



Item 4Cvi.
BCWMC 12-21-17

Responsive partner.
Exceptional outcomes.

December 6, 2017

Laura Jester

Bassett Creek Watershed Management Commission
16145 Hillcrest Lane
Eden Prairie, MN 55346

RE: November 2017 Invoice
2017 Priority Lake Monitoring
Wenck File #B0647-0008

Dear Ms. Jester:

Attached is our November invoice for the above-referenced project in the amount of \$4,871.40.

Work completed this month:

- Prep data for final report
- Begin work on draft monitoring report

Anticipated work next month:

- Continue work on draft monitoring report

If you have any questions or comments, please call me at (763) 252-6833. Thank you for the opportunity to be of assistance.

Sincerely,

Wenck Associates, Inc.

A handwritten signature in black ink, appearing to read 'Jeff Strom', is written over a light gray background.

Jeff Strom

Enclosure



Responsive partner.
Exceptional outcomes.

November 2017 Invoice Summary

Task	Description	Original Budget	Current Invoice	Remaining Budget	% expended
1	Lake WQ Sampling	\$27,497.00	\$4,433.00	\$69.18	99%
2	Macrophyte Surveys	\$3,599.00	--	\$0.14	100%
3	EQuIS Data Submittal	\$240.00	--	\$15.60	94%
4	Final Report	\$8,912.00	\$438.40	\$8,473.60	5%

Current Invoice Payment Requested	\$4,871.40
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Invoice

December 04, 2017
Invoice No: 11708158



Ms. Laura Jester
Bassett Creek Water Mgmt Commission
16145 Hillcrest Lane
Eden Prairie, MN 55346

Responsive partner.
Exceptional outcomes.

Project Manager Jeffrey Strom

Project B0647-0008 2017 Priority Lake Monitoring

Professional Services Through November 30, 2017

Phase 01 Lake Quality Sampling

Lake Quality Sampling

Professional Personnel

	Hours	Rate	Amount	
Langer, Thomas	1.80	102.00	183.60	
Nalven, Sarah	.60	102.00	61.20	
Strom, Jeffrey	.60	137.00	82.20	
Weis, Rena	4.70	60.00	282.00	
Totals	7.70		609.00	
Total Labor				609.00

Outside Services

PhycoTech, Inc.			3,824.00	
Outside Services Total			3,824.00	3,824.00

Phase Total \$4,433.00

Phase 04 Final Report

Final Report

Professional Personnel

	Hours	Rate	Amount	
Strom, Jeffrey	3.20	137.00	438.40	
Totals	3.20		438.40	
Total Labor				438.40

Phase Total \$438.40

Total Invoice Amount \$4,871.40

	Current	Prior	Total
Billing Summary	4,871.40	26,818.08	31,689.48

Billing Backup

Monday, December 04, 2017

WAI - Wenck Associates, Inc.

Invoice 11708158 Dated 12/4/2017

12:25:57 PM

Project B0647-0008 2017 Priority Lake Monitoring

Phase 01 Lake Quality Sampling

Lake Quality Sampling

Professional Personnel

			Hours	Rate	Amount
700	922 - Langer, Thomas	11/7/2017	.30	102.00	30.60
	Sample report review and invoice review.				
700	922 - Langer, Thomas	11/7/2017	.30	102.00	30.60
	Sample report review and data entry.				
700	922 - Langer, Thomas	11/8/2017	.20	102.00	20.40
	Data entry review and formatting for EQuIS.				
700	922 - Langer, Thomas	11/21/2017	1.00	102.00	102.00
	Vegetation survey data entry.				
789	922 - Nalven, Sarah	11/7/2017	.30	102.00	30.60
	data entry with Rena				
789	922 - Nalven, Sarah	11/9/2017	.30	102.00	30.60
	data entry with Rena				
373	932 - Strom, Jeffrey	11/6/2017	.30	137.00	41.10
	Invoicing and project management.				
373	932 - Strom, Jeffrey	11/29/2017	.30	137.00	41.10
	Review data for reports.				
826	901 - Weis, Rena	11/7/2017	3.60	60.00	216.00
	Bassett Data Entry				
826	901 - Weis, Rena	11/9/2017	1.10	60.00	66.00
	Bassett Data Entry				
	Totals		7.70		609.00
	Total Labor				609.00

Outside Services

PhycoTech, Inc.					
AP 50910	11/10/2017	PhycoTech, Inc. / INV.#6756 (2,774.00) / Invoice: 6756, 11/3/2017			2,774.00
AP 50911	11/10/2017	PhycoTech, Inc. / INV.#6759 (1,050.00) / Invoice: 6759, 11/3/2017			1,050.00
	Outside Services Total				3,824.00
	Phase Total				\$4,433.00

Phase 04 Final Report

Final Report

Professional Personnel

			Hours	Rate	Amount
373	932 - Strom, Jeffrey	11/13/2017	2.00	137.00	274.00
	Sweeney Lake figures for meeting.				
373	932 - Strom, Jeffrey	11/16/2017	.50	137.00	68.50
	Review draft report templates.				
373	932 - Strom, Jeffrey	11/17/2017	.70	137.00	95.90
	Draft report development, data processing.				
	Totals		3.20		438.40
	Total Labor				438.40

Project	B0647-0008	2017 Priority Lake Monitoring	Invoice	11708158
			Phase Total	\$438.40
			Project Total	\$4,871.40
			Total this Report	\$4,871.40



PhycoTech, Inc.

Service Invoice

620 Broad St., Ste. 100, St. Joseph, MI 49085
 269.983.3654 - Fax: 269.983.3653 - E-Fax: 866.728.5579
 www.phycotech.com - info@phycotech.com

Invoice Date

11/3/2017

Terms

Due on Receipt

Due Date

11/3/2017

Invoice #

6756

Job #

137

P.O. Number

PO #: 0647-0008

Data Delivered

11/2/2017

Bill To
Wenck Associates, Inc. Tom Langer

Ship To
Wenck Associates, Inc. Tom A. Langer 7500 Olson Memorial Hwy. Suite 300 Golden Valley, MN 55427

Description	Qty.	Rate	Amount
Phytoplankton: Species, no Biovolume Tracking Codes 170001-137 through 170008-137	8	268.00	2,144.00
Zooplankton: Species, no Biomass, 1 slide Tracking Codes 170009-137 through 170011-137	3	210.00	630.00

Terms are Net 30. Interest will be accrued at 3% per month on overdue balances.

Total \$2,774.00

REMIT TO Address:
 620 Broad Street, Suite 100
 Saint Joseph, MI 49085



PhycoTech, Inc.

Service Invoice

620 Broad St., Ste. 100, St. Joseph, MI 49085
269.983.3654 - Fax: 269.983.3653 - E-Fax: 866.728.5579
www.phycotech.com - info@phycotech.com

Invoice Date

11/3/2017

Terms

Due on Receipt

Due Date

11/3/2017

Invoice #

6759

Job #

137

P.O. Number

PO #: 0647-0008

Data Delivered

11/2/2017

Bill To
Wenck Associates, Inc. Tom Langer

Ship To
Wenck Associates, Inc. Tom A. Langer 7500 Olson Memorial Hwy. Suite 300 Golden Valley, MN 55427

Description	Qty.	Rate	Amount
Zooplankton: Species, no Biomass, 1 slide Tracking Codes 170012-137 through 170016-137	5	210.00	1,050.00

Terms are Net 30. Interest will be accrued at 3% per month on overdue balances.

Total \$1,050.00

REMIT TO Address:
620 Broad Street, Suite 100
Saint Joseph, MI 49085