



14 May 2024

Mayor Guy Titus
Board of Works and Public Safety
10 South State St.
Greenfield, IN 46140

Re: Southside Water Improvement- Donohue Pay Request 16

Mayor and Board Members,

I am requesting the Board’s approval of the invoices that have been submitted by Donohue and Associates, INC. in the total amount of \$ 22,163.98. This invoice is for the engineering services rendered from 24 March 2024 – 20 April 2024 and are summarized here:

September			
Invoice #	Detail	Date	Amount
13767-36	Task Order #12 CRS &Task Order #13 Asset Management Plan	24 April 2024	\$ 22,163.98
		TOTAL	\$22,163.98

Once approved this invoice, along with the disbursement request form, will be submitted to the IFA/SRF for their review and approval. A copy of the invoice has been included with this request. Please let me know if you have any questions or if any other information is needed at this time.

I would welcome any questions that the board may have.

Respectfully Submitted,

Charles Gill
Manager
Water Utility

cc: Jane Webb, Utility Coordinator
Lori Elmore, Clerk-Treasurer



Donohue & Associates, Inc.
101 W. Ohio Street, Suite 1650 | Indianapolis, IN 46204
317.267.8200 | donohue-associates.com

April 24, 2024

Mr. Charles Gill
Water Utility Manager
City of Greenfield, Indiana
451 Meek St.
Greenfield, IN 46140

Re: General Services Agreement
Donohue Invoice Number 13767/14365-36

Dear Mr. Gill:

Please find attached Invoice No. 36 for the City of Greenfield Master Services Agreement. This invoice covers the period from March 24, 2024 through April 20, 2024. Work completed during the current invoice period is as follows:

Work Completed During This Period

Task Order No. 12 – Southside Water Improvements CRS

1. Review of Shop Drawings
2. SRF Coordination
3. RPR Services
4. Pay Application Review

Task Order No. 13 – Asset Management Plan

1. Prepared Draft AMP
2. Performed Quality Control of AMP

Should you have any questions regarding this invoice, or the work completed please do not hesitate to contact me at (317) 500-4215.

We appreciate the opportunity to serve the City of Greenfield!

Sincerely,

A handwritten signature in blue ink, appearing to read 'Emily Wehmeyer', is written over a light blue circular watermark.

Emily Wehmeyer, PE
Project Manager

Encl.: As noted

INVOICE



101 West Ohio Street, Suite 1650
Indianapolis, IN 46204
Phone: 317-267-8200
www.donohue-associates.com

Invoice To:

City of Greenfield
Attn: Charles Gill
451 Meek Street
Greenfield, IN 46140

Invoice Date: April 25, 2024
Donohue Project No.: 13767
Invoice No: 13767-36
Project Manager: Emily Wehmeyer
Terms: Net 30 Days
Billing Period: 03/24/24 - 04/20/24

Project Description: Continuing Professional Services Agreement

Your Authorization: Continuing Professional Services Agreement, Signed 06/09/20
Task Order No. 1, Signed 06/09/20
Task Order No. 2, Signed 07/14/20
Task Order No. 3, Signed 11/04/20
Task Order No. 4, Signed 03/09/21
Task Order No. 5, Signed 06/08/21
Task Order No. 6, Signed 08/10/21
Task Order No. 7, Signed 04/12/22
Task Order No. 8, Signed 04/12/22
Task Order No. 9, Signed 08/23/22
Task Order No. 10, Signed 02/14/23
Task Order No. 11, Signed 03/14/23
Task Order No. 12, Signed 09/26/23
Task Order No. 13, Signed 10/27/23

Work Description: **Task Order 1 - South Water Plant Structural Condition Assessment**
Task Order 2 - East US 40 Water Main Replacement
Task Order 3 - East US 40 Maintenance of Traffic Plan
Task Order 4 - Clearwell Assessment
Task Order 5 - Water Tower & Main PER
Task Order 6 - Model Rebuild Assistance Phase 1
Task Order 7 - Model Rebuild Assistance Phase 2
Task Order 8 - Water Tower Site Archaeological Study
Task Order 9 - Southside Water Improvements Design
Task Order 10 - Easement Preparation for One Parcel
Task Order 11 - Easement and Right of Way Engineering
Task Order 12 - Southside Water Improvements-CRS
Task Order 13 - Asset Management Plan

Compensation:	Task Order No. 1 - Lump Sum	\$	8,100.00
	Task Order No. 2 - Lump Sum	\$	16,700.00
	Task Order No. 3 - Lump Sum	\$	1,000.00
	Task Order No. 4 - Lump Sum	\$	15,500.00
	Task Order No. 5 - Lump Sum	\$	35,000.00
	Task Order No. 6 - Time & Expense NTE	\$	20,000.00
	Task Order No. 7 - Time & Expense NTE	\$	12,000.00
	Task Order No. 8 - Lump Sum	\$	8,500.00
	Task Order No. 9 - Lump Sum	\$	498,900.00
	Task Order No. 10 - Lump Sum	\$	3,250.00
	Task Order No. 11 - per parcel	\$	186,550.00
	Task Order No. 12 - Time & Expense NTE	\$	679,600.00
	Task Order No. 13 - Lump Sum	\$	39,900.00
	Total	\$	1,525,000.00

Billing Summary:	Total Charges to Date	\$	902,304.82
	Charges Previously Billed	\$	880,140.84
	Current Charges	\$	22,163.98

<u>Task Order No. 1</u>	\$	8,100.00	
Percent Complete		100.0%	
Fee Earned	\$	8,100.00	
<u>Task Order No. 2</u>	\$	16,700.00	
Percent Complete		100.0%	
Fee Earned	\$	16,700.00	
<u>Task Order No. 3</u>	\$	1,000.00	
Percent Complete		100.0%	
Fee Earned	\$	1,000.00	
<u>Task Order No. 4</u>	\$	15,500.00	
Percent Complete		100.0%	
Fee Earned	\$	15,500.00	
<u>Task Order No. 5</u>	\$	35,000.00	
Percent Complete		100.0%	
Fee Earned	\$	35,000.00	
<u>Task Order No. 6</u>	\$	20,000.00	
Total Charges to Date	\$	19,975.00	
Charges Previously Billed	\$	19,975.00	
<u>Task Order No. 7</u>	\$	12,000.00	
Total Charges to Date	\$	11,932.50	
Charges Previously Billed	\$	11,932.50	
<u>Task Order No. 8</u>	\$	8,500.00	
Percent Complete		100.0%	
Fee Earned	\$	8,500.00	
<u>Task Order No. 9</u>	\$	498,900.00	
Percent Complete		98.0%	
Fee Earned	\$	488,922.00	
Charges Previously Billed	\$	488,922.00	
Total	\$	-	
<u>Task Order No. 10</u>	\$	3,250.00	
Percent Complete		0.0%	
Fee Earned	\$	-	
<u>Task Order No. 11</u>			
Total Charges to Date	\$	186,550.00	
Charges Previously Billed	\$	186,550.00	
<u>Task Order No. 12</u>	\$	679,600.00	
Total Charges to Date	\$	74,215.32	
Charges Previously Billed	\$	58,036.34	
Labor (79.5 hours)	\$	15,365.00	
Reimbursable Expenses	\$	263.98	
Subconsultant	\$	550.00	
Total	\$	16,178.98	
<u>Task Order No. 13</u>	\$	39,900.00	
Percent Complete		90.0%	
Fee Earned	\$	35,910.00	
Charges Previously Billed	\$	29,925.00	
Total	\$	5,985.00	
Current Charges Due	\$	22,163.98	

Please Remit to:

Donohue & Associates, Inc.
3311 Weeden Creek Road
Sheboygan, WI 53081
Phone: 920-208-0296
Fax: 920-208-0402

Aged Receivables				
<u>Current</u>	<u>31 - 60 Days</u>	<u>61 - 90 Days</u>	<u>91 - 120 Days</u>	<u>> 120 days</u>
\$22,163.98	\$36,582.25	\$0.00	\$0.00	\$0.00



City of Greenfield
Attn: Charles Gill
451 Meek Street
Greenfield, IN 46140

Invoice Date: April 25, 2024
Invoice No.: 13767-36
Billing Period: 03/24/24 - 04/20/24
Project Manager: Emily Wehmeyer

DETAIL OF CURRENT CHARGES

LABOR - Task Order No. 12

	Hours		Cost
Craig Brunner	1.0	\$ 280.00	\$ 280.00
Chris Safford	10.0	\$ 205.00	\$ 2,050.00
Emily Wehmeyer	33.0	\$ 205.00	\$ 6,765.00
Chase Benton	2.0	\$ 190.00	\$ 380.00
Jim Miller	24.5	\$ 190.00	\$ 4,655.00
Peter Larson	1.0	\$ 155.00	\$ 155.00
Adam Beaver	8.0	\$ 135.00	\$ 1,080.00
TOTAL LABOR	<u>79.5</u>		<u>\$ 15,365.00</u>

REIMBURSABLE EXPENSES

Other Direct Costs - Travel

Airfare	\$ -
Gas, Parking, Tolls	\$ -
Lodging	\$ -
Meals	\$ -
Transportation/Mileage	\$ 263.98
Total Other Direct Costs - Travel	<u>\$ 263.98</u>

Equipment, Materials & Supplies

Printing	\$ -
Shipping/Postage	\$ -
Supplies	\$ -
Other Services	\$ -
Total Equipment, Materials & Supplies	<u>\$ -</u>

TOTAL REIMBURSABLE EXPENSES \$ 263.98

SUBCONSULTANT

NV Grant Services \$ 550.00

TOTAL SUBCONSULTANT \$ 550.00

INVOICE TOTAL \$ 16,178.98