

**OLYMPIC VALLEY PUBLIC SERVICE DISTRICT  
PROGRESS PAYMENT REPORT**

**EXHIBIT D-12  
7 Pages**

PROJECT TITLE: **Cost of Service & Rate Study**  
 PROJECT NUMBER: **10-09-732000**  
 CONTRACTOR NAME & ADDRESS: **HDR Engineering Inc.  
Folsom, CA 95630-8709**

DATE: 11/30/2024  
 PAYMENT ESTIMATE #: 4  
 PERIOD: Oct

BID AMOUNT: \$ 59,710.00  
 NET CHANGE ORDERS: \$0.00  
 ADJUSTED CONTRACT AMOUNT: \$59,710.00  
 WORK COMPLETED: \$ 40,979.48  
 % WORK COMPLETED: 69%

ORIGINAL TIME: N/A  
 REVISED TIME: \_\_\_\_\_  
 TIME ELAPSED: \_\_\_\_\_  
 % TIME ELAPSED: \_\_\_\_\_

|                                       | <u>PREVIOUS</u>     | <u>CURRENT</u>      | <u>TO DATE</u>        |
|---------------------------------------|---------------------|---------------------|-----------------------|
| <b>EARNINGS:</b>                      |                     |                     |                       |
| Work Completed                        | \$ 25,397.13        | \$ 15,582.35        | \$ 40,979.48          |
| Retention on Work Completed (5%)      |                     | \$ -                | \$ -                  |
| <b>Net Earnings on Work Completed</b> | <u>\$ 25,397.13</u> | <u>\$ 15,582.35</u> | <u>\$ 40,979.48</u>   |
| <br>                                  |                     |                     |                       |
| Materials on Hand                     | \$ -                |                     | \$ -                  |
| Retention on Materials (5%)           | \$ -                | \$ -                | \$ -                  |
| <b>Net Earnings On Materials</b>      | <u>\$ -</u>         | <u>\$ -</u>         | <u>\$ -</u>           |
| <br>                                  |                     |                     |                       |
| <b>TOTAL NET EARNINGS</b>             | <u>\$ 25,397.13</u> | <u>\$ 15,582.35</u> | <u>\$ 40,979.48</u>   |
| <br>                                  |                     |                     |                       |
| <b>DEDUCTIONS:</b>                    |                     |                     |                       |
| 1.                                    |                     |                     | \$ -                  |
| 2.                                    |                     |                     | \$ -                  |
| 3.                                    |                     |                     | \$ -                  |
| <b>Total Deductions</b>               | <u>\$ -</u>         | <u>\$ -</u>         | <u>\$ -</u>           |
| <br>                                  |                     |                     |                       |
| <b>OTHER ADJUSTMENTS:</b>             |                     |                     |                       |
| 1. Release Retention                  |                     |                     | \$ -                  |
| 2.                                    |                     |                     | \$ -                  |
| 3.                                    |                     |                     | \$ -                  |
| <b>Total Adjustments</b>              | <u>\$ -</u>         | <u>\$ -</u>         | <u>\$ -</u>           |
| <br>                                  |                     |                     |                       |
| <b>TOTAL ADJUSTED EARNINGS</b>        | <u>\$ 25,397.13</u> | <u>\$ 15,582.35</u> | <u>\$ 40,979.48</u>   |
| <b>LESS PREVIOUS PAYMENTS</b>         |                     |                     | <u>\$ (25,397.13)</u> |
| <b>PAYMENT DUE THIS ESTIMATE</b>      |                     |                     | <u>\$ 15,582.35</u>   |

APPROVED BY:   
 Danielle Mueller - Finance and Admin Manager

APPROVED BY:   
 Charley Miller - General Manager



November 12, 2024

Danielle Grindle  
Finance and Administration Manager  
Olympic Valley PSD  
305 Olympic Valley Road  
Olympic Valley, CA 96146

Dear Danielle:

Please find attached our invoice for services provided from September 29 through November 2, 2024 for the District's 2024 Water and Sewer Rate and Connection Fee Study. The purpose of the project status report is to review the activities undertaken during the most recent invoice period and to review any key project issues that may have arisen during that period.

This is the fourth invoice for the project and totals \$15,582.35. This amount reflects the effort taken to have a meeting at the District offices to discuss the draft results of the water and sewer analyses and then to update based on the feedback from the meeting. The total contract is \$59,710.00 which leaves a remaining balance of \$18,730.52.

Should you have any questions about this invoice, please do not hesitate to contact me. Thank you again for the opportunity to provide assistance to the District.

Sincerely,

A handwritten signature in black ink that reads "Josiah Close".

Josiah Close  
Senior Financial Analyst  
HDR Engineering, Inc.





# Invoice

HDR Engineering Inc.  
 Folsom, CA 95630-8709  
 Phone: (916) 817-4700

Olympic Valley Public Service District  
 1810 Squaw Valley Rd  
 PO Box 2026  
 Olympic Valley, CA 96146-2026

Reference Invoice Number with Payment

HDR Invoice No. 1200668527  
 Invoice Date 11-NOV-2024  
 Invoice Amount Due \$15,582.35  
 Payment Terms 30 NET  
 Remit To PO Box 74008202  
 Chicago, IL 60674-8202  
 ACH/EFT Payments Bank of America ML US  
 ABA# 081000032  
 Account# 355004076604

For Professional Services for Olympic Valley PSD 2024 Rate Study

PN 10403240

Professional Services  
 From: 29-SEP-2024 To: 02-NOV-2024

| Professional Services Summarization |                           | Hours        | Billing Rate                       | Amount             |
|-------------------------------------|---------------------------|--------------|------------------------------------|--------------------|
| Financial Analyst                   | Anderson, Sara Marie      | 50.50        | 135.00                             | 6,817.50           |
| Project Assistant                   | Mitchell, Sheryl (Sherry) | 1.50         | 140.00                             | 210.00             |
| Project Manager                     | Close, Josiah D           | 32.50        | 195.00                             | 6,337.50           |
| Task Lead                           | Koorn, Shawn W            | 2.50         | 325.00                             | 812.50             |
|                                     |                           | <b>87.00</b> |                                    | <b>\$14,177.50</b> |
|                                     |                           |              | <b>Total Professional Services</b> | <b>\$14,177.50</b> |

| Expense Summarization |                              | Quantity | Billing Rate          | Amount            |
|-----------------------|------------------------------|----------|-----------------------|-------------------|
| Airfare               | First National Bank of Omaha |          |                       | 679.30            |
| Car Rental            | Close, Josiah D              |          |                       | 63.53             |
| Car Rental Fuel       | Close, Josiah D              |          |                       | 20.86             |
| Lodging               | Anderson, Sara Marie         |          |                       | 151.16            |
| Lodging               | Close, Josiah D              |          |                       | 151.82            |
| Meals                 | Anderson, Sara Marie         |          |                       | 39.92             |
| Meals                 | Close, Josiah D              |          |                       | 125.91            |
| Mileage Personal      | Anderson, Sara Marie         | 34       |                       | 22.78             |
| Mileage Personal      | Close, Josiah D              | 35       |                       | 23.45             |
| Miscellaneous         | Anderson, Sara Marie         |          |                       | 7.18              |
| Parking               | Anderson, Sara Marie         |          |                       | 56.94             |
| Parking               | Close, Josiah D              |          |                       | 62.00             |
|                       |                              |          | <b>Total Expenses</b> | <b>\$1,404.85</b> |

# Invoice

HDR Invoice No. 1200668527  
Invoice Date 11-NOV-2024

|                               |             |
|-------------------------------|-------------|
| Amount Due This Invoice (USD) | \$15,582.35 |
|-------------------------------|-------------|

*DM*

10-09-732000

For questions regarding this invoice contact Sherry Mitchell at 916-986-5038.

|                      |             |
|----------------------|-------------|
| Fee Amount           | \$59,710.00 |
| Fee Invoiced to Date | \$40,979.48 |
| Fee Remaining        | \$18,730.52 |

|                             |          |
|-----------------------------|----------|
| HDR Internal Reference Only |          |
| Client Number               | 3567     |
| Cost Center                 | 10018    |
| Project Number              | 10403240 |

# Invoice

HDR Invoice No. 1200668527  
Invoice Date 11-NOV-2024

| <b>Professional Services and Expense Detail</b> |                           |                      |                              |                 |
|---|---------------------------|----------------------|------------------------------|-----------------|
| Project Number:                                 | 10403240                  | Project Description: | Olympic_Valley_PSD 2024 Rate |                 |
| Task Number:                                    | 1                         | Task Description:    | Project Management           |                 |
| <b>Professional Services</b>                    |                           | <b>Hours</b>         | <b>Billing Rate</b>          | <b>Amount</b>   |
| Project Assistant                               | Mitchell, Sheryl (Sherry) | 1.50                 | 140.00                       | 210.00          |
| Project Manager                                 | Close, Josiah D           | 0.50                 | 195.00                       | 97.50           |
|   |                           | <b>2.00</b>          |                              | <b>\$307.50</b> |
| <b>Total Professional Services</b>              |                           |                      |                              | <b>\$307.50</b> |
|   |                           |                      |                              |                 |
| <b>Total Task</b>                               |                           |                      |                              | <b>\$307.50</b> |

| <b>Professional Services and Expense Detail</b> |                              |                      |                              |                 |
|---|------------------------------|----------------------|------------------------------|-----------------|
| Project Number:                                 | 10403240                     | Project Description: | Olympic_Valley_PSD 2024 Rate |                 |
| Task Number:                                    | 3                            | Task Description:    | Revenue Requirement Analysis |                 |
| <b>Expense</b>                                  |                              | <b>Qty</b>           | <b>Billing Rate</b>          | <b>Amount</b>   |
| Airfare   | First National Bank of Omaha |                      |                              | 679.30          |
| Lodging   | Anderson, Sara Marie         | 2.00                 |                              | 151.16          |
| Meals   | Anderson, Sara Marie         |                      |                              | 39.92           |
| Mileage Personal                                | Anderson, Sara Marie         | 34.00                |                              | 22.78           |
| Miscellaneous                                   | Anderson, Sara Marie         |                      |                              | 7.18            |
| Parking   | Anderson, Sara Marie         |                      |                              | 56.94           |
| <b>Total Expense</b>                            |                              |                      |                              | <b>\$957.28</b> |
|   |                              |                      |                              |                 |
| <b>Total Task</b>                               |                              |                      |                              | <b>\$957.28</b> |

# Invoice

HDR Invoice No. 1200668527  
 Invoice Date 11-NOV-2024

## Professional Services and Expense Detail

Project Number: 10403240 Project Description: Olympic\_Valley\_PSD 2024 Rate  
 Task Number: 4 Task Description: Cost of Service Analysis

| Professional Services |                      | Hours                              | Billing Rate | Amount            |
|-----------------------|----------------------|------------------------------------|--------------|-------------------|
| Financial Analyst     | Anderson, Sara Marie | 12.00                              | 135.00       | 1,620.00          |
| Task Lead             | Koorn, Shawn W       | 2.50                               | 325.00       | 812.50            |
|                       |                      | <b>14.50</b>                       |              | <b>\$2,432.50</b> |
|                       |                      | <b>Total Professional Services</b> |              | <b>\$2,432.50</b> |

| Expense          |                 | Qty   | Billing Rate | Amount |
|------------------|-----------------|-------|--------------|--------|
| Car Rental       | Close, Josiah D |       |              | 63.53  |
| Car Rental Fuel  | Close, Josiah D |       |              | 20.86  |
| Lodging          | Close, Josiah D | 2.00  |              | 151.82 |
| Meals            | Close, Josiah D |       |              | 125.91 |
| Mileage Personal | Close, Josiah D | 35.00 |              | 23.45  |
| Parking          | Close, Josiah D |       |              | 62.00  |

|                      |  |  |                   |
|----------------------|--|--|-------------------|
| <b>Total Expense</b> |  |  | <b>\$447.57</b>   |
| <b>Total Task</b>    |  |  | <b>\$2,880.07</b> |

## Professional Services and Expense Detail

Project Number: 10403240 Project Description: Olympic\_Valley\_PSD 2024 Rate  
 Task Number: 5 Task Description: Rate Design Analysis

| Professional Services |                      | Hours                              | Billing Rate | Amount            |
|-----------------------|----------------------|------------------------------------|--------------|-------------------|
| Financial Analyst     | Anderson, Sara Marie | 13.50                              | 135.00       | 1,822.50          |
| Project Manager       | Close, Josiah D      | 18.00                              | 195.00       | 3,510.00          |
|                       |                      | <b>31.50</b>                       |              | <b>\$5,332.50</b> |
|                       |                      | <b>Total Professional Services</b> |              | <b>\$5,332.50</b> |

|                   |  |  |                   |
|-------------------|--|--|-------------------|
| <b>Total Task</b> |  |  | <b>\$5,332.50</b> |
|-------------------|--|--|-------------------|

# Invoice

HDR Invoice No. 1200668527  
Invoice Date 11-NOV-2024

| <b>Professional Services and Expense Detail</b> |                      |                                    |                              |                   |
|---|----------------------|------------------------------------|------------------------------|-------------------|
| Project Number:                                 | 10403240             | Project Description:               | Olympic_Valley_PSD 2024 Rate |                   |
| Task Number:                                    | 6                    | Task Description:                  | Written Report               |                   |
| <b>Professional Services</b>                    |                      | <b>Hours</b>                       | <b>Billing Rate</b>          | <b>Amount</b>     |
| Financial Analyst                               | Anderson, Sara Marie | 25.00                              | 135.00                       | 3,375.00          |
|   |                      | <b>25.00</b>                       |                              | <b>\$3,375.00</b> |
|   |                      | <b>Total Professional Services</b> |                              | <b>\$3,375.00</b> |
|   |                      |                                    | <b>Total Task</b>            | <b>\$3,375.00</b> |

| <b>Professional Services and Expense Detail</b> |                 |                                    |                              |                   |
|---|-----------------|------------------------------------|------------------------------|-------------------|
| Project Number:                                 | 10403240        | Project Description:               | Olympic_Valley_PSD 2024 Rate |                   |
| Task Number:                                    | 7               | Task Description:                  | Connection Fee Analysis      |                   |
| <b>Professional Services</b>                    |                 | <b>Hours</b>                       | <b>Billing Rate</b>          | <b>Amount</b>     |
| Project Manager                                 | Close, Josiah D | 14.00                              | 195.00                       | 2,730.00          |
|   |                 | <b>14.00</b>                       |                              | <b>\$2,730.00</b> |
|   |                 | <b>Total Professional Services</b> |                              | <b>\$2,730.00</b> |
|   |                 |                                    | <b>Total Task</b>            | <b>\$2,730.00</b> |