



Sustainable Energy Solutions

Box 7558
 Drayton Valley AB
 T7A 1S7
 Phone: (780) 542-6272 Fax: (780) 542-6464

INVOICE

26

INVOICE# 335-112-17

To: **The City of Calgary**
 Attn: Joelle Rekers
 Environmental Specialist - Climate Change & Air Quality
 PO Box 2100, Stn. M
 Calgary, AB T2P 2M5
Joelle.Rekers@calgary.ca


Date October 31, 2011

Page 1

Received NOV. 21st, 2011

RE: **Calgary GHG Reduction Plan**
 PO #: 0000378486P
 COVERING PERIOD: October 1 - 31, 2011

Employee	Rate	Hours	Amount
Project		Calgary GHG Plan	
Professional Fees			
Franchuk, Roberta	SEC 17(1) & 17(4)(d)		
Row, Jesse			
			SEC 16(1)
			\$2,956.60
Expenses			
7% Communications & Disbursements			\$206.96
			\$206.96

APPROVED FOR PAYMENT

 SIGNATURE
 SEC 17(1)
 EMPLOYEE NUMBER
 U.E.P.

Activity 227785

Sub-total \$3,163.56

GST \$158.18

BN 12780-9036RT

Terms 14 days or ASAP

TOTAL NOW DUE AND PAYABLE: \$3,321.74

INVOICE

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Box 7558
 Drayton Valley AB
 T7A 1S7
 Phone: (780) 542-6272 Fax: (780) 542-6464

INVOICE# 335-110-05

To: **The City of Calgary**
 Attn: Stan Nowakowski
 Environmental and Safety Management
 PO Box 2100, Station M, #8020
 Calgary AL T2P 2M5

Date February 29, 2008
 Page 1

RE: **Calgary GHG Planning - Phase 1**
PO #265503
COVERING PERIOD: February 1 - 10, 2008

Employee	Rate	Hours	Amount
Project		Calgary GHG Planning - Phase 1	
Professional Fees			
Doukas, Alexander	SEC 17(1) & 17(4)(d)		
Row, Jesse			
		SEC 16(1)	\$3,026.64
Expenses			
5% Communications, Disbursements & GHG Offsets			\$151.33
			\$151.33

APPROVED FOR
 PAYMENT

 SIGNATURE
 SEC 17(1)
 EMPLOYEE NUMBER
 U.E.P.

BN 12780-9036RT
 Terms 14 days or ASAP

Sub-total \$3,177.97
 GST \$158.90

TOTAL NOW DUE AND PAYABLE: \$3,336.87

INVOICE

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Box 7558
 Drayton Valley AB
 T7A 1S7
 Phone: (780) 542-6272 Fax: (780) 542-6464

INVOICE# 335-110-04

To: **The City of Calgary**
 Attn: Stan Nowakowski
 Environmental and Safety Management
 PO Box 2100, Station M, #8020
 Calgary AL T2P 2M5

RECEIVED

Date January 31, 2008

FEB 28 2008

Page 1


Enviro & Safety Mgmt.

RE: Calgary GHG Planning - Phase 1
 PO #265503
 COVERING PERIOD: January 1 - 31, 2008

Employee	Rate	Hours	Amount
Project		Calgary GHG Planning - Phase 1	
Professional Fees			
Demerse, Clare			
Griffiths, Mary			
Row, Jesse			
			\$3,626.59
Expenses			
5% Communications, Disbursements & GHG Offsets			\$181.32
			\$181.32

SEC 17(1) & 17(4)(d)

SEC 16(1)

APPROVED FOR PAYMENT

SIGNATURE
SEC 17(1)
EMPLOYEE NUMBER
U.E.P.

Sub-total \$3,807.91

GST \$190.40

TOTAL NOW DUE AND PAYABLE: \$3,998.31

BN 12780-9036RT

Terms 14 days or ASAP

INVOICE

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Box 7558
 Drayton Valley AB
 T7A 1S7
 Phone: (780) 542-6272 Fax: (780) 542-6464

RECEIVED

INVOICE# 335-110-06

MAR 28 2008

Date February 29, 2008


Page 1

To: **The City of Calgary**
 Attn: Stan Nowakowski
 Environmental and Safety management
 PO Box 2100, Station M, #8020
 Calgary AB T2P 2M5

Enviro & Safety Mgmt.

RE: **Calgary GHG Planning - Phase 1**
 PO #265503
 COVERING PERIOD: February 11 - 29, 2008

Employee	Rate	Hours	Amount
Project		Calgary GHG Planning - Phase 1	
Professional Fees			
Doukas, Alexander	SEC 17(1) & 17(4)(d)		
Row, Jesse			
		SEC 16(1)	\$5,696.59
Expenses			
5% Communications, Disbursements & GHG Offsets			\$284.82
			\$284.82

APPROVED FOR
 PAYMENT

 SIGNATURE
 SEC 17(1)
 EMPLOYEE NUMBER
 U.E.P.

BN 12780-9036RT
 Terms 14 days or ASAP

Sub-total \$5,981.41
 GST \$299.07

TOTAL NOW DUE AND PAYABLE: \$6,280.48

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Box 7558
 Drayton Valley AB
 T7A 1S7
 Phone: (780) 542-6272 Fax: (780) 542-6464

INVOICE

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RECEIVED

APR 1 2008

Enviro & Safety Mgmt.

INVOICE# 335-110-07

To: **The City of Calgary**
 Attn: Stan Nowakowski
 Environmental and Safety management
 PO Box 2100, Station M, #8020
 Calgary AB T2P 2M5

Date March 31, 2008
 Page 1

RE: **Calgary GHG Planning - Phase 1**
PO #265503
COVERING PERIOD: March 1 - 31, 2008

Employee	Rate	Hours	Amount
Project		Calgary GHG Planning - Phase 1	
Professional Fees			
Doukas, Alexander	SEC 17(1) & 17(4)(d)		
Row, Jesse			
		SEC 16(1)	\$3,599.92
Expenses			
5% Communications, Disbursements & GHG Offsets			\$179.99
			\$179.99

APPROVED FOR PAYMENT

 SIGNATURE
 SEC 17(1)
 EMPLOYEE NUMBER
 J.E.P.

BN 12780-9036RT
 Terms 14 days or ASAP

Sub-total \$3,779.91
 GST \$189.00

TOTAL NOW DUE AND PAYABLE: \$3,968.91

INVOICE

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Box 7558
 Drayton Valley AB
 T7A 1S7
 Phone: (780) 542-6272 Fax: (780) 542-6464


INVOICE# 335-110-08

To: **The City of Calgary**
 Attn: Stan Nowakowski
 Environmental and Safety management
 PO Box 2100, Station M, #8020
 Calgary AB T2P 2M5

Date April 30, 2008
 Page 1

RE: **Calgary GHG Planning - Phase 1**
 PO #265503
 COVERING PERIOD: April 1 - 30, 2008

Employee	Rate	Hours	Amount
Project			
Calgary GHG Planning - Phase 1			
Professional Fees			
Doukas, Alexander			
Row, Jesse	SEC 17(1) & 17(4)(d)		
		SEC 16(1)	\$1,339.99
Expenses			
5% Communications, Disbursements & GHG Offsets			\$67.00
			\$67.00
Contractor Expenses			
Casual Contractor Services			\$577.50
			\$577.50

APPROVED FOR
 PAYMENT

 SIGNATURE
 SEC 17(1)
 EMPLOYEE NUMBER
 U.E.P.

Sub-total \$1,984.49
 GST \$99.23

TOTAL NOW DUE AND PAYABLE: \$2,083.72

BN 12780-9036RT
 Terms 14 days or ASAP

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Box 7558
Drayton Valley AB
T7A 1S7
Phone: (780) 542-6272 Fax: (780) 542-6464

INVOICE

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RECEIVED

INVOICE# 335-110-11

FEB 12 2009

Enviro & Safety Mgmt.

Date January 31, 2009

Page 1

To: **The City of Calgary**
Attn: Linda Harvey
Environmental and Safety management
PO Box 2100, Station M, #8020
Calgary AB T2P 2M5

RE: **Calgary GHG Planning - Phase 1**
PO #265503
COVERING PERIOD: January 1 - 31, 2009

Employee	Rate	Hours	Amount
Project	Calgary GHG Planning - Phase 1		
Professional Fees			
Row, Jesse	SEC 17(1) & 17(4)(d)		
		SEC 16(1)	\$1,501.63
Expenses			
5% Communications & Disbursements			\$75.08
			<u>\$75.08</u>

PO 265503P

APPROVED FOR
PAYMENT

L. Harvey
SIGNATURE
SEC 17(1)

EMPLOYEE NUMBER
U.E.P.

BN 12780-9036RT
Terms 14 days or ASAP

Sub-total \$1,576.71
GST \$78.84

TOTAL NOW DUE AND PAYABLE: \$1,655.55

Box 7558
 Drayton Valley AB
 T7A 1S7
 Phone: (780) 542-6272 Fax: (780) 542-6464

INVOICE

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RECEIVED

JAN 12 2009

Enviro & Safety Mgmt.

INVOICE# 335-110-10


To: **The City of Calgary**
 Attn: Linda Harvey
 Environmental and Safety management
 PO Box 2100, Station M, #8020
 Calgary AB T2P 2M5

Date December 31, 2008

Page 1

RE: **Calgary GHG Planning - Phase 1**
PO #265503
COVERING PERIOD: October 1 - December 31, 2008

Employee	Rate	Hours	Amount
Project	Calgary GHG Planning - Phase 1		
Professional Fees			
Row, Jesse	SEC 17(1) & 17(4)(d)		
		SEC 16(1)	\$1,303.32
Expenses			
5% Communications, Disbursements & GHG Offsets			\$65.16
			<u>\$65.16</u>

APPROVED FOR
 PAYMENT

 SIGNATURE
 SEC 17(1)
 EMPLOYEE NUMBER
 U.E.P.

BN 12780-9036RT
 Terms 14 days or ASAP

Sub-total \$1,368.48
 GST \$68.42

TOTAL NOW DUE AND PAYABLE: \$1,436.90

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INVOICE

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Box 7558
 Drayton Valley AB
 T7A 1S7
 Phone: (780) 542-6272 Fax: (780) 542-6464

RECEIVED

INVOICE# 335-110-12

MAR 26 2009

Date February 28, 2009

Enviro & Safety Mgmt.

Page 1


To: **The City of Calgary**
 Attn: Linda Harvey
 Environmental and Safety management
 PO Box 2100, Station M, #8020
 Calgary AB T2P 2M5

RE: **Calgary GHG Planning - Phase 1**
 PO #265503
 COVERING PERIOD: February 1 - 28, 2009

Employee	Rate	Hours	Amount
Project		Calgary GHG Planning - Phase 1	
Professional Fees			
Row, Jesse	SEC 17(1) & 17(4)(d)	SEC 16(1)	\$1,444.97
Expenses			
5% Communications & Disbursements			\$72.24
			\$72.24

PO 265503

APPROVED FOR
PAYMENT



SIGNATURE

SEC 17(1)

EMPLOYEE NUMBER

U.E.P.

Sub-total \$1,517.21
 GST \$75.86

TOTAL NOW DUE AND PAYABLE: \$1,593.07

BN 12780-9036RT
 Terms 14 days or ASAP



NON-PO PAYMENT REQUEST

INSTRUCTIONS ON REVERSE
Shaded Areas for CAP Use Only

X 150 (R2005-12)

TO: Corporate Accounts Payable #8041		FROM: <input checked="" type="checkbox"/> City <input type="checkbox"/> Police		Business Unit ESM			
Invoice Date 2010.02.28	Invoice Number 335-111-016	Invoice Amount 3,574.29	Currency <input checked="" type="checkbox"/> CAD \$ <input type="checkbox"/> Other (specify): _____				
Vendor Name (Use the correct legal entity name, or individual surname and first name) The Pembina Institute for Appropriate Development				Vendor ID			
Address PO Box 7558 (5001 67 Street) 1000002718-2							
City Dayton Valley		Province AB	Postal Code T7A 1S7	Country (if other than Canada)			
Reason for Payment (required) & Other Comments ✓ GtG Planning Work - Vision, Goals + Objectives community 2nd invoice as per letter contract (copy attached).							
Optional Line Description (maximum 30 characters)							
Optional Cheque Remittance Message (maximum 70 characters)					Remittance Code		
Cheque Attachment <input type="checkbox"/> Yes (describe): <input checked="" type="checkbox"/> No							
GL Bus Unit	Account	Fund	Dept ID	Activity	Reference / Open Item	Amount (excl. GST)	GST
CITYC	39955	20	11424			3407.10	167.19
For more lines, please use additional form(s).						Sub-totals	¹ 3407.10 ² 167.19
TOTAL (1 + 2)						3574.29	

Prepared By (print name) Shelley Alexander	Phone 268-1775	Date YYYY MM DD 2010 05 13	CAP Audited By / Date
Dept ID Owner Approval (signature) <i>[Signature]</i>	Employee ID SEC 17(1)	Date YYYY MM DD 2010 05 13	CAP Supervisor Approval

INVOICE TO:

INVOICE #: 335-111-01b

**The City of Calgary
Attention: Linda Harvey
Environmental and Safety Management
PO Box 2100, Stn. M, #8020
Calgary, AB
T2P 2M5**

**From: The Pembina Institute for Appropriate Development
PO Box 7558 (5001 67 Street)
Drayton Valley AB T7A 1S7
Phone: (780) 542-6272 Fax: (780) 542-6464**

Re: Calgary GHG Planning - Vision


Invoice Date: February 28, 2010

INVOICE #: 335-111-01b

Contract Amount (including GST)	\$	5,250.00
Amount Paid towards Invoice #335-111-01 (including GST)	\$	(1,675.71)
Amount Remaining in Contract to be Paid	\$	3,574.29
GST (already included)	\$	167.19
TOTAL NOW DUE AND PAYABLE: (Includes GST)	\$	3,574.29

BN: 12780-9036RT

**Payable To: The Pembina Institute
Terms: Due Upon Receipt (Thank you)**

APPROVED FOR PAYMENT
 SIGNATURE
SEC 17(1)
EMPLOYEE NUMBER
U.E.P.



CONFIDENTIAL
CITY OF CALGARY
LETTER CONTRACT FOR CONSULTING OR CONTRACT SERVICES
NOT TO EXCEED \$8000.00 FOR A ONE-TIME PROJECT

CHEQUE TO BE MADE PAYABLE TO:

NAME: The Pembina Institute POSTAL CODE T7A 1S7
ADDRESS: Box 753 B Drayton Valley, AB
PHONE: 780-542-6272
FAX: 780-542-6464

1. THE CITY OF CALGARY AGREES TO ENGAGE YOU ON A SHORT-TERM CONTRACT BASIS IN THE CAPACITY OF AND

UNDER THE FOLLOWING TERMS:

- (a) See Scope of Work Letter attached
- (b)
- (c)

COMMENCING ON THE DATE OF: November 1, 2009
AND TERMINATING ON THE DATE OF: February 28, 2010

ACCEPTANCE OF THIS OFFER SHALL BE VALID ONLY IF ONE ORIGINALLY SIGNED COPY IS RETURNED TO THE CITY OF CALGARY _____ BUSINESS UNIT PRIOR TO PERFORMANCE DATE.

2. PAYMENT SHALL BE IN THE FORM OF A CHEQUE IN THE AMOUNT OF: \$ 5000.00 EST. PRICE

G.S.T. APPLICABLE? YES NO G.S.T. REGISTRATION NUMBER BN 12780-9026RT

3. THIS CONTRACT DOES NOT CREATE AN EMPLOYEE-EMPLOYER RELATIONSHIP BETWEEN YOU AND THE CITY OF CALGARY. YOUR SERVICES SHALL BE PROVIDED ON A SHORT-TERM CONTRACT BASIS AND NO DEDUCTIONS WILL BE MADE FROM YOUR PAYMENT FOR INCLUDING BUT NOT LIMITED TO, DEDUCTIONS FOR INCOME TAX, CANADA PENSION OR UNEMPLOYMENT INSURANCE. IT IS YOUR RESPONSIBILITY TO DECLARE ALL INCOME AND TO FULFILL YOUR RESPONSIBILITIES UNDER ANY RELEVANT LEGISLATION INCLUDING, BUT NOT LIMITED TO, YOUR OBLIGATIONS UNDER THE WORKERS' COMPENSATION ACT (INCLUDING YOUR OBLIGATION TO PAY PREMIUMS PURSUANT TO SECTION 128 OF THAT ACT).

4. WORK PERFORMED WILL BE AS AN INDEPENDENT CONTRACTOR AND YOU WILL NOT BE REQUIRED TO CONTRIBUTE TO ANY CITY BENEFIT PLANS, NOR WILL YOU RECEIVE ANY BENEFITS. YOU WILL NOT BE PAID FOR ANY SERVICES WHICH YOU FAIL TO PERFORM.

5. CURRENT CITY OF CALGARY EMPLOYEES, WHO INTEND TO ENTER INTO THIS CONTRACT TO PROVIDE SERVICES TO THE CITY OF CALGARY OUTSIDE OF THEIR NORMAL EMPLOYEE DUTIES, ARE ADVISED OF SECTION 3108.04 - "CIVIC EMPLOYEES SPARE TIME EMPLOYMENT" OF THE ADMINISTRATION MANUAL.

6. NO CIVIC EMPLOYEE SHALL ENGAGE IN ANY OCCUPATION IN ANY OTHER CIVIC DEPARTMENT OUTSIDE NORMAL WORKING HOURS, EXCEPT ON SPECIAL ASSIGNMENTS OFFICIALLY APPROVED BY THE GENERAL MANAGER RESPONSIBLE FOR THAT BUSINESS UNIT, OR PROVIDING THAT QUALIFIED APPLICANTS OTHER THAN CITY EMPLOYEES HAVE BEEN GIVEN PREFERENCE OF EMPLOYMENT AND THAT ALL OTHER SOURCES HAVE BEEN EXHAUSTED.

7. YOU AGREE TO INDEMNIFY AND HOLD HARMLESS THE CITY FROM AND AGAINST ANY AND ALL LOSSES, ACTIONS, CLAIMS, DEMANDS, LIABILITIES, DAMAGES OR COSTS OF ANY KIND OR NATURE WHATSOEVER, INCLUDING INJURY OR DEATH WHICH MAY OCCUR OR ARISE OUT OF THE PERFORMANCE OF YOUR SERVICES UNDER THE TERMS OF THIS CONTRACT.

8. THE CITY MAY TERMINATE THIS CONTRACT:
(a) IF THERE IS INSUFFICIENT REGISTRATION FOR THE PROGRAM.
(b) IF FACILITIES ARE NOT AVAILABLE.
(c) IF CIRCUMSTANCES OCCUR WHICH THE CITY HAS NO CONTROL OVER (I.E. - STRIKES, ACTS OF GOD, ETC.) AND, AS A RESULT OF WHICH THE CITY DEEMS IT NECESSARY TO CANCEL THE PROGRAM.
(d) AT ITS DISCRETION ON GIVING 48 HOURS WRITTEN NOTICE PRIOR TO THE COMMENCEMENT OF THE SERVICES.
(e) IMMEDIATELY FOR CAUSE.

9. THIS CONTRACT IS PERSONAL TO YOU AND MAY NOT BE ASSIGNED BY YOU.

DATE: Dec 21/09

ACCEPTED AND AGREED TO:

BY: BEV BROKS

NAME (Please print)

SIGNATURE

ON BEHALF OF THE CITY OF CALGARY:

BY: LINDA HARVEY

NAME (Please print)

SIGNATURE

*Forward a copy of this completed document to: Strategic Procurement and Consulting, Supply Management, Location 8146

Box 7558
Drayton Valley AB
T7A 1S7
Phone: (780) 542-6272 Fax: (780) 542-6464

INVOICE

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INVOICE# 335-110-13

To: **The City of Calgary**
Attn: Linda Harvey
Environmental and Safety management
PO Box 2100, Station M, #8020
Calgary AB T2P 2M5

RECEIVED

Date April 30, 2009

MAY 26 2009

Page 1

Enviro & Safety Mgmt

RE: Calgary GHG Planning - Phase 1
PO #265503
COVERING PERIOD: March 1 - April 30, 2009

Employee	Rate	Hours	Amount
Project		Calgary GHG Planning - Phase 1	
Professional Fees			
Row, Jesse	SEC 17(1) & 17(4)(d)	SEC 16(1)	\$935.00
Expenses			
5% Communications & Disbursements			\$46.75
			<hr/> \$46.75

PO 265503P

APPROVED FOR PAYMENT

L. Harvey
SIGNATURE

SEC 17(1)

EMPLOYEE NUMBER

U.E.P.

BN 12780-9036RT
Terms 14 days or ASAP

Sub-total \$981.75
GST \$49.09

TOTAL NOW DUE AND PAYABLE: \$1,030.84



NON-PO PAYMENT REQUEST

Please Complete, PRINT, Sign and Submit to Accounts Payable

X 150ef (R2011-08)

ISC: Confidential

TO: Corporate Accounts Payable #8041

FROM: City Police CPA

Business Unit: ESM Mail Code: 8020

Invoice Date: 2012 06 05 Invoice Number: 111-JR-06-01-12 Invoice Amount: 787.50 Currency: CAD \$

Vendor Name: The Pembina Institute Vendor ID (for CAP use only): 1-2718

Address: PO Box 7558 (5001 67 Street)

City: Drayton Valley Province: AB Postal Code: T7A 1S7 Country: (if other than Canada)

Reason for Payment (required) & Other Comments: Vendor provided data & analyses for Community GHG emissions.

Optional Line Description (maximum 30 characters): Community BAU Calculations

Optional Cheque Remittance Message (maximum 70 characters)

Remittance Code

Cheque Attachment: Yes (describe): No

GL Bus Unit	Account	Fund	Dept ID	Activity	Reference / Open Item	Amount (excl. GST)	GST
CITYC	39955	20	11424	227785	R O	\$750.00	\$37.50
					R		
					O		
					R		
					O		
					R		
					O		
					R		
					O		

For more lines, please use additional form(s).

Sub-totals	1	\$750.00	2	\$37.50
	TOTAL (1 + 2)		\$787.50	

Reset

Prepared By (print name): Jessica Lajoie Phone: (403) 268-2628 Date: 2012 06 15

Dept ID Owner Approval (signature): [Signature] Employee ID: SEC 17(1) Date: 2012 06 19

CAP Audited By / Date: CAP Supervisor Approval:



Sustainable Energy Solutions

INVOICE TO:

INVOICE #: 111-JR-06-01-12

City of Calgary
Utilities & Environmental Protection
Attn: Jessica Lajoie, B.Sc.
Jessica.Lajoie@calgary.ca

From: **The Pembina Institute for Appropriate Development**
PO Box 7558 (5001 67 Street)
Drayton Valley AB T7A 1S7
Phone: (780) 542-6272 Fax: (780) 542-6464

Re: Documenting Business-as-Usual Emissions Calculations for Calgary

Invoice Date: June 5, 2012

INVOICE #: 111-JR-06-01-12

Professional Fees:

For Jesse Row for Documenting Business-as-Usual Emission
Calculations for Calgary

\$ 750.00

Subtotal

\$ 750.00

GST

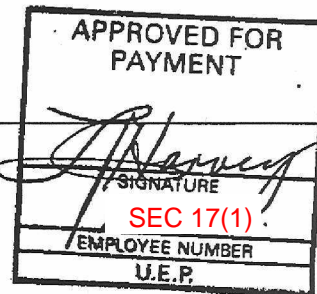
\$ 37.50

TOTAL NOW DUE AND PAYABLE:

\$ 787.50

BN: 12780-9036RT

Payable To: The Pembina Institute
Terms: Due Upon Receipt (Thank you)



Calgary • DRAYTON VALLEY • Edmonton • Ottawa • Toronto • Vancouver • Yellowknife
Box 7558 • Drayton Valley, Alberta, Canada, T7A 1S7 • P: 780-542-6272 • F: 780-542-6464 • www.pembina.org