 Archaeological and Cultural Resources Consultation as described in Section 9 of this project agreement. If any ground disturbance or demolition or modification of structures older than 50 years becomes necessary, promptly notify your RCO grant manager as cultural resources consultation will be required. Completion of this consultation and a Notice to Proceed from RCO will be required before these activities can begin.

b. Design Deliverables: The project will meet the standards for Design and Restoration Project Deliverables described in Manual 18 (January 2012) Appendix D "Conceptual Design Deliverables" which includes a comprehensive report addressing the following elements:

1. Description of the project site and the problem(s) within the context of salmon recovery.
2. Identification of specific objectives for addressing the problem(s).
3. Presentation and evaluation of basic site characterization data and engineering analysis that was used for identifying the conceptual design alternatives.
4. Identification and conceptual design of alternatives for achieving the project objectives. Each conceptual design alternative should include a description of the design and at least a plan view drawing of the proposed project on an accurately-scaled site plan. The plan view drawing should include: an area/location map; property boundaries (either surveyed or approximated based on assessor's data); landownership; roads or other infrastructure as appropriate; scale; North arrow; waterbodies and direction of flow; ordinary high water line or mean high water line for marine waters; and approximate dimensions of proposed elements. Sponsors should provide a plan view showing the existing conditions of the site as well as the proposed project.
5. Evaluation and discussion of the pros and cons of each alternative. This explanation should take into account the views of stakeholders (including landowners, and lead entity citizen and technical groups) and other factors the sponsor considers relevant.
6. Selection of preferred alternative(s) including an explanation for why it was selected over the other alternatives. For some projects, it may be unrealistic to narrow the "preferred alternative" to one option, because additional technical information may be needed to make a fully informed choice. In these situations, it would be acceptable to advance more than one alternative to the preliminary project design phase.
7. Rough construction cost estimate of the preferred alternative(s).

INVOICE VOUCHER

Agency Name
Recreation and Conservation Office P.O. Box 40917 Olympia, WA 98504-0917

RECEIVED

Sponsor
People for Puget Sound 911 Western Ave #580 Seattle, WA 98104

RECREATION AND CONSERVATION OFFICE

Sponsor's Certificate. I hereby certify under penalty of perjury that the items and totals listed herein are proper charges for materials, merchandise or services furnished to the State of Washington, and that all goods furnished and/or services rendered have been provided without discrimination because of age, sex, marital status, race, creed, color, national origin, handicap, religion or Vietnam era or disabled veterans status.

BY

Habitat Program Director 8/9/12
(TITLE) (DATE)

Category 4: Backup documentation to be submitted upon request

To Be Completed By Sponsor							
Project Number 11-1553 P Project Name Willow Creek daylighting		Billing # 1		Billing Period From: 12/9/2011 To: 07/31/12		This is a Final Billing? Yes [] No [X]	
CATEGORIES:	Project Agreement	Previous Expenditures To Date			Costs For This Billing		
		Expenditures	Non-Reimbursable Match	Total	Expenditures	Non-Reimbursable Match	Total
				\$0.00			
Non-Capital Costs				\$0.00	\$6,242.23	0	\$6,242.23
Equipment				\$0.00	0	0	0
Non-Capital Total	\$152,100.00			\$0.00	\$6,242.23	0	\$6,242.23
	\$152,100.00			\$0.00			

FUNDING & EXPENDITURE FORMULA
For RCO Use ONLY

Agreement Information				Previous RCO Reimbursements			
Sponsor:	34.25378%	\$52,100.00	Total Billed				
RCO Federal:			Share Billed				
RCO: PSAR	65.74622%	\$100,000.00	Share Approved				
			Advance Balance				
			Match Owed Balance				
			Share Retained				
			Share Paid				
Agreement Total:	100.00000%	\$152,100.00	Match Bank				
Doc Date	Current Doc. No.		Ref Doc#	Vendor Number	Vendor Message		
8.30.12	13142728		7004	SWV0003032-00	11-1553 P		
Tran Code	Fund	Appn Index	Prog Index	Sub Obj/SubSub Obj	Project #	Amount	Billing #
210	057	K00	98401	NZ	7004	4104.03	1

Certification For Payment

<i>Elizabeth Burr</i> Project Manager/Date	8/27/12 Release Final Pmt []	Division Supervisor/Date	<i>Sarah Bahr</i> 8.30.12 Accounting/Date
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INTERNAL BILLING CHECKLIST - PAC 1
Invoice #1, Invoice Date: 8/13/2012
Billing Notes: 120911-073112

☐ PRIORITY PAYMENT
Backlog Date: 04/30/2014

Category 4: Backup documentation to be submitted upon request

PROJECT INFORMATION

Project #:	11-1553	Contract Period:	12/8/2011	to 12/31/2013
Project Type:	Planning	Primary Program:	PSAR	
Sponsor:	People for Puget Sound	Pending Amendment:	No	
Project Name:	Willow Creek daylighting	Admin Limit:	5%	
PM Contact:	Keeley O'Connell	A&E Limit:	30%	
Phone #:	(206) 382-7007	Fiscal Year:	2012	

FINANCIAL INFORMATION (includes data for this pending billing)

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Match Amt:	\$52,100.00	34.25%	Advance Balance:	\$0.00	0.00%
Proposed payment:	\$4,104.03		Match Bank Balance:	\$0.00	
Proposed to-date payment:	\$4,104.03		Match Owed Balance:	\$0.00	
Other "In Process" Invoices:	\$0.00				
Total RCO/SRFB paid to date:	\$0.00	0.00%	Total Cost Exceeded:	No	
A&E Paid To Date:	\$0.00	0.00%	Admin Limit Exceeded:	No	
Admin Paid To Date:	\$0.00	0.00%	A&E Limit Exceeded:	No	

FISCAL STAFF

Review

- ☒ Required documents were received
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PROJECT MANAGER (Elizabeth Butler)

Review

- ☒ Review eligible costs
- ☒ Update Billing milestones
- ☒ Update narrative - see program
- ☒ Acquisition docs reviewed
- ☒ Batch edits reviewed
- ☒ Sign A-19

Final Billing

- ☐ Final Inspection
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- ☐ Delete and return to sponsor

Comments

All payment #s are missing requested 8/16/12

Entered By: SB Date: 08/13/2012

PM Initials: eeb

Date: 8/27/12

Doc Required: ☐ Doc Received: ☐

INTERNAL BILLING CHECKLIST - PAGE 2

Project Number: 11-1553

IAC Billing #: 1

COMMENTS

Work Types

Worksite	Category	Work Type
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