SENDD
Southeast Nebraska Development District

7/7/2026

City of Crete, NE
Attn: Tom Ourada
243 East 13th Street
Crete, NE 68333

RE: City of Crete Grant #24-PWI-004 SENDD GA & CM Expenses

Dear Mr. Ourada:

Enclosed is a request for payment of SENDD General Administration & Construction Management expenses for the 2024 Public Works project. After you have reviewed the materials, please have the expenses reviewed for pavement at the next regularly scheduled city council meeting.

After payment is received and processed, SENDD will prepare a Request for Funds for the City to be reimbursed by their 24PWI004 grant award. Drawdown documents are to be submitted and approved by the Department of Economic Development (DED) with proof of payment and meeting minutes showing governing body approval for payment of the expenses. Once approved, please remit the following payment(s):

	TOTAL	CDBG	Match
The following #21A General Administration & #03L Construction Management bills has not yet been paid:			
Activity Code	**Total**	**CDBG**	**Match**
#21A: General Administration Invoices: **14 - 17**	$1,295.00	$1,295.00	$0.00
#03K: Construction Management: Invoices: **7 - 9**	$1,155.00	$1,155.00	$0.00
Totals:	**$2,450.00**	**$2,450.00**	**$0.00**

According to the above figures, the Village should make the following payments:

Activity Code: #21A & #03K
Amount: $2,450.00
Memo: 24PWI004 GA14-17 & CM7-9
To: Southeast Nebraska Development District
Mailing Address: 7407 O Street, Lincoln, NE 68510

Please include a copy of this cover letter with your check to assist with administrative processing.

Please feel free to give me a call at (402) 475-2560 if you have any questions.

Sincerely,

James Owens

James Owens
Senior Community Development Specialist

SENDD
21A General Administration

Billed To Date	**$ 18,244.10**	**Current Rate $/hr**	**$ 140.00**
Contract Remaining	**$ 6,755.90**	**Remaining Hours**	**48**
10% of Contract	**$ 2,500.00**	**Pre-Closeout Hours**	**30**

DD #	Invoice Date	Invoice #	Quantity	Rate	Amount
1	12/31/2024	1	26.50	$140.00	$3,710.00
	1/31/2025	2	20.75	$140.00	$2,905.00
2	2/28/2025	3	17.82	$140.00	$2,494.10
	3/31/2025	4	20.75	$140.00	$2,905.00
	4/30/2025	5	5.00	$140.00	$700.00
	5/31/2025	6	3.25	$140.00	$455.00
	6/30/2025	7	1.50	$140.00	$210.00
3	7/31/2025	8	3.25	$140.00	$455.00
	8/31/2025	9	4.25	$140.00	$595.00
	9/30/2025	10	1.50	$140.00	$210.00
4	10/31/2025	11	5.75	$140.00	$805.00
	11/30/2025	12	5.00	$140.00	$700.00
	12/31/2025	13	5.75	$140.00	$805.00
	1/31/2026	**14**	**4**	**$140.00**	**$560.00**
	2/28/2026	**15**	**2.75**	**$140.00**	**$385.00**
	3/31/2026	**16**	**0.5**	**$140.00**	**$70.00**
	5/31/2026	**17**	**2**	**$140.00**	**$280.00**

Summary	Check #	Invoice #s	Totals
DD1		GA Invoices 1 - 2	$ 6,615.00
DD2		GA Invoices 3 - 7	$ 6,764.10
DD3		GA Invoices 8 - 10	$ 1,260.00
DD4		GA Invoices 11 - 13	$ 2,310.00
DD		**GA Invoices 14 -**	**$1,295.00**

Southeast Nebraska Development District

7407 O St
Lincoln, NE 68510-2444 US
(402) 907-2022
www.sendd.org

INVOICE

BILL TO
City of Crete
PO Box 86
243 East 13th Street
Crete, NE 68333-0086

INVOICE B24PWI004GA-14
DATE 01/31/2026
TERMS 90 Days
DUE DATE 05/01/2026

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
01/05/2026	GA 5. Periodic Reports & Monitoring	July - December 2025 PSR	0:30	140.00	70.00
01/07/2026	GA 5. Periodic Reports & Monitoring	Weekly project activity review & file management	0:15	140.00	35.00
01/14/2026	GA 5. Periodic Reports & Monitoring	Weekly project activity review and file management	0:15	140.00	35.00
01/15/2026	GA 3. Financial Management	December invoicing review and expense ledger updates	0:45	140.00	105.00
01/29/2026	GA 5. Periodic Reports & Monitoring	Weekly project activity review and file management	0:15	140.00	35.00
01/30/2026	GA 5. Periodic Reports & Monitoring	Preparation and conveyance of budget amendment request and certification of continued environmental compliance	2:00	140.00	280.00

Please Remit Payment to:

BALANCE DUE **$560.00**

SENDD
7407 O Street
Lincoln NE, 68510

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INVOICE

BILL TO
City of Crete
PO Box 86
243 East 13th Street
Crete, NE 68333-0086

INVOICE B24PWI004GA-15
DATE 02/28/2026
TERMS Net 30
DUE DATE 03/30/2026

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
02/02/2026	GA 8. Correspondence & Notes	Email correspondence with clerk regarding budget amendment request	0:15	140.00	35.00
02/05/2026	GA 3. Financial Management	Review of open invoices. Preparation and conveyance of request for payment package of GA invoices. Conveyance of information regarding procedures for GA/CM expenses and project expense grant disbursements.	1:30	140.00	210.00
02/06/2026	GA 8. Correspondence & Notes	Call with clerk regarding application | CSF	0:15	140.00	35.00
02/11/2026	GA 5. Periodic Reports & Monitoring	Weekly project activity review & file management	0:15	140.00	35.00
02/18/2026	GA 5. Periodic Reports & Monitoring	Weekly activity review & file management	0:15	140.00	35.00
02/18/2026	GA 8. Correspondence & Notes	Project log updates	0:15	140.00	35.00

Please Remit Payment to:

BALANCE DUE **$385.00**

SENDD
7407 O Street
Lincoln NE, 68510

SENDD Contracting

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Lincoln, NE 68510-2444 US
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INVOICE

BILL TO		INVOICE	B24PWI004GA-16
City of Crete		DATE	03/31/2026
PO Box 86		TERMS	Net 30
243 East 13th Street		DUE DATE	04/30/2026
Crete, NE 68333-0086			

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
03/04/2026	GA 5. Periodic Reports & Monitoring	Review and filing of completed special conditions documents	0:15	140.00	35.00
03/11/2026	GA 5. Periodic Reports & Monitoring	Weekly project activity review & file management	0:15	140.00	35.00

Please Remit Payment to:

BALANCE DUE **$70.00**

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Lincoln NE, 68510

Southeast Nebraska Development District

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INVOICE

BILL TO
City of Crete
PO Box 86
243 East 13th Street
Crete, NE 68333-0086

INVOICE	B24PWI004GA-17
DATE	05/31/2026
TERMS	Net 30
DUE DATE	06/30/2026

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
05/27/2026	GA 5. Periodic Reports & Monitoring	B1 monitoring	2:00	140.00	280.00

Please Remit Payment to:

BALANCE DUE **$280.00**

SENDD
7407 O Street
Lincoln NE, 68510

SENDD 03K Construction Management			
Contract Amount		$	5,000.00
Billed To Date	**$ 2,135.00**	**Current Rate $/hr**	**$ 140.00**
Contract Remaining	**$ 2,865.00**	**Remaining Hours**	**20**

DD#	Invoice Date	Invoice #	Amount
2	4/30/2025	1	$ 175.00
	5/31/2025	2	$ 140.00
	6/30/2025	3	$ 35.00
3	8/31/2025	4	$ 70.00
4	11/30/2025	5	$ 490.00
	12/31/2025	6	$ 70.00
	1/31/2026	**7**	**$ 560.00**
	2/28/2026	**8**	**$ 525.00**
	3/31/2026	**9**	**$ 70.00**

Summary	Check #	Invoice #s	Totals
DD2		1 - 3	$ 350.00
DD3		4	$ 70.00
DD4		5 - 6	$ 560.00
			$ 1,155.00

Southeast Nebraska Development District

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INVOICE

BILL TO
City of Crete
PO Box 86
243 East 13th Street
Crete, NE 68333-0086

INVOICE	B24PWI004CM-7
DATE	01/31/2026
TERMS	Net 30
DUE DATE	03/02/2026

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
01/20/2026	CM 1. Construction & Labor Standards	Phone call with JEO regarding preconstruction conference and project activity	0:30	140.00	70.00
01/29/2026	CM 1. Construction & Labor Standards	Preconstruction conference preparation	1:00	140.00	140.00
01/29/2026	CM 1. Construction & Labor Standards	Preconstruction meeting	2:00	140.00	280.00
01/30/2026	CM 1. Construction & Labor Standards	Email correspondence regarding subcontractor	0:30	140.00	70.00

Please Remit Payment to:

BALANCE DUE **$560.00**

SENDD
7407 O Street
Lincoln NE, 68510

Southeast Nebraska Development District

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INVOICE

BILL TO
City of Crete
PO Box 86
243 East 13th Street
Crete, NE 68333-0086

INVOICE	B24PWI004CM-8
DATE	02/28/2026
TERMS	Net 30
DUE DATE	03/30/2026

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
02/04/2026	CM 1. Construction & Labor Standards	Follow up regarding DBRA compliance documents with contractor	0:15	140.00	35.00
02/11/2026	CM 1. Construction & Labor Standards	Monthly CM activity review & file management	0:30	140.00	70.00
02/13/2026	CM 1. Construction & Labor Standards	Email correspondence regarding subcontractor, subcontractor verifications, assistance with subcontract agreement document compliance	1:00	140.00	140.00
02/16/2026	CM 1. Construction & Labor Standards	Contractor issue - indicating refusal to provide subcontract documents. Research into issue, response drafting, outreach to DED for guidance	1:30	140.00	210.00
02/19/2026	CM 1. Construction & Labor Standards	Email to contractor and city regarding subcontract documentation issue	0:30	140.00	70.00

Please Remit Payment to:

BALANCE DUE **$525.00**

SENDD
7407 O Street
Lincoln NE, 68510

SENDD Contracting

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Lincoln, NE 68510-2444 US
(402) 907-2022
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INVOICE

BILL TO		INVOICE	B24PWI004CM-9
City of Crete		DATE	03/31/2026
PO Box 86		TERMS	Net 30
243 East 13th Street		DUE DATE	04/30/2026
Crete, NE 68333-0086			

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
03/17/2026	CM 1. Construction & Labor Standards	Follow up email with City/JEO regarding contractor issue	0:15	140.00	35.00
03/25/2026	CM 1. Construction & Labor Standards	Email follow up with engineer/city regarding contractor update	0:15	140.00	35.00

Please Remit Payment to:

BALANCE DUE **$70.00**

SENDD
7407 O Street
Lincoln NE, 68510