

## SRF Disbursement Request Form

Participant Information										
Name:	City of West Lafayette					SRF Loan Number:	WW141079 07			
DUNS Number:	04 455 2636	CCR Number:	6NKJ2			Request	17			
Mailing	711 West Navajo Street									
City:	West Lafayette			State:	IN	ZIP	47906			
Contact Person:	Judith C. Rhodes, Clerk-Treasurer			Contact Phone Number:	765-775-5150					
Authorized Representative:	Mayor John R Dennis, or Cl-Tr J. Rhodes			Authorized Representative Phone Number:	765-775-5100					
If requesting reimbursement to the Participant by wire transfer please provide the following information:										
Bank Name:				Bank Routing Number:						
Account Name:				Account Number:						
Loan Information										
Description of work for which claim is being made (services, fees, type of work, etc.):				Sheraton and Fairway Knolls Lift Station Improvements						
Is any part of this claim funded by an alternate funding source?								<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	
If yes, please identify the source and amount of the claim funded by the alternate source (OCRA, SAP, Local Funds):								\$		
Is any part of this claim funded by the Indiana Brownfields Program?								<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	
Has the Participant paid the request and is now seeking reimbursement?								<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	
Is any part of this claim a result of a change order? If yes, please attach the SRF change order approval letter.								<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	
Are there Green Project Reserve components involved in this request?								<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	
If yes, please describe:										
Loan Financial Information										
Original Loan Amount:						\$	2,610,000.00			
Total Amount of Previous Disbursements:						\$	521,671.00			
Balance Available After this Disbursement:						\$	2,070,461.00			
Amount to Contractor for this Request:						\$	17,868.00			
Is any part of this request a partial or final release of retainage to the contractor?								<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	
Contractor Name:	Greeley and Hansen			DUNS Number:	04 569 9949					
Mailing address:	Lockbox 619776, PO Box 6197									
City:	Chicago			State:	IL	ZIP Code:	60680-6197			
Wiring Information:										
Bank Name:				Bank Routing Number:						
Account Name:				Account Number:						
Retainage Amount for this Request:						\$				
Participant requests that the retainage amount be held by SRF:									<input type="checkbox"/>	
Participant requests that the retainage amount be sent to the Participant via check to the mailing address listed above:									<input type="checkbox"/>	
Participant requests that the retainage amount be sent to the following bank:									<input type="checkbox"/>	
Bank Name:				Bank Routing Number:						
Account Name:				Account Number:						
Total Amount of this Request:						\$	17,868.00			
The undersigned hereby certifies this request for disbursement is, to the best of my knowledge and belief, true and accurate and made in accordance with the conditions of the project agreement, that the certified payrolls received in connection with any enclosed construction invoices are in compliance with the Davis Bacon Act/ US Department of Labor requirements of 29 CFR 5.5(a)(1).										
Authorized Representative						Date:	JUN 23 2015			
For Internal Use Only:										
Approved By:				Date:			GPR	\$		



**GREELEY AND HANSEN**

100 S. Wacker Drive, Suite 1400  
Chicago, Illinois 60606  
p 312 558 9000  
f 312 558 1006  
www.greeley-hansen.com

June 12, 2015

Mr. David Henderson  
Utility Director  
City of West Lafayette  
Wastewater Treatment Utility  
500 South River Road  
West Lafayette, IN 47906

**RECEIVED**  
**JUN 15 2015**  
**UTILITY DIRECTOR**

Subject: Sheraton & Fairways Knolls Lift Station Improvements  
Invoice No. 438354

Dear David:

The enclosed invoice is for services related to the Sheraton & Fairways Knolls Lift Station Improvements in accordance with the agreement dated July 2, 2013.

Invoice No. 438354 covers services provided through June 5, 2015.

- Attended May 27<sup>th</sup> progress meeting
- Participated in May 13<sup>th</sup> progress meeting conference call
- Reviewed and provided comment on 14 shop drawing submittals
- Processed pay application #1
- Responded to informal request for information from Bowen
- Invoice from RWS South for \$2,100.00

Please call me if you have any questions.

Thank you.

Sincerely,

Greeley and Hansen

  
Joseph M. Teusch

Jmt/irng

# INVOICE



**GREELEY AND HANSEN**

For customer service, call 312 578 2375.

P.O. Box 6197  
Chicago, Illinois 60680-6197  
p 312 558 9000  
www.greeley-hansen.com

Billing Number: 14  
Invoice Number: INV-0000438354

Invoice Date: 06/12/2015

Description: AUTHORIZATION: FOR ENGINEERING SERVICES FOR THE SHERATON & FAIRWAY KNOLLS LIFT STATION IMPROVEMENTS IN ACCORDANCE WITH THE AGREEMENT DATED JULY 2, 2013

Bill To:  
CITY OF WEST LAFAYETTE  
ATTN: MR. DAVID HENDERSON  
UTILITY DIRECTOR  
500 SOUTH RIVER ROAD  
WEST LAFAYETTE, IN 47906

Remit To:  
GREELEY AND HANSEN  
LBX 619776  
P.O. Box 6197  
CHICAGO, IL 60680-6197

Customer Number: 0791

Contract Value  
Cost: 308,000.00  
Fee: 0.00  
Total: 308,000.00

Project Number: 07911.01  
Project Name: SHERATON & FAIRWAY LS IMP  
Terms: NET 30  
Due Date: 07/12/2015

Cumulative Amount Billed: 224,978.07

Billing Period From: 05/02/2015  
To: 06/05/2015

	Current Amount	Cumulative Amount
D/L w/Multiplier 3.2	15,484.73	188,954.94
Total Labor	15,484.73	188,954.94
Sub-Consultants	2,100.00	32,797.50
Travel	73.43	245.88
Printing	0.00	-300.00
Total ODC's	2,173.43	32,743.38
Mark-up on ODC's	210.00	3,279.75
Mark-up Subtotal	210.00	3,279.75
Invoice Total	<u>17,868.16</u>	<u>224,978.07</u>

Current Incurred Hours: 127.00

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Billing Number:	14	Project Number:	07911.01	Invoice Date:	06/12/2015
Invoice Number:	INV-0000438354	Project Name:	SHERATON & FAIRWAY LS IMP		

## Non-T&M Labor Supporting Schedule

Group Description:		Total Labor		
Labor Cat Desc	Empl/Vendor	T/S Date	Current Hours	Current Amount
01 CIVIL- SANITARY ASSOCIATE 01	HEALY, TIMOTHY S		47.50	2,128.00
			47.50	2,128.00
01 CIVIL- SANITARY ASSOCIATE 01	TEUSCH, JOSEPH M		5.00	297.10
			5.00	297.10
01			52.50	2,425.10
02 CIVIL-SANITARY ENGINEER 02	CLEMENS, GRANT		51.00	1,440.24
			51.00	1,440.24
02 CIVIL-SANITARY ENGINEER 02	UPHAUS, CHRISTINA G		3.00	90.08
			3.00	90.08
02			54.00	1,530.32
04 CIVIL- SANITARY DRAFTER 04	RODENBECK, MATTHEW J		2.00	59.12
			2.00	59.12
04			2.00	59.12
31 ELECTRICAL ASSOCIATE 31	BIELANSKI, JAY T		12.00	498.48
			12.00	498.48
31 ELECTRICAL ASSOCIATE 31	VIRANYI, NORBERT		2.00	124.96
			2.00	124.96
31			14.00	623.44
32 ELECTRICAL ENGINEER 32	GUNJA, NOSHIR F		3.00	159.00
			3.00	159.00
32			3.00	159.00
43 MECHANICAL DESIGNER 43	NUNEZ, LUCIO		1.50	42.00
			1.50	42.00

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Billing Number:	14	Project Number:	07911.01	Invoice Date:	06/12/2015
Invoice Number:	INV-0000438354	Project Name:	SHERATON & FAIRWAY LS IMP		

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Group Description:		Total Labor			
Labor Cat Desc	Empl/Vendor	T/S Date	Current Hours		Current Amount
43			1.50		42.00
D/L w/Multiplier 3.2			127.00		4,838.98
Total Labor			127.00		4,838.98

07911.01

DATE	BIELANSKI	CLEMENS	GUNJA	HEALY	NUNEZ	RODENBEC	TEUSCH	UPHAUS	VIRANYI	Grand Total
5/4/2015	2.00	3.50		4.50						10.00
5/5/2015	1.00	2.00		3.00						6.00
5/6/2015		3.00		3.00						6.00
5/7/2015		2.00		0.50	1.00				2.00	5.50
5/8/2015	2.00	3.00	3.00	4.50						12.50
5/11/2015	2.00	4.00		6.00	0.50	2.00	2.00			16.50
5/12/2015				2.50						2.50
5/13/2015		4.00		4.00						8.00
5/14/2015		2.50		0.50						3.00
5/15/2015		4.00								4.00
5/18/2015		3.00		4.50			1.00			8.50
5/19/2015		3.50					1.00			4.50
5/20/2015		1.50								1.50
5/21/2015		1.50						2.00		3.50
5/22/2015	2.50	1.50		4.00						8.00
5/26/2015	1.50	1.00		2.00			1.00			5.50
5/27/2015				4.00						4.00
5/28/2015		1.50		0.50						2.00
5/29/2015		2.00		1.00						3.00
6/1/2015	0.50	2.50		2.00						5.00
6/2/2015	0.50	2.50		0.50				1.00		4.50
6/5/2015		2.50		0.50						3.00
<b>Grand Total</b>	<b>12.00</b>	<b>51.00</b>	<b>3.00</b>	<b>47.50</b>	<b>1.50</b>	<b>2.00</b>	<b>5.00</b>	<b>3.00</b>	<b>2.00</b>	<b>127.00</b>

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Billing Number:	14	Project Number:	07911.01	Invoice Date:	06/12/2015
Invoice Number:	INV-0000438354	Project Name:	SHERATON & FAIRWAY LS IMP		

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### Non-Labor Supporting Schedule

Group Description:                      Total ODC's

Description	Transaction	JE No./ Vchr No.	Current FY/Pd	Vendor	Invoice ID	Current Amount
<u>Line Description:</u>	<u>Sub-Consultants</u>					
Subconsultants	Subconsultants	242485	2015/5	RWS SOUTH, INC.	15-0324-08	2,100.00
Total: Sub-Consultants						2,100.00
<u>Line Description:</u>	<u>Travel</u>					
Travel Local	Travel Local	243662	2015/6	TIM HEALY	EXP 5/27/15	73.43
Total: Travel						73.43
Total ODC's						2,173.43



5214 S. East St., Suite D-2, Indianapolis, IN 46227  
 317.781.9723 • Fax 317.781.9727 • www.rwssouth.com

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MAR 30 2015

GREELEY AND HANSEN

INVOICE

**BILL TO:**  
 Joseph Teusch, P.E.  
 Greeley & Hansen, LLC  
 7820 Innovation Boulevard, Suite 150  
 Indianapolis, Indiana 46278

**DELIVERED TO:**  
 Same

**INVOICE DATE** March 24, 2015  
**INVOICE NUMBER** 15-0324-08  
**SERVICE PROVIDED** Buying/Management  
**PROJECT** Cumberland Sewer  
**AGENCY** City of West Lafayette  
**COUNTY** Tippecanoe  
**PROJECT/DES#** N/A  
**CODE** N/A  
**SHIPPED VIA** USPS Priority

PARCEL NO.	OWNER	BUYING	RECORDING	MANAGEMENT	TOTAL FEE																		
1	Wal-Mart Real Estate	\$ 1,500.00	\$ -	\$ 600.00	\$ 2,100.00																		
<p>5483  <b>GREELEY AND HANSEN</b>            Org. Abbreviation # <u>125</u>            CURRENT AMOUNT: \$ <u>2,100</u>            # 415 DIRECT PROJECT #  <u>07911 01.900.05.90</u>            Mark Appropriate G/L Account #</p> <table border="0"> <tr> <td>Billable</td> <td></td> <td>Non-Billable</td> </tr> <tr> <td><input checked="" type="checkbox"/> 5020.00</td> <td>Subconsultants</td> <td><input type="checkbox"/> 5120.00</td> </tr> <tr> <td><input type="checkbox"/> 5025.00</td> <td>Specialists</td> <td><input type="checkbox"/> 5125.00</td> </tr> <tr> <td><input type="checkbox"/> 5035.00</td> <td>Printing</td> <td><input type="checkbox"/> 5135.00</td> </tr> <tr> <td><input type="checkbox"/> 5045.00</td> <td>Postage/Del</td> <td><input type="checkbox"/> 5145.00</td> </tr> <tr> <td><input type="checkbox"/> 5046.99</td> <td>Other Exp</td> <td><input type="checkbox"/> 5146.99</td> </tr> </table> <p>RECEIVED APPROVED BY: <u>[Signature]</u>            DATE: <u>4/16/15</u></p>						Billable		Non-Billable	<input checked="" type="checkbox"/> 5020.00	Subconsultants	<input type="checkbox"/> 5120.00	<input type="checkbox"/> 5025.00	Specialists	<input type="checkbox"/> 5125.00	<input type="checkbox"/> 5035.00	Printing	<input type="checkbox"/> 5135.00	<input type="checkbox"/> 5045.00	Postage/Del	<input type="checkbox"/> 5145.00	<input type="checkbox"/> 5046.99	Other Exp	<input type="checkbox"/> 5146.99
Billable		Non-Billable																					
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<input type="checkbox"/> 5046.99	Other Exp	<input type="checkbox"/> 5146.99																					
				SUBTOTAL	\$ 2,100.00																		
GREELEY AND HANSEN ACCOUNTS PAYABLE				LESS PREVIOUSLY PAID	\$ -																		
				<b>TOTAL AMOUNT DUE</b>	<b>\$ 2,100.00</b>																		

**DIRECT ALL INQUIRIES TO:**  
 Jeff Anderson  
 (317) 781-9723  
 email: jeff@rwssouth.com

**MAKE ALL CHECKS PAYABLE TO:**  
 RWS South, Inc.  
 5214 S. East Street, Suite D-2  
 Indianapolis, Indiana 46227  
 Federal Tax ID: 35-1970723

THANK YOU FOR YOUR BUSINESS!

#24485

2015

C

CLIENT OR PURPOSE			EMPLOYEE NAME				EMPLOYEE NO.		ORG		DATE	
West Lafayette			Tim Healy				8337		125		FROM	TO
PROJECT INFORMATION			AUTO AND LOCAL TRAVEL				SUBSISTENCE			MISCEL		
DATE	DESCRIPTION COST CODE	TRAVEL GL ACCT.	FARES AIR RAIL ETC.	AUTO		OTHER	TOTAL AUTO & LOCAL	LODGING	FOOD	ALCOHOLIC BEV	MISCEL Expense	TOTALS
				Miles	Rate	Expense						
5/27/2015	07911.01.600.01.602 Construction Progress Meeting	5030.00		127.7	0.575	\$73.428						\$73.43
					0.575	\$0.000						\$0.00
					0.575	\$0.000						\$0.00
					0.575	\$0.000						\$0.00
					0.575	\$0.000						\$0.00
					0.575	\$0.000						\$0.00
					0.575	\$0.000						\$0.00
					0.575	\$0.000						\$0.00
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					0.575	\$0.000						\$0.00
					0.575	\$0.000						\$0.00
					0.575	\$0.000						\$0.00
					0.575	\$0.000						\$0.00
					0.575	\$0.000						\$0.00
APPROVED BY:		TOTAL	\$0.00				\$73.43	\$0.00	\$0.00	\$0.00	\$0.00	\$73.43
<i>Handwritten Signature</i>												

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MAY 27 2015

GREELEY AND HANSEN  
ACCOUNTS PAYABLE

**GREELEY AND HANSEN**

TRAVEL EXPENSE RECORD

EMPLOYEE SIGNATURE:

(DO NOT USE BLACK INK)

*Handwritten Signature*

**GL TRAVEL ACCOUNT #'s for DIRECT PROJECTS**  
 5030 BILLABLE COSTS  
 5130 NON-BILLABLE COSTS  
 Refer to GL Account Codes for Indirect Project Acct. #'s.

**LOCAL TRAVEL REFERENCE**  
 1. TAXI, LIMOUSINE, PUBLIC TRANSPORTATION  
 2. TOLLS AND PARKING  
 3. RENTAL CARS (INCLUDING GASOLINE)  
 4. GAS, OIL, MAINTENANCE (G & H Leased cars only)  
 5. OTHER \_\_\_\_\_  
 6. OTHER \_\_\_\_\_

**MISCELLANEOUS REFERENCE**  
 1. TELEPHONE  
 2. FILM & PHOTOGRAPHS  
 3. OTHER \_\_\_\_\_  
 4. OTHER \_\_\_\_\_  
 5. OTHER \_\_\_\_\_  
 6. OTHER \_\_\_\_\_

**NOTE:**  
 Do Not Combine Billable Costs with Non-Billable Costs.  
 Use a Separate Expense Record for Billable and Non-Billable Costs.