



VENDOR NUMBER	VENDOR NAME	CHECK NUMBER	CHECK DATE	CHECK AMOUNT
20542	UHY ADVISERS, INC	533387	02/14/2024	\$10,375.00

INVOICE DATE	INVOICE NUMBER	DESCRIPTION	INVOICE AMOUNT
02/09/2024	630414091	sf ARPA CONSULTANT SERVICES PO #: 24002767 - ECONOMIC DEVELOPMENT GL #: HN021-0590	\$10,375.00



Town of Hamden

General Fund
Hamden Government Center
2750 Dixwell Avenue I
Hamden, Connecticut 06518

Webster Bank,
National Assoc.
51-7010/2111

Vendor Number
20542

Check Number
533387

Check Date
02/14/2024

*** Ten Thousand Three Hundred And Seventy-Five Dollars And Zero Cents ***

\$10,375.00

Pay To UHY ADVISERS, INC
The PO BOX 72217
Order Of CLEVELAND, OH 44192-0002

Authorized Signature

MP

0053338700 2111701010 1918084700



Town of Hamden

Purchasing Department
Hamden Government Center
2750 Dixwell Avenue I
Hamden, Connecticut 06518
Phone (203) 287-7110 Fax (203) 287-7115

Material Safety
Data Sheets
(MSDS) to be
Included

Purchase Order

Fiscal Year 2024 Page 1 of 1

**THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKAGES AND SHIPPING PAPERS.**

Purchase Order Number **24002767**

Purchase Order Date **02/08/2024**

Department **ECONOMIC DEVELOPMENT**

Bill To
Economic Development
2750 Dixwell Avenue
Hamden, CT 06518

Ship To
Economic Development
2750 Dixwell Avenue
Hamden, CT 06518

Delivery must be made within doors of specified destination.

Vendor 20542
UHY ADVISERS, INC
27725 STANSBURY BLVD.
SUITE 385
FARMINGTON HILLS, MI 48334

ARPA

630414091
10,375.00
Prof Services

VENDOR PHONE NUMBER	VENDOR FAX NUMBER	VENDOR NUMBER	REQUISITION NUMBER	REQUISITIONER NAME	DELIVERY REFERENCE
		20542	243192	Sharon Regan	

NOTES

ITEM #	DESCRIPTION	QUANTITY	UOM	UNIT PRICE	EXTENDED PRICE
1	Professional Services for ARPA Consultant through January 31, 2024	1.0000	EACH	\$10,375.0000	\$10,375.00

Invoice #630414091
Invoice Date 2/5/24
Client # 1087022
Engagement # 63026174
GL # HN02 0590

\$10,375.00

2024 FEB 24 AM 8:33

APPROVED
FEB 10 2024
By: *[Signature]*

APPROVED
FEB 09 2024

* Important: Read terms and conditions provided as part of this purchase order
When complete shipment is made, mail your invoice itemizing all charges to:
Finance Department, Hamden Government Center, 2750 Dixwell Avenue, Hamden, Connecticut 06518

Philip W. Goodwin
Purchasing Agent

Purchase Order Total **\$10,375.00**

Invoice

Town of Hamden
Attn. Finance Dept - Carol Hazen
2750 Dixwell Avenue
Hamden, CT 06518

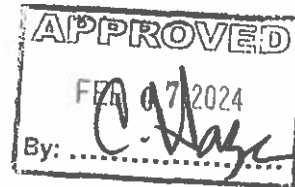
UHY ADVISORS, INC.
Invoice No.: 630414091
Invoice Date: 2/5/24
Amount: \$10,375.00
Payment Terms: Due Upon Receipt
Client No.: 1087022
Billing Contact: Stacy Farber
Engagement No.: 63026174

For professional services rendered through January 31, 2024

Amount

10,375.00

Total Amount Due This Invoice \$ **10,375.00**



Munis HN021 0590
PO #24002767
Check #

Mailing Address for Payments:
UHY Advisors, Inc.
PO Box 72217
Cleveland, OH 44192-0002

ACH & Wire Instructions:
Company Name - UHY Advisors, Inc.
Company Address Farmington Hills, MI
Bank Name The Huntington National Bank
Bank Address Columbus, OH
Routing # - 044000024 (Wire)
Routing # - 072403473 (ACH)
Account # - 01383068205
Swift Code HUNTUS33 (for international wires)

Contact Information:
Corporate Headquarters
27725 Stansbury Blvd. Suite 385
Farmington Hills, MI 48334
(410) 423-4800

Online Address for Payments:
<https://bill-pays.com/ebpp/uhy>

Remittance information should be sent to UHY-Wires@uhy-us.com

Open WIP by Date

WIP Cut-off Date: 1/31/24

Bill to Client	Client	WIP Total	On Account	Net WIP
Town of Hamden	Town of Hamden	10,375.00	-	10,375.00

1087022 Town of Hamden
63036174 ARPA Consulting Services

Employee No.	Entry Date	Employee Name	Service	Work Code	Daily Description	Hours	Expense Qty	Billing Price	Time	Expenses	Total
11497	1/2/24	Sarah Goss	Phase	Phase-Executing (T172)	Guidance & Templates to CH & Leah; Add1 Subrecipient Templates; Attachments to Sub Agreement; Bristol & WH examples; email follow up	0.75	-	200.00	150.00	-	150.00
11497	1/2/24	Sarah Goss	Phase	Phase-Executing (T172)	UHY/Hamden; bi-weekly meeting requested by C.H./ Virtual Meeting HPYC scope & budget discussion/ Eligibility of program	1.25	-	200.00	250.00	-	250.00
11711	1/2/24	Claire Collins	Phase	Phase-Planning (T171)	Guidance to Sarah Goss on United Way as fiscal sponsor; and MOU template for use for childcare services program	0.50	-	300.00	150.00	-	150.00
11497	1/4/24	Sarah Goss	Phase	Phase-Executing (T172)	Guidance sent to C.H re ARPA Verbiage for RFPs for Cap Imp Projects	0.25	-	200.00	50.00	-	50.00
11497	1/4/24	Sarah Goss	Phase	Phase-Executing (T172)	Small Business Grant Information sent to Erik Johnson & C.H. re follow-up questions from E.J.	0.50	-	200.00	100.00	-	100.00
11497	1/4/24	Sarah Goss	Phase	Phase-Executing (T172)	Update Project Tracker with Expenditure Categories/ Rev Loss allocations; Send to C.Collins for review; Email to C.H.	0.50	-	200.00	100.00	-	100.00
11711	1/4/24	Claire Collins	Phase	Phase-Planning (T171)	Review of tracker for revenue loss and provide strategy options for use of unallocated revenue loss and advise Sarah Goss of project details needed for revenue loss and how small business assistance project	1.50	-	300.00	450.00	-	450.00
11497	1/5/24	Sarah Goss	Phase	Phase-Executing (T172)	SG to CH; Send additional RFP Verbiage examples/ templates from Bristol & Wilmington	0.25	-	200.00	50.00	-	50.00
11497	1/5/24	Sarah Goss	Phase	Phase-Executing (T172)	Updates to Project Tracker; Info re Possible Strategic re-allocation of ARPA Funds to gov operations & local funds to other projects; Emails to CH; Prep for 11a meeting; 11-12:15 meeting w/CH; Follow up Summary sent to CH	2.00	-	200.00	400.00	-	400.00
11711	1/5/24	Claire Collins	Phase	Phase-Planning (T171)	Additional guidance to Sarah Goss on expenditure categories allowable for recipient operating expenses	0.50	-	300.00	150.00	-	150.00
11497	1/9/24	Sarah Goss	Phase	Phase-Executing (T172)	UHY/Hamden Bi-weekly meeting; Discuss "Swap" Strategy using ARPA funds for EC3.4 & local funds for ARPA designated projects; Follow-up emails; We R Village, Treasury Portal Set-up; 2021 Single Audit	1.50	-	200.00	300.00	-	300.00
11711	1/9/24	Claire Collins	Phase	Phase-Planning (T171)	Client meeting with Sarah Goss to provide guidance on swap and go/no go project strategy and guidance on documentation to be in ARPA file for administrative expense and timesheets and review budget for meeting	1.75	-	300.00	525.00	-	525.00
11497	1/10/24	Sarah Goss	Continuous Monitoring	Client Training (T225)	Director of Finance (C.E.) request for meeting; assistance with Treasury Portal adding users	0.50	-	200.00	100.00	-	100.00
11711	1/11/24	Claire Collins	Phase	Phase-Planning (T171)	Provide Sarah Goss guidance to share with client on travel and transportation eligible and ineligible costs to supplement what guidance previously provided	0.50	-	300.00	150.00	-	150.00
11497	1/12/24	Sarah Goss	Phase	Phase-Executing (T172)	Email Response to C.H re Guidance on Eligibility for Travel/Transportation Costs	0.25	-	200.00	50.00	-	50.00
11497	1/12/24	Sarah Goss	Phase	Phase-Executing (T172)	SG research state bid list; send vendor suggestions to C. Hazen	0.25	-	200.00	50.00	-	50.00
11497	1/12/24	Sarah Goss	Phase	Phase-Executing (T172)	Virtual Meeting SG/CH; bi-weekly meeting request from Hamden, ARPA project status updates and project plan discussion	1.00	-	200.00	200.00	-	200.00
11711	1/12/24	Claire Collins	Phase	Phase-Planning (T171)	Respond to Sarah Goss on procurement for temporary staffing not qualifying for sole source	0.25	-	300.00	75.00	-	75.00

Department/Practice:

Governmental Risk and Compliance

Open WIP by Date

WIP Cut-off Date: 1/31/24

1087022 Town of Hamden

63026174 ARPA Consulting Services

Employee No.	Entry Date	Employee Name	Service Phase	Work Code	Daily Description	Department/Practice:	Hours	Expense Qty	Billing Price	Time	Expenses	Total
11497	1/15/24	Sarah Goss	Phase	Phase-Executing (T172)	Review subcontract agreement, provide additional feedback, correspond w/CH & town attorney, update U.W./Scope/Budget document for finalization; send to U.W.; additional email guidance re interest rates, COIs, etc.		2.50	-	200.00	500.00	-	500.00
11497	1/15/24	Sarah Goss	Phase	Phase-Executing (T172)	Update Subrecipient Compliance Tracker; send to C Hazen; Review compliance docs received by United Way; send email Comm to United Way w/ understanding item list		1.50	-	200.00	300.00	-	300.00
11711	1/15/24	Claire Collins	Phase	Phase-Planning (T171)	Guidance to Sarah Goss on United Way subcontract agreement and contracted services with other NPOs as to language to include in NPO agreements along with detailed scope of services, budget and screenshot of UETs		0.75	-	300.00	225.00	-	225.00
11497	1/16/24	Sarah Goss	Phase	Phase-Executing (T172)	Hamden subcontract Agreement Review & edits back to C. Hazen and town attorney for finalization; United Way final scope & Budget review; submit		1.00	-	200.00	200.00	-	200.00
11497	1/15/24	Sarah Goss	Phase	Phase-Executing (T172)	Virtual call with HPYC re program questions and requirements for childcare centers; Follow-up email and requested templates/info sent to HPYC		1.00	-	200.00	200.00	-	200.00
11497	1/19/24	Sarah Goss	Phase	Phase-Executing (T172)	On-site meetings 10-12:30, 2-4:30		5.00	-	200.00	1,000.00	-	1,000.00
11711	1/19/24	Claire Collins	Phase	Phase-Planning (T171)	Review Newhall Foundation project scope and budget and provide guidance to Sarah Goss for client on expenditure category and details of project to meet compliance		1.00	-	300.00	300.00	-	300.00
11497	1/19/24	Sarah Goss	Phase	Phase-Executing (T172)	On-site meetings 10-12:30, 2-4:30		4.50	-	#DIV/0!	900.00	-	900.00
11497	1/22/24	Sarah Goss	Phase	Phase-Executing (T172)	Write up of Newhall Foundation Project Summary prep for 01/23 meeting; Review Compliance Docs Received for United Way Project; HPYC Project; Send Email responses/updates for Projects; Schedule		0.50	-	300.00	150.00	-	150.00
11711	1/22/24	Claire Collins	Phase	Phase-Planning (T171)	Guidance for client to Sarah Goss on United Way draft MOU as fiscal sponsor with all project providers		0.50	-	200.00	100.00	-	100.00
11497	1/23/24	Sarah Goss	Phase	Phase-Executing (T172)	Additional guidance sent on Payroll Reporting & Documentation (requested from on-site meeting)		0.50	-	300.00	150.00	-	150.00
11497	1/23/24	Sarah Goss	Phase	Phase-Executing (T172)	Guidance to Sarah Goss to share with client on payroll documentation requirements		0.25	-	200.00	50.00	-	50.00
11497	1/23/24	Sarah Goss	Phase	Phase-Executing (T172)	Newhall Foundations follow-up		1.00	-	200.00	200.00	-	200.00
11497	1/23/24	Sarah Goss	Phase	Phase-Executing (T172)	Virtual Meeting SG/CH re Hamden Q4 P&E Reporting. Newhall Foundations Project Eligibility & Alternatives HEDC 501-4c discussion		1.00	-	200.00	200.00	-	200.00
11497	1/23/24	Sarah Goss	Phase	Phase-Executing (T172)	Virtual Meeting: UHY/HPYC discuss changes to statement of work/budget allowability questions and monitoring questions; Respond to additional questions/additional guidance sent to HPYC		1.50	-	200.00	300.00	-	300.00
11711	1/23/24	Claire Collins	Phase	Phase-Planning (T171)	Meeting with client regarding options for New Hall Foundation project and provide guidance to Sarah Goss for daycare project		1.50	-	300.00	450.00	-	450.00
11497	1/24/24	Sarah Goss	Phase	Phase-Executing (T172)	Several Email Guidelines Sent: Direct Pay to Vendors vs Advance to Vendors/Subrecipient Template with Direct Pay Option/List of Internal ALPHA Policies Hamden to Decide on/Response to HPYC's SOW& Budget		4.00	-	200.00	800.00	-	800.00
11497	1/26/24	Sarah Goss	Continuous Monitoring	Reporting (T168)	SG assist CH with Q4 2023 P&E Report		3.00	-	200.00	600.00	-	600.00
11497	1/29/24	Sarah Goss	Phase	Phase-Executing (T172)	HPYC; Final Review SOW/Budget; Communications with C. Hazen/Sue Gruen re suggestions finalization of contract; fiscal sponsor MOU induction		1.00	-	200.00	200.00	-	200.00
11497	1/30/24	Sarah Goss	Phase	Phase-Executing (T172)	Bi-weekly Meeting; Complete Q4 23 P&E Reporting		1.00	-	200.00	200.00	-	200.00

Open WIP by Date

WIP Cut-off Date: 1/31/24

1087022 Town of Hamden

63026174 ARPA Consulting Services

Employee No. 11497 Entry Date 1/31/24 Employee Name Sarah Goss

Service Phase

Work Code Phase-Executing (T172)

Daily Description Clarification provided; Uniform guidance property standards requirements

Department/Practice:

Consulting

Governmental Risk and Compliance

Hours	Expense Qty	Billing Price	Time	Expenses	Total
0.25	-	200.00	50.00	-	50.00
47.25	-	-	10,375.00	-	10,375.00
WIP Total:					10,375.00
Invoice On Account Balance:					-
Net WIP:					10,375.00

