

Routing # 071922777 | Account # 7811583501 | Payable to: SWCA, Incorporated | Business Checking Account: First American Bank  
 Notification: payment@swca.com | Physical Remittance: P.O. Box 7217, Carol Stream, IL 60197- 7217 | EIN: #86-0483317

Camille Leung  
 County of San Mateo  
 Planning & Building Department  
 455 County Center, 2nd Floor  
 Redwood City, California 94063

January 13, 2022  
 Invoice No: 138915  
 Project Manager: Kristen Outten  
 Project No: 00046217-000-HMB

<b>Invoice Total</b>	<b>\$2,335.52</b>
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Highland Estates Environmental Compliance Support Services  
 PO Number: 3800-18-D001

**Professional Services through January 8, 2022**

Phase 03 Out of Scope Work

**Professional Services**

	Hours	Rate	Amount	
Environmental Resources-Specialist IX Outten, Kristen	1.25	142.00	177.50	
Environmental Resources-Specialist VII Henderson-McBean, Jessie	17.25	119.00	2,052.75	
Administration-Technician VIII Perez Torre, Jennifer	.75	125.00	93.75	
Totals	19.25		2,324.00	
<b>Total Professional Services</b>				<b>2,324.00</b>

**Reimbursable Expenses**

Mileage			10.02	
<b>Total Reimbursable Expenses</b>		<b>1.15 times</b>	<b>10.02</b>	<b>11.52</b>

**Contract Limits**

	Current	Prior	To-Date
Total Billings	2,335.52	14,977.87	17,313.39
Limit			17,789.00
Remaining			475.61

**Total this Phase \$2,335.52**

**PLEASE PAY THIS AMOUNT =====> \$2,335.52**

For any questions regarding this invoice please contact De'Jeann Johnson  
 Phone: 480.581.5313 Email: dejeann.johnson@swca.com

# Billing Backup

Thursday, January 13, 2022

SWCA, Incorporated

Invoice 138915 Dated 1/13/2022

9:53:23 AM

Project 00046217-000-HMB Highland Estates Environmental Compliance Support Services

Phase 03 Out of Scope Work

## Professional Services

			Hours	Rate	Amount
Environmental Resources-Specialist IX					
Outten, Kristen	12/7/2021		.50	142.00	71.00
Monthly report and public inquiry tracking					
Outten, Kristen	12/21/2021		.25	142.00	35.50
Budget					
Outten, Kristen	1/3/2022		.25	142.00	35.50
Project status update					
Outten, Kristen	1/7/2022		.25	142.00	35.50
Monthly compliance report					
Environmental Resources-Specialist VII					
Henderson-McBean, Jessie	11/18/2021		2.50	119.00	297.50
Weekly inspection					
Henderson-McBean, Jessie	12/8/2021		3.00	119.00	357.00
Weekly compliance inspection					
Henderson-McBean, Jessie	12/9/2021		1.00	119.00	119.00
Monthly report preparation					
Henderson-McBean, Jessie	12/14/2021		4.00	119.00	476.00
Weekly compliance inspection and reporting					
Henderson-McBean, Jessie	12/20/2021		.25	119.00	29.75
Coordination with Neil regarding site conditions					
Henderson-McBean, Jessie	12/21/2021		3.50	119.00	416.50
Weekly compliance inspection					
Henderson-McBean, Jessie	1/3/2022		.25	119.00	29.75
Coordination regarding monthly reporting and compliance matrix updates					
Henderson-McBean, Jessie	1/7/2022		2.75	119.00	327.25
Monthly report preparation and compliance matrix update					
Administration-Technician VIII					
Perez Torre, Jennifer	12/8/2021		.25	125.00	31.25
Project controls					
Perez Torre, Jennifer	12/21/2021		.25	125.00	31.25
Project controls					
Perez Torre, Jennifer	1/4/2022		.25	125.00	31.25
Project controls					
Totals			19.25		2,324.00

### Total Professional Services

**2,324.00**

## Reimbursable Expenses

### Mileage

EX	0000137941	11/12/2021	Henderson-McBean, Jessie / Personal Mileage	1.11
EX	0000137941	11/18/2021	Henderson-McBean, Jessie / Personal Mileage	1.11
EX	0000137941	12/2/2021	Henderson-McBean, Jessie / Personal Mileage	1.11
EX	0000138788	12/8/2021	Henderson-McBean, Jessie / Personal Mileage	2.23
EX	0000138788	12/14/2021	Henderson-McBean, Jessie / Personal Mileage	2.23

Project	00046217-000-HMB	Highland Estates Environmental Comp		Invoice	138915
EX	0000138789	12/21/2021	Henderson-McBean, Jessie / Personal Mileage	2.23	
			<b>Total Reimbursable Expenses</b>	<b>1.15 times</b>	<b>11.52</b>
				<b>Total this Phase</b>	<b>\$2,335.52</b>
				<b>Total this Project</b>	<b>\$2,335.52</b>
				<b>Total this Report</b>	<b>\$2,335.52</b>