

## Addendum B: Compensation & Reporting

- City will provide Contractor with preferred invoice template and routing instructions using the outlined agreements below with the following City contact

Tracy Davis, Interim Finance Director, or Designee

Email: [tracy.davis@rcgov.org](mailto:tracy.davis@rcgov.org)

Phone: 605-394-4143

- Compensation will occur through a comprehensive hourly rate of \$60 per hour (operational and administrative expenses included) with a commitment of 48 project hours per week.
- Expenses will not go beyond \$150,000 per year, which is a total of 2,500 case management hours across a 12-month period.
- Monthly invoices of \$12,500 will be submitted by Contractor and be accompanied with a by-name list of households supported by the project during the prior month (without the necessity to track hours by participant.)
- City will remit payment within 45 days of receiving invoice. The accounting liaison for the Contractor is outlined below:

Robin DeBolt

[robin.debolt@voanr.org](mailto:robin.debolt@voanr.org)

(307) 672-0475

- Intermittent data reports and anecdotal narratives can be provided upon request. For the daily operations and reporting information, use the following Contractor contact:

Richard Burton

[richard.burton@voanr.org](mailto:richard.burton@voanr.org)

(307) 670-3021