

Kitsap Bank Account  
Olympic Water and Sewer/Water Surcharge  
Account [REDACTED]

12/31/2019

General Ledger Balance - [REDACTED]	\$	454.61
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Adjusted GL Balance	\$	454.61
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Bank Account Balance	\$	22,641.26
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Nov Book Transfer In Transit	\$	3,504.12
Outstanding Check JE 5870	\$	(25,690.77)

SUB TOTAL	\$	454.61
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Difference	\$	(0.00)
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Explanation:

Prepared by <i>[Signature]</i>	01/14/20
<i>[Signature]</i>	<i>1-14-2020</i>
Reviewed by Diana Smeland	Date

2.

3.

4.

5.



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 1 of 1

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

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

5836

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 We can help!**

- Business Loans and Lines of Credit
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 kitsapbank.com 800.283.5537

**Account Balances**

ACCOUNT	ACCOUNT NUMBER	BEGINNING BALANCE	ENDING BALANCE
Business Eco Checking	[REDACTED]	\$9,863.07	\$22,641.26



**Business Eco Checking:** [REDACTED]

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

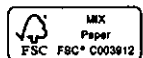
Low Balance	\$9,863.07
High Balance	\$22,641.26
Ending Balance	\$22,641.26

**Deposits / Credits**

Date	Transaction Description	Additions
12/10/19	PHN/ONLINE FR ACC XXXXXX011DATE: 12-10-19 TIME: 08:51:06	\$12,778.19

**Daily Balance**

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





Date	Jrn	Ref 1	Ref 2	Batch	Transaction Desc	Beginning Balance	Debit	Credit	Ending Balance
4	Olympic Water & Sewer (12-01-2019 - 12-31-2019)								
	4-0000	OWSI Balance Sheet							
		KITSAP BANK-WATER SURCHARGE							
12-31-2019	JCC	jj		5870	HDR Prof services OWSI CIAC			25,690.77	
12-31-2019	GL	ds	Banking	32219	Water Surcharge transfer-KB		12,778.19		
12-31-2019	GL	jj	water surc	32249	Dec 2019 water srcharge transfr		3,504.12		
12-31-2019	GL	DLS		32268	Rev JE 32219 for OWSI Surcharg			12,778.19	
		Total Account 4-0000-1013.50 - KITSAP BANK-WATER SURCHARGE				22,641.26*	16,282.31*	38,468.96**	454.61*
		Total Department 4-0000 - OWSI Balance Sheet				22,641.26*	16,282.31*	38,468.96**	454.61*
		Total Company 4 - Olympic Water & Sewer				22,641.26*	16,282.31*	38,468.96**	454.61*
GRAND TOTALS						22,641.26*	16,282.31*	38,468.96**	454.61*





JK # 32249

Created ▾ Status ▾ Transaction Type ▾ Account ▾ Amount ▾

**Tracking ID:** 1893495

**Amount:** \$3,504.12

**Created:** 01/07/2020 4:15 PM

**Memo:** December water surcharge ciac payments

**Created By:** John Simpson

**From Account:** Olympic Water and Sewer Inc

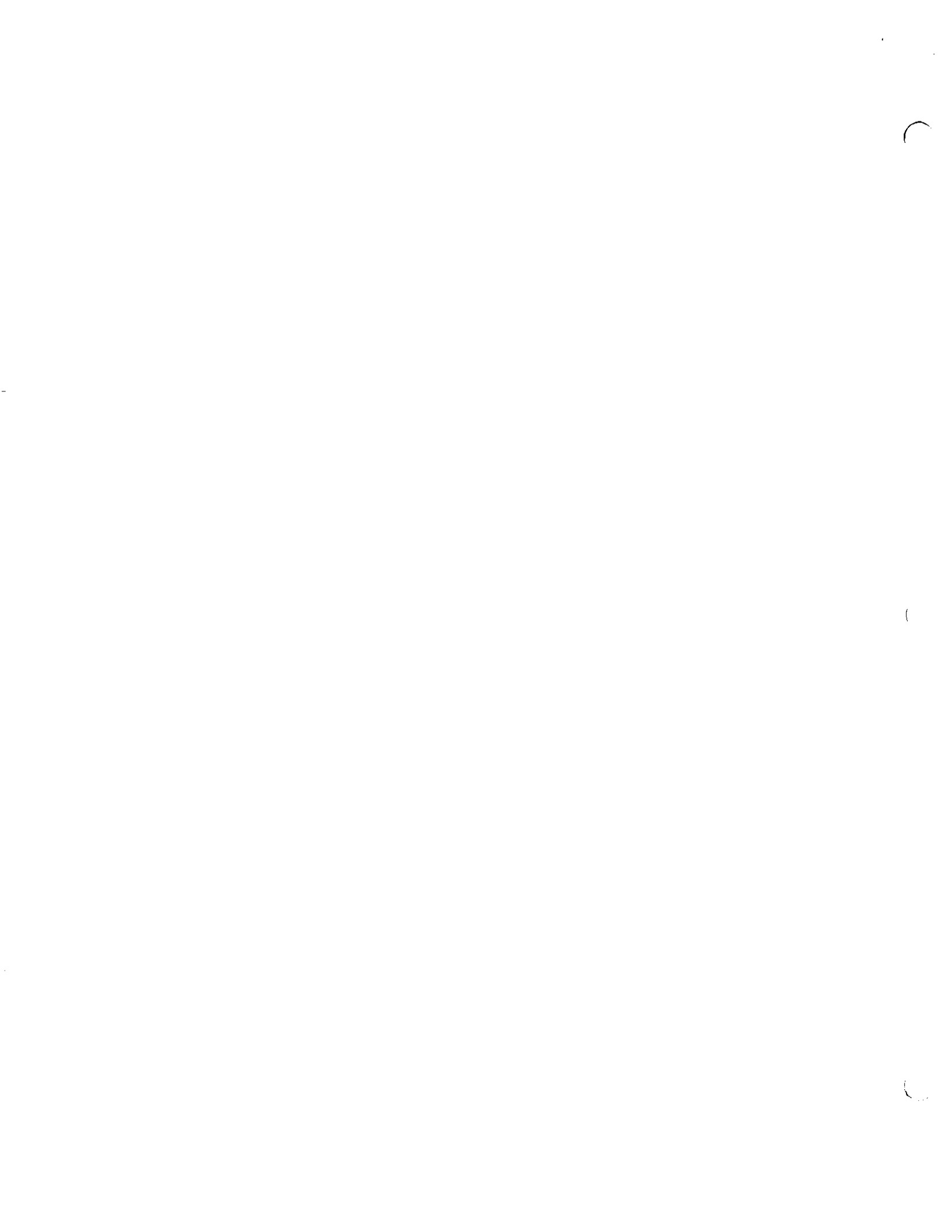
**Authorized:** 01/07/2020 4:15 PM

**To Account:** OWSI Water Surcharge

**Authorized By:** John Simpson

**Will process On:** 1/7/2020

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





**OLYMPIC WATER & SEWER, INC**

**System Summary Report**

**1/2/2020**

**Page 1**

**Water Surcharge**

Charges

\$16,695.49

\$19.37

-11,344

\$70,607.88

Payments

(\$3,504.12)

(\$12,778.19)

54,623

(\$56,680.15)



**OWSI CHLORINATION SURCHARGE**  
70 BREAKER LANE 360-437-2101  
PORT LUDLOW, WA 98366

2007

98-290/251  
25

1/8/20

Date

CHECK AMOUNT

Pay to the Order of HDR ENGINEERING INC. \$ 25,690.77

TWENTY FIVE THOUSAND SIX HUNDRED NINETY AND 77/100 DOLLARS

Photo Deposit  
Details on back

**Kitsap Bank**

800-233-5537  
www.kitsapbank.com

For INV# 1200222909

⑆ 1251029061 2007





# Invoice

Reference Invoice Number with Payment

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

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

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

Remit To PO Box 74008202  
Chicago, IL 60674-8202  
ACH/EFT Payments 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 Summarization		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
		<b>104.25</b>		<b>\$16,384.69</b>
		<b>Total Professional Services</b>		<b>\$16,384.69</b>

Expense Summarization		Quantity	Billing Rate	Amount
Subcontractors-Other				8,759.50
				<b>\$8,759.50</b>
			Subs - Markup	437.98
				<b>\$9,197.48</b>
Ground Transportation				46.80
Meals				20.98
Printing/Reprographics				22.90
Vehicle Mileage		17.00	0.75	12.75
				<b>\$103.43</b>
			Expense - Markup	5.17
				<b>\$108.60</b>
		<b>Total Expenses</b>		<b>\$9,306.08</b>

*M*

*1-500-096*

*1-02-10-05*

*OK*

*10-14-19*

Amount Due This Invoice (USD)	<b>\$25,690.77</b>
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**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

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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

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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.



# Invoice

HDR Invoice No. 1200222909  
Invoice Date 11-OCT-2019

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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	██████████

# Invoice

HDR Invoice No. 1200222909  
 Invoice Date 11-OCT-2019

Professional Services and Expense Detail				
Project Number:	10167432	Project Description:	OWSI Filtration & Chlor. Facil	
Task Number:	1	Task Description:	Project Management	
Professional Services		Hours	Billing Rate	Amount
Project Manager	Bell Games, Thomas W. (Tom)	0.50	244.67	122.34
Section Manager Team Leader	Kivela, Jamie	1.00	164.00	164.00
		<b>1.50</b>		<b>\$286.34</b>
<b>Total Professional Services</b>				<b>\$286.34</b>
Expense		Qty	Billing Rate	Amount
Printing/Reprographics	ARC Document Solutions LLC			1.87
				<b>\$1.87</b>
Expense - Markup				0.09
				<b>\$1.96</b>
<b>Total Expense</b>				<b>\$1.96</b>
<b>Total Task</b>				<b>\$288.30</b>

Professional Services and Expense Detail				
Project Number:	10167432	Project Description:	OWSI Filtration & Chlor. Facil	
Task Number:	3	Task Description:	Survey/Site Mapping	
Expense		Qty	Billing Rate	Amount
Subcontractors-Other	KPFF Consulting Engineers			8,759.50
				<b>\$8,759.50</b>
Subs - Markup				437.98
				<b>\$9,197.48</b>
<b>Total Subcontractor</b>				<b>\$9,197.48</b>
<b>Total Task</b>				<b>\$9,197.48</b>

# Invoice

HDR Invoice No. 1200222909  
 Invoice Date 11-OCT-2019

Professional Services and Expense Detail			
Project Number:	10167432	Project Description:	OWSI Filtration & Chlor. Facil
Task Number:	5	Task Description:	Preliminary Design

Professional Services		Hours	Billing Rate	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
		<b>42.50</b>		<b>\$7,567.99</b>
		<b>Total Professional Services</b>		<b>\$7,567.99</b>

Expense		Qty	Billing Rate	Amount
Ground Transportation	Mende, Elizabeth A			46.80
Meals	Mende, Elizabeth A			20.98
Printing/Reprographics	ARC Document Solutions LLC			16.20
Vehicle Mileage		17.00	0.75	12.75
				<b>\$96.73</b>
			Expense - Markup	4.84
				<b>\$101.57</b>
		<b>Total Expense</b>		<b>\$101.57</b>
		<b>Total Task</b>		<b>\$7,669.56</b>

Professional Services and Expense Detail			
Project Number:	10167432	Project Description:	OWSI Filtration & Chlor. Facil
Task Number:	6	Task Description:	Detailed Design

Professional Services		Hours	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
		<b>58.75</b>		<b>\$8,322.67</b>
		<b>Total Professional Services</b>		<b>\$8,322.67</b>
		<b>Total Task</b>		<b>\$8,322.67</b>

# Invoice

HDR Invoice No. 1200222909  
 Invoice Date 11-OCT-2019

Professional Services and Expense Detail				
Project Number:	10167432	Project Description:	OWSI Filtration & Chlor. Facil	
Task Number:	7	Task Description:	Permitting	
Professional Services		Hours	Billing Rate	Amount
Planner	Gifford, Marissa A	1.50	138.46	207.69
		<b>1.50</b>		<b>\$207.69</b>
<b>Total Professional Services</b>				<b>\$207.69</b>
<b>Total Task</b>				<b>\$207.69</b>

Professional Services and Expense Detail				
Project Number:	10167432	Project Description:	OWSI Filtration & Chlor. Facil	
Task Number:	5.1	Task Description:	Pilot Testing	
Expense		Qty	Billing Rate	Amount
Printing/Reprographics	ARC Document Solutions LLC			4.83
				<b>\$4.83</b>
Expense - Markup				0.24
				<b>\$5.07</b>
<b>Total Expense</b>				<b>\$5.07</b>
<b>Total Task</b>				<b>\$5.07</b>



Purchase Order: 1000100042357

Attention: Thomas Bell-Games and Matthew Raclawski  
HDR, INC.  
201 CALIFORNIA STREET, SUITE 1500  
SAN FRANCISCO, CA 94111

Project Name : Olympic Water & Sewer Survey  
Project Fee: 9,300.00

**INVOICE**

Invoice Date: 8/19/2019  
Invoice #: 280959  
KPFF Project #: 10181900061  
KPFF PM: Jereme Chapman  
KPFF PIC: Mark Steepy  
KPFF Tax ID: [REDACTED]

**For Professional Services Rendered Through 7/31/2019**

	Fee	Available	Invoice		
			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
			<b>Amount Due This Invoice</b>		<b>8,759.50</b>

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

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**50 - Task 300-Survey**

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

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