



12 November 2024

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

Re: Southside Water Improvement- Donohue Pay Request 42

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 \$19,940.44. This invoice is for the engineering services rendered from 22 September 2024 – 19 October 2024 and are summarized here:

September			
Invoice #	Detail	Date	Amount
13767-42	Task Order 12		19,940.44
		TOTAL	\$19,940.44

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  
Mitch Ripley, Human Resource Director  
Lori Elmore, Clerk-Treasurer



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

October 22, 2024

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

Re: General Services Agreement  
Donohue Invoice Number 13767/14365-42

Dear Mr. Gill:

Please find attached Invoice No. 42 for the City of Greenfield Master Services Agreement. This invoice covers the period from September 22, 2024 through October 19, 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. No work during this period

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

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**Invoice To:**

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

**Invoice Date:** October 24, 2024  
**Donohue Project No.:** 13767  
**Invoice No:** 13767-42  
**Project Manager:** Emily Wehmeyer  
**Terms:** Net 30 Days  
**Billing Period:** 09/22/24 - 10/19/24

**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  
Task Order No. 15, Signed 07/09/24

**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**
- Task Order 15 - Updated Title Searches**

**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
Task Order No. 15 - Lump Sum	\$	4,500.00
Total	\$	<u>1,529,500.00</u>

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**Billing Summary:**

Total Charges to Date	\$	1,028,965.43
Charges Previously Billed	\$	1,009,024.99
Current Charges	\$	19,940.44
<b><u>Task Order No. 1</u></b>	<b>\$</b>	<b>8,100.00</b>
Percent Complete		100.0%
Fee Earned	\$	8,100.00
<b><u>Task Order No. 2</u></b>	<b>\$</b>	<b>16,700.00</b>
Percent Complete		100.0%
Fee Earned	\$	16,700.00
<b><u>Task Order No. 3</u></b>	<b>\$</b>	<b>1,000.00</b>
Percent Complete		100.0%
Fee Earned	\$	1,000.00
<b><u>Task Order No. 4</u></b>	<b>\$</b>	<b>15,500.00</b>
Percent Complete		100.0%
Fee Earned	\$	15,500.00
<b><u>Task Order No. 5</u></b>	<b>\$</b>	<b>35,000.00</b>
Percent Complete		100.0%
Fee Earned	\$	35,000.00
<b><u>Task Order No. 6</u></b>	<b>\$</b>	<b>20,000.00</b>
Total Charges to Date	\$	19,975.00
Charges Previously Billed	\$	19,975.00
<b><u>Task Order No. 7</u></b>	<b>\$</b>	<b>12,000.00</b>
Total Charges to Date	\$	11,932.50
Charges Previously Billed	\$	11,932.50
<b><u>Task Order No. 8</u></b>	<b>\$</b>	<b>8,500.00</b>
Percent Complete		100.0%
Fee Earned	\$	8,500.00

<b><u>Task Order No. 9</u></b>	<b>\$ 498,900.00</b>
Percent Complete	98.0%
Fee Earned	\$ 488,922.00
Charges Previously Billed	\$ 488,922.00
<b>Total</b>	<b>\$ -</b>
<b><u>Task Order No. 10</u></b>	<b>\$ 3,250.00</b>
Percent Complete	0.0%
Fee Earned	\$ -
<b><u>Task Order No. 11</u></b>	<b>\$ 186,550.00</b>
Total Charges to Date	\$ 186,550.00
Charges Previously Billed	\$ 186,550.00
<b><u>Task Order No. 12</u></b>	<b>\$ 679,600.00</b>
Total Charges to Date	\$ 194,380.93
Charges Previously Billed	\$ 174,440.49
Labor (92.0 hours)	\$ 18,350.00
Reimbursable Expenses	\$ 490.44
Subconsultant	\$ 1,100.00
<b>Total</b>	<b>\$ 19,940.44</b>
<b><u>Task Order No. 13</u></b>	<b>\$ 39,900.00</b>
Percent Complete	95.0%
Fee Earned	\$ 37,905.00
Charges Previously Billed	\$ 37,905.00
<b>Total</b>	<b>\$ -</b>
<b><u>Task Order No. 15</u></b>	<b>\$ 4,500.00</b>
Total Charges to Date	\$ 4,500.00
Charges Previously Billed	\$ 4,500.00
<b>Current Charges Due</b>	<b>\$ 19,940.44</b>

*Please Remit to:*

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

<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>
\$19,940.44	\$20,418.35	\$0.00	\$0.00	\$0.00



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

Invoice Date: October 24, 2024  
Invoice No.: 13767-42  
Billing Period: 09/22/24 - 10/19/24  
Project Manager: Emily Wehmeyer

**DETAIL OF CURRENT CHARGES**

**LABOR - Task Order No. 12**

<b>Name</b>	<b>Hours</b>	<b>Rate</b>	<b>Cost</b>
Craig Brunner	1.0	\$ 280.00	\$ 280.00
Chris Safford	26.0	\$ 205.00	\$ 5,330.00
Emily Wehmeyer	26.0	\$ 205.00	\$ 5,330.00
Jim Miller	39.0	\$ 190.00	\$ 7,410.00
<b>TOTAL LABOR</b>	<b>92.0</b>		<b>\$ 18,350.00</b>

**REIMBURSABLE EXPENSES**

**Other Direct Costs - Travel**

Airfare	\$ -
Gas, Parking, Tolls	\$ -
Lodging	\$ -
Meals	\$ -
Transportation/Mileage	\$ 490.44
<b>Total Other Direct Costs - Travel</b>	<b>\$ 490.44</b>

**Equipment, Materials & Supplies**

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

<b>TOTAL REIMBURSABLE EXPENSES</b>	<b>\$ 490.44</b>
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**SUBCONSULTANT**

NV Grant Services	\$ 1,100.00
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<b>TOTAL SUBCONSULTANT</b>	<b>\$ 1,100.00</b>
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<b>INVOICE TOTAL</b>	<b>\$ 19,940.44</b>
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