

OLYMPIC VALLEY PUBLIC SERVICE DISTRICT
PROGRESS PAYMENT REPORT

EXHIBIT D-9
3 Pages

PROJECT TITLE: **Strategic Plan Consulting**

PROJECT NUMBER: **10-09-732000**

CONTRACTOR NAME: **Agnew::Beck Consulting, Inc.**

& ADDRESS: **PO Box 410**
Palmer, AK 99645

DATE: 03/19/2024

PAYMENT ESTIMATE #: 3

PERIOD: 12/1/24-02/28/25

BID AMOUNT: \$ 19,445.00

NET CHANGE ORDERS: \$7,539.00

ADJUSTED CONTRACT AMOUNT: \$26,984.00

WORK COMPLETED: \$ 17,746.25

% WORK COMPLETED: 66%


ORIGINAL TIME: N/A

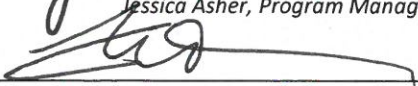
REVISED TIME:

TIME ELAPSED:

% TIME ELAPSED:

	<u>PREVIOUS</u>	<u>CURRENT</u>	<u>TO DATE</u>
EARNINGS:			
Work Completed	\$ 11,191.25	\$ 6,555.00	\$ 17,746.25
Retention on Work Completed (5%)	\$ -	\$ -	\$ -
Net Earnings on Work Completed	<u>\$ 11,191.25</u>	<u>\$ 6,555.00</u>	<u>\$ 17,746.25</u>
Materials on Hand	\$ -		\$ -
Retention on Materials (5%)	\$ -	\$ -	\$ -
Net Earnings On Materials	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
TOTAL NET EARNINGS	<u>\$ 11,191.25</u>	<u>\$ 6,555.00</u>	<u>\$ 17,746.25</u>
DEDUCTIONS:			
1.			\$ -
2.			\$ -
3.			\$ -
Total Deductions	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
OTHER ADJUSTMENTS:			
1. Release Retention			\$ -
2.			\$ -
3.			\$ -
Total Adjustments	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
TOTAL ADJUSTED EARNINGS	<u>\$ 11,191.25</u>	<u>\$ 6,555.00</u>	<u>\$ 17,746.25</u>
LESS PREVIOUS PAYMENTS			\$ (11,191.25)
PAYMENT DUE THIS ESTIMATE			<u>\$ 6,555.00</u>

REVIEWED BY: 
Jessica Asher, Program Manager

APPROVED BY: 
Charley Miller, General Manager



PO Box 410
Palmer, AK 99645

Date	Invoice #
3/19/2025	20079

P.O. No.	Terms	Project
	Due on receipt	Strategic Planning

Balance Due	\$6,555.00
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Engage, Plan, Implement.

Agnew::Beck Consulting

Invoice Detail/Progress Report for Invoice #20079, December 1, 2024-February 28, 2025

Olympic Valley Public Service District OVPSD Strategic Planning Services December 2024-February 28, 2025 Invoice Detail (3 months)		
<div> <div>TASKS PER SCOPE OF WORK</div> <div>Dec 1-Feb 28, 2025</div> <div># of Hours Worked</div> <div>Summary of tasks</div> </div>		
1. Discovery Phase (Pre Work for Board Workshops)		<i>specific deliverables, meetings and milestones</i>
Tasks include: -Project Management: Up to four, 1 hr check in meetings with staff/board re: project progress. -Review of relevant documents and information. -Research best practices: examples of other strategic plans from similar organizations. -Interviews (33): 1) Five (5) individual interviews with board members, 2) Approximately 28 interviews with the entire staff.	24.25	Project management, monthly budget tracking, budget amendment, client communications, scheduling, summarize interview feedback, meet with GM to review initial findings, regular staff check-in meetings, prepare for board strategic planning session including: developing agenda, presentation, materials, review with staff
2. Strategic Planning (Board Workshops) Winter 2025		
Design and facilitate two strategic planning workshops with the board and management staff in 2025. Prepare agenda, develop presentation for workshops. Estimated budget includes: facilitation, note taking, travel, meeting preparation. Each workshop will be 3 hours each.	20.5	Facilitate board workshop, set-up, travel time, meeting summary development, post meeting evaluation, meetings with staff re: next steps, support staff core values workshop. Includes the time of 2 staff
3. Produce Strategic Plan Document Winter/Spring 2025		
Develop a draft Strategic Plan for OVI PSD that outlines agreed upon goals and objectives (estimate 10 pages) with graphic design elements. Assumes significant staff time to work one-on- one with board to finalize goals, objectives, strategies prior to final. Expectation that A:B will develop an annual Work Plan template and staff will provide content.	9.75	Develop draft strategic framework doc based on board workshop, review feedback from staff from core values workshop, integrate core values into framework, review other strategic plans, meet with GM to review strategic framework tool, meet with staff to update strategic framework, review feedback from staff, research vision statement, produce updated strategic framework
Task 4: Present Draft Strategic Plan to Board/Staff	0	
Presentation of draft plan to board/staff for approval		
Total of Hours	54.5	