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Invoice



**ENGINEERING ASSOCIATES**  
P.O. Box 1900 - 902 13th Street  
Cody, Wyoming 82414  
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Kim.DeAtley@eaengineers.com  
**PAY ONLINE: eaengineers.com**

Town of Saratoga  
PO Box 486  
Saratoga, WY 82331

*[Handwritten scribble]*  
**22-446-250**  
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December 21, 2023  
Project No: 23456.00  
Invoice No: 4312071

Project Mgr: Austin Gilbert

Saratoga Greater Road Project  
Professional Services from November 18, 2023 to December 15, 2023

Task 01 Preliminary Engineering

**Professional Personnel**

			Hours	Rate	Amount
Administrative Assistant 1					
Stone, Tamara	11/8/2023		.50	75.00	37.50
Job Setup					
Project Manager 1					
Gilbert, Austin	11/30/2023		2.50	175.00	437.50
Field measurements of Area 3 of project					
Gilbert, Austin	12/1/2023		6.00	175.00	1,050.00
Researched town Right of Ways for streets					
Measured Roadway in Area 3					
Gilbert, Austin	12/4/2023		1.00	175.00	175.00
Documentation and Data Collection Prep					
Gilbert, Austin	12/5/2023		4.50	175.00	787.50
Data Collection					
Gilbert, Austin	12/6/2023		9.00	175.00	1,575.00
Data Collection					
Gilbert, Austin	12/7/2023		8.00	175.00	1,400.00
Data Collection					
Gilbert, Austin	12/8/2023		8.50	175.00	1,487.50
Data Collection					
Geotech Coordination					
Gilbert, Austin	12/11/2023		7.50	175.00	1,312.50
Data Collection					
Gilbert, Austin	12/12/2023		4.00	175.00	700.00
Retrieved records for prior projects					
Met with DPW					
Geotechnical Coordination					
Gilbert, Austin	12/13/2023		7.00	175.00	1,225.00
Data Collection for Geotechnical Locates					
Gilbert, Austin	12/14/2023		1.00	175.00	175.00
Utility Locate Coordination					
Gilbert, Austin	12/15/2023		6.00	175.00	1,050.00
Video recording streets for Bid Package					
Utility Locate Coordination					

Project	23456.00	Saratoga Greater Road Project	Invoice	4312071
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Kopasz, Craig	12/11/2023	1.00	175.00	175.00
Geotech Discussions, Proposal Review, Project Discussions				
Kopasz, Craig	12/14/2023	1.00	175.00	175.00
Geotech Coordination Discussions w/ Austin				
Totals		67.50		11,762.50
<b>Ovt. Premium</b>		<b>1.5 times</b>	<b>132.03</b>	<b>198.05</b>
<b>Total Labor</b>				<b>11,960.55</b>

**Unit Reimbursable Expenses**

Vehicle Mileage

12/5/2023	Data Collection	2.0 miles @ 1.00	2.00	
12/6/2023	Data Collection	15.0 miles @ 1.00	15.00	
12/7/2023	Data Collection	14.0 miles @ 1.00	14.00	
12/8/2023	Data Collection	12.0 miles @ 1.00	12.00	
12/11/2023	Data Collection	30.0 miles @ 1.00	30.00	
12/12/2023	Meeting with DPW	1.0 mile @ 1.00	1.00	
12/13/2023	Data Collection for Geotechnical Locates	16.0 miles @ 1.00	16.00	
12/15/2023	Video Data Collection	34.0 miles @ 1.00	34.00	
<b>Total Unit Reimbursables</b>			<b>124.00</b>	<b>124.00</b>

**Technology Expenses**

Computer/Software/Cellular	717.63	
<b>Total Technology Expenses</b>	<b>717.63</b>	<b>717.63</b>

**Total this Task \$12,802.18**

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Task	02	Construction Management
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**Total this Task 0.00**

**Total this Invoice \$12,802.18**

**Billings to Date**

	Current	Prior	Total	Received	Total Now Due
Labor	11,960.55	0.00	11,960.55		
Unit	124.00	0.00	124.00		
Expense	717.63	0.00	717.63		
<b>Totals</b>	<b>12,802.18</b>	<b>0.00</b>	<b>12,802.18</b>	<b>0.00</b>	<b>12,802.18</b>

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