



GREENFIELD WATER UTILITY

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

23 December 2024

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

Re: Southside Water Improvement- Donohue Pay Request 44

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 \$26,686.57. This invoice is for the engineering services rendered from 17 November – 14 December 2024 and are summarized here:

July			
Invoice #	Detail	Date	Amount
13767-44	Task Order 9- SWIP Packet 3	19 December 2024	\$ 4,989.00
	Task Order 12- Southside Water Improvements CRS		\$ 20,500.57
	Task Order 13- Asset Management Plan		\$ 1,197.00
		TOTAL	\$ 26,686.57

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 18, 2024

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

Re: General Services Agreement
Donohue Invoice Number 13767/14365-44

Dear Mr. Gill:

Please find attached Invoice No. 44 for the City of Greenfield Master Services Agreement. This invoice covers the period from November 17, 2024 through December 14, 2024. Work completed during the current invoice period is as follows:

Work Completed During This Period

Task Order No. 9 – Southside Water Improvements Design and Bidding

1. Bidding Services for Bid Package 3

Task Order No. 12 – Southside Water Improvements CRS

1. Review of Shop Drawings
2. SRF Coordination
3. RPR Services
4. Pay Application Review
5. Progress Meeting Attendance

Task Order No. 13 – Asset Management Plan

1. Submittal of Complete Plan

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 stamp.

Emily Wehmeyer, PE
Project Manager

Encl.: As noted

INVOICE



8365 Keystone Crossing, Suite 104
Indianapolis, IN 46240
Phone: 317-267-8200
www.donohue-associates.com

Invoice To:

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

Invoice Date:

December 19, 2024

Donohue Project No.:

13767

Invoice No:

13767-44

Project Manager:

Emily Wehmeyer

Terms:

Net 30 Days

Billing Period:

11/17/24 - 12/14/24

Project Description:

Continuing Professional Services

Your Authorization:

Continuing Professional Services Agreement, Signed 06/09/20

Compensation:

Task	Signed	Work Description	Contract	Actual Spent
1	06/09/20	South Water Plant Structural Assessment	\$ 8,100.00	\$ 8,100.00
2	07/14/20	East US 40 Water Main Replacement	\$ 16,700.00	\$ 16,700.00
3	11/04/20	East US 40 Maintenance of Traffic Plan	\$ 1,000.00	\$ 1,000.00
4	11/04/20	Clearwell Assessment	\$ 15,500.00	\$ 15,500.00
5	06/08/21	Water Tower & Main PER	\$ 35,000.00	\$ 35,000.00
6	08/10/21	Model Rebuild Assistance Phase 1	\$ 20,000.00	\$ 19,975.00
7	04/12/22	Model Rebuild Assistance Phase 2	\$ 12,000.00	\$ 11,932.50
8	04/12/22	Water Tower Site Archaeological Study	\$ 8,500.00	\$ 8,500.00
9	08/23/22	Southside Water Improvements Design	\$ 498,900.00	\$ 498,900.00
10	02/14/23	Easement Preparation for One Parcel	\$ 3,250.00	\$ -
11	03/14/23	Easement and Right of Way Engineering	\$ 186,550.00	\$ 186,550.00
12	09/26/23	Southside Water Improvements-CRS	\$ 679,600.00	\$ 238,957.51
13	10/27/23	Asset Management Plan	\$ 39,900.00	\$ 39,900.00
15	07/09/24	Updated Title Searches	\$ 4,500.00	\$ 4,500.00
Total			\$ 1,529,500.00	\$ 1,085,515.01

Billing Summary:

Total Charges to Date	\$ 1,085,515.01
Charges Previously Billed	\$ 1,058,828.44
Current Charges	\$ 26,686.57

Summary of Current Charges:

Task Order No. 9	\$ 498,900.00
Percent Complete	100.0%
Fee Earned	\$ 498,900.00
Charges Previously Billed	\$ 493,911.00
Total	\$ 4,989.00

<u>Task Order No. 12</u>	\$	679,600.00
Total Charges to Date	\$	238,957.51
Charges Previously Billed	\$	218,456.94
Labor (97.5 hours)	\$	19,635.00
Reimbursable Expenses	\$	315.57
Subconsultant	\$	550.00
Total	\$	20,500.57

<u>Task Order No. 13</u>	\$	39,900.00
Percent Complete		100.0%
Fee Earned	\$	39,900.00
Charges Previously Billed	\$	38,703.00
Total	\$	1,197.00

Current Charges Due	\$	26,686.57
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Please Remit to:

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

Aged Receivables				
<u>Current</u>	<u>31 - 60 Days</u>	<u>61 - 90 Days</u>	<u>91 - 120 Days</u>	<u>> 120 days</u>
\$26,686.57	\$29,863.01	\$19,940.44	\$20,418.35	\$0.00



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

Invoice Date: December 19, 2024
Invoice No.: 13767-44
Billing Period: 11/17/24 - 12/14/24
Project Manager: Emily Wehmeyer

DETAIL OF CURRENT CHARGES

LABOR - Task Order No. 12

Name	Hours	Rate	Cost
Chris Safford	46.0	\$ 205.00	\$ 9,430.00
Emily Wehmeyer	28.0	\$ 205.00	\$ 5,740.00
Jim Miller	23.5	\$ 190.00	\$ 4,465.00
TOTAL LABOR	97.5		\$ 19,635.00

REIMBURSABLE EXPENSES

Other Direct Costs - Travel

Airfare	\$ -
Gas, Parking, Tolls	\$ -
Lodging	\$ -
Meals	\$ -
Transportation/Mileage	\$ 315.57
Total Other Direct Costs - Travel	\$ 315.57

Equipment, Materials & Supplies

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

TOTAL REIMBURSABLE EXPENSES	\$ 315.57
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SUBCONSULTANT

NV Grant Services	\$ 550.00
TOTAL SUBCONSULTANT	\$ 550.00

INVOICE TOTAL	\$ 20,500.57
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