

B # 1310

RSH

Consulting Services

INVOICE

Risa S Helman

Anaheim, CA 92804-3044

Invoice No : 114
Date : 8/3/2019

TO: Annie Khin

Long Beach Police Department, Financial Bureau
400 W Broadway, 2nd Floor
Long Beach, CA 90802
(562)570-6635

received
8/9/19

K2011915199/po# 21911424		Terms		Due Date
		15 Days		8/16/2019
DESCRIPTION		QTY	RATE	AMOUNT
Homeland Security Preparedness Grant Consulting Services for Port Security Grant Program (PSGP)				
Project Period July 01-31, 2019				
Consultant Hours		32	75.00	2,400.00
Hourly Detail Attached				
OK TO PAY				
Approved by : <u>[Signature]</u>				
Date: <u>8/21/19</u>				
CHARGE POINT: <u>PD0690-PSU</u>				
		TOTAL		\$2,400.00

ACCOUNTS PAYABLE
SEP 12 2019
RECEIVED

ACCOUNTS PAYABLE

SEP 12 2019

RECEIVED

Make all checks payable to Risa S Helman,

THANK YOU FOR YOUR BUSINESS!

<u>Date</u>	<u>Hours</u>	<u>Labor Code</u>	<u>Client</u>	<u>Description</u>
7/1/2019	2	Grant admin	Grant admin	review and respond to monitor questions; check status on holds of funds; request expense reports
7/12/2019	1	Grant admin	Grant admin	respond to extension and modification questions
7/17/2019	1	Grant admin	Grant admin	review monitor email and request expense report
7/25/2019	6	Grant admin	Grant admin	talk to Lt Ledesma regarding status of grants; review items for final claims; submit claims
7/26/2019	3	Grant admin	LBDP	submit claims; send Marian backup documents for final claim
7/29/2019	3	Grant admin	LBDP	check on disbursement status; review items for final report
7/30/2019	8	Grant admin	LBDP	submit financial and progress reports for PSGP 2015-2018
				contact program specialist and FEMA regarding systems reporting issues; resubmit financial reports; contact program analyst regarding final disbursement status and update final reports
7/31/2019	8	Grant admin	LBDP	
Total	32			

CHARGE POINT

11/11/11