

Unbilled Hours Backup

DESIGN CONCEPTS CLA, INC.

Dated 12/31/2017

8/1/2017	Morse, Sara	Lyons steering meeting and printing base maps	5.25
8/2/2017	Morse, Sara	Site map for Martin property	1.50
8/2/2017	Marshall, Carter	Community meeting presentation; SC meeting scheduling	2.75
8/3/2017	Morse, Sara	Community meeting in Lyons about Martin property	5.50
8/4/2017	Marshall, Carter	Subconsultant invoice narratives; Coordination; Draft plan; Meeting notes	2.75
8/8/2017	Marshall, Carter	Coordination	.25
8/9/2017	Marshall, Carter	Coordination	.75
8/10/2017	Marshall, Carter	Coordination; Invoicing	1.25
8/11/2017	Marshall, Carter	Coordination	.25
8/14/2017	Marshall, Carter	Coordination; Call w/ PG; Draft planrevision; Meeting notes	2.25
8/15/2017	Marshall, Carter	Meeting notes; Internal coordination	3.25
8/15/2017	Morse, Sara	Notes, admin and organization	3.00
8/16/2017	Bishop, Axel	Review	1.00
8/16/2017	Marshall, Carter	Coordination; Meeting notes; Martin parcel site design; DRBOP plan revisions/development; Invoice coordination;	4.25
8/16/2017	Morse, Sara	Plot Martin property and work on Plan images	4.50
8/17/2017	Marshall, Carter	DRBOP plan revisions/development; GP coordination; EAB recommendation	3.00
8/17/2017	Morse, Sara	Finish plotting Martin property	.25
8/18/2017	Morse, Sara	Martin property	1.25
8/22/2017	Marshall, Carter	Coordination; DRBOP plan revisions; Invoicing; Internal meeting; Martin parcel GIS	2.00
8/22/2017	Morse, Sara	Lyons InDesign report	3.50
8/23/2017	Morse, Sara	InDesign report	1.00
8/24/2017	Marshall, Carter	Internal meetings; DRBOP plan revisions	1.50
8/24/2017	Morse, Sara	Cost estimate, updates to plan, Marting property	4.25
8/25/2017	Marshall, Carter	DRBOP plan revisions; Coordination; Internal meetings	3.00
8/29/2017	Bishop, Axel	Review	1.00
8/30/2017	Morse, Sara	Meeting, work on cost estimate, plan and maps	4.50
9/1/2017	Marshall, Carter	Martin property design; DRBOP narrative revision; Scheduling; GP coordination	2.25
9/1/2017	Morse, Sara	Martin property, meeting with Carter, edits to maps	5.00
9/4/2017	Marshall, Carter	Martin property design; DRBOP narrative revision; Scheduling; Coordination; Call w/ PG	6.25
9/5/2017	Bishop, Axel	Review	1.00
9/5/2017	Marshall, Carter	DRBOP narrative revision; Scheduling; Coordination; Call w/ PG; Subconsultant coordination; Handbook revision;	6.75
9/5/2017	Morse, Sara	Maps, costestimate and plans	5.50
9/6/2017	Marshall, Carter	Capital cost estimation; Internal meetings; DRBOP plan revision; O&M call w/ PG, DP; follow up calls	4.50
9/6/2017	Morse, Sara	Maps, cost estimate and plans	5.50
9/7/2017	Bishop, Axel	Conference call	1.00
9/7/2017	Marshall, Carter	DRBOP plan revision; Capital cost revision; Concept plan revision; Internal meetings; PRCC meeting prep;	8.00
9/7/2017	Morse, Sara	Graphics, cost estimate, and maps	3.50
9/8/2017	Morse, Sara	redlines for maps, costestimates and graphics	6.50
9/11/2017	Marshall, Carter	PRCC meeting prep; Travel + PRCC meeting	4.25
9/11/2017	Morse, Sara	Lyons edits	1.50
9/12/2017	Marshall, Carter	Coordination; DRBOP Plan revision	1.50
9/13/2017	Marshall, Carter	DRBOP Plan revision: Coordination	5.75
9/14/2017	Marshall, Carter	DRBOP Plan revision; Coordination	1.25
9/15/2017	Marshall, Carter	DRBOP Plan revision; Coordination	2.75
9/18/2017	Marshall, Carter	Coordination; DRBOP Plan revision; GreenPlay coordination	1.50
9/19/2017	Marshall, Carter	Coordination; DRBOP Plan revision; GreenPlay coordination; Internal meetings	3.75
9/20/2017	Marshall, Carter	Coordination; Call w/ PG	1.00
9/25/2017	Morse, Sara	CD development	3.50
9/27/2017	Marshall, Carter	GP coordination; Scheduling	.50
9/28/2017	Marshall, Carter	EAB recommendation review; Coordination; Scheduling	.50
10/9/2017	Marshall, Carter	File management	.25
10/10/2017	Marshall, Carter	BOT meeting coordination + prep; Call w/ PG; Coordination w/ GP; BOT workshop presentation materials	3.75
10/11/2017	Marshall, Carter	Invoice coordination; BOT workshop presentation materials	2.00

10/12/2017	Marshall, Carter	Coordination	.25
10/13/2017	Marshall, Carter	BOT workshop coordination	.25
10/16/2017	Marshall, Carter	PRC comment review; Flood mapping; Coordination; BOT Workshop	7.50
10/17/2017	Marshall, Carter	Executive summary; Management plan coordination	2.50
10/18/2017	Marshall, Carter	Executive summary; Budget projection coordination	1.75
10/19/2017	Marshall, Carter	Coordination; Call w/ PG	1.75
10/23/2017	Marshall, Carter	Exec summary; GG coordination; RMBG coordination; Martin graphic	2.25
10/24/2017	Marshall, Carter	O&M costs coordination; Exec summary; Graphic coordination	.50
10/25/2017	Bishop, Axel	Dr.Bop admin	1.00
10/25/2017	Marshall, Carter	GP coordination; Call w/ PG	1.25
10/26/2017	Marshall, Carter	Coordination; Scope expansion narrative; Call w/ PG; Meet w/ AB; Management plan review + coordination	3.00
10/27/2017	Marshall, Carter	Management plan revisions; Coordination	1.00
10/30/2017	Marshall, Carter	Scope expansion narrative	.25
11/7/2017	Marshall, Carter	Prioritization table; CALL w/ PG; Coordination	1.25
11/17/2017	Morse, Sara	Image search	2.00
11/27/2017	Marshall, Carter	Final plan coordination	.50
12/1/2017	Marshall, Carter	Final plan layout meeting w/ BB	.25
12/1/2017	Braasch, William	Final Draft Report Document	1.00
12/1/2017	Morse, Sara	Lyons Plan Handbook	1.00
12/4/2017	Marshall, Carter	Meet w/ BB; Photo file management	1.00
12/4/2017	Braasch, William	Final Draft Report Document	5.50
12/5/2017	Marshall, Carter	Meet w/ BB; Photo file management; Meet w/ SM	.50
12/5/2017	Braasch, William	Final Draft Report Document	8.00
12/5/2017	Morse, Sara	Organized files, continued to work on plan	1.00
12/6/2017	Marshall, Carter	Final plan layout coordination + review; Call w/ PG	1.00
12/6/2017	Morse, Sara	Helped finish up the Lyons handbook	4.00
12/7/2017	Marshall, Carter	Final layout review + comment; Invoicing; Call w/ AB, PG; Coordination	4.00
12/7/2017	Braasch, William	Final Draft Report Document	4.00
12/7/2017	Morse, Sara	Helped finish up the Lyons handbook	.50
12/8/2017	Marshall, Carter	Coordination; Final draft layout	5.00
12/8/2017	Braasch, William	Final Draft Report Document	6.00
12/11/2017	Marshall, Carter	Draft final revisions for BOT; Coordination	1.00
12/11/2017	Braasch, William	Final Draft Report Document	3.50
12/12/2017	Marshall, Carter	Coordination; Invoicing	.50
12/13/2017	Marshall, Carter	Invoice coordination	.75
12/14/2017	Marshall, Carter	Coordination	.75
12/18/2017	Marshall, Carter	BOT Adoptions Meeting	5.00
12/20/2017	Marshall, Carter	Project wrap up coordination; Invoicing; Add service request coordination	1.00