



# GREENFIELD WATER UTILITY

451 Meek Street  
Greenfield, Indiana 46140  
[www.greenfieldin.org](http://www.greenfieldin.org)  
Phone: (317) 477-4350

27 December 2023

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

Re: Southside Water Improvement Project- Donohue Pay Request

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 \$15,019.89. This invoice is for the engineering services rendered from 24 September- 09 December 2023 and are summarized here:

Dec-23			
Invoice #	Detail	Date	Amount
13767-32	PSA Contract Task order 12	13 December 2023	\$15,019.89
Total Pay Request			\$15,019.89

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

December 13, 2023

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

Re: General Services Agreement  
Donohue Invoice Number 13767/14365-32

Dear Mr. Gill:

Please find attached Invoice No. 32 for the City of Greenfield Master Services Agreement. This invoice covers the period from September 24, 2023 through December 9, 2023. Work completed during the current invoice period is as follows:

Work Completed During This Period

Task Order No. 9 – Southside Water Improvements

1. None

Task Order No. 12 – Southside Water Improvements CRS

1. Prepare Conformed Documents
2. Hold Pre-Construction Meetings

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,

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

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**Invoice To:**

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

**Invoice Date:** December 14, 2023  
**Donohue Project No.:** 13767  
**Invoice No:** 13767-32  
**Project Manager:** Chris Safford  
**Terms:** Net 30 Days  
**Billing Period:** 09/24/23 - 12/09/23

**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

**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**

<b>Compensation:</b>	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
	Total	\$	1,485,100.00

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<b>Billing Summary:</b>	Total Charges to Date	\$	807,199.39
	Charges Previously Billed	\$	792,179.50
	Current Charges	\$	15,019.89
	<b>Task Order No. 1</b>	\$	8,100.00
	Percent Complete		100.0%
	Fee Earned	\$	8,100.00

<b><u>Task Order No. 2</u></b>	\$	16,700.00
Percent Complete		100.0%
Fee Earned	\$	16,700.00
<b><u>Task Order No. 3</u></b>	\$	1,000.00
Percent Complete		100.0%
Fee Earned	\$	1,000.00
<b><u>Task Order No. 4</u></b>	\$	15,500.00
Percent Complete		100.0%
Fee Earned	\$	15,500.00
<b><u>Task Order No. 5</u></b>	\$	35,000.00
Percent Complete		100.0%
Fee Earned	\$	35,000.00
<b><u>Task Order No. 6</u></b>	\$	20,000.00
Total Charges to Date	\$	19,975.00
Charges Previously Billed	\$	19,975.00
<b><u>Task Order No. 7</u></b>	\$	12,000.00
Total Charges to Date	\$	11,932.50
Charges Previously Billed	\$	11,932.50
<b><u>Task Order No. 8</u></b>	\$	8,500.00
Percent Complete		100.0%
Fee Earned	\$	8,500.00
<b><u>Task Order No. 9</u></b>	\$	498,900.00
Percent Complete		98.0%
Fee Earned	\$	488,922.00
Charges Previously Billed	\$	488,922.00
<b>Total</b>	<b>\$</b>	<b>-</b>
<b><u>Task Order No. 10</u></b>	\$	3,250.00
Percent Complete		0.0%
Fee Earned	\$	-
<b><u>Task Order No. 11</u></b>	\$	186,550.00
Total Charges to Date	\$	186,550.00
Charges Previously Billed	\$	186,550.00
<b><u>Task Order No. 12</u></b>	\$	679,600.00
Total Charges to Date	\$	15,019.89
Charges Previously Billed	\$	-
Labor (77.0 hours)	\$	13,585.00
Reimbursable Expenses	\$	1,434.89
Subconsultant	\$	-
<b>Total</b>	<b>\$</b>	<b>15,019.89</b>
<b>Current Charges Due</b>	<b>\$</b>	<b>15,019.89</b>

*Please Remit to:*

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

<b>Aged Receivables</b>				
<u>Current</u>	<u>31 - 60 Days</u>	<u>61 - 90 Days</u>	<u>91 - 120 Days</u>	<u>&gt; 120 days</u>
\$15,019.89	\$0.00	\$0.00	\$0.00	\$0.00