



CPLC New Mexico

Invoice

Date **7/31/2020**
Invoice # **RCLC-Yr2-July**

TO The Honorable David Izraelivitz, RCLC Treasurer
C/O Los Alamos County
1000 Central Avenue, Suite 350
Los Alamos, New Mexico 87544
Phone (505) 662-8294

Salesperson	Job	Shipping Method	Shipping Terms	Delivery Date	Payment Terms	Due Date
					30 Days Per Contract	

Qty	Item #	Description	Unit Price	Discount	Line total	
1	RCLC-July	Please see attached billable activity per the RCLC Service Agreement 2019-1.			14,107.33	
		Santa Fe County GRT (8.4378%)				
Total Discount						
					Subtotal	14,107.33
					Sales Tax	1,190.35
					Total	15,297.68

Make all checks payable to CPLC New Mexico, Inc.

Thank you for your business!

RCLC Activity Tracking

July 2020 Billable Activity for RCLC Service Agreement 2019-01

Billable Activities

Service Agreement Categories	Description	DOE Grant Percentage (Restricted)	Unrestricted Account Percentage	Total
A-Build Advocacy Efforts	Attended TWG meeting July 8.	4.00	2.00	6.00
B-Organization Management	Normal organization management issues and operations activities.	14.00	3.00	17.00
C-Advise Board On Strategic Direction	Discussions with board members for organization direction going into 2021	1.00	2.00	3.00
D-Technical Assistance & Draft Materials	Worked on finalizing FY 19 financials and begin process of contracting with auditor for FY 20.	6.00	6.00	12.00
E-Facilitate Board Meetings	Organized board meetings for July 17 and July 30 via Zoom and conference call line.	10.00	3.00	13.00
F- Develop & Circulate Board Agenda & Briefing Memos	Published agenda and materials for July 17 and July 30 RCLC board meeting, and distributed materials.	3.00	3.00	3.00
G-Prepare & Distribute Minutes	Prepared and distributed minutes from the April, May and June 2020 board meetings	1.00	1.00	1.00
H-Annual Presentations To Each Member Governing Body	Briefed local elected officials from three communities regarding RCLC and JPA process	3.00	3.00	3.00
I-Maintain Website	Maintained website	4.00	4.00	4.00
J-Negotiate & Collaborate w Outside Entities	Finalized repayment to CBC in process or renegotiating grant	4.00	4.00	4.00
K-Implement PIO strategies For RCLC	Responded to media inquiries from LA Reporter blog, SF New Mexican, and LA Monitor	3.00	1.00	4.00
L-Serve As Spokesperson w DOE, State, Fed Agencies, Media, & Members of the delegation and staff.	Communicated with Congressional delegation staff regarding grant status. Submitted board approved letter to	8.00	8.00	8.00
M-Monitor Regional & National Issues & Coordinate With Outside letter to them regarding FY 21 EM budget.	Continued to work with the delegation staff to follow FY 21 budget process, and submitted the RCLC approved	2.00	2.00	2.00
N-Monthly Presentation To The Board	Directors report presented at the July 17 meeting	1.00	1.00	1.00
O-Represent RCLC At National Meetings As Directed	Attended ECA economic development conference via Zoom.	1.00	1.00	1.00
P-Prepare Monthly Updates On Congressional & DOE Actions	Phone conversations and email correspondence with congressional staff regarding RCLC grant status.	8.00	8.00	8.00
Q-Provide Updated Strategic Plan & Report Progress	NA	1.00	1.00	2.00
R-Prepare Draft Annual Budget	NA	1.00	1.00	2.00
S-Generate Additional Supporting Funds	NA	1.00	1.00	1.00
T-Monthly Progress Updates To The Board	Presented at June 19 board meeting	6.00	1.00	7.00
U-Develop & Present Annual Report	NA	1.00	1.00	2.00
V-Other Tasks As Identified/Assigned	Continued monitoring of census grant activities and worked on requests for presentation from BBER	6.00	1.00	7.00
Total Billable Amount Per Account		8182.06	5924.94	14107.00