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Invoice



ENGINEERING ASSOCIATES
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Town of Saratoga
PO Box 486
Saratoga, WY 82331

22-446-250

March 19, 2024
Project No: 23456.00
Invoice No: 4403025

Project Mgr: Craig Kopasz

Saratoga Greater Road Project
Professional Services from February 17, 2024 to March 15, 2024

Task 01 Preliminary Engineering

Professional Personnel

| | | | Hours | Rate | Amount |
|--|-----------|--|-------|--------|----------|
| Administrative Assistant 3 | | | | | |
| Stone, Tamara | 3/6/2024 | | 2.00 | 85.00 | 170.00 |
| Quest CDN Online Bidding | | | | | |
| Project Manager 1 | | | | | |
| Gilbert, Austin | 2/19/2024 | | 13.50 | 175.00 | 2,362.50 |
| Plans, Specs and Estimate | | | | | |
| Gilbert, Austin | 2/20/2024 | | 10.50 | 175.00 | 1,837.50 |
| Plans, Specs and Estimate | | | | | |
| Gilbert, Austin | 2/21/2024 | | 8.50 | 175.00 | 1,487.50 |
| Plans, Specs and Estimate | | | | | |
| Gilbert, Austin | 2/26/2024 | | 8.00 | 175.00 | 1,400.00 |
| Finalized Plans, Specs and Estimate | | | | | |
| Gilbert, Austin | 2/29/2024 | | 7.00 | 175.00 | 1,225.00 |
| Finalized Plans, Specs and Estimate | | | | | |
| Gilbert, Austin | 3/1/2024 | | 8.50 | 175.00 | 1,487.50 |
| Finalized Plans, Specs and Estimate | | | | | |
| Gilbert, Austin | 3/4/2024 | | 8.50 | 175.00 | 1,487.50 |
| Plans, Specs and Estimate | | | | | |
| Advertisement | | | | | |
| Gilbert, Austin | 3/5/2024 | | 8.00 | 175.00 | 1,400.00 |
| Plans, Specs and Estimate | | | | | |
| Advertisement | | | | | |
| Gilbert, Austin | 3/6/2024 | | 1.00 | 175.00 | 175.00 |
| Project Advertisement | | | | | |
| Gilbert, Austin | 3/8/2024 | | 2.00 | 175.00 | 350.00 |
| Project Plans, and Specs | | | | | |
| Contacted potential bidders Rocky Mountain Slurry Seal and BPI | | | | | |
| Gilbert, Austin | 3/11/2024 | | 4.00 | 175.00 | 700.00 |
| Addendum 1 | | | | | |
| Kopasz, Craig | 2/19/2024 | | 1.00 | 175.00 | 175.00 |
| Project Review, Discussions w/ Austin & Emery | | | | | |
| Kopasz, Craig | 2/20/2024 | | 3.00 | 175.00 | 525.00 |
| Front End Contract Docs, Gather Tech Specs, Geotech Review | | | | | |

| | | | | |
|---------|----------|-------------------------------|---------|---------|
| Project | 23456.00 | Saratoga Greater Road Project | Invoice | 4403025 |
|---------|----------|-------------------------------|---------|---------|

| | | | | | |
|---|-----------|------------------|--------------|---------------|------------------|
| Kopasz, Craig | 2/21/2024 | 5.00 | 175.00 | 875.00 | |
| Geotech Review, Plan Review, Meeting Info Review, Meeting w/ Emery | | | | | |
| Kopasz, Craig | 2/27/2024 | 1.00 | 175.00 | 175.00 | |
| Meeting w/ Town, Project Discussions/Review | | | | | |
| Kopasz, Craig | 2/28/2024 | 2.50 | 175.00 | 437.50 | |
| Plan Review/Comments, Finalize Front End Contract Docs, Tech Spec Discussions | | | | | |
| Kopasz, Craig | 3/5/2024 | 4.00 | 175.00 | 700.00 | |
| Plan & Contract Document Review/Updates | | | | | |
| Kopasz, Craig | 3/6/2024 | 4.00 | 175.00 | 700.00 | |
| Plan Review, Contract Doc Review, Bid Discussions, Coordination | | | | | |
| Totals | | | 102.00 | 17,670.00 | |
| Ovt. Premium | | 1.5 times | 83.00 | 124.50 | |
| Total Labor | | | | | 17,753.00 |

Reimbursable Expenses

| | | | | | |
|----------------------------|--------------------------------------|-------------------------------|--|------------------|------------------|
| Other Reimbursable Expen | | | | | |
| 2/27/2024 | Advanced Geotechnical Solutions Inc. | Geotechnical Services 23119-1 | | 13,600.00 | |
| Total Reimbursables | | | | 13,600.00 | 13,600.00 |

Unit Reimbursable Expenses

| | | | | | |
|---------------------------------|-------------------------------|------------------|--|-------------|-------------|
| Vehicle Mileage | | | | | |
| 2/21/2024 | Crown measurements in Bramdee | 2.0 miles @ 1.00 | | 2.00 | |
| Total Unit Reimbursables | | | | 2.00 | 2.00 |

Technology Expenses

| | | | | | |
|----------------------------------|--|--|--|-----------------|-----------------|
| Computer/Software/Cellular | | | | 1,065.18 | |
| Total Technology Expenses | | | | 1,065.18 | 1,065.18 |

Total this Task \$32,420.18

| | | | | | |
|------|----|-------------------------|--|---------------------------|--------------------|
| Task | 02 | Construction Management | | | |
| | | | | Total this Task | 0.00 |
| | | | | Total this Invoice | \$32,420.18 |

Billings to Date

| | Current | Prior | Total | Received | Total Now Due |
|---------------|------------------|------------------|------------------|------------------|------------------|
| Labor | 17,753.00 | 38,652.21 | 56,405.21 | | |
| Consultant | 0.00 | 751.52 | 751.52 | | |
| Expense | 14,665.18 | 2,513.88 | 17,179.06 | | |
| Unit | 2.00 | 210.00 | 212.00 | | |
| Totals | 32,420.18 | 42,127.61 | 74,547.79 | 42,127.61 | 32,420.18 |

NOTE: A 3.25% convenience fee will be added for credit card payments.