

Intesa  
Communications Group, LLC

3601 5<sup>th</sup> Ave  
San Diego, California  
92103

619.501.5172  
intesacom.com

January 19, 2017

Letter of Agreement

Between Intesa Communications Group, LLC  
and The Campanile Foundation



This document establishes a contract between Intesa Communications Group and The Campanile Foundation.

**Description of Services**

The Campanile Foundation wishes to retain Intesa Communications Group, LLC as strategic communications and public outreach subcontractors. Services may include:

*Communications and Public Outreach Strategy*

- Assistance with compelling storytelling and sharp, effective message development;
- Creation of a project/campaign editorial calendar and timeline to guide communications outreach throughout the engagement;
- Assistance with/management of public outreach tactics, such as town halls; press conferences; media availabilities, etc.
- Assistance with existing communications strategies; and,
- Ongoing strategic communications and public outreach counsel as needed.

*Communications Implementation*

- Management of project/campaign timeline;
- Talking points and prep materials management/development for stakeholder communications, speaking engagements, elected official interactions, and media relations efforts; and,
- Media training, as needed.

**Engagement period:** January 19, 2017 through September 30, 2017

**Fee for service**

Intesa will perform the above stated services at an hourly rate of \$200 per hour. These services are billed only as incurred.



**Payment Schedule and Expectations**

Over the course of the engagement, invoices will be emailed to the Foundation at the beginning of the month, reflecting services for the month prior. *NOTE: A late fee of 10% will be added to invoices more than 30 days overdue.*

**Term/Termination**

This engagement begins upon client acceptance and signature, and terminates automatically after September 30, 2017. Either party may terminate this agreement for any reason upon at least 30 days prior written notice of termination to other party. Upon such termination, all retainers or other monies due to Intesa and all expenses incurred by Intesa on the client's behalf are immediately due.



**Continuation of Work**

Upon the client's written (email) request, Intesa may remain engaged in the activities stated in this agreement at an hourly rate of \$200 per hour.

**Change and Cancellations**

This agreement is amenable to both parties and can only be altered with the consent and signature of both parties.

A handwritten signature in black ink, appearing to read "Margie Newman", written over a horizontal line.

Margie Newman  
Founding Partner, Managing Director  
Intesa Communications Group, LLC

1/27/17  
\_\_\_\_\_

Date

Accepted:

Leslie Levinson

Signature



1/27/17

Date

Leslie Levinson

Print Name

On behalf of client:  
The Campanile Foundation

02201867

AP Check

Vendor Name: Intesa Communications Group

Check Number: 02201867

INVOICE NUMBER	INVOICE DATE	GROSS AMOUNT	DISCOUNT	TAX AMOUNT	ADD CHARGE AMOUNT	NET AMOUNT
0000450	02/01/17	9,000.00	0.00	0.00	0.00	9,000.00
0000459	03/01/17	8,350.00	0.00	0.00	0.00	8,350.00
<b>TOTAL NET</b>						<b>17,350.00</b>

\*\*\* NOTE: San Diego State University Foundation is also doing business as \*\*\*  
 \*\*\* San Diego State University Research Foundation. \*\*\*

First Republic Bank  
 12626 High Bluff Dr, Suite 400  
 San Diego, California 92130

11-8166  
 3210

CHECK DATE 03/30/17  
 CHECK NUMBER 02201867

<b>CHECK AMOUNT</b>
\$ ****17,350.00

VOID AFTER 180 DAYS

PAY Seventeen Thousand Three Hundred Fifty & 00/100

TO THE ORDER OF INTESA COMMUNICATIONS GROUP  
 3601 5th Avenue  
 San Diego CA 92103

**VOID**

**FILE COPY**

TWO AUTHORIZED SIGNATURES REQUIRED OVER \$25,000.00

C02201867C A321081669A 80003666484C

*IN*

# SDSU RESEARCH FOUNDATION CHECK REQUEST

*RASH*

SDSURF Inv #: *I1187237*  
DE by: **SC**

Please complete all items below and attach appropriate documentation. Sample signatures of authorized approving representatives must be on file with SDSU Research Foundation and must agree with signature on this request. Forward completed document to the SDSU Research Foundation Department of Sponsored Research Administration, MC1934.

Date of Request:	22-Mar-17	Amount of Check:	\$	9,000.00
Payee's Legal Name:	<i>Intesa</i> Intesa Communications Group			
Address Line One:	3601 5th Avenue			
Address Line Two:				
Address Line Three:				
City:	San Diego	State:	CA	Zip: 92103
Are you an employee or a student of SDSU or SDSU Research Foundation?			If yes, Enter SDSU Red ID Number Below	
			<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes	
Is payee a resident alien or U.S. citizen? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> . If NO, complete and attach the Foreign National Information Form, W-8 and other required documents. If previously submitted, please indicate date of submission to SDSURF: _____				
SDSU RESEARCH FOUNDATION				SDSU Red ID Number:
Nature of Expense:	This invoice relates to confidential strategic consulting for public relations and overall communications for the campus related to the Qualcomm site.			
ATTACHMENTS:	<input type="checkbox"/> Check this box if attachments need to be mailed with check. Place attachments in pre-addressed envelope and paper clip to check request.			

- EXPENSE TYPE**
- Misc Advance
  - Clear Misc Advance
  - Travel Advance
  - Misc Reimbursement
  - Other: \_\_\_\_\_

ACCOUNTING DISTRIBUTION				
Fund		Account	%	or \$ Amount
C02642	30067	7377	100%	\$ 9,000.00
CHECK TOTAL				\$ 9,000.00

Project Signature:	<i>[Signature]</i>	Date:	<i>3/27/17</i>
SDSURF Signature:	<i>[Signature]</i>	Date:	<i>3/27/17</i>
Additional Signature:		Date:	

**For Emergency Use Only**

CHECK DISTRIBUTION
SDSURF - pick check up
From: _____ (3 letter initials)
By: _____

Shaded areas to be completed by SDSURF staff only.

Vendor ID Number	P.O. or G.E. Number
<i>INTCOM9</i>	
Vendor Invoice Date	Check Due Date
<i>2/1/2017</i>	<i>MAR 30 2017</i>
Vendor Invoice Number (15 characters, may only use once):	
0000450	
<b>F P</b> ➔ Please circle one: Final or Partial Payment (Final will close purchase order)	

Intesa Communications Group  
3601 5th Ave  
San Diego CA 92103  
United States



Intesa Communications Group

The Campanile Foundation  
5500 Campanile Drive  
San Diego CA 92182

Invoice # 0000450  
Invoice Date February 1, 2017  
**Balance Due (USD) \$9,000.00**

Task	Time Entry Notes	Rate	Hours	Line Total
Mission Valley relations	[Mission Valley relations 01/01/17 to 01/31/17]	200.00	45	9,000.00

Total **9,000.00**  
Amount Paid 0.00  
**Balance Due (USD) \$9,000.00**

**Terms**

Payment due within 30 days of issue. Thank you for choosing Intesa!

**PAYMENT STUB**

Intesa Communications Group  
3601 5th Ave  
San Diego CA 92103  
United States

**To View Your Invoice Online**

Go to <https://intesa.freshbooks.com/code> and enter the code 3MVUHKfdvbU87Jbi

Client The Campanile Foundation  
Invoice # 0000450  
Invoice Date February 1, 2017  
**Balance Due (USD) \$9,000.00**  
**Amount Enclosed**

**SDSU RESEARCH FOUNDATION  
CHECK REQUEST**

*Push*

SDSURF Inv #: I1187238  
DE by: SC

Please complete all items below and attach appropriate documentation. Sample signatures of authorized approving representatives must be on file with SDSU Research Foundation and must agree with signature on this request. Forward completed document to the SDSU Research Foundation Department of Sponsored Research Administration, MC1934.

Date of Request:		24-Mar-17		Amount of Check:		\$ 8,350.00	
Payee's Legal Name:		Intesa Communications Group					
Address Line One:		3601 5th Avenue					
Address Line Two:							
Address Line Three:							
City:	San Diego			State:	CA	Zip:	92103
Are you an employee or a student of SDSU or SDSU Research Foundation?					If yes, Enter SDSU Red ID Number Below		
					<input type="checkbox"/> No <input type="checkbox"/> Yes		
Is payee a resident alien or U.S. citizen? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> . If NO, complete and attach the Foreign National Information Form, W-8 and other required documents. If previously submitted, please indicate date of submission to SDSURF: _____							
SDSU RESEARCH FOUNDATION				SDSU Red ID Number:			
Nature of Expense: This invoice relates to confidential strategic consulting for public relations and overall communications for the campus related to the Qualcomm site.							
ATTACHMENTS: <input type="checkbox"/> Check this box if attachments need to be mailed with check. Place attachments in pre-addressed envelope and paper clip to check request.							

- EXPENSE TYPE**
- Misc Advance
  - Clear Misc Advance
  - Travel Advance
  - Misc Reimbursement
  - Other: \_\_\_\_\_

ACCOUNTING DISTRIBUTION				
Fund		Account	%	or \$ Amount
C02642	30067	7377	100%	\$ 8,350.00
<b>CHECK TOTAL</b>				<b>\$ 8,350.00</b>

Project Signature:	<i>[Signature]</i>	Date:	3/24/17
SDSURF Signature:	<i>[Signature]</i>	Date:	3/27/17
Additional Signature:		Date:	

**For Emergency Use Only**

CHECK DISTRIBUTION
SDSURF - pick check up
From: _____ (3 letter initials)
By: _____

Shaded areas to be completed by SDSURF staff only.

<i>77</i> Vendor ID Number <b>INTCOM9</b>	P.O. or G.E. Number
Vendor Invoice Date 3/1/2017	Check Due Date <b>MAR 30 2017</b>
Vendor Invoice Number (15 characters, may only use once): 0000459	
F P <input type="checkbox"/> Please circle one: Final or Partial Payment (Final will close purchase order)	



Intesa Communications Group  
 3601 5th Ave  
 San Diego CA 92103  
 United States



Intesa Communications Group

The Campanile Foundation  
 5500 Campanile Drive  
 San Diego CA 92182-1968

Invoice # 0000459  
 Invoice Date March 1, 2017  
**Balance Due (USD) \$8,350.00**

Task	Time Entry Notes	Rate	Hours	Line Total
Project Management	[Mission Valley relations 01/30/17]	200.00	1	200.00
General	[Mission Valley relations 01/31/17]	200.00	0.5	100.00
General	[Mission Valley relations 01/31/17]	200.00	0.25	50.00
General	[Mission Valley relations 02/01/17]	200.00	0.5	100.00
General	[Mission Valley relations 02/01/17]	200.00	0.5	100.00
General	[Mission Valley relations 02/02/17]	200.00	1	200.00
Project Management	[Mission Valley relations 02/06/17]	200.00	0.5	100.00
General	[Mission Valley relations 02/06/17]	200.00	0.5	100.00
Project Management	[Mission Valley relations 02/07/17]	200.00	1	200.00
Project Management	[Mission Valley relations 02/08/17]	200.00	1.25	250.00
Copy Editing	[Mission Valley relations 02/08/17]	200.00	1	200.00
General	[Mission Valley relations 02/09/17]	200.00	0.5	100.00
Project Management	[Mission Valley relations 02/10/17]	200.00	1	200.00
Research	[Mission Valley relations 02/10/17]	200.00	0.5	100.00
General	[Mission Valley relations 02/12/17]	200.00	0.5	100.00
Meetings	[Mission Valley relations 02/15/17]	200.00	0.5	100.00

Task	Time Entry Notes	Rate	Hours	Line Total
Project Management	[Mission Valley relations 02/15/17]	200.00	2.75	550.00
Project Management	[Mission Valley relations 02/15/17]	200.00	2	400.00
General	[Mission Valley relations 02/15/17]	200.00	0.5	100.00
Project Management	[Mission Valley relations 02/16/17]	200.00	1.5	300.00
Project Management	[Mission Valley relations 02/16/17]	200.00	0.75	150.00
Project Management	[Mission Valley relations 02/17/17]	200.00	1	200.00
Project Management	[Mission Valley relations 02/20/17]	200.00	0.5	100.00
General	[Mission Valley relations 02/20/17]	200.00	1	200.00
Research	[Mission Valley relations 02/20/17]	200.00	2	400.00
Project Management	[Mission Valley relations 02/21/17]	200.00	3.75	750.00
Research	[Mission Valley relations 02/21/17]	200.00	1	200.00
Meetings	[Mission Valley relations 02/21/17]	200.00	2	400.00
General	[Mission Valley relations 02/21/17]	200.00	0.5	100.00
Project Management	[Mission Valley relations 02/22/17]	200.00	1.25	250.00
General	[Mission Valley relations 02/22/17]	200.00	1	200.00
Research	[Mission Valley relations 02/22/17]	200.00	0.5	100.00
General	[Mission Valley relations 02/22/17]	200.00	0.5	100.00
Project Management	[Mission Valley relations 02/23/17]	200.00	2.5	500.00
Meetings	[Mission Valley relations 02/23/17]	200.00	0.75	150.00
General	[Mission Valley relations 02/23/17]	200.00	0.5	100.00
General	[Mission Valley relations 02/23/17]	200.00	0.5	100.00
Project Management	[Mission Valley relations 02/24/17]	200.00	0.75	150.00

Task	Time Entry Notes	Rate	Hours	Line Total
General	[Mission Valley relations 02/24/17]	200.00	0.5	100.00
General	[Mission Valley relations 02/24/17]	200.00	0.25	50.00
General	[Mission Valley relations 02/24/17]	200.00	0.5	100.00
General	[Mission Valley relations 02/24/17]	200.00	0.5	100.00
General	[Mission Valley relations 02/26/17]	200.00	0.5	100.00
Project Management	[Mission Valley relations 02/27/17]	200.00	0.5	100.00
General	[Mission Valley relations 02/27/17]	200.00	0.5	100.00

Total	8,350.00
Amount Paid	0.00
<b>Balance Due (USD)</b>	<b>\$8,350.00</b>

**Terms**

Payment due within 30 days of issue. Thank you for choosing Intesa!

**PAYMENT STUB**

Intesa Communications Group  
3601 5th Ave  
San Diego CA 92103  
United States

**To View Your Invoice Online**

Go to <https://intesa.freshbooks.com/code> and enter the code JZZgkWF2AjLRTd

Client The Campanile Foundation  
Invoice # 0000459  
Invoice Date March 1, 2017  
Balance Due (USD) \$8,350.00  
Amount Enclosed

02203979

AP Check

Vendor Name: Intesa Communications Group

Check Number: 02203979

INVOICE NUMBER	INVOICE DATE	GROSS AMOUNT	DISCOUNT	TAX AMOUNT	ADD CHARGE AMOUNT	NET AMOUNT
0000483	05/01/17	4,150.00	0.00	0.00	0.00	4,150.00
<b>TOTAL NET</b>						<b>4,150.00</b>

\*\*\* NOTE: San Diego State University Foundation is also doing business as \*\*\*  
\*\*\* San Diego State University Research Foundation. \*\*\*

First Republic Bank  
12626 High Bluff Dr, Suite 400  
San Diego, California 92130

11-8186  
3210

CHECK DATE 05/09/17  
CHECK NUMBER 02203979

CHECK AMOUNT
\$ *****4,150.00

VOID AFTER 180 DAYS

PAY Four Thousand One Hundred Fifty & 00/100

TO THE ORDER OF INTESA COMMUNICATIONS GROUP  
3601 5th Avenue  
San Diego CA 92103

VOID

FILE COPY

TWO AUTHORIZED SIGNATURES REQUIRED OVER \$25,000.00

C02203979C A321081669A 80003666484C

# SDSU RESEARCH FOUNDATION CHECK REQUEST


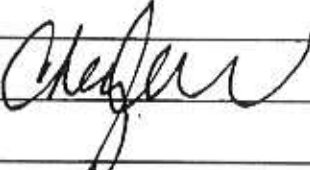
SDSURF Inv #: E1191333  
DE by: **SC**

Please complete all items below and attach appropriate documentation. Sample signatures of authorized approving representatives must be on file with SDSU Research Foundation and must agree with signature on this request. Forward completed document to the SDSU Research Foundation Department of Sponsored Research Administration, MC1934.

Date of Request:		03-May-17	Amount of Check:		\$	4,150.00
Payee's Legal Name:		Intesa Communications Group				
Address Line One:		3601 5th Avenue				
Address Line Two:						
Address Line Three:						
City:	San Diego	State:	CA	Zip:	92103	
Are you an employee or a student of SDSU or SDSU Research Foundation?				If yes, Enter SDSU Red ID Number Below		
<input type="checkbox"/> No <input type="checkbox"/> Yes						
Is payee a resident alien or U.S. citizen? Yes <u>X</u> No <u> </u> . If NO, complete and attach the Foreign National Information Form, W-8 and other required documents. If previously submitted, please indicate date of submission to SDSURF: _____						
SDSU RESEARCH FOUNDATION		SDSU Red ID Number:				
Nature of Expense:	This invoice relates to confidential strategic consulting for public relations and overall communications for the campus related to the Qualcomm site.					
ATTACHMENTS: <input type="checkbox"/>		Check this box if attachments need to be mailed with check. Place attachments in pre-addressed envelope and paper clip to check request.				

- EXPENSE TYPE**
- Misc Advance
  - Clear Misc Advance
  - Travel Advance
  - Misc Reimbursement
  - Other: \_\_\_\_\_

ACCOUNTING DISTRIBUTION					
Fund	Account	%	or \$ Amount		
C02642	30067	7377	100%	\$	4,150.00
CHECK TOTAL					\$ 4,150.00

Project Signature:		Date:	5/3/17
SDSURF Signature:		Date:	5/4/17
Additional Signature:		Date:	

**For Emergency Use Only**

CHECK DISTRIBUTION
SDSURF - pick check up
From: _____ (3 letter initials)
By: _____

Shaded areas to be completed by SDSURF staff only.

<b>Vendor ID Number</b>	<b>P.O. or G.E. Number</b>
<del>INTCOM</del> INTCOM9	
<b>Vendor Invoice Date</b>	<b>Check Due Date</b>
5/1/2017	MAY 09 2017
<b>Vendor Invoice Number (15 characters, may only use once):</b>	
0000483	
<b>F P</b> <input type="checkbox"/> Please circle one: Final or Partial Payment (Final will close purchase order)	



Intesa Communications Group  
 3601 5th Ave  
 San Diego CA 92103  
 United States



Intesa Communications Group

The Campanile Foundation  
 5500 Campanile Drive  
 San Diego CA 92182-1968

Invoice # 0000483  
 Invoice Date May 1, 2017

<b>Balance Due (USD)</b>	<b>\$4,150.00</b>
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Task	Time Entry Notes	Rate	Hours	Line Total
Call	[Mission Valley relations 04/03/17]	200.00	0.25	50.00
General	[Mission Valley relations 04/04/17]	200.00	0.5	100.00
General	[Mission Valley relations 04/05/17]	200.00	0.5	100.00
Email	[Mission Valley relations 04/06/17]	200.00	0.25	50.00
Call	[Mission Valley relations 04/08/17]	200.00	0.5	100.00
Project Management	[Mission Valley relations 04/07/17]	200.00	2	400.00
General	[Mission Valley relations 04/07/17]	200.00	1	200.00
General	[Mission Valley relations 04/10/17]	200.00	0.5	100.00
General	[Mission Valley relations 04/11/17]	200.00	0.25	50.00
Project Management	[Mission Valley relations 04/12/17]	200.00	0.75	150.00
Project Management	[Mission Valley relations 04/13/17]	200.00	0.75	150.00
Call	[Mission Valley relations 04/13/17]	200.00	0.5	100.00
Project Management	[Mission Valley relations 04/14/17]	200.00	2.75	550.00
Call	[Mission Valley relations 04/14/17]	200.00	0.75	150.00

Task	Time Entry Notes	Rate	Hours	Line Total
Project Management	[Mission Valley relations 04/17/17]	200.00	0.5	100.00
General	[Mission Valley relations 04/20/17]	200.00	0.75	150.00
Call	[Mission Valley relations 04/21/17]	200.00	1	200.00
General	[Mission Valley relations 04/21/17]	200.00	0.5	100.00
General	[Mission Valley relations 04/23/17]	200.00	0.5	100.00
Project Management	[Mission Valley relations 04/24/17]	200.00	2.75	550.00
Call	[Mission Valley relations 04/24/17]	200.00	1	200.00
Project Management	[Mission Valley relations 04/25/17]	200.00	1	200.00
Project Management	[Mission Valley relations 04/26/17]	200.00	1.5	300.00

<b>Total</b>	<b>4,150.00</b>
Amount Paid	0:00
<b>Balance Due (USD)</b>	<b>\$4,150.00</b>

**Terms**

Payment due within 30 days of issue. Thank you for choosing Intesa!



02204814

AP Check

Vendor Name: Intesa Communications Group

Check Number: 02204814

INVOICE NUMBER	INVOICE DATE	GROSS AMOUNT	DISCOUNT	TAX AMOUNT	ADD CHARGE AMOUNT	NET AMOUNT
0000470	04/02/17	11,150.00	0.00	0.00	0.00	11,150.00
					TOTAL NET	11,150.00

\*\*\* NOTE: San Diego State University Foundation is also doing business as \*\*\*  
 \*\*\* San Diego State University Research Foundation. \*\*\*

First Republic Bank  
 12626 High Bluff Dr, Suite 400  
 San Diego, California 92130

11-8166  
 3210

CHECK DATE 05/24/17  
 CHECK NUMBER 02204814

CHECK AMOUNT
\$ ****11,150.00

VOID AFTER 180 DAYS

PAY Eleven Thousand One Hundred Fifty & 00/100

VOID

TO THE ORDER OF INTESA COMMUNICATIONS GROUP  
 3601 5th Avenue  
 San Diego CA 92103

FILE COPY

TWO AUTHORIZED SIGNATURES REQUIRED OVER \$25,000.00

C02204814C A321081669A 80003666484C

**SDSU RESEARCH FOUNDATION  
CHECK REQUEST**

SDSURF Inv #: I 1193380  
DE by: TAJ

Please complete all items below and attach appropriate documentation. Sample signatures of authorized approving representatives must be on file with SDSU Research Foundation and must agree with signature on this request. Forward completed document to the SDSU Research Foundation Department of Sponsored Research Administration, MC1934.

Date of Request:	18-May-17	Amount of Check:	\$ 11,150.00
Payee's Legal Name:	Intesa Communications Group		
Address Line One:	3601 5th Avenue		
Address Line Two:			
Address Line Three:			

City:	San Diego	State:	CA	Zip:	92103
-------	-----------	--------	----	------	-------

Are you an employee or a student of SDSU or SDSU Research Foundation?  No  Yes If yes, Enter SDSU Red ID Number Below

Is payee a resident alien or U.S. citizen? Yes  No . If NO, complete and attach the Foreign National Information Form, W-8 and other required documents. If previously submitted, please indicate date of submission to SDSURF: \_\_\_\_\_

SDSU RESEARCH FOUNDATION	SDSU Red ID Number:
--------------------------	---------------------

Nature of Expense: This invoice relates to confidential strategic consulting for public relations and overall communications for the campus related to the Qualcomm site.

ATTACHMENTS:  Check this box if attachments need to be mailed with check. Place attachments in pre-addressed envelope and paper clip to check request.

EXPENSE TYPE	ACCOUNTING DISTRIBUTION				
	Fund	Account	Account	%	or \$ Amount
<input type="checkbox"/> Misc Advance	C02642	30067	7377	100%	\$ 11,150.00
<input type="checkbox"/> Clear Misc Advance					
<input type="checkbox"/> Travel Advance					
<input type="checkbox"/> Misc Reimbursement					
<input checked="" type="checkbox"/> Other: <u>Invoice</u>					
<b>CHECK TOTAL</b>					<b>\$ 11,150.00</b>

Project Signature:		Date:	5/18/17
SDSURF Signature:		Date:	5/19/17
Additional Signature:		Date:	5/19/17

**For Emergency Use Only**

CHECK DISTRIBUTION	
SDSURF - pick check up	
From: _____	
(3 letter initials)	
By: _____	

Shaded areas to be completed by SDSURF staff only.

Vendor ID Number	P.O. or G.E. Number
<u>INTCOM9</u>	
Vendor Invoice Date	Check Due Date
4/2/2017 ✓	052417
Vendor Invoice Number (15 characters, may only use once):	
0000470 ✓	
F P ⇄ Please circle one: Final or Partial Payment (Final will close purchase order)	

MAY 19 17 PM 2:30

Task	Time Entry Notes	Rate	Hours	Line Total
Meetings	[Mission Valley relations 03/17/17]	200.00	2	400.00
Project Management	[Mission Valley relations 03/18/17]	200.00	2	400.00
General	[Mission Valley relations 03/18/17]	200.00	0.75	150.00
Project Management	[Mission Valley relations 03/20/17]	200.00	3.75	750.00
Writing and Research	[Mission Valley relations 03/20/17]	200.00	2	400.00
Writing	[Mission Valley relations 03/20/17]	200.00	1	200.00
Call	[Mission Valley relations 03/20/17]	200.00	0.5	100.00
Email	[Mission Valley relations 03/20/17]	200.00	0.5	100.00
Project Management	[Mission Valley relations 03/21/17]	200.00	6	1,200.00
Call	[Mission Valley relations 03/21/17]	200.00	1	200.00
Writing	[Mission Valley relations 03/21/17]	200.00	0.5	100.00
Writing	[Mission Valley relations 03/21/17]	200.00	0.5	100.00
Meetings	[Mission Valley relations 03/21/17]	200.00	1.25	250.00
General	[Mission Valley relations 03/21/17]	200.00	0.75	150.00
Project Management	[Mission Valley relations 03/22/17]	200.00	4.5	900.00
Project Management	[Mission Valley relations 03/23/17]	200.00	1	200.00
General	[Mission Valley relations 03/23/17]	200.00	0.5	100.00
Project Management	[Mission Valley relations 03/24/17]	200.00	2.25	450.00
Project Management	[Mission Valley relations 03/25/17]	200.00	3	600.00
General	[Mission Valley relations 03/25/17]	200.00	1	200.00
General	[Mission Valley relations 03/25/17]		0.75	150.00

Task	Time Entry Notes	Rate	Hours	Line Total
Project Management	[Mission Valley relations 03/27/17]	200.00	1	200.00
Project Management	[Mission Valley relations 03/27/17]	200.00	0.5	100.00
Project Management	[Mission Valley relations 03/27/17]	200.00	0.5	100.00
Project Management	[Mission Valley relations 03/28/17]	200.00	1.5	300.00
Project Management	[Mission Valley relations 03/28/17]	200.00	1	200.00
Call	[Mission Valley relations 03/29/17]	200.00	1	200.00

<b>Total</b>	<b>11,150.00</b>	✓
Amount Paid	0.00	
<b>Balance Due (USD)</b>	<b>\$11,150.00</b>	✓

**Terms**

Payment due within 30 days of issue. Thank you for choosing Intesa!

## PAYMENT STUB

Intesa Communications Group  
 3601 5th Ave  
 San Diego CA 92103  
 United States

**To View Your Invoice Online**

Go to <https://intesa.freshbooks.com/code> and enter the code  
 3CaCkcTx7jWm5KsK

**Client** The Campanile Foundation  
**Invoice #** 0000470  
**Invoice Date** April 2, 2017

**Balance Due (USD)** \$11,150.00

**Amount Enclosed**

02207781

AP Check

Vendor Name: Intesa Communications Group Check Number: 02207781

INVOICE NUMBER	INVOICE DATE	GROSS AMOUNT	DISCOUNT	TAX AMOUNT	ADD CHARGE AMOUNT	NET AMOUNT
0000501 ✓	06/01/17	24,800.00	0.00	0.00	0.00	24,800.00 ✓
0000514 ✓	06/30/17	19,650.00	0.00	0.00	0.00	19,650.00 ✓
<b>TOTAL NET</b>						<b>44,450.00</b>

\*\*\* NOTE: San Diego State University Foundation is also doing business as \*\*\*  
\*\*\* San Diego State University Research Foundation. \*\*\*

First Republic Bank 17-8166  
12626 High Bluff Dr, Suite 400 3210  
San Diego, California 92130

CHECK DATE 07/07/17  
CHECK NUMBER 02207781

CHECK AMOUNT  
\$ \*\*\*\*44,450.00

VOID AFTER 180 DAYS

PAY Forty Four Thousand Four Hundred Fifty & 00/100

TO THE ORDER OF INTESA COMMUNICATIONS GROUP  
3601 5th Avenue  
San Diego CA 92103

VOID

FILE COPY

TWO AUTHORIZED SIGNATURES REQUIRED OVER \$25,000.00

C02207781C A321081669A 80003666484C

# SDSU RESEARCH FOUNDATION CHECK REQUEST

#417 ✓

SDSURF Inv #: <u>21199729</u>
DE by: <u>SC</u>

Please complete all items below and attach appropriate documentation. Sample signatures of authorized approving representatives must be on file with SDSU Research Foundation and must agree with signature on this request. Forward completed document to the SDSU Research Foundation Department of Sponsored Research Administration, MC1934.

Date of Request:	05-Jul-17	Amount of Check:	\$ 24,800.00
Payee's Legal Name:	Intesa Communications Group		
Address Line One:	3601 5th Avenue		
Address Line Two:			
Address Line Three:			
City:	San Diego	State:	CA
		Zip:	92103
Are you an employee or a student of SDSU or SDSU Research Foundation?		If yes, Enter SDSU Red ID Number Below	
<input type="checkbox"/> No <input type="checkbox"/> Yes			
Is payee a resident alien or U.S. citizen? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> . If NO, complete and attach the Foreign National Information Form, W-8 and other required documents. If previously submitted, please indicate date of submission to SDSURF: _____			
SDSU RESEARCH FOUNDATION		SDSU Red ID Number:	
Nature of Expense:	This invoice relates to confidential strategic consulting for public relations and overall communications for the campus related to the Qualcomm site.		
ATTACHMENTS: <input type="checkbox"/>	Check this box if attachments need to be mailed with check. Place attachments in pre-addressed envelope and paper clip to check request.		

- EXPENSE TYPE**
- Misc Advance
  - Clear Misc Advance
  - Travel Advance
  - Misc Reimbursement
  - Other: \_\_\_\_\_

ACCOUNTING DISTRIBUTION				
Fund	Account	%	or \$ Amount	
C02642	30067	7712	100%	\$ 24,800.00
CHECK TOTAL				\$ 24,800.00

Project Signature:	<i>[Signature]</i>	Date:	7/5/17
SDSURF Signature:	<i>[Signature]</i>	Date:	7/5/17
Additional Signature:	<i>[Signature]</i>	Date:	7/5/17

**For Emergency Use Only**

CHECK DISTRIBUTION
SDSURF - pick check up
From: _____ (3 letter initials)
By: _____

Shaded areas to be completed by SDSURF staff only.

Vendor ID Number <u>INTCOM 9</u>	P.O. or G.E. Number
Vendor Invoice Date 6/1/2017	Check Due Date <u>JUL 07 2017</u>
Vendor Invoice Number (15 characters, may only use once): <u>0000501</u>	
<b>F P</b> ☞ Please circle one: Final or Partial Payment (Final will close purchase order)	

Intesa Communications Group  
 3601 5th Ave  
 San Diego CA 92103  
 United States

*approval for payment*  
  
 6/23/17



Intesa Communications Group

The Campanile Foundation  
 5500 Campanile Drive  
 San Diego CA 92182-1968

Invoice # 0000501  
 Invoice Date June 1, 2017  
**Balance Due (USD) \$24,800.00**

Task	Time Entry Notes	Rate	Hours	Line Total
Project Management	[Mission Valley relations 05/01/17]	200.00	0.25	50.00
Project Management	[Mission Valley relations 05/02/17]	200.00	0.75	150.00
Project Management	[Mission Valley relations 05/02/17]	200.00	2.25	450.00
Project Management	[Mission Valley relations 05/04/17]	200.00	0.75	150.00
Project Management	[Mission Valley relations 05/05/17]	200.00	0.75	150.00
Project Management	[Mission Valley relations 05/10/17]	200.00	1.75	350.00
Project Management	[Mission Valley relations 05/10/17]	200.00	1	200.00
General	[Mission Valley relations 05/11/17]	200.00	0.5	100.00
Project Management	[Mission Valley relations 05/12/17]	200.00	1	200.00
Call	[Mission Valley relations 05/12/17]	200.00	1	200.00
General	[Mission Valley relations 05/14/17]	200.00	0.5	100.00
Project Management	[Mission Valley relations 05/15/17]	200.00	4.5	900.00
General	[Mission Valley relations 05/15/17]	200.00	2	400.00
Project Management	[Mission Valley relations 05/16/17]	200.00	4.25	850.00

Task	Time Entry Notes	Rate	Hours	Line Total
General	[Mission Valley relations 05/16/17]	200.00	1.5	300.00
Project Management	[Mission Valley relations 05/17/17]	200.00	5	1,000.00
Meetings	[Mission Valley relations 05/17/17]	200.00	1	200.00
General	[Mission Valley relations 05/17/17]	200.00	0.75	150.00
Call	[Mission Valley relations 05/17/17]	200.00	0.25	50.00
General	[Mission Valley relations 05/17/17]	200.00	0.5	100.00
General	[Mission Valley relations 05/17/17]	200.00	1	200.00
Project Management	[Mission Valley relations 05/18/17]	200.00	6.75	1,350.00
General	[Mission Valley relations 05/18/17]	200.00	0.75	150.00
Project Management	[Mission Valley relations 05/19/17]	200.00	6.25	1,250.00
Meetings	[Mission Valley relations 05/19/17]	200.00	2	400.00
General	[Mission Valley relations 05/19/17]	200.00	1.5	300.00
Project Management	[Mission Valley relations 05/19/17]	200.00	1.5	300.00
Project Management	[Mission Valley relations 05/20/17]	200.00	1.75	350.00
General	[Mission Valley relations 05/20/17]	200.00	1	200.00
Project Management	[Mission Valley relations 05/21/17]	200.00	3.75	750.00
Research	[Mission Valley relations 05/21/17]	200.00	1	200.00
General	[Mission Valley relations 05/21/17]	200.00	1	200.00



Task	Time Entry Notes	Rate	Hours	Line Total
Project Management	[Mission Valley relations 05/22/17]	200.00	5.25	1,050.00
Meetings	[Mission Valley relations 05/22/17]	200.00	1.5	300.00
Copy Editing	[Mission Valley relations 05/22/17]	200.00	1	200.00
General	[Mission Valley relations 05/22/17]	200.00	0.5	100.00
General	[Mission Valley relations 05/22/17]	200.00	0.5	100.00
General	[Mission Valley relations 05/22/17]	200.00	2	400.00
Project Management	[Mission Valley relations 05/23/17]	200.00	5.75	1,150.00
General	[Mission Valley relations 05/23/17]	200.00	1	200.00
General	[Mission Valley relations 05/23/17]	200.00	0.75	150.00
General	[Mission Valley relations 05/23/17]	200.00	2	400.00
Project Management	[Mission Valley relations 05/23/17]	200.00	0.5	100.00
Project Management	[Mission Valley relations 05/23/17]	200.00	1	200.00
Project Management	[Mission Valley relations 05/24/17]	200.00	3	600.00
Project Management	[Mission Valley relations 05/24/17]	200.00	1	200.00
Project Management	[Mission Valley relations 05/24/17]	200.00	1	200.00
Meetings	[Mission Valley relations 05/25/17]	200.00	2	400.00
Project Management	[Mission Valley relations 05/25/17]	200.00	4	800.00
Project Management	[Mission Valley relations 05/25/17]	200.00	1.25	250.00
General	[Mission Valley relations 05/25/17]	200.00	1	200.00

Task	Time Entry Notes	Rate	Hours	Line Total
Project Management	[Mission Valley relations 05/26/17]	200.00	4.5	900.00
Meetings	[Mission Valley relations 05/26/17]	200.00	1	200.00
Project Management	[Mission Valley relations 05/26/17]	200.00	1	200.00
General	[Mission Valley relations 05/26/17]	200.00	1	200.00
Project Management	[Mission Valley relations 05/27/17]	200.00	3.75	750.00
Copy Editing	[Mission Valley relations 05/27/17]	200.00	0.75	150.00
General	[Mission Valley relations 05/27/17]	200.00	0.75	150.00
General	[Mission Valley relations 05/28/17]	200.00	1	200.00
Project Management	[Mission Valley relations 05/30/17]	200.00	3.75	750.00
Meetings	[Mission Valley relations 05/30/17]	200.00	1.5	300.00
General	[Mission Valley relations 05/30/17]	200.00	1	200.00
Meetings	[Mission Valley relations 05/31/17]	200.00	5.75	1,150.00
Call	[Mission Valley relations 05/31/17]	200.00	0.75	150.00
General	[Mission Valley relations 05/31/17]	200.00	2.25	450.00
Project Management	[Mission Valley relations 05/31/17]	200.00	0.5	100.00
Project Management	[Mission Valley relations 05/31/17]	200.00	0.5	100.00
Project Management	[Mission Valley relations 05/31/17]	200.00	0.25	50.00
Project Management	[Mission Valley relations 05/31/17]	200.00	0.5	100.00

<b>Total</b>	<b>24,800.00</b>
Amount Paid	0.00
<b>Balance Due (USD)</b>	<b>\$24,800.00</b>

**SDSU RESEARCH FOUNDATION  
CHECK REQUEST**

*FY18  
FY17*

SDSURF Inv #: *I1199739*  
DE by: *SC*

Please complete all items below and attach appropriate documentation. Sample signatures of authorized approving representatives must be on file with SDSU Research Foundation and must agree with signature on this request. Forward completed document to the SDSU Research Foundation Department of Sponsored Research Administration, MC1934.

Date of Request:	05-Jul-17	Amount of Check:	\$	19,650.00
Payee's Legal Name:	Intesa Communications Group			
Address Line One:	3601 5th Avenue			
Address Line Two:				
Address Line Three:				
City:	San Diego	State:	CA	Zip: 92103
Are you an employee or a student of SDSU or SDSU Research Foundation?			If yes, Enter SDSU Red ID Number Below	
			<input type="checkbox"/> No <input type="checkbox"/> Yes	
Is payee a resident alien or U.S. citizen? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> . If NO, complete and attach the Foreign National Information Form, W-8 and other required documents. If previously submitted, please indicate date of submission to SDSURF: _____				
SDSU RESEARCH FOUNDATION		SDSU Red ID Number:		
Nature of Expense:	This invoice relates to confidential strategic consulting for public relations and overall communications for the campus related to the Qualcomm site.			
ATTACHMENTS:	<input type="checkbox"/> Check this box if attachments need to be mailed with check. Place attachments in pre-addressed envelope and paper clip to check request.			

- EXPENSE TYPE**
- Misc Advance
  - Clear Misc Advance
  - Travel Advance
  - Misc Reimbursement
  - Other: \_\_\_\_\_

ACCOUNTING DISTRIBUTION				
Fund	Account	%	or \$ Amount	
C02642	30067	7712	100%	\$ 19,650.00
<b>CHECK TOTAL</b>				<b>\$ 19,650.00</b>

Project Signature:	<i>[Signature]</i>	Date:	<i>7/5/17</i>
SDSURF Signature:	<i>[Signature]</i>	Date:	<i>7/5/17</i>
Additional Signature:	<i>[Signature]</i>	Date:	<i>7/5/17</i>

**For Emergency Use Only**

<b>CHECK DISTRIBUTION</b>
SDSURF - pick check up
From: _____ (3 letter initials)
By: _____

Shaded areas to be completed by SDSURF staff only.

Vendor ID Number <i>INTCOM9</i>	P.O. or G.E. Number
Vendor Invoice Date <i>6/20/17</i>	Check Due Date <i>JUL 07 2017</i>
Vendor Invoice Number (15 characters, may only use once): <i>0000514</i>	
F P <input type="checkbox"/> Please circle one: Final or Partial Payment (Final will close purchase order)	

*JUL 5 17 PM 4:00*

Intesa Communications Group  
 3601 5th Ave  
 San Diego CA 92103  
 United States



Intesa Communications Group

The Campanile Foundation  
 5500 Campanile Drive  
 San Diego CA 92182-1968

Invoice #	0000514
Invoice Date	July 3, 2017
<b>Balance Due (USD)</b>	<b>\$19,650.00</b>

Task	Time Entry Notes	Rate	Hours	Line Total
Meetings	[Mission Valley relations 06/01/17] I	200.00	1.5	300.00
Project Management	[Mission Valley relations 06/01/17] I	200.00	3.5	700.00
General	[Mission Valley relations 06/01/17]	200.00	2	400.00
Project Management	[Mission Valley relations 06/02/17]	200.00	1.25	250.00
General	[Mission Valley relations 06/02/17] I	200.00	1	200.00
General	[Mission Valley relations 06/02/17] I	200.00	1	200.00
Call	[Mission Valley relations 06/02/17]	200.00	0.25	50.00
Call	[Mission Valley relations 06/02/17] I	200.00	0.5	100.00
Writing	[Mission Valley relations 06/02/17]	200.00	0.5	100.00
General	[Mission Valley relations 06/03/17]	200.00	0.25	50.00
Project Management	[Mission Valley relations 06/05/17] I	200.00	1	200.00
General	[Mission Valley relations 06/05/17] I	200.00	2.5	500.00
Project Management	[Mission Valley relations 06/06/17]	200.00	1	200.00
General	[Mission Valley relations 06/06/17]	200.00	2.25	450.00
Project Management	[Mission Valley relations 06/07/17]	200.00	1	200.00

Task	Time Entry Notes	Rate	Hours	Line Total
General	[Mission Valley relations 06/07/17] †	200.00	1	200.00
Project Management	[Mission Valley relations 06/07/17]	200.00	1	200.00
Project Management	[Mission Valley relations 06/07/17]	200.00	0.75	150.00
General	[Mission Valley relations 06/07/17]	200.00	0.5	100.00
Meetings	[Mission Valley relations 06/08/17]	200.00	1.5	300.00
Project Management	[Mission Valley relations 06/08/17] †	200.00	1.25	250.00
General	[Mission Valley relations 06/08/17]	200.00	1	200.00
General	[Mission Valley relations 06/08/17]	200.00	0.5	100.00
Call	[Mission Valley relations 06/08/17]	200.00	0.5	100.00
Writing	[Mission Valley relations 06/08/17]	200.00	1	200.00
Writing	[Mission Valley relations 06/09/17] †	200.00	1	200.00
General	[Mission Valley relations 06/09/17] †	200.00	1	200.00
Project Management	[Mission Valley relations 06/10/17]	200.00	1.5	300.00
Writing	[Mission Valley relations 06/11/17] †	200.00	1	200.00
Project Management	[Mission Valley relations 06/12/17] †	200.00	2.75	550.00
Writing	[Mission Valley relations 06/12/17]	200.00	4	800.00
Call	[Mission Valley relations 06/12/17] †	200.00	0.75	150.00
Writing and Research	[Mission Valley relations 06/12/17]	200.00	2	400.00
General	[Mission Valley relations 06/12/17] †	200.00	1	200.00
Project Management	[Mission Valley relations 06/13/17]	200.00	3	600.00
Writing and Research	[Mission Valley relations 06/13/17]	200.00	3	600.00

Task	Time Entry Notes	Rate	Hours	Line Total
General	[Mission Valley relations 06/13/17] †	200.00	1	200.00
Meetings	[Mission Valley relations 06/13/17]	200.00	1.25	250.00
Meetings	[Mission Valley relations 06/14/17] †	200.00	1.25	250.00
Project Management	[Mission Valley relations 06/14/17]	200.00	1.5	300.00
Writing	[Mission Valley relations 06/14/17]	200.00	2	400.00
General	[Mission Valley relations 06/14/17]	200.00	1	200.00
Writing and Research	[Mission Valley relations 06/15/17] †	200.00	2	400.00
Project Management	[Mission Valley relations 06/15/17] †	200.00	0.5	100.00
General	[Mission Valley relations 06/15/17] †	200.00	0.5	100.00
General	[Mission Valley relations 06/15/17] †	200.00	0.25	50.00
Email	[Mission Valley relations 06/15/17] †	200.00	1	200.00
Project Management	[Mission Valley relations 06/16/17]	200.00	3	600.00
Writing and Research	[Mission Valley relations 06/16/17]	200.00	2	400.00
General	[Mission Valley relations 06/16/17] †	200.00	1	200.00
Meetings	[Mission Valley relations 06/16/17]	200.00	1.5	300.00
Call	[Mission Valley relations 06/16/17]	200.00	0.5	100.00
General	[Mission Valley relations 06/17/17]	200.00	0.5	100.00
Writing	[Mission Valley relations 06/18/17]	200.00	0.75	150.00
General	[Mission Valley relations 06/18/17]	200.00	0.5	100.00
Project Management	[Mission Valley relations 06/19/17]	200.00	9.5	1,900.00

Task	Time Entry Notes	Rate	Hours	Line Total
General	[Mission Valley relations 06/19/17]	200.00	9	1,800.00
Writing	[Mission Valley relations 06/20/17]	200.00	0.5	100.00
General	[Mission Valley relations 06/20/17]	200.00	0.75	150.00
General	[Mission Valley relations 06/21/17]	200.00	1	200.00
Call	[Mission Valley relations 06/26/17]	200.00	0.75	150.00
Project Management	[Mission Valley relations 06/28/17]	200.00	1	200.00
Meetings	[Mission Valley relations 06/29/17]	200.00	2	400.00
General	[Mission Valley relations 06/29/17]	200.00	1.75	350.00
Call	[Mission Valley relations 06/29/17]	200.00	0.25	50.00
General	[Mission Valley relations 06/29/17]	200.00	0.25	50.00

<b>Total</b>	<b>19,650.00</b>
Amount Paid	0.00
<b>Balance Due (USD)</b>	<b>\$19,650.00</b>

**Terms**

Payment due within 30 days of issue. Thank you for choosing Intesa!

02210677

AP Check

Vendor Name: Intesa Communications Group

Check Number: 02210677

INVOICE NUMBER	INVOICE DATE	GROSS AMOUNT	DISCOUNT	TAX AMOUNT	ADD CHARGE AMOUNT	NET AMOUNT
0000532	08/01/17	13,000.00	0.00	0.00	0.00	13,000.00
<b>TOTAL NET</b>						<b>13,000.00</b>

\*\*\* NOTE: San Diego State University Foundation is also doing business as \*\*\*  
\*\*\* San Diego State University Research Foundation. \*\*\*

First Republic Bank  
12826 High Bluff Dr, Suite 400  
San Diego, California 92130

11-8166  
3210

CHECK DATE 08/24/17  
CHECK NUMBER 02210677

<b>CHECK AMOUNT</b>
<b>\$ ****13,000.00</b>

VOID AFTER 180 DAYS

PAY Thirteen Thousand & 00/100

TO THE ORDER OF INTESA COMMUNICATIONS GROUP  
3601 5th Avenue  
San Diego CA 92103

**VOID**

**FILE COPY**

TWO AUTHORIZED SIGNATURES REQUIRED OVER \$25,000.00

C02210677C A321081669A 80003666484C





Intesa Communications Group  
 3601 5th Ave  
 San Diego CA 92103  
 United States



Intesa Communications Group

The Campanile Foundation  
 5500 Campanile Drive  
 San Diego CA 92182-1968

Invoice # 0000532  
 Invoice Date August 1, 2017

<b>Balance Due (USD)</b>	<b>\$13,000.00</b>
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Task	Time Entry Notes	Rate	Hours	Line Total
General	[Mission Valley relations 07/04/17]	200.00	0.75	150.00
Project Management	[Mission Valley relations 07/05/17]	200.00	1	200.00
Copy Editing	[Mission Valley relations 07/05/17]	200.00	1.25	250.00
General	[Mission Valley relations 07/05/17]	200.00	0.75	150.00
Project Management	[Mission Valley relations 07/06/17]	200.00	3.25	650.00
Meetings	[Mission Valley relations 07/06/17]	200.00	1.5	300.00
General	[Mission Valley relations 07/06/17]	200.00	1	200.00
Project Management	[Mission Valley relations 07/07/17]	200.00	0.5	100.00
General	[Mission Valley relations 07/07/17]	200.00	0.75	150.00
Project Management	[Mission Valley relations 07/09/17]	200.00	0.5	100.00
General	[Mission Valley relations 07/09/17]	200.00	0.5	100.00
Project Management	[Mission Valley relations 07/10/17]	200.00	0.5	100.00
Project Management	[Mission Valley relations 07/11/17]	200.00	2.25	450.00

Task	Time Entry Notes	Rate	Hours	Line Total
Project Management	[Mission Valley relations 07/12/17]	200.00	0.5	100.00
Call	[Mission Valley relations 07/12/17]	200.00	0.5	100.00
Meetings	[Mission Valley relations 07/13/17]	200.00	1.5	300.00
Meetings	[Mission Valley relations 07/13/17]	200.00	1.25	250.00
General	[Mission Valley relations 07/13/17]	200.00	0.5	100.00
Project Management	[Mission Valley relations 07/14/17]	200.00	1	200.00
General	[Mission Valley relations 07/14/17]	200.00	0.5	100.00
General	[Mission Valley relations 07/17/17]	200.00	0.25	50.00
Research	[Mission Valley relations 07/17/17]	200.00	0.5	100.00
Project Management	[Mission Valley relations 07/18/17]	200.00	1.75	350.00
Email	[Mission Valley relations 07/18/17]	200.00	1	200.00
Call	[Mission Valley relations 07/18/17]	200.00	0.75	150.00
General	[Mission Valley relations 07/18/17]	200.00	0.5	100.00
General	[Mission Valley relations 07/18/17]	200.00	0.5	100.00
General	[Mission Valley relations 07/18/17]	200.00	0.5	100.00
Project Management	[Mission Valley relations 07/19/17]	200.00	1	200.00
General	[Mission Valley relations 07/19/17]	200.00	1	200.00
General	[Mission Valley relations 07/19/17]	200.00	1	200.00

Task	Time Entry Notes	Rate	Hours	Line Total
Project Management	[Mission Valley relations 07/20/17]	200.00	2.75	550.00
Meetings	[Mission Valley relations 07/20/17]	200.00	2	400.00
General	[Mission Valley relations 07/20/17]	200.00	0.5	100.00
Project Management	[Mission Valley relations 07/21/17]	200.00	0.5	100.00
General	[Mission Valley relations 07/21/17]	200.00	0.5	100.00
General	[Mission Valley relations 07/21/17]	200.00	0.5	100.00
General	[Mission Valley relations 07/23/17]	200.00	1.5	300.00
Project Management	[Mission Valley relations 07/24/17]	200.00	2.75	550.00
Call	[Mission Valley relations 07/24/17]	200.00	0.75	150.00
Writing	[Mission Valley relations 07/24/17]	200.00	0.75	150.00
General	[Mission Valley relations 07/24/17]	200.00	0.5	100.00
Project Management	[Mission Valley relations 07/25/17]	200.00	6.75	1,350.00
General	[Mission Valley relations 07/25/17]	200.00	6	1,200.00
Project Management	[Mission Valley relations 07/26/17]	200.00	2.25	450.00
General	[Mission Valley relations 07/26/17]	200.00	1	200.00
Call	[Mission Valley relations 07/26/17]	200.00	0.5	100.00

Task	Time Entry Notes	Rate	Hours	Line Total
Meetings	[Mission Valley relations 07/27/17]	200.00	1	200.00
Project Management	[Mission Valley relations 07/27/17]	200.00	2	400.00
Meetings	[Mission Valley relations 07/27/17]	200.00	1.25	250.00
Writing	[Mission Valley relations 07/27/17]	200.00	0.75	150.00
Project Management	[Mission Valley relations 07/28/17]	200.00	0.75	150.00
Project Management	[Mission Valley relations 07/30/17]	200.00	0.75	150.00

<b>Total</b>	<b>13,000.00</b>
Amount Paid	0.00
<b>Balance Due (USD)</b>	<b>\$13,000.00</b>

**Terms**

Payment due within 30 days of issue. Thank you for choosing Intesa!

*approved*  
  
 8/17/17





Intesa Communications Group  
 3601 5th Ave  
 San Diego CA 92103  
 United States



Intesa Communications Group

The Campanile Foundation  
 5500 Campanile Drive  
 San Diego CA 92182-1968

Invoice # 0000544  
 Invoice Date September 1, 2017  
**Balance Due (USD) \$15,500.00**

Task	Time Entry Notes	Rate	Hours	Line Total
General	[Mission Valley relations 08/01/17]	200.00	0.25	50.00
Project Management	[Mission Valley relations 08/02/17]	200.00	3.25	650.00
Call	[Mission Valley relations 08/02/17]	200.00	0.5	100.00
Call	[Mission Valley relations 08/02/17]	200.00	0.25	50.00
Call	[Mission Valley relations 08/02/17]	200.00	0.5	100.00
General	[Mission Valley relations 08/02/17]	200.00	0.5	100.00
Meetings	[Mission Valley relations 08/03/17]	200.00	1.5	300.00
Project Management	[Mission Valley relations 08/03/17]	200.00	1.75	350.00
General	[Mission Valley relations 08/03/17]	200.00	1	200.00
General	[Mission Valley relations 08/03/17]	200.00	0.5	100.00
General	[Mission Valley relations 08/03/17]	200.00	0.5	100.00
General	[Mission Valley relations 08/03/17]	200.00	0.5	100.00
General	[Mission Valley relations 08/04/17]	200.00	1	200.00



Task	Time Entry Notes	Rate	Hours	Line Total
General	[Mission Valley relations 08/05/17]	200.00	0.5	100.00
Project Management	[Mission Valley relations 08/07/17]	200.00	1.5	300.00
Project Management	[Mission Valley relations 08/07/17]	200.00	0.5	100.00
Project Management	[Mission Valley relations 08/07/17]	200.00	0.5	100.00
Call	[Mission Valley relations 08/07/17]	200.00	1.25	250.00
Project Management	[Mission Valley relations 08/08/17]	200.00	4.75	950.00
Call	[Mission Valley relations 08/08/17]	200.00	0.5	100.00
Call	[Mission Valley relations 08/08/17]	200.00	0.25	50.00
General	[Mission Valley relations 08/08/17]	200.00	1	200.00
Meetings	[Mission Valley relations 08/08/17]	200.00	1	200.00
Meetings	[Mission Valley relations 08/08/17]	200.00	3	600.00
General	[Mission Valley relations 08/09/17]	200.00	0.25	50.00
Meetings	[Mission Valley relations 08/10/17]	200.00	2.75	550.00
Project Management	[Mission Valley relations 08/10/17]	200.00	1.75	350.00
Meetings	[Mission Valley relations 08/10/17]	200.00	2	400.00
Meetings	[Mission Valley relations 08/11/17]	200.00	2	400.00
Project Management	[Mission Valley relations 08/11/17]	200.00	2.5	500.00
General	[Mission Valley relations 08/11/17]	200.00	0.75	150.00

Intesa Communications Group  
 3601 5th Ave  
 San Diego CA 92103  
 United States



Intesa Communications Group

The Campanile Foundation  
 5500 Campanile Drive  
 San Diego CA 92182-1968

Invoice # 0000544  
 Invoice Date September 1, 2017  
**Balance Due (USD) \$15,500.00**

Task	Time Entry Notes	Rate	Hours	Line Total
General	[Mission Valley relations 08/01/17]	200.00	0.25	50.00
Project Management	[Mission Valley relations 08/02/17]	200.00	3.25	650.00
Call	[Mission Valley relations 08/02/17]	200.00	0.5	100.00
Call	[Mission Valley relations 08/02/17]	200.00	0.25	50.00
Call	[Mission Valley relations 08/02/17]	200.00	0.5	100.00
General	[Mission Valley relations 08/02/17]	200.00	0.5	100.00
Meetings	[Mission Valley relations 08/03/17]	200.00	1.5	300.00
Project Management	[Mission Valley relations 08/03/17]	200.00	1.75	350.00
General	[Mission Valley relations 08/03/17]	200.00	1	200.00
General	[Mission Valley relations 08/03/17]	200.00	0.5	100.00
General	[Mission Valley relations 08/03/17]	200.00	0.5	100.00
General	[Mission Valley relations 08/03/17]	200.00	0.5	100.00
General	[Mission Valley relations 08/04/17]	200.00	1	200.00

Task	Time Entry Notes	Rate	Hours	Line Total
General	[Mission Valley relations 08/05/17]	200.00	0.5	100.00
Project Management	[Mission Valley relations 08/07/17]	200.00	1.5	300.00
Project Management	[Mission Valley relations 08/07/17]	200.00	0.5	100.00
Project Management	[Mission Valley relations 08/07/17]	200.00	0.5	100.00
Call	[Mission Valley relations 08/07/17]	200.00	1.25	250.00
Project Management	[Mission Valley relations 08/08/17]	200.00	4.75	950.00
Call	[Mission Valley relations 08/08/17]	200.00	0.5	100.00
Call	[Mission Valley relations 08/08/17]	200.00	0.25	50.00
General	[Mission Valley relations 08/08/17]	200.00	1	200.00
Meetings	[Mission Valley relations 08/08/17]	200.00	1	200.00
Meetings	[Mission Valley relations 08/08/17]	200.00	3	600.00
General	[Mission Valley relations 08/09/17]	200.00	0.25	50.00
Meetings	[Mission Valley relations 08/10/17]	200.00	2.75	550.00
Project Management	[Mission Valley relations 08/10/17]	200.00	1.75	350.00
Meetings	[Mission Valley relations 08/10/17]	200.00	2	400.00
Meetings	[Mission Valley relations 08/11/17]	200.00	2	400.00
Project Management	[Mission Valley relations 08/11/17]	200.00	2.5	500.00
General	[Mission Valley relations 08/11/17]	200.00	0.75	150.00

Task	Time Entry Notes	Rate	Hours	Line Total
Meetings	[Mission Valley relations 08/11/17]	200.00	2	400.00
General	[Mission Valley relations 08/12/17]	200.00	0.25	50.00
General	[Mission Valley relations 08/12/17]	200.00	0.5	100.00
Project Management	[Mission Valley relations 08/14/17]	200.00	1.75	350.00
Call	[Mission Valley relations 08/14/17]	200.00	0.5	100.00
Meetings	[Mission Valley relations 08/14/17]	200.00	2	400.00
Meetings	[Mission Valley relations 08/15/17]	200.00	0.5	100.00
Project Management	[Mission Valley relations 08/15/17]	200.00	1.75	350.00
Call	[Mission Valley relations 08/15/17]	200.00	0.5	100.00
Call	[Mission Valley relations 08/15/17]	200.00	0.5	100.00
General	[Mission Valley relations 08/15/17]	200.00	1	200.00
Project Management	[Mission Valley relations 08/16/17]	200.00	1	200.00
Meetings	[Mission Valley relations 08/17/17]	200.00	2	400.00
Project Management	[Mission Valley relations 08/17/17]	200.00	0.75	150.00
Meetings	[Mission Valley relations 08/17/17]	200.00	1.5	300.00
Email	[Mission Valley relations 08/17/17]	200.00	0.5	100.00
Project Management	[Mission Valley relations 08/21/17]	200.00	0.75	150.00
Call	[Mission Valley relations 08/21/17]	200.00	0.5	100.00
Call	[Mission Valley relations 08/22/17]	200.00	0.5	100.00

Task	Time Entry Notes	Rate	Hours	Line Total
General	[Mission Valley relations 08/22/17]	200.00	0.5	100.00
General	[Mission Valley relations 08/23/17]	200.00	0.5	100.00
General	[Mission Valley relations 08/23/17]	200.00	1	200.00
Meetings	[Mission Valley relations 08/24/17]	200.00	1.5	300.00
Project Management	[Mission Valley relations 08/25/17]	200.00	0.75	150.00
Media Relations	[Mission Valley relations 08/25/17]	200.00	0.5	100.00
General	[Mission Valley relations 08/25/17]	200.00	0.5	100.00
Project Management	[Mission Valley relations 08/28/17]	200.00	1.5	300.00
Email	[Mission Valley relations 08/28/17]	200.00	0.25	50.00
General	[Mission Valley relations 08/28/17]	200.00	1	200.00
Meetings	[Mission Valley relations 08/29/17]	200.00	1.25	250.00
Project Management	[Mission Valley relations 08/29/17]	200.00	2	400.00
General	[Mission Valley relations 08/29/17]	200.00	0.5	100.00
General	[Mission Valley relations 08/29/17]	200.00	0.25	50.00
Call	[Mission Valley relations 08/29/17]	200.00	0.5	100.00
Project Management	[Mission Valley relations 08/30/17]	200.00	1.5	300.00
Project Management	[Mission Valley relations 08/30/17]	200.00	0.5	100.00
General	[Mission Valley relations 08/30/17]	200.00	1.25	250.00

Task	Time Entry Notes	Rate	Hours	Line Total
Meetings	[Mission Valley relations 08/31/17]	200.00	2	400.00
Project Management	[Mission Valley relations 08/31/17]	200.00	0.75	150.00
Meetings	[Mission Valley relations 08/31/17]	200.00	1.5	300.00

Total	15,500.00
Amount Paid	0.00
<b>Balance Due (USD)</b>	<b>\$15,500.00</b>

**Terms**

Payment due within 30 days of issue. Thank you for choosing Intesa!

*approved for payment*  
*[Signature]*  
9/10/17

02214671

AP Check

Vendor Name: Intesa Communications Group

Check Number: 02214671

INVOICE NUMBER	INVOICE DATE	GROSS AMOUNT	DISCOUNT	TAX AMOUNT	ADD CHARGE AMOUNT	NET AMOUNT
0000557	10/02/17	9,950.00	0.00	0.00	0.00	9,950.00
TOTAL NET						9,950.00

\*\*\* NOTE: San Diego State University Foundation is also doing business as \*\*\*  
\*\*\* San Diego State University Research Foundation. \*\*\*

First Republic Bank  
12626 High Bluff Dr, Suite 400  
San Diego, California 92130

11-8166  
3210

CHECK DATE 11/14/17  
CHECK NUMBER 02214671

CHECK AMOUNT
\$ *****9,950.00

VOID AFTER 180 DAYS

PAY Nine Thousand Nine Hundred Fifty & 00/100

TO THE ORDER OF INTESA COMMUNICATIONS GROUP  
3601 5th Avenue  
San Diego CA 92103

VOID

FILE COPY

TWO AUTHORIZED SIGNATURES REQUIRED OVER \$25,000.00

C02214671C A321081669A 80003666484C







Intesa Communications Group  
 3601 5th Ave  
 San Diego CA 92103  
 United States



Intesa Communications Group

The Campanile Foundation  
 5500 Campanile Drive  
 San Diego CA 92182-1968

Invoice #	0000557
Invoice Date	October 2, 2017
Balance Due (USD)	\$9,950.00

Task	Time Entry Notes	Rate	Hours	Line Total
Project Management	[Mission Valley relations 09/05/17]	200.00	1.75	350.00
Call	[Mission Valley relations 09/05/17]	200.00	0.25	50.00
Call	[Mission Valley relations 09/06/17]	200.00	0.5	100.00
Call	[Mission Valley relations 09/06/17]	200.00	0.5	100.00
Project Management	[Mission Valley relations 09/08/17]	200.00	1	200.00
General	[Mission Valley relations 09/08/17]	200.00	0.75	150.00
Call	[Mission Valley relations 09/08/17]	200.00	0.25	50.00
Project Management	[Mission Valley relations 09/12/17]	200.00	2.5	500.00
Call	[Mission Valley relations 09/12/17]	200.00	2	400.00
Project Management	[Mission Valley relations 09/13/17]	200.00	3	600.00
Call	[Mission Valley relations 09/13/17]	200.00	0.75	150.00
Call	[Mission Valley relations 09/13/17]	200.00	0.5	100.00

Task	Time Entry Notes	Rate	Hours	Line Total
Meetings	[Mission Valley relations 09/14/17]	200.00	1.5	300.00
Meetings	[Mission Valley relations 09/14/17]	200.00	1.25	250.00
Project Management	[Mission Valley relations 09/15/17]	200.00	1	200.00
Project Management	[Mission Valley relations 09/18/17]	200.00	2.5	500.00
Call	[Mission Valley relations 09/18/17]	200.00	0.5	100.00
Call	[Mission Valley relations 09/18/17]	200.00	0.75	150.00
Call	[Mission Valley relations 09/18/17]	200.00	0.25	50.00
General	[Mission Valley relations 09/18/17]	200.00	0.5	100.00
Meetings	[Mission Valley relations 09/19/17]	200.00	2	400.00
Project Management	[Mission Valley relations 09/20/17]	200.00	1	200.00
General	[Mission Valley relations 09/20/17]	200.00	0.75	150.00
Project Management	[Mission Valley relations 09/21/17]	200.00	1	200.00
Project Management	[Mission Valley relations 09/24/17]	200.00	0.75	150.00
Project Management	[Mission Valley relations 09/25/17]	200.00	0.75	150.00
Project Management	[Mission Valley relations 09/26/17]	200.00	0.5	100.00
Project Management	[Mission Valley relations 09/27/17]	200.00	4	800.00
General	[Mission Valley relations 09/27/17]	200.00	1.5	300.00
Meetings	[Mission Valley relations 09/28/17]	200.00	0.75	150.00

Task	Time Entry Notes	Rate	Hours	Line Total
Meetings	[Mission Valley relations 09/28/17]	200.00	1.5	300.00
Project Management	[Mission Valley relations 09/28/17]	200.00	3.25	650.00
Meetings	[Mission Valley relations 09/28/17]	200.00	1.5	300.00
Call	[Mission Valley relations 09/28/17]	200.00	0.5	100.00
Project Management	[Mission Valley relations 09/28/17]	200.00	0.5	100.00
General	[Mission Valley relations 09/28/17]	200.00	1	200.00
General	[Mission Valley relations 09/28/17]	200.00	1	200.00
Writing	[Mission Valley relations 09/28/17]	200.00	2	400.00
Project Management	[Mission Valley relations 09/29/17]	200.00	2.25	450.00
Email	[Mission Valley relations 09/29/17]	200.00	0.25	50.00
General	[Mission Valley relations 09/29/17]	200.00	1	200.00
<b>Total</b>				<b>9,950.00</b>
Amount Paid				0.00
<b>Balance Due (USD)</b>				<b>\$9,950.00</b>

**Terms**

Payment due within 30 days of issue. Thank you for choosing Intesa!

*Approved*  
  
 10/14/17

**Sole Source/Brand Name Justification**  
**Commodities and/or Services Greater Than or Equal to**  
**\$5,000.00**

Requisition Number:

Prepared by (Name and Department): Christine Hutchins  
Extension: 4-2176

Description of product(s)/services(s) Itemize on separate sheet if necessary:

Media Training for President Adela de la Torre (powerpoint attached) by Margie Newman. Professional headshot, make-up provided by Stacey Triplov, and Media training and satellite video included.

As a recipient of funding from a variety of federal/state agencies and private donations, SDSU Research Foundation must ensure price fairness and reasonableness by documenting the due diligence process. This can only be appropriately documented when the competitive bid process is used. In the absence of the bid process, the Sole Source/Brand Name Justification form must be completed and signed, and may be subject to audit. Indicate the type of justification needed:

- Sole Source: The product/service is only available from one company.
- Brand Name: Only the requested brand is acceptable. Bids have been solicited from distributors of the specific brand.

The following are not appropriate causes to warrant sole/brand name justification:

- Personal preference for a product or vendor.
- Cost, vendor performance, local service, maintenance and delivery (factors evaluated in a competitive bid).
- Features that exceed the minimum department/project requirements.
- Need and use for the equipment, unless this information relates to unique factors.
- Requests for sole source, which appear to be based on the departments/projects evaluation of informal quotes. If more than one company is able to provide a quote based on specifications, the purchase does not fit the definition of sole source.

Please provide specific responses to each of the following points (attach a separate sheet if necessary). For assistance, you may call the purchasing department at (619)594-6891 or e-mail to [spurchasing@foundation.sdsu.edu](mailto:spurchasing@foundation.sdsu.edu).

1. Unique performance factors of the product and company specified.

Intesta was available and currently providing communications assistance to the university and was able to meet our aggressive timeline.

2. Specific factors are essential for the following reasons:  
Intesa is currently working with SDSU communications and familiar with our platforms.

3. Reason why other products and/or companies have been examined and rejected.  
Other vendors were not available to meet our timeline.

4. Attach documents, which support that the item is available from one (1) company (i.e. letter from manufacturer, list of other companies solicited who could not meet requirements).

n/a

5. Technical specifications are attached. Circle Yes or No  No

**Certification:** The undersigned acknowledges the requirement for competitive bidding and the established criteria for justification of sole source/brand name purchases. As the authorized signer, I certify to the validity of the technical information and have verified efforts to review comparable and/or equal products/services as documented in this justification. This information meets the criteria for sole source/brand name, would withstand supplier protest and any subsequent audits.

Signature (Principal Investigator or Department head):

*Christine Hutchins*

Date: *7/25/18*