



CITY OF GAHANNA  
DEPARTMENT OF FINANCE

DATE: 3-12-14  
TO: Becky Kneeland  
FROM: ext. 4060

DEPT: \_\_\_\_\_

*This memo is being provided to inform you of issues or deficiencies identified with an invoice/purchase order recently submitted for payment. If required action is noted, the invoice will not be paid until the identified issue is corrected.*

**FOR YOUR INFORMATION ONLY—SEE NOTES BELOW**

**ACTION REQUIRED—SEE BELOW**

**Departmental Approval on Invoice Required—please sign/initial and return**

**Account Code Issue:**

- \_\_\_ Please Identify Account/Line Item to be Paid From  
\_\_\_ Insufficient Funds on Purchase Order/Line Item for Payment

**Documentation:**

- \_\_\_ Actual Invoice Required  
\_\_\_ Additional Documentation Required (see notes)

**Vendor Issue:**

- \_\_\_ Vendor Packet Not Received/Incomplete  
\_\_\_ Vendor Unspecified (blanket)

**Blanket Purchase Order Expired**

**Then & Now:** Ohio Revised Code, section 5705.41(D) requires that no orders or contracts involving the expenditure of money are to be made unless there is a certificate of the fiscal officer that the amount required for the order or contract has been lawfully appropriated and is available to be spent. To comply with ORC, purchase orders must be approved in advance of any expenditure for city purposes.

\_\_\_ Because this invoice was for less than \$3,000, the fiscal officer certified that both at the time that the order was made and at the time that the invoice is processed, sufficient funds were appropriated and available for this purpose (No further action required).

Because this invoice is for more than \$3,000, **Council approval for payment is required.**

**Other (see notes)**

**NOTES:**

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**CITY OF GAHANNA**  
**200 South Hamilton Road**  
**Gahanna, Ohio 43230**

**PURCHASE ORDER NO. P1400469**

PAGE NO. 1

VENDOR 1948  
 PORTER WRIGHT MORRIS & ARTHUR  
 41 S. HIGH ST  
 SUITES 2800-3200  
 COLUMBUS OH 43215-6194

SHIP TO CITY OF GAHANNA  
 200 S. HAMILTON RD.  
 GAHANNA, OHIO 43230  
 ATTN: COUNCIL OFFICE

ORDER DATE: 01/21/14		BUYER: KNEELAND		REQ. NO.: R1400524	REQ. DATE:
TERMS: NET 30 DAYS			F.O.B.:	DESC.: SUPER BLANKET	
ITEM#	QUANTITY	UOM	DESCRIPTION	UNIT PRICE	EXTENSION
01	1.00		LEGAL SERVICES	20000.0000	20,000.00
			<i>INV. 1050097; DATE 2/18/14</i>		<i>#12,076.95</i>
ITEM#	ACCOUNT		AMOUNT	PROJECT CODE	PAGE TOTAL \$ 20,000.00
01	101181	5234	20,000.00 <i># 7,923.00</i>	<i>3/10/14</i>	<b>TOTAL \$ 20,000.00</b>
					<b>APPROVED BY</b> <i>[Signature]</i> <b>Shane W. Ewald, City Attorney</b>
					_____ DIRECTOR OF FINANCE
					_____ DATE

# porterwright

## Porter Wright Morris & Arthur LLP

41 South High Street, Suites 2800-3200, Columbus, Ohio 43215-6194  
250 East Fifth Street, Suite 2200, Cincinnati, Ohio 45202-5118  
925 Euclid Avenue, Suite 1700, Cleveland, Ohio 44115-1483  
One South Main Street, P.O. Box 1805, Dayton, Ohio 45401-1805  
9132 Strada Place, 3rd Floor, Naples, Florida 34108-2683  
1900 K Street, NW, Suite 1110, Washington, D.C. 20006

Internal Revenue Service Identification Number 31-4373657

City of Gahanna  
200 South Hamilton Road  
Gahanna, OH 43230

February 18, 2014  
INVOICE NUMBER: 1050097

Please return this page with your payment so that we can properly credit your account. If you have any questions regarding this invoice or any amount shown as previously billed and unpaid, please contact the attorney handling your matter.

Thank you,

Porter Wright Morris & Arthur LLP

Cincinnati, Ohio (513) 381-4700  
Cleveland, Ohio (216) 443-9000  
Columbus, Ohio (614) 227-2000

Dayton, Ohio (937) 449-6810  
Naples, Florida (239) 593-2900  
Washington, D.C. (202) 778-3000

PLEASE RETURN THIS PAGE WITH YOUR PAYMENT

Client: City of Gahanna

Matter: USW Bargaining 2013

Client/Matter Number: 2163200 - 195915

Attorney Handling: Mr. Underwood

Statement Amount: \$9,411.95

Unpaid Balance as of February 18, 2014: 2,665.00

Total Due: \$12,076.95

TOTAL AMOUNT DUE UPON RECEIPT. THANK YOU FOR YOUR PROMPT PAYMENT.



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Internal Revenue Service Identification Number 31-4373657

City of Gahanna  
200 South Hamilton Road  
Gahanna, OH 43230

February 18, 2014  
INVOICE NUMBER: 1050097

For legal services rendered as of January 31, 2014, in connection with:

**2163200.195915 - USW Bargaining 2013**

<u>Date</u>	<u>Name</u>	<u>Services</u>	<u>Hours</u>	<u>Fees</u>
01/02/14	M. Underwood	Prepare for and attend meeting with management team to prepare for bargaining session.	3.00	\$ 780.00
01/03/14	M. Underwood	Correspondence with Ms. Wadley regarding bargaining proposals and extension agreement; correspondence regarding strategy for certain proposals.	0.50	130.00
01/07/14	M. Underwood	Review and revise draft language; prepare for and attend meeting of the management team; represent the City during bargaining with the USW.	6.00	1,560.00
01/16/14	M. Underwood	Prepare for bargaining session, including review of major medical leave provision.	0.50	130.00
01/17/14	M. Underwood	Meeting with management team to prepare for bargaining; represent the City during bargaining with the USW and related meetings with management team; related meeting with Mayor Stinchcomb, Ms. Wadley, and Ms. Teal.	6.75	1,755.00
01/20/14	M. Underwood	Prepare for bargaining session and related Executive Session meeting.	0.25	65.00
01/21/14	M. Underwood	Prepare for and attend Executive Session meeting of City Council.	1.00	260.00
01/24/14	M. Underwood	Meet with management bargaining team to prepare; represent the City during bargaining with the USW; related follow-up correspondence.	4.00	1,040.00
01/28/14	M. Underwood	Review correspondence and spreadsheets regarding arguments in bargaining.	0.25	65.00
01/29/14	M. Santangelo	Research wage and benefit data from SERB.	0.75	101.25

4420.00

<u>Date</u>	<u>Name</u>	<u>Services</u>	<u>Hours</u>	<u>Fees</u>
01/29/14	M. Underwood	Attention to gathering comparable data in support of bargaining position; preparing for bargaining.	1.00	260.00
01/30/14	M. Santangelo	Research wage and benefit data from SERB.	0.25	33.75
01/30/14	J. Starling	Confer with Mr. Underwood regarding an analysis of data from the State Employment Relations Board (SERB) on wages and benefits for purposes of drafting a summary that will assist Mr. Underwood in bargaining; review and analyze the SERB data on wages and benefits; draft a summary of the data for Mr. Underwood.	4.25	913.75
01/30/14	M. Underwood	Telephone conference with the management team regarding bargaining preparation and review of comparables; coordinate gathering of additional comparable information; review and revise summary of comparable information; prepare for bargaining; review and respond to related correspondence from management team.	3.00	780.00
01/31/14	M. Underwood	Meeting with the management team to prepare for bargaining; represent the City during bargaining with the USW; related management meetings.	5.75	1,495.00
TOTAL HOURS			37.25	

TOTAL FEES..... \$ 9,368.75

**DISBURSEMENTS and/or EXPENSES**

Copy Expense \$ 43.20

TOTAL DISBURSEMENTS and/or EXPENSES..... \$ 43.20

**TOTAL INVOICE**..... \$ 9,411.95

UNPAID BALANCE AS OF FEBRUARY 18, 2014..... \$ 2,665.00

**TOTAL DUE AND OUTSTANDING**..... \$ 12,076.95