



Chris Vogelsang, PE
 OV Consulting
 1200 Bannock St
 Denver, CO 80204

Emery Penner
 Director of Public Works
 110 E Springs Avenue
 Saratoga, WY 82331

Project Name: Town of Saratoga Transportation Alternatives Master Plan
 Client Contact: McCall Burau
 Invoice Date: January 25, 2024
 Billing Period: 10/1/2023 through 10/31/23
 Payment Due Date: February 25, 2024
 OVLLC Invoice #: 2917
 OVLLC Project #: 10250

INVOICE AMOUNT: \$ 14,293.79

Billing Detail and Budget Summary

Name	Classification	Hours	Rate/Hr	Labor Dollars
Chris Vogelsang	Principal	18	\$ 200.00	\$ 3,600.00
Beth Vogelsang	Principal	0	\$ 200.00	\$ -
Shari Moore	Sr. Planner	0	\$ 145.00	\$ -
Kevin Rangel	Engineer II	36	\$ 140.00	\$ 5,040.00
Reese Shaw	Planner I	22	\$ 120.00	\$ 2,640.00
			OV Labor	\$ 11,280.00
			OV Expenses	\$ 273.79
			FEA	\$ -
			StudioCPG	\$ 2,740.00
			Total Billed this Invoice	\$ 14,293.79
				Total Budget Status
			Total Billed This Invoice	\$ 14,293.79
			Amount Previously Billed	\$ 45,985.00
			Total Billed to Date	\$ 60,278.79
			Budget	\$ 216,250.00
			Budget Remaining	\$ 155,971.21

Progress Report

During this billing period, the team performed the following:

Task 1: Project Administration

- Project Management and internal organizational meetings, notes
- Updated project schedule
- Meetings
 - Bi-weekly Consultant Team Meetings



- Stakeholder/Steering Committee
 - Candidate communications
 - Invitations to potential steering committee members
 - Steering Committee communications
 - Preparation for Steering Committee #1: agenda, presentation and materials, printing
 - Steering Committee Meeting #1 (10/25/23): preparation, attendance, notes

Task 2: Public Engagement

- Created & revised ads to advertise the online survey – sent to project team
- Direct Mailer coordination with Plumb Marketing
- Created interim survey and website analytic reports, website metrics
- Google MyMap of project ideas
- Project Website Management

Task 3: Existing Conditions Summary

- Mapped WY 130 Collisions
- Joined sidewalk inventory data to linework in GIS
- Created GIS maps visualizing sidewalk existing conditions inventory
- Completed all of the sidewalk inventory attribute maps

Task 4: Visioning, Goals & Objectives

- Project ideas Google MyMap
- Created succinct list of community feedback to share with Steering Committee

Task 5: Concept Development

- Meeting with Studio CPG (10/19/23) re: tools for organizing preliminary projects/improvements
- Universe of Project Ideas – project screening spreadsheet

Task 6: Concept Refinement & Illustrative Depictions

- None

Task 7: Recommendations, Implementation Strategy & Cost Estimates

- Town financing research

Task 8: Draft & Final Plan

- None

Task 9: Town Council Adoption

- None

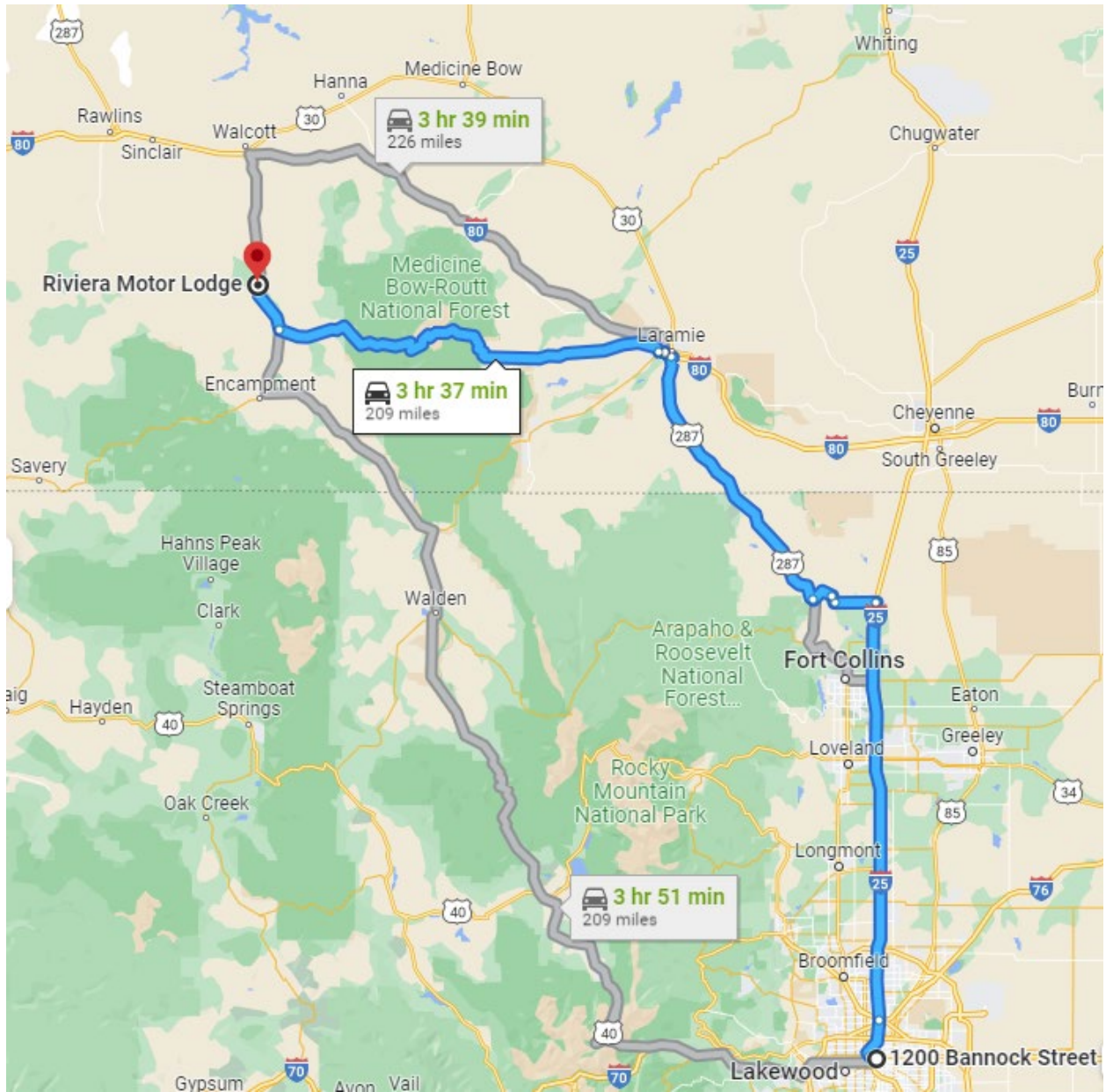
Any questions regarding this invoice contact Shari Moore at shari@ovllc.com.

Expenses for October 2023

Reimbursables	Dates	Descrip.	Unit Cost	#of Units	Total	Total
Mileage: 2023 IRS Rate	10/25/2023	Round trip Denver to Saratoga	\$0.655/mile	418 Miles	\$ 273.79	See attached map
					Total	\$ 273.79

10/25/23

Round Trip Mileage 418 Miles: Between 1200 Bannock Street, Denver, CO 80204 to 303 N 1st Street, Saratoga, WY 82331. Total Mileage = **418 Miles**



INVOICE

StudioCPG - WBE/DBE/SBE

Heather Noyes, Principal
 4383 Tennyson #1A
 Denver, CO 80212
 PH 303-455-3779

DATE: November 1, 2023
 TO: Chris Vogelsang
 OV Consulting
 1200 Bannock Street
 Denver, Colorado 80204

PROJECT NAME: **Town of Saratoga Transportation Alternatives Master Plan**
 INVOICE #: **23692R2**
 BILLING PERIOD: Through October 31, 2023

Total Project Fee: \$70,268.00

StudioCPG Fees

	FEE	% COMPLETE	CURRENT TOTAL	PREVIOUS BILLING	REMAINING BALANCE
Task 1: Project Administration	\$ 3,990.00	13%	\$ 250.00	\$ 250.00	\$ 3,490.00
Task 2: Public Engagement	\$ 2,780.00	50%	\$ 1,390.00	\$ 1,390.00	\$ 1,390.00
Task 3: Existing Conditions Summary	\$ 4,836.00	65%	\$ 1,520.00	\$ 1,640.00	\$ 1,676.00
Task 4: Visioning, Goals, Objectives	\$ 970.00	100%	\$ 970.00	\$ -	\$ -
Task 5: Concept Development	\$ 7,618.00	0%	\$ -	\$ -	\$ 7,618.00
Task 6: Concept Refinement and Illustrative Depictions	\$ 18,675.00	0%	\$ -	\$ -	\$ 18,675.00
Task 7: Recommendations, Implementation Strategy, Costs	\$ 14,039.00	0%	\$ -	\$ -	\$ 14,039.00
Task 8: Draft and Final Plan	\$ 13,162.00	0%	\$ -	\$ -	\$ 13,162.00
Task 9: Town Council Adoption	\$ 848.00	0%	\$ -	\$ -	\$ 848.00
Reimbursable Expenses: Direct Cost - In House Printing	\$ 750.00	14%	\$ 108.00	\$ 108.00	\$ 642.00
Reimbursable Expenses: Lodging	\$ 800.00	12%	\$ 98.00	\$ 98.00	\$ 702.00
Reimbursable Expenses: Per Diem Food	\$ 600.00	20%	\$ 118.00	\$ 118.00	\$ 482.00
Reimbursable Expenses: Travel	\$ 1,200.00	31%	\$ 374.75	\$ 374.75	\$ 825.25
	\$70,268.00	0%	\$2,740.00	\$3,978.75	\$63,549.25

ITEMIZED LABOR: StudioCPG					
FOR CURRENT BILLING PERIOD					
	Personnel	Hours	Rate	Amount	
	Billy Gregg, Principal	7	\$ 195.00	\$ 1,365.00	
	Heather Noyes, Project Manager	0	\$ 165.00	\$ -	
	Brian Pille, Sr. Landscape Architect	11	\$ 125.00	\$ 1,375.00	
	Abigail Griffith, Sr. Landscape Architect	0	\$ 125.00	\$ -	
	Jennifer Lam, Landscape Designer	0	\$ 87.00	\$ -	
	StudioCPG Labor Subtotal			\$ 2,740.00	

DESCRIPTION OF SERVICES FOR CURRENT BILLING PERIOD

Universe of Ideas; Review Mtg Summary; My Maps Coord; Prep/Attend Team Coord Mtgs

REIMBURSABLES

Descp	Unit Cost	# of Units	Total	Total
Printing				
Car Rental				
Gas				
Lodging				
Meals: 2023 GSA CONUS RATE				
Total Reimbursables				\$0.00

PROJECT BILLING HISTORY

Pay App #	Invoice #	Date Issued	Amount	Payment
1	23692R2	9/29/2023	\$3,978.75	Due
2	23732R2	11/1/2023	\$2,740.00	Current

TOTAL AMOUNT DUE THIS INVOICE: \$2,740.00
PRIOR UNPAID INVOICES: \$3,978.75
TOTAL OWED: \$6,718.75