

07/26/22

City of Oskaloosa  
Attn: Shawn Christ  
220 S. Market St.  
Oskaloosa, IA 50315

Project: 2020 Oskaloosa Façade Improvements (IEDA CDBG # 20-DTR-004)

RE: CDBG Reimbursement Request #18

Mr. Christ:

I have prepared the next CDBG reimbursement request for the Oskaloosa Phase 3 Façade Improvements Project. Please find attached the GAX form, invoices, and a balance sheet showing the cost breakdown of those invoices associated with the request. Please print and have the mayor sign the GAX form and return the wet copy back to me for my file. If you provide me with a scan before mailing the GAX, I can get the request submitted for you sooner.

In addition, please provide me with the following information for each invoice so that I may complete the expense documentation section of the claim form in IowaGrants: the date each invoice was approved by City Council, the date each invoice was paid, and the check number for each payment.

Vendor Name	Invoice Number	Invoice Date	Invoice Amount	Date Approved	Date Paid	Check Number
Area 15 RPC	1279	06/30/22	\$ 684.57			
CCI	11	07/20/22	\$ 32,315.24			

Should you have any questions, please feel free to contact me via phone or email.

Sincerely,



Bradley J. Grefe  
Senior Planner



**City of Oskaloosa  
2020 Facade Improvements Project**

**MASTER PROJECT COST SUMMARY - REIMBURSABLE EXPENSES**

PROJECT # 20-DTR-004		INVOICE SUMMARY				ACTIVITY 1 - FAÇADE IMPROVEMENTS							ADMINISTRATION - AREA 15 RPC		
ROF: 01/25/21	INVOICE NUMBER	INVOICE DATE	PAY REQUEST	TOTAL INVOICE	CDBG SHARE	LOCAL SHARE	CDBG BALANCE	LOCAL BALANCE	LOCAL SHARE BREAKDOWN			CDBG SHARE	CITY SHARE	CDBG BALANCE	
VENDOR									CITY	OWNER	OTHER				
Approved CDBG Budget	-	09/15/20	1-TBD	\$ 858,825.00	56.18%	43.82%	\$ 460,000.00	\$ 358,825.00	\$ 156,476.00	\$ 202,349.00	\$ -	100.00%	0.00%	\$ 40,000.00	
Working Budget	-	07/09/19	-	\$ 936,272.64	51.32%	48.68%	\$ 460,000.00	\$ 436,272.64	\$ 213,726.47	\$ 222,546.17	\$ -	100.00%	0.00%	\$ 40,000.00	
Area 15 RPC	1053	10/30/20	1	\$ 697.93	\$ -	\$ -	\$ 460,000.00	\$ 436,272.64	\$ -	\$ -	\$ -	\$ 697.93	\$ -	\$ 39,302.07	
Area 15 RPC	1062	11/30/20	1	\$ 735.33	\$ -	\$ -	\$ 460,000.00	\$ 436,272.64	\$ -	\$ -	\$ -	\$ 735.33	\$ -	\$ 38,566.74	
Area 15 RPC	1071	12/31/20	2	\$ 1,020.70	\$ -	\$ -	\$ 460,000.00	\$ 436,272.64	\$ -	\$ -	\$ -	\$ 1,020.70	\$ -	\$ 37,546.04	
Area 15 RPC	1091	01/31/21	3	\$ 703.27	\$ -	\$ -	\$ 460,000.00	\$ 436,272.64	\$ -	\$ -	\$ -	\$ 703.27	\$ -	\$ 36,842.77	
Area 15 RPC	1099	02/26/21	4	\$ 884.97	\$ -	\$ -	\$ 460,000.00	\$ 436,272.64	\$ -	\$ -	\$ -	\$ 884.97	\$ -	\$ 35,957.80	
Area 15 RPC	1108	03/31/21	4	\$ 1,881.09	\$ -	\$ -	\$ 460,000.00	\$ 436,272.64	\$ -	\$ -	\$ -	\$ 1,881.09	\$ -	\$ 34,076.71	
Hawkeye Environmental	09283281	03/31/21	4	\$ 1,320.00	\$ 741.58	\$ 578.42	\$ 459,258.42	\$ 435,694.22	\$ 578.42	\$ -	\$ -	\$ -	\$ -	\$ 34,076.71	
Mahaska Co. Recorder	--	04/13/21	5	\$ 132.00	\$ 74.15	\$ 57.85	\$ 459,184.27	\$ 435,636.37	\$ 57.85	\$ -	\$ -	\$ -	\$ -	\$ 34,076.71	
Oskaloosa Herald	10818	04/30/21	5	\$ 169.09	\$ 95.00	\$ 74.09	\$ 459,089.27	\$ 435,562.28	\$ 74.09	\$ -	\$ -	\$ -	\$ -	\$ 34,076.71	
Area 15 RPC	1122	04/30/21	5	\$ 1,136.13	\$ -	\$ -	\$ 459,089.27	\$ 435,562.28	\$ -	\$ -	\$ -	\$ 1,136.13	\$ -	\$ 32,940.58	
Area 15 RPC	1134	05/31/21	6	\$ 810.68	\$ -	\$ -	\$ 459,089.27	\$ 435,562.28	\$ -	\$ -	\$ -	\$ 810.68	\$ -	\$ 32,129.90	
Area 15 RPC	1145	06/30/21	7	\$ 1,273.48	\$ -	\$ -	\$ 459,089.27	\$ 435,562.28	\$ -	\$ -	\$ -	\$ 1,273.48	\$ -	\$ 30,856.42	
Ratcliff & Blake	OSKCITO	08/16/21	8	\$ 1,514.00	\$ 850.57	\$ 663.43	\$ 458,238.70	\$ 434,898.85	\$ 663.43	\$ -	\$ -	\$ -	\$ -	\$ 30,856.42	
Area 15 RPC	1159	07/31/21	8	\$ 554.71	\$ -	\$ -	\$ 458,238.70	\$ 434,898.85	\$ -	\$ -	\$ -	\$ 554.71	\$ -	\$ 30,301.71	
CCI	1	08/31/21	8	\$ 22,742.52	\$ 11,631.68	\$ 11,110.84	\$ 446,607.02	\$ 423,788.01	\$ 5,425.21	\$ 5,685.63	\$ -	\$ -	\$ -	\$ 30,301.71	
Area 15 RPC	1170	08/31/21	9	\$ 828.32	\$ -	\$ -	\$ 446,607.02	\$ 423,788.01	\$ -	\$ -	\$ -	\$ 828.32	\$ -	\$ 29,473.39	
Area 15 RPC	1180	09/30/21	9	\$ 267.20	\$ -	\$ -	\$ 446,607.02	\$ 423,788.01	\$ -	\$ -	\$ -	\$ 267.20	\$ -	\$ 29,206.19	
CCI	2	10/20/21	9	\$ 61,531.47	\$ 31,470.33	\$ 30,061.14	\$ 415,136.69	\$ 393,726.87	\$ 14,678.27	\$ 15,382.87	\$ -	\$ -	\$ -	\$ 29,206.19	
Area 15 RPC	1195	10/31/21	10	\$ 817.10	\$ -	\$ -	\$ 415,136.69	\$ 393,726.87	\$ -	\$ -	\$ -	\$ 817.10	\$ -	\$ 28,389.09	
CCI	3	11/19/21	10	\$ 24,860.20	\$ 12,714.76	\$ 12,145.44	\$ 402,421.93	\$ 381,581.43	\$ 5,930.38	\$ 6,215.06	\$ -	\$ -	\$ -	\$ 28,389.09	
CCI	4	12/20/21	11	\$ 56,442.18	\$ 28,867.41	\$ 27,574.77	\$ 373,554.52	\$ 354,006.66	\$ 13,464.23	\$ 14,110.54	\$ -	\$ -	\$ -	\$ 28,389.09	
Area 15 RPC	1209	12/31/21	12	\$ 748.16	\$ -	\$ -	\$ 373,554.52	\$ 354,006.66	\$ -	\$ -	\$ -	\$ 748.16	\$ -	\$ 27,640.93	
CCI	5	01/20/22	12	\$ 47,831.93	\$ 24,463.69	\$ 23,368.24	\$ 349,090.83	\$ 330,638.42	\$ 11,410.25	\$ 11,957.99	\$ -	\$ -	\$ -	\$ 27,640.93	
Area 15 RPC	1202	11/30/21	13	\$ 778.09	\$ -	\$ -	\$ 349,090.83	\$ 330,638.42	\$ -	\$ -	\$ -	\$ 778.09	\$ -	\$ 26,862.84	
Area 15 RPC	1223	01/31/22	13	\$ 748.16	\$ -	\$ -	\$ 349,090.83	\$ 330,638.42	\$ -	\$ -	\$ -	\$ 748.16	\$ -	\$ 26,114.68	
Area 15 RPC	1235	02/28/22	13	\$ 853.97	\$ -	\$ -	\$ 349,090.83	\$ 330,638.42	\$ -	\$ -	\$ -	\$ 853.97	\$ -	\$ 25,260.71	
CCI	6	02/18/22	13	\$ 23,220.99	\$ 11,876.40	\$ 11,344.59	\$ 337,214.43	\$ 319,293.83	\$ 5,539.35	\$ 5,805.24	\$ -	\$ -	\$ -	\$ 25,260.71	
CCI	7	03/18/22	14	\$ 48,733.98	\$ 24,925.05	\$ 23,808.93	\$ 312,289.38	\$ 295,484.90	\$ 11,625.44	\$ 12,183.49	\$ -	\$ -	\$ -	\$ 25,260.71	
Oskaloosa Herald	10818	03/31/22	15	\$ 12.97	\$ 6.66	\$ 6.31	\$ 312,282.72	\$ 295,478.59	\$ 6.31	\$ -	\$ -	\$ -	\$ -	\$ 25,260.71	
Area 15 RPC	1243	03/31/22	15	\$ 908.48	\$ -	\$ -	\$ 312,282.72	\$ 295,478.59	\$ -	\$ -	\$ -	\$ 908.48	\$ -	\$ 24,352.23	
CCI	8	04/18/22	15	\$ 79,819.49	\$ 40,823.76	\$ 38,995.73	\$ 271,458.96	\$ 256,482.86	\$ 19,040.85	\$ 19,954.88	\$ -	\$ -	\$ -	\$ 24,352.23	
Area 15 RPC	1259	04/30/22	16	\$ 694.72	\$ -	\$ -	\$ 271,458.96	\$ 256,482.86	\$ -	\$ -	\$ -	\$ 694.72	\$ -	\$ 23,657.51	
CCI	9	05/20/22	16	\$ 89,507.89	\$ 45,778.90	\$ 43,728.99	\$ 225,680.06	\$ 212,753.87	\$ 21,352.02	\$ 22,376.97	\$ -	\$ -	\$ -	\$ 23,657.51	
Area 15 RPC	1268	05/31/22	17	\$ 587.84	\$ -	\$ -	\$ 225,680.06	\$ 212,753.87	\$ -	\$ -	\$ -	\$ 587.84	\$ -	\$ 23,069.67	
CCI	10	06/16/22	17	\$ 84,457.10	\$ 43,195.66	\$ 41,261.44	\$ 182,484.40	\$ 171,492.43	\$ 20,147.17	\$ 21,114.27	\$ -	\$ -	\$ -	\$ 23,069.67	
Area 15 RPC	1279	06/30/22	18	\$ 684.57	\$ -	\$ -	\$ 182,484.40	\$ 171,492.43	\$ -	\$ -	\$ -	\$ 684.57	\$ -	\$ 22,385.10	
CCI	11	07/20/22	18	\$ 32,315.24	\$ 16,527.65	\$ 15,787.59	\$ 165,956.75	\$ 155,704.84	\$ 7,708.77	\$ 8,078.82	\$ -	\$ -	\$ -	\$ 22,385.10	
CDBG		TOTAL COSTS TO DATE		\$ 592,225.95	\$ 294,043.25	\$ 280,567.80	\$ 165,956.75	\$ 155,704.84	\$ 137,702.04	\$ 142,865.76	\$ -	\$ 17,614.90	\$ -	\$ 40,000.00	
PROJECT		CDBG SHARE OF ACTIVITY		\$ 294,043.25	<i>Current Ratio (Over/Under)</i>		<i>Target (Over/Under)</i>		<i>Local Balance Remaining</i>			44.04% Complete		CDBG	
COST		LOCAL SHARE OF ACTIVITY		\$ 280,567.80	51.17%	48.83%	\$ 322,805.34	\$ 251,805.71	\$ 76,024.43	\$ 79,680.41	\$ -	0.00% Complete		CITY	
SUMMARY		TOTAL LESS CDBG ADMIN.		\$ 574,611.05	-5.01%	5.01%	\$ (28,762.09)	\$ 28,762.09				44.04% Complete		TOTAL	

**City of Oskaloosa  
2020 Facade Improvements Project**

MASTER PROJECT COST SUMMARY - NON-REIMBURSABLE EXPENSES														
VENDOR	INVOICE	INVOICE	PAY	TOTAL	CDBG	LOCAL	CDBG	LOCAL	LOCAL SHARE BREAKDOWN			CDBG	CITY	CITY
	NUMBER	DATE	REQUEST						INVOICE	SHARE	SHARE			
<b>Architectural Services</b>	-	-	INELIGIBLE	\$ 97,000.00	0.00%	100.00%	\$ -	\$ 97,000.00	\$ 97,000.00	\$ -	\$ -	0.00%	0.00%	\$ -
Curtis Architecture	2020-1	11/03/20	1	\$ 4,643.75	\$ -	\$ 4,643.75	\$ -	\$ 92,356.25	\$ 4,643.75	\$ -	\$ -	\$ -	\$ -	\$ -
Curtis Architecture	2020-2	12/03/20	1	\$ 19,618.75	\$ -	\$ 19,618.75	\$ -	\$ 72,737.50	\$ 19,618.75	\$ -	\$ -	\$ -	\$ -	\$ -
Curtis Architecture	2020-3	01/05/21	2	\$ 25,210.00	\$ -	\$ 25,210.00	\$ -	\$ 47,527.50	\$ 25,210.00	\$ -	\$ -	\$ -	\$ -	\$ -
Curtis Architecture	2020-4	02/01/21	3	\$ 24,280.00	\$ -	\$ 24,280.00	\$ -	\$ 23,247.50	\$ 24,280.00	\$ -	\$ -	\$ -	\$ -	\$ -
Curtis Architecture	2020-5	04/28/21	5	\$ 7,410.00	\$ -	\$ 7,410.00	\$ -	\$ 15,837.50	\$ 7,410.00	\$ -	\$ -	\$ -	\$ -	\$ -
Curtis Architecture	2020-6	01/28/22	12	\$ 2,100.00	\$ -	\$ 2,100.00	\$ -	\$ 13,737.50	\$ 2,100.00	\$ -	\$ -	\$ -	\$ -	\$ -
Curtis Architecture	2020-7	03/21/22	14	\$ 1,960.00	\$ -	\$ 1,960.00	\$ -	\$ 11,777.50	\$ 1,960.00	\$ -	\$ -	\$ -	\$ -	\$ -
<b>ARCHITECTURAL SUBTOTAL</b>	-	-	-	\$ 85,222.50	\$ -	\$ 85,222.50	\$ -	\$ 11,777.50	\$ 85,222.50	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Structural Engineer</b>	-	-	INELIGIBLE	\$ 7,800.00	0.00%	100.00%	\$ -	\$ 7,800.00	\$ 7,800.00	\$ -	\$ -	0.00%	0.00%	\$ -
Tometich Engineering	P20-063A	01/15/21	3	\$ 1,300.00	\$ -	\$ 1,300.00	\$ -	\$ 6,500.00	\$ 1,300.00	\$ -	\$ -	\$ -	\$ -	\$ -
Tometich Engineering	P20-063C	01/15/21	3	\$ 1,300.00	\$ -	\$ 1,300.00	\$ -	\$ 5,200.00	\$ 1,300.00	\$ -	\$ -	\$ -	\$ -	\$ -
Tometich Engineering	P20-063B	01/19/21	3	\$ 1,300.00	\$ -	\$ 1,300.00	\$ -	\$ 3,900.00	\$ 1,300.00	\$ -	\$ -	\$ -	\$ -	\$ -
Tometich Engineering	P20-428	01/25/21	3	\$ 1,300.00	\$ -	\$ 1,300.00	\$ -	\$ 2,600.00	\$ 1,300.00	\$ -	\$ -	\$ -	\$ -	\$ -
Tometich Engineering	P20-429	01/25/21	3	\$ 1,300.00	\$ -	\$ 1,300.00	\$ -	\$ 1,300.00	\$ 1,300.00	\$ -	\$ -	\$ -	\$ -	\$ -
Tometich Engineering	P20-430	01/25/21	3	\$ 1,300.00	\$ -	\$ 1,300.00	\$ -	\$ -	\$ 1,300.00	\$ -	\$ -	\$ -	\$ -	\$ -
<b>ENGINEERING SUBTOTAL</b>	-	-	-	\$ 7,800.00	\$ -	\$ 7,800.00	\$ -	\$ -	\$ 7,800.00	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL PROJECT COST SUMMARY</b>					<b>CDBG</b>	<b>LOCAL</b>	<b>CDBG</b>	<b>LOCAL</b>	<b>LOCAL SHARE BREAKDOWN</b>			<b>CDBG</b>	<b>CITY</b>	<b>CITY</b>
					<b>SHARE</b>	<b>SHARE</b>	<b>BALANCE</b>	<b>BALANCE</b>	<b>CITY</b>	<b>OTHER</b>	<b>OWNER</b>	<b>SHARE</b>	<b>SHARE</b>	<b>BALANCE</b>
<b>TOTAL PROJECT BUDGET</b>				\$ 955,825.00	50.23%	49.77%	\$ 460,000.00	\$ 455,825.00	\$ 310,726.47	\$ 202,349.00	\$ -	100.00%	0.00%	\$ 40,000.00
<b>TOTAL PROJECT COSTS TO DATE</b>				\$ 685,248.45	\$ 294,043.25	\$ 373,590.30	\$ 165,956.75	\$ 167,482.34	\$ 230,724.54	\$ 202,349.00	\$ -	\$ 17,614.90	\$ -	\$ 40,000.00

**Area 15 RPC**

224 E 2nd St  
Ottumwa, IA 52501  
641.684.6551  
chris.bowers@area5rpc.com  
area15rpc.com



**INVOICE**

BILL TO  
City of Oskaloosa  
220 S. Market  
Oskaloosa, IA 52577

INVOICE 1279  
DATE 06/30/2022

ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
Administration	Administration (20-DTR-004) - June 2022	12.81	53.44	684.57
SUBTOTAL				684.57
TAX				0.00
TOTAL				684.57
BALANCE DUE				<b>\$684.57</b>

I certify that this invoice is correct and that payment for the amount claimed has not been received.

A handwritten signature in blue ink, appearing to be the initials "CB" with a stylized flourish.

Chris Bowers, Executive Director