Kitsap Bank Account Olympic Water and Sewer/Water Surcharge

ount

12/31/2019

General Ledger Balance -	\$	454.61
Adjusted GL Balance	\$	454.61
Bank Account Balance	\$	22,641.26
Nov Book Transfer In Transit	\$ \$	3,504.12
Outstanding Check JE 5870	\$	(25,690.77)
SUB TOTAL	\$	454.61
Difference	\$	(0.00)
Explanation:		
pared by		01/14/20
DS		1-14-2920
Reviewed by Diana Smeland	Date	Э

(· · ·



For 24-hour telephone line or online access: 360.876.3644 • 800.283.5537 | kitsapbank.com

Direct general inquiries to your local bank: 360 437.7863 P.O. Box 65052, Port Ludlow, WA 98365

Statement of Account

Page I of I

Statement Period 11/30/19-12/31/19 Total Days in Statement Period

OLYMPIC WATER & SEWER INC WATER SURCHARGE **70 BREAKER LN** PORT LUDLOW WA 98365-9766 5836

New Year, new financial game plan? We can help!

- **Business Loans and Lines of Credit**
- **Real Estate Financing**
- **SBA Loans**
- **Municipal and Specialty Financing**

Contact your Local Kitsap Banker Today! kitsapbank.com 800.283.5537

Account Balances			
	ACCOUNT	BEGINNING	ENDING
ACCOUNT	NUMBER	BALANCE	BALANCE
Business Eco Checking		\$9,863.07	\$22,641.26



Dusine	35 EU	U GII	eckin	ıy:	
Beginning	Balanc	9			

•	
Beginning Balance	\$9,863.07
Total Additions	\$12,778.19
Total Subtractions	\$0.00

Low Balance	\$9,863.07
High Balance	\$22,641,26
Ending Balance	\$22,641.26

Deposits / Credits

Date	Transaction Description	Additions
12/10/19	PHN/ONLINE FR ACC XXXXXXXX0111DATE: 12-10-19 TIME: 08:51:06	\$12,778.19

Daily Balance

	ENDING		ENDING	
DATE	BALANCE	DATE	BALANCE	
11/30/19	\$9,863.07	12/10/19	\$22,641.26	



How to Reconcile Your Checking Account

Step 1. Update your checkbook register (Be sure to deduct service charges.)

TM transactions, and oth	OI WILLIAM	awa15.		
Check No./Withdrawal/Fees	AM	AMOUNT		
	\$			
	 			
 	 			
		•		
- ·				
	ļ			
	ļ			
	ļ			
TOTAL				

Enter Balance from This Statement	\$
	\$
Add Your Deposits Made, but Not Shown on This Statement	
SUBTOTAL	\$
Subtract Outstanding Balance	\$ 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2
This Should Agree With Your Checkbook Balance	\$

If Balances Do Not Agree:

- Check addition and subtraction in your register.
- Compare your checks, Point-of-Sale/Debit Card (POS) and ATM (automated teller machine) transactions, and any other withdrawals in your register with statement.
- Compare deposit receipts and entries in your register with statement.
- Be sure all checks, POS and ATM transactions, service charges, and other payments and deposits are entered into your register.
- Be sure any interest credits are entered in the deposit section of your register.

Important Notice

Please examine this statement and enclosure(s) and report at once if you find any irregularities in your deposit accounts. If none are reported within 60 days, your statement will be considered correct. All items are credited subject to final determination.

In Case of Errors or Questions About Your Electronic Transfers

Call or write your local Kitsap Bank Office as soon as you can if you think your statement or receipt is wrong, or if you need more information about a transfer on the statement or receipt. The telephone number is printed on the front of this statement.

The address is: Kitsap Bank, P.O. Box 1110, Bremerton, WA 98337

We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared.

- 1. Tell us your name and account number.
- Describe the error or the transfer you are unsure about, and explain why you believe there is an error or why you need more information.
- 3. Tell us the dollar amount of the suspected error.

If you notify us verbally, we may require that you send us your complaint or question in writing within 10 business days (5 business days if the transfer involved a Point-of-Sale transaction and 20 business days for new accounts). We will investigate your complaint and will correct any error promptly. If we take more than 10 business days to do this, we will re-credit your account for the amount that you think is in error, allowing you use of the money during the time it takes us to complete our investigation. If we ask you to put your complaint or question in writing, and we do not receive it within 10 business days, we reserve the right to withhold crediting your account.



LIC
Associates
Ludlow
Port

1-14-2020 Page 1 System Date: 1-14-2020 System Time: 12:42 pm	Ending Balance				454.61*	454.61*	454.61*	454.61*
1-14-2 System Date System Tim	Credit		25,690.77~	12,778.19-	38,468.96-*	38,468.96-*	38,468,96-*	38,468.96-*
	Debit		12,778.19	3,504.12	16,282.31*	16,282.31*	16,282.31*	16,282.31*
ccrual	Beginning Balance		IAC -KB	ransfr rcharg	22,641.26*	22,641.26*	22,641.26*	22,641.26*
Current Ledger - Accrual	Transaction Desc		HDR Prof services OWSI CIAC Water Surcharge transfer-KB	Dec 2019 water srchrge transfr Rev JE 32219 for OWSI Surcharg	Total Account 4-0000-1013.50 - KITSAP BANK-WATER SURCHARGE	Total Department 4-0000 - OWSI Balance Sheet	- Olympic Water & Sewer	
	Batch	19)	5870 32219	32249 32268	13.50 - KITS	partment 4-00	Total Company 4	
	Ref 2	9 - 12-31-20	URCHARGE Banking	jj water surc DLS	t 4-0000-10	Total Dep	Tota	
, LLC	Ref 1	4 Olympic Water & Sewer (12-01-2019 - 12-31-2019) 4-0000 OWSI Balance Sheet	KITSAP BANK-WATER SURCHARGE jj Banking ds Banking	jj we DLS	Total Accoun			
Port Ludlow Associates LLC	Jrn	ic Water & Sew OWSI Balance S	12-31-2019 JCC 12-31-2019 GL	2019 GL 2019 GL				rals
Port Lud	Date	4 Olymp: 4-0000 (12-31-2	12-31-; 12-31-;				GRAND TOTALS

,



JE# 32249

Created ▼ Status ▼ Transaction Type ▼

Account ▼

Amount ▼

Tracking ID: 1893495

Created: 01/07/2020 4:15 PM

Created By: John Simpson

Authorized: 01/07/2020 4:15 PM

Authorized By: John Simpson

Will process On: 1/7/2020

Amount: \$3,504.12

Memo: December water surcharge ciac payments

From Account: Olympic Water and Sewer Inc

To Account: OWSI Water Surcharge

Credits: [0] **\$0.00** | Debits: [0] **\$0.00**

-		
		ſ
		,
		C _m

OLYMPIC WATER & SEWER, INC

System Summary Report

1/2/2020 Page 1

Water Surcharge

Charges

Payments

\$16,695.49

(\$3,504.12)

\$19.37 (\$12,778.19) -11,344 54,623

\$70,607.88

(\$56,680.15)

Ć
÷
i .

2007	98-290/1251 25	GCHECK ANNES
	1/8/10	10/45 Date
ISI CHLORINATION SURCHARGE	BREAKER LANE 360-437-2101 3T I JUDI OW, WA 98365	

OWS PORT

TWENTY FIVE THOUSAND SIX HUNDAED MINETY AND Pay to the HDR ENGINEELING INC Kitsap K Bank

80.235.9357

www.kitsaplank.com
For //W/#1200222.909

			(
-			
			I A

FDS

Invoice

\$25,690.77

Reference Invoice Number with Payment

HDR Engineering Inc. Bellevue, WA 98004-4361 Phone: (425) 450-6200

> Olympic Water & Sewer, Inc Diana Smeland 70 Breaker Ln Port Ludlow, WA 98365-9766

HDR Invoice No. 1200222909 Invoice Date 11-OCT-2019 Invoice Amount Due \$25,690.77 Payment Terms 30 NET

Remit To

ACH/EFT Payments

Amount Due This Invoice (USD)

PO Box 74008202 Chicago, IL 60674-8202 Bank of America ML US ABA# 081000032

Account# 355004076604

New Filtration and Chlorination Facilities

Professional Services

From: 01-SEP-2019 To: 28-SEP-2019

Professional Services Summariz	ation	Hours	Billing Rate	Amount
CAD	Key, Patty J	0.75	121.47	91.10
I&C Engineer	Salmond, Robert D	1.00	224.13	224.13
Planner	Gifford, Marissa A	1.50	138.46	207.69
Project Engineer	Elzaemey, Mohamed	25.50	172.32	4,394.16
Project Engineer	Mende, Elizabeth A	62.50	135.52	8,470.00
Project Manager	Bell Games, Thomas W. (Tom)	6.00	244.67	1,468.03
Project Principal	Kwan, Pierre K	4.00	276.29	1,105.16
Section Manager Team Leader	Kivela, Jamie	1.00	164.00	164.00
Structural Engineer	Fortner, Andrew Jack (Andy)	2.00	130.21	260.42
		104.25		\$16,384.69
		Total Profes	sional Services	\$16,384.69
Expense Summarization		Quantity	Billing Rate	Amount
Subcontractors-Other				8,759.50
				\$8,759.50
			Subs - Markup	437.98
			· · · · · · · · · · · · · · · · · · ·	\$9,197.48
Ground Transportation	200			46.80
Meals				20.98
Printing/Reprographics				22.90
Vehicle Mileage		17.00	0.75	12.75
	Ala /			\$103.43
100	-04 0-0h	Ex	pense - Markup	5.17
1-600	102.10			\$108.60
,	1	1	otal Expenses	\$9,306.08
Ma -	-096 1-02-10-05	-		

Scope, Schedule or Budget Issues

May 31, 2019 – Pilot-scale testing of the proposed manganese treatment system is required prior to design. This was not included in the original scope of services. Budgetary estimate is \$5,500 plus expenses from manufacturer (ATEC Systems). Additional time will be required by HDR to oversee and review the results from this testing. This is estimated at about 12 hours. We currently believe we have sufficient budget to cover this effort, but will track as a separate Task (5.1).

Olympic Water & Sewer, Inc New Filtration and Chlorination Facilities - Monthly Progress Report



DATE: October 11, 2019

To: Diana Smeland

70 Breaker Ln

Port Ludlow, WA 98365-9766

FROM: Tom Bell-Games

HDR Engineering, Inc. 425-450-6302 (Direct)

PROJECT NUMBER: 10167432

This progress report summarizes HDR activity from September 1, 2019 through September 28, 2019.

Work Completed During the Billing Period

Task 1 - Project Management

- Routine communication with OWSI project manager.
- Invoice and progress report preparation.

Task 2 – SRF Loan App Support

No activity.

Task 3 – Survey/Site Mapping

• Completion of survey data.

Task 4 – Geotech Investigation

No activity.

Task 5 – Preliminary Design

- 30% review meeting
- Prepared modifications to DOH report and responses to OWSI comments
- Discussions with Janet Cherry at DOH regarding potential for scope modifications

Task 5.1 - Pilot Testing

• No activity.

Task 6 - Detailed Design

- Evaluation of well pumping capacities with and without booster pumping.
- Pumping analysis draft memo
- Initiating detailed design

Task 7 – Permitting

• Pre-app meeting application completed and submitted

Task 8 – Bid Support

No activity.

Task 9 – UTC Coordination and Rate Analysis

No activity.

Task 10 - Engineering Services during Construction

No activity.

Work Scheduled for Next Billing Period

Task 1 - Project Management

- Routine communication with OWSI project manager.
- Invoice and progress report preparation.

Task 2 - SRF Loan App Support

No activity.

Task 3 - Survey/Site Mapping

• No activity.

Task 4 - Geotech Investigation

No activity.

Task 5 - Preliminary Design

Finalize draft DOH project report.

Task 5.1 - Pilot Testing

• No activity.

Task 6 - Detailed Design

- Incorporate OWSI review comments and continue with detailed design of drawings and technical specifications.
- Review of preliminary hydraulics

Task 7 – Permitting

• Finalize SEPA and Jefferson County pre-application for submission.

Task 8 - Bid Support

No activity.

Task 9 - UTC Coordination and Rate Analysis

No activity.

Task 10 - Engineering Services during Construction

• No activity.

HDR Invoice No. 1200222909 Invoice Date

Fee Amount	\$479,400.00
Fee Invoiced to Date	\$113,038.21
Fee Remaining	\$366,361.79

HDR Internal Reference	Only
Client Number	
Cost Center	
Project Number	

HDR Invoice No. Invoice Date

Project Number: Task Number:	10167432 1	Project Description: Task Description:	OWSI Filtrati Project Mana	on & Chlor. Facil agement	
Professional Serv	/ices		lou rs E	illing Rate	Amount
Project Manager		Bell Games, Thomas W. (Tom)	0.50	244.67	122.34
Section Manager Te	eam Leader	Kivelá, Jamie	1.00	164.00	164.00
			1.50		\$286.34
			otal Professiona	il Services	\$286.34
Expense			Qfy	Illing Rate	Amount
Printing/Reprograph	nics	ARC Document Solutions LLC			1.87
			Expens	e - Markup	\$1.87 0.09
			**************************************		\$1.96
			Tota	l Expense	\$1.96
				Total Task	\$288.30
Professional Serv	vices and Expense			Total Task	
Professional Sen Project Number: Task Number:	vices and Expense 10167432 3	Detail Project Description: Task Description:		on & Chlor. Facil	\$288.30
Project Number: Task Number:	10167432 3	Project Description:	OWSI Filtrati	on & Chlor. Facil Mapping	
Project Number: Task Number: Expense	10167432 3	Project Description:	OWSI Filtrati Survey/Site I	on & Chlor. Facil Mapping	
Project Number:	10167432 3	Project Description: Task Description:	OWSI Filtrati Survey/Site I Cty → Æ	on & Chlor. Facil Mapping	Amount
Project Number: Task Number: Expense	10167432 3	Project Description: Task Description:	OWSI Filtrati Survey/Site I Cty → Æ	on & Chlor. Facil Mapping Illing Rate	Amount 8,759.50 \$8,759.50
Project Number: Task Number: Expense	10167432 3	Project Description: Task Description:	OWSI Filtrati Survey/Site I Cty → Æ	on & Chlor. Facil Mapping Illing Rate s - Markup	Amount 8,759.50 \$8,759.5 0 437.98

HDR Invoice No. 1200222909 Invoice Date

Project Number: Task Number:	10167432 5	Project Descrip Task Description	******	Filtration & Chlor. Facil nary Design	
Professional Ser	vices	Comment of the comment of the comment			⊸ Amount
I&C Engineer		Salmond, Robert D	1.00	224.13	224.13
Project Engineer		Elzaemey, Mohamed	25.50	172.32	4,394.16
Project Engineer		Mende, Elizabeth A	10.00	135.52	1,355.20
Project Manager		Bell Games, Thomas W. (Tom)	2.00	244.67	489.34
Project Principal		Kwan, Pierre K	4.00	276.29	1,105.16
			42.50		\$7,567.99
			Total Profes	ssional Services	\$7,567.99
		지원 등 문항 문문을 되었다. 이 사람들은 그 그 그 가장 보고 하는 사람은	The Control of the Co	Rilling Rate	- Amount
		Mende, Elizabeth A	Qty	Billing Rate	46.80
Ground Transportat			Qty (1)	Billing Rate	46.80 20.98
Ground Transportar Meals	iion	Mende, Elizabeth A	Qty (Billing Rate	46.80
Ground Transportar Meals Printing/Reprograp	iion	Mende, Elizabeth A Mende, Elizabeth A ARC Document Solutions	'Qty 17.00	Billing Rate	46.80 20.98
Ground Transportar Meals Printing/Reprograp	iion	Mende, Elizabeth A Mende, Elizabeth A ARC Document Solutions	17.00		46.80 20.98 16.20
Ground Transportar Meals Printing/Reprograpl	iion	Mende, Elizabeth A Mende, Elizabeth A ARC Document Solutions	17.00	0.75	46.80 20.98 16.20 12.75 \$96.73
Ground Transportar Meals	iion	Mende, Elizabeth A Mende, Elizabeth A ARC Document Solutions	17.00	0.75	46.80 20.98 16.20 12.75 \$96.73 4.84

Project Number:	10167432	Project Des			ration & Chlor. Facil	
Task Number:	6	Task Descri	ption:	Detailed D	Design	
Professional Serv	rices		Ног	irs .	Billing Rate	Amount
CAD		Key, Patty J	0.	75	121.47	91.10
Project Engineer		Mende, Elizabeth A	52.	50	135.52	7,114.80
Project Manager		Bell Games, Thomas W. (Tom)	3.	50	244.67	856.35
Structural Engineer		Fortner, Andrew Jack (Andy)	2.	00	130.21	260.42
			58.	75		\$8,322.67
			Tota	l Professi	onal Services	\$8,322.67
			-		Total Task	\$8,322.67

HDR Invoice No. Invoice Date

Project Number: Task Number:	10167432 7	Project Descriptio Task Description:		WSI Filtration & Chlor. Facil ermitting	,
Professional Ser	vices		Hours	-Billing Rate	Amount
Planner		Gifford, Marissa A	1.50	138.46	207.69
			1.50	***	\$207.69
			Total P	rofessional Services	\$207.69
				Total Task	\$207.69
The second and the second seco	vices and Expens				
Project Number: Task Number: Expense	10167432 5.1	Project Descriptio Task Description:	Pi	WSI Filtration & Chlor. Facil lot Testing Billing Rate	Amount
Task Number:	5.1	Project Descriptio	Pi	lot Testing	Amount 4.83
Task Number:	5.1	Project Description Task Description: ARC Document Solutions	Pi	lot Testing Billing Rate	4.83 \$4.8 3
Task Number:	5.1	Project Description Task Description: ARC Document Solutions	Pi	lot Testing	4.83 \$4.83 0.24
Task Number:	5.1	Project Description Task Description: ARC Document Solutions	Pi	lot Testing Billing Rate	4.83 \$4.8 3
Task Number:	5.1	Project Description Task Description: ARC Document Solutions	Pi	lot Testing Billing Rate	4.83 \$4.83 0.24



Purchase Order: 1000100042357

INVOICE

Invoice Date: 8/19/2019

Invoice #: 280959

KPFF Project #: 10181900061 KPFF PM: Jereme Chapman

KPFF PIC: Mark Steepy

KPFF Tax ID:

Project Name :

Olympic Water & Sewer Survey

Project Fee:

HDR, INC.

9,300.00

201 CALIFORNIA STREET, SUITE 1500

SAN FRANCISCO, CA 94111

Attention: Thomas Bell-Games and Matthew Raclawski

For Professional Services Rendered Through 7/31/2019

		Invoice			
	Fee	Available	To Date	Previous	Current
Task 300-Survey	9,300.00	9,300.00	8,759.50	0.00	8,759.50
				Invoice	
			To Date	Previous	Current
Reimbursable Expenses			0.00	0.00	0.00
					
		Amount Due	This Invoice		8,759.50

Project Summary	Project Budget	Previously Invoiced	Current Invoice	Budget Remaining
	9,300.00	0.00	8,759.50	540.50
A/R Summary	Previously Invoiced	Current Invoice	Total Paid to Date	Amount Outstanding
	0.00	8,759,50	0.00	8.759.50

50 - Task 300-Survey			
Labor			
Class / Employee	Hours	Rate	Amov
Land Survey Manager			
Jereme Chapman	25.00	165.00	4,125.00
Survey Crew Chief			
Andrew Kienast	46.00	87.75	4,036.50
Survey Instrument Person			
Nicholas Leingang	8.00	74.75	598.00
	Total Labor		8,759.50
Total Bill Task: 50 - Task 300-Survey			8,759.50