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04-05-2018

J. Alvin Leaphart
Los Alamos County
Incorporated County of Los Alamos
1000 Centreal Avenue, Suite 340
Los Alamos, NM 87544

Invoice Number: 1005
Invoice Period: 03-05-2018 - 03-31-2018

Payment Terms: Upon Receipt

RE: RCLC Investigation

Time Details

Date	Professional	Description	Hours	Rate	Amount
03-05-2018	SMA	Call with Alvin Leaphart regarding RCLC matters.	0.400	210.00	84.00
03-05-2018	BJJ	Review local media articles regarding potential improper expenditures for case awareness.	0.800	195.00	156.00
03-05-2018	BJJ	Watch and observe Los Alamos Council meeting for purposes of gathering facts and determining scope of investigation.	2.500	195.00	487.50
03-05-2018	BJJ	Telephone correspondence with Alvin Leaphart regarding potential investigation.	0.400	195.00	78.00
03-05-2018	BJJ	Email correspondence with Melissa Salmon regarding draft contract.	0.100	195.00	19.50
03-05-2018	BJJ	Email correspondence with Alvin Leaphart regarding potential investigation.	0.100	195.00	19.50
03-06-2018	BJJ	Telephone correspondence with Alvin Leaphart steps to move forward with investigation.	0.400	195.00	78.00
03-06-2018	BJJ	Revise service contract from Los Alamos County and gather parties for conflict check.	1.100	195.00	214.50
03-06-2018	BJJ	Prepare outline of preliminary investigation needed to create initial plan for County Council.	1.400	195.00	273.00
03-07-2018	BJJ	Revise draft contract and prepare redline.	1.100	195.00	214.50
03-07-2018	BJJ	Review and analyze related news articles related to alleged improper use of funds and ethics complaint filed by Councilors.	1.600	195.00	312.00

Date	Professional	Description	Hours	Rate	Amount
03-07-2018	BJJ	Initial review of internal audit documents and related documents collected from Coalition website.	0.900	195.00	175.50
03-07-2018	SMA	Review and revise proposed contract with the County; review and analyze proposed preliminary investigation to prepare a scope of inquiry for City Council.	0.900	210.00	189.00
03-08-2018	SMA	Call with LAC representatives regarding plan to identify scope of investigation.	1.000	210.00	210.00
03-08-2018	BJJ	Phone call with Alvin Leaphart regarding contract for services.	0.300	195.00	58.50
03-08-2018	BJJ	Revise contract for services.	0.700	195.00	136.50
03-08-2018	BJJ	Review information and news article regarding matter-related facts.	0.800		No Charge
03-08-2018	BJJ	Review public documents and prepare outline of case and facts known so far.	3.100	195.00	604.50
03-08-2018	BJJ	Review and analyze potential scope of investigation by news articles.	0.300		No Charge
03-08-2018	BJJ	Email correspondence with Alvin and Melissa to confirm final draft of contract.	0.400	195.00	78.00
03-09-2018	BJJ	Email correspondence with Melissa Salmon regarding final draft of contract.	0.400	195.00	78.00
03-09-2018	BJJ	Review and analyze outline format to gather facts going forward.	0.300	195.00	58.50
03-12-2018	BJJ	Call with Alvin Leaphart regarding interviews with councilors and city staff.	0.400	195.00	78.00
03-12-2018	BJJ	Review standards and practices regarding scope and instructions for county interviews.	0.800	195.00	156.00
03-12-2018	AMD	Analyze investigation and interview plan with B. Jimenez.	0.500	210.00	105.00
03-13-2018	BJJ	Revise initial draft of investigation and fact outline.	3.800	195.00	741.00
03-13-2018	BJJ	Email correspondence with Alvin Leaphart regarding state auditor's investigation.	0.300	195.00	58.50
03-14-2018	BJJ	Analyze and review of budget and financial documents from 2016-2018.	2.100	195.00	409.50
03-14-2018	BJJ	Preparation of investigation outline incorporating citations to known documents.	2.300	195.00	448.50
03-14-2018	BJJ	Review historical email correspondence between RCLC and County.	1.200	195.00	234.00
03-14-2018	BJJ	Review RCLC meeting minutes and documentation from October 2016 and January 2017 meetings.	2.400	195.00	468.00
03-15-2018	BJJ	Finalize outline and facts and timeline.	2.400	195.00	468.00
03-15-2018	BJJ	Identify documents for IPRA request.	1.000	195.00	195.00
03-15-2018	BJJ	Research privilege issues and Garrity Warnings for state employee interviews.	1.500	195.00	292.50
03-15-2018	BJJ	Prepare outline and script for preliminary interviews.	1.500	195.00	292.50
03-16-2018	BJJ	Revise script and information statement for County interviews.	1.900	195.00	370.50
03-16-2018	BJJ	Email and telephone correspondence with Melissa Salmon on interview logistics.	0.500	195.00	97.50
03-16-2018	BJJ	Prepare draft email to County Councilors and staff to arrange informal interviews.	0.800	195.00	156.00
03-16-2018	BJJ	Review prior meeting minutes from RCLC in 2017 and 2018.	2.600	195.00	507.00
03-16-2018	BJJ	Create additional list of documents needed for investigation.	1.400	195.00	273.00
03-16-2018	BJJ	Review 3/16 news articles regarding the RCLC investigation in the ABQ journal.	0.300		No Charge

Date	Professional	Description	Hours	Rate	Amount
03-19-2018	BF	Review and analyze documents and information in preparation for drafting IPRA request to Los Alamos County.	1.600	85.00	136.00
03-19-2018	BF	Review and analyze County of Los Alamos Code of Ordinances to identify policies regarding payment and reimbursement of expenses and travel.	0.400	85.00	34.00
03-19-2018	BF	Initial review and analysis of Joint Power Agreement establishing Regional Coalition of LANL Communities.	0.400	85.00	34.00
03-20-2018	SMA	Review proposed master outline and consult with Billy Jimenez regarding scope and process of initial interviews.	0.300	210.00	63.00
03-20-2018	BJJ	Email correspondence with Jackie Salazar to obtain contact information for Councilors Chrobocinski and Sheehey.	0.100	195.00	19.50
03-20-2018	BJJ	Prepare for interviews with County personnel by reviewing RCLC meeting minutes and County Council meeting minutes from March meeting.	3.100	195.00	604.50
03-20-2018	BJJ	Review RCLC news articles and updates following Los Alamos County Council meeting.	0.400		No Charge
03-21-2018	BJJ	Revise interview notes from March 21.	0.800	195.00	156.00
03-21-2018	SMA	Consult with B. Jimenez regarding outline for initial interviews; consult with B. Jimenez regarding progress made through initial interviews.	0.300	210.00	63.00
03-21-2018	BJJ	Travel - RT travel from Albuquerque to Los Alamos to conduct interviews with employees and officials.	3.400	100.00	340.00
03-21-2018	BJJ	Conduct interview with Councilor David Izraelewitz regarding scope of investigation.	1.000	195.00	195.00
03-21-2018	BJJ	Conduct interview with Councilor Christine Chandler regarding scope of investigation.	1.000	195.00	195.00
03-21-2018	BJJ	Conduct interview with Councilor Pete Sheehey regarding scope of investigation.	1.000	195.00	195.00
03-21-2018	BJJ	Conduct interview with Councilor Antonio Maggiore regarding scope of investigation.	1.000	195.00	195.00
03-21-2018	BJJ	Conduct interview with Helen Perraglio regarding scope of investigation.	1.000	195.00	195.00
03-21-2018	BJJ	Conduct interview with Harry Burgess regarding scope of investigation.	1.000	195.00	195.00
03-21-2018	BJJ	Telephone call with Pete Sheehey regarding scheduling of interview.	0.100		No Charge
03-21-2018	BJJ	Text correspondence with James Chrobocinski regarding scheduling of interview.	0.100		No Charge
03-21-2018	BJJ	Prepare for interviews with County personnel.	1.200	195.00	234.00
03-22-2018	SMA	Conduct interviews of Steve Lynne, Councilor O'Leary and Counselor Reiss; analyze facts thus far to begin drafting proposed scope of investigation.	5.000	210.00	1,050.00
03-22-2018	SMA	Travel to/from Los Alamos to conduct interviews (less time working on other matters during travel);	2.000	100.00	200.00
03-22-2018	BJJ	Revise interview notes from March 22.	0.600	195.00	117.00
03-22-2018	BJJ	Prepare for interviews with County personnel.	0.600	195.00	117.00
03-22-2018	BJJ	RT travel from Albuquerque to Los Alamos to conduct interviews with employees and officials.	3.400	100.00	340.00
03-22-2018	BJJ	Conduct interview with Councilor Susan O'Leary regarding scope of investigation.	1.100	195.00	214.50
03-22-2018	BJJ	Conduct interview with Councilor Rick Reiss regarding scope of investigation.	1.000	195.00	195.00
03-22-2018	BJJ	Conduct interview with Steve Lynne regarding scope of investigation.	2.100	195.00	409.50
03-26-2018	SMA	Consult with Billy Jimenez regarding immediate legal	0.100		No Charge

Date	Professional	Description	Hours	Rate	Amount
		research questions and preparation for 4/3 council meeting.			
03-26-2018	BJJ	Review state employee gift regulations and statutes.	1.500	195.00	292.50
03-27-2018	BJJ	Telephone call with Bobbi Shearer and State Auditor Wayne Johnson to make initial contact.	0.400	195.00	78.00
03-27-2018	BJJ	Telephone call with Bobbi Shearer to schedule initial call.	0.100		No Charge
03-27-2018	BJJ	Email correspondence with Bobbi Shearer to share contact information.	0.100		No Charge
03-27-2018	SMA	Review and analyze research on gifts, government conduct and anti-donation clause matters; develop scope of investigation; develop additional records requests.	0.300	210.00	63.00
03-27-2018	BJJ	Review and analyze meals as impermissible gifts under the Gift Act and Governmental Conduct Act.	2.400	195.00	468.00
03-29-2018	BJJ	Prepare initial draft of scope of investigation.	2.700	195.00	526.50
Total Fees					15,800.50

Expenses

Expense	Amount
E106 - Online research	105.32
Total Expenses	105.32
Sub-Total for this Invoice	15,905.82
Tax	1,192.94
Total for this Invoice	17,098.76
Total Balance Due for Matter	17,098.76

Matter Statement of Account

As Of 04-08-2018

Open Invoices and Credits

Date	Transaction	Matter	Amount	Applied	Balance
04-05-2018	Invoice 1005	RCLC Investigation	17,098.76		17,098.76
			Total Balance Due for Matter		17,098.76

RCLC Investigation

Transactions

Date	Transaction	Applied	Invoice	Amount
04-05-2018	Invoice 1005			17,098.76
			Balance	17,098.76

All Invoices and Credits

Date	Transaction	Amount	Applied	Balance
04-05-2018	Invoice 1005	17,098.76		17,098.76
			Balance	17,098.76