DAVENPORT PUBLIC FINANCE 1863

PO #25000001728
Receipt #552298

Invoice

Date:	July 9, 2024	Davenport Contact:	Roland Kooch
Invoice Number:	PF24-167		804-697-2906
Client:	Richmond (City of), VA	Accounting Information:	Sam Stewart
			804-697-2938
Attention:	Sheila White Michael Nguyen Meiling Qu		

Remit To (If Via Check)
Davenport & Company LLC
Attn: William R.B. Hershey
Post Office Box 85678
Richmond, Virginia 23285-5678
Please Reference Invoice Number

Remit To (If Via Wire)	
Bank:	Truist Bank, Richmond, VA
Account Name:	Davenport & Company LLC
ABA Routing Number:	[redacted]
Account Number:	[redacted]
Information With Wire:	Please Reference Invoice Number
Attention:	Melinda Greene (804) 698-2632

Description of Services

For Subcontracting Services provided by Anne Seward Consulting LLC ("ASC" or the "Subcontractor") under Davenport's agreement with the City, dated September 4, 2019, and Davenport's Engagement Letter with the Subcontractor dated March 1, 2024

Amounts Due on Account

ASC Subcontractor Billing:	
January 2024 - June 2024	$130,400.00
Total Due:	$130,400.00

Anne Seward CONSULTING LLC

Strategic Planning & Management Solutions

ASC LLC INVOICE #: ASC Davenport Sub RICHMOND–005

Davenport & Co.

Date: July 7, 2024

City of Richmond, VA Subcontract to Davenport
Invoiced via Electronic Delivery

The following invoice is submitted for services rendered for staff and advisory support to the Finance Director relative to the review and advisement on work process improvement around tax revenue billings, remittance and collections process' to improve efficiency and the taxpayer experience per original Statement of Work dated March 1, 2024 as Subcontractor of Davenport & Co. to the City of Richmond, VA:

Dates	Work Performed	Hours
1/11/2024	Call with Finance Director to discuss SOW needs	1
1/25/2024	SOW Prep /email	1
2/28/2024	Call w/ Fin. Director - SOW Need changes	1
2/29/2024	Call w/ CAO - SOW Need changes	1
3/4/2024	Onsite / Meet with City Manager, Fin. Dir.; Revenue Assessment startup	8
3/5/2024	Onsite / Meet with Operations Manager, engagement start up	5
3/6/2024	Onsite / Meet with senior leadership; assessment background	7
3/7/2024	Call with senior leadership; update	1
3/8/2024	Review of Ordinance; Call from CAO	1
3/12/2024	Onsite / Work Process Improvement	8
3/13/2024	Onsite / Work Process Improvement	9
3/14/2024	Onsite / Work Process Improvement	8
Week 1 3/18-3/22	Revenue Administration Stop Gap Support: Work Process Improvement, Meetings & Communications, Workplan & Metrics Development, Leadership and Staff Support	36
Week 2 3/25-3/28		25
Week 3 4/1-4/7		33
Week 4 4/9-4/12		37
Week 5 4/15-4/18		34.5
Week 6 4/22-4/28		36
Week 7 4/29-5/3		33
Week 8 5/5-5/12		41.5
Week 9 5/13-5/20		54
Week 10 5/21-5/24		32
Week 11 5/28-6/2		53.5
Week 12 6/3-6/6		38.5
Week 13 6/10-6/15		58
Week 14 6/17-6/21		40
Week 15 6/24-6/28		49
	Summary Hours:	**652**
	Hourly Rate:	$ 200
	Invoice Total:	**$ 130,400**

Payable to: Anne Seward Consulting LLC
1195 Colonial Trail E.
Surry, VA 23883
Email: anne@annesewardconsulting.com
Phone: 757-506-4913

DAVENPORT PUBLIC FINANCE 1863

PO #25000006426
Receipt #589886

Invoice

Date:	May 12, 2025	Davenport Contact:	Roland Kooch
Invoice Number:	PF25-087		804-697-2906
Client:	Richmond (City of), VA	Accounting Information:	Ben Wilson
Attention:	Sheila White Michael Nguyen Meiling Qu		804-697-2920

Remit To (If Via Check)	Remit To (If Via Wire)	Remit To (If Via ACH)
Davenport & Company LLC	Bank: Truist Bank, Richmond, VA	Bank: Truist Bank, Richmond, VA
Attn: William R.B. Hershey	Account: Davenport & Company LLC	Account: Davenport & Company LLC
Post Office Box 85678	ABA Routing Number: [redacted]	ABA Routing Number: [redacted]
Richmond, Virginia 23285-5678	Account Number: [redacted]	Account Number: [redacted]
	Please Reference Invoice Number	Please Reference Invoice Number
Please Reference Invoice Number	Attn: Melinda Greene (804) 698-2632	Attn: mreams@investdavenport.com

Description of Services
For Subcontracting Services provided by Anne Seward Consulting LLC ("ASC" or the "Subcontractor") under Davenport's agreement with the City, dated September 4, 2019, and Davenport's Engagement Letter with the Subcontractor dated March 1, 2024, as extended on January 16, 2025.

Amounts Due on Account	
July 2024 through April 2025 See Attached Subcontractor Invoice from Anne Seward Consulting LLC	$361,600.00
Total Due:	**$361,600.00**

Anne Seward CONSULTING LLC

Strategic Planning & Management Solutions

ASC LLC INVOICE #: ASC Davenport Sub RICHMOND–006

Davenport & Co.

Date: May 9, 2025

City of Richmond, VA Subcontract to Davenport
Invoiced via Electronic Delivery

The following invoice is submitted for services rendered for staff and advisory support to the Finance Director relative to the review and advisement on work process improvement around tax revenue billings, remittance, and collections process' to improve efficiency and the taxpayer experience per original Statement of Work dated March 1, 2024 as Subcontractor of Davenport & Co. to the City of Richmond, VA:

ASCLLC Invoices - City of Richmond, VA (Subcontractor to Davenport & Co. LLC)
Billable Hours Summary

Dates	Work Performed	Hours
July 24'	Revenue Administration Stop Gap Support: Work Process Improvement, Meetings & Communications, Workplan & Metrics Development, Leadership and Staff Support; RVA Portal Software Development and Project Management Support; Data Analysis/Correction	147
Aug 24'		275
Sept 24'		245.5
Oct 24'		162
Nov 24'		150
Dec 24'		168
Jan 25'		194.5
Feb 25'		135
Mar 25'		161.5
Apr 25'		169.5
	Summary Hours:	**1808**
	Hourly Rate:	$ 200
	Invoice Total:	**$ 361,600**

Payable to: Anne Seward Consulting LLC
1195 Colonial Trail E.
Surry, VA 23883
Email: anne@annesewardconsulting.com
Phone: 757-506-4913