

See what's possible.



November 20, 2023

City of White Sulphur Springs  
PO Box 442, 105 West Hampton  
White Sulphur Springs, MT 59645  
Attn: Mayor Rick Nelson

**RE: November 2023 Invoices  
White Sulphur Springs On-Call Engineering Services  
Great West Engineering Project No. 1-21278**

Dear Council:

Enclosed are invoices for work performed under the on-call contract through November 11, 2023. Specific services reflected by the invoicing are summarized by Task Order below.

**Task Order 2: Water System Preliminary Engineering Report**

This invoice covers the study and report phase (PER), design, construction management, and grant administration for the transmission main improvements identified in the PER. Work during this period includes:

- Finalizing the PER and submittals to RD and the City.
- Development of preliminary plan and profile design drawings.
- Grant administration for the grants and loans associated with the project (ARPA and SRF) including start up documentation and preparation of the loan application.

**Task Order 3: Capital Improvements Plan (CIP)**

Work during this period includes:

- Development of the draft document and figures.

**Task Order 9: General Planning Services**

Work during this period includes:

- Bruce Lay annexation reviews, discussions with landowner, annexation hearing and associated travel, and report amendments.

***Please note that Great West is preparing contract amendments to Task Order 6 – General Services and Task Order 7 – Houston Street Sewer for the Council's consideration at the next Council meeting.***

As always, thank you for allowing us to work with you.

Sincerely,

**Great West Engineering, Inc.**

A handwritten signature in blue ink that reads "Jessica L. Salo".

Y:\Shared\Helena Projects\1-21278-White Sulphur Springs On-Call\Contract\Invoice and Progress Reports\20231120\_Progress\_Rpt.docx

[www.greatwesteng.com](http://www.greatwesteng.com)

**HELENA**

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Helena, MT 59601  
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**BILLINGS**

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**GREAT FALLS**

702 2nd Street Ste #2  
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**SPOKANE**

10220 N Nevada Street  
Suite 130  
Spokane, WA 99218  
Ph: (509) 413-1430



Jessica L. Salo, PE  
Project Engineer

Encl: Invoices



2501 Belt View Drive  
Helena, MT 59601

Phone: (406) 449-8627

City of White Sulphur Springs  
105 West Hampton  
PO Box 442  
White Sulphur Springs, MT 59645

Invoice number 31005  
Date 11/16/2023

Project 1-21278 WHITE SULPHUR SPRINGS ON-CALL

Professional Services from October 15, 2023 through November 11, 2023

Great West Engineering has now partnered with Bill & Pay to accept secure online invoice payments via ACH. Please go to <https://www.billandpay.com/go/greatwesteng> if you would like to pay this invoice online.

**Task Order No. 2 - Water System Preliminary Engineering Report**

**Study & Report Phase**

Professional Fees

	Hours	Rate	Billed Amount
Engineer 4	5.00	163.00	815.00

**Preliminary Design**

Professional Fees

	Hours	Rate	Billed Amount
Project Coordinator	0.25	102.00	25.50
Engineer 2	3.00	141.00	423.00
Engineer 4	21.00	163.00	3,423.00
Engineer 5	2.00	187.00	374.00
Certified Grant Writer 1	6.00	144.00	864.00

Phase subtotal 5,109.50

**Grant Administration**

Professional Fees

	Hours	Rate	Billed Amount
Engineer 4	1.00	163.00	163.00
Certified Grant Writer 1	41.75	144.00	6,012.00

Phase subtotal 6,175.00

Task Order No. 2 - Water System Preliminary Engineering Report subtotal 12,099.50

Invoice total **12,099.50**

**Invoice Summary**

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Remaining	Remaining Percent	Current Billed
<b>60-12 Task Order No. 2 - Water System Preliminary Engineering Report</b>							
<b>60.1-12 Study &amp; Report Phase</b>	60,000.00	99.81	59,069.32	59,884.32	115.68	0.19	815.00

**Invoice Summary**

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Remaining	Remaining Percent	Current Billed
<b>60-12 Task Order No. 2 - Water System Preliminary Engineering Report</b>							
<b>60.2-12 Preliminary Design</b>	30,000.00	75.08	17,414.20	22,523.70	7,476.30	24.92	5,109.50
<b>60.3-12 Final Design</b>	21,300.00	0.00	0.00	0.00	21,300.00	100.00	0.00
<b>60.4-12 Bidding</b>	10,000.00	0.00	0.00	0.00	10,000.00	100.00	0.00
<b>60.5-12 Construction</b>	45,400.00	0.00	0.00	0.00	45,400.00	100.00	0.00
<b>60.6-12 Post-Construction</b>	8,500.00	0.00	0.00	0.00	8,500.00	100.00	0.00
<b>60.7-12 RPR Services</b>	88,700.00	0.00	0.00	0.00	88,700.00	100.00	0.00
<b>60.8-23 Grant Administration</b>	20,000.00	58.64	5,552.50	11,727.50	8,272.50	41.36	6,175.00
<b>60.9-23 Geotechnical Engineering</b>	20,000.00	0.00	0.00	0.00	20,000.00	100.00	0.00
<b>60.10-23 Permitting</b>	5,000.00	0.00	0.00	0.00	5,000.00	100.00	0.00
Subtotal	308,900.00	30.47	82,036.02	94,135.52	214,764.48	69.53	12,099.50
Total	308,900.00	30.47	82,036.02	94,135.52	214,764.48	69.53	12,099.50

**Aging Summary**

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
31005	11/16/2023	12,099.50	12,099.50				
	Total	12,099.50	12,099.50	0.00	0.00	0.00	0.00

*Payments are due within 30 days of the invoice date. Thank you.*



2501 Belt View Drive  
Helena, MT 59601

Phone: (406) 449-8627

City of White Sulphur Springs  
105 West Hampton  
PO Box 442  
White Sulphur Springs, MT 59645

Invoice number 31006  
Date 11/16/2023

Project 1-21278 WHITE SULPHUR SPRINGS ON-CALL

Professional Services from October 15, 2023 through November 11, 2023

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**Task Order No. 3 - Capital Improvements Plan (CIP)**

Professional Fees

	Hours	Rate	Billed Amount
Assistant Project Manager	1.00	130.00	130.00
Planner I	0.50	127.00	63.50
Senior Planner	0.75	165.00	123.75
GIS Specialist	2.50	112.00	280.00
Engineer 4	3.50	163.00	570.50
Certified Grant Writer 2	0.25	167.00	41.75
Phase subtotal			1,209.50
		Invoice total	<b>1,209.50</b>

**Invoice Summary**

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Remaining	Remaining Percent	Current Billed
<b>61-07 Task Order No. 3 - Capital Improvements Plan (CIP)</b>	37,500.00	51.33	18,040.80	19,250.30	18,249.70	48.67	1,209.50
Total	37,500.00	51.33	18,040.80	19,250.30	18,249.70	48.67	1,209.50

**Aging Summary**

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
31006	11/16/2023	1,209.50	1,209.50				
	Total	1,209.50	1,209.50	0.00	0.00	0.00	0.00

Payments are due within 30 days of the invoice date. Thank you.



2501 Belt View Drive  
Helena, MT 59601

Phone: (406) 449-8627

City of White Sulphur Springs  
105 West Hampton  
PO Box 442  
White Sulphur Springs, MT 59645

Invoice number 31008  
Date 11/16/2023

Project **1-21278 White Sulphur Springs On-Call**

Professional Services from October 15, 2023 through November 11, 2023

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**Task Order No. 9 - Planning Services**

Professional Fees

	Hours	Rate	Billed Amount
Planner I	6.25	127.00	793.75
Senior Planner	1.50	165.00	247.50
Engineer 4	1.00	163.00	163.00
Reimbursables			
	Units	Rate	Billed Amount
Miles	137.00	0.85	116.45
Phase subtotal			1,320.70
		Invoice total	<b>1,320.70</b>

**Invoice Summary**

Description	Contract Amount	Prior Billed	Total Billed	Current Billed
66-13 TASK ORDER NO. 9 - PLANNING SERVICES	10,000.00	3,476.75	4,797.45	1,320.70
Total	10,000.00	3,476.75	4,797.45	1,320.70

**Aging Summary**

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
31008	11/16/2023	1,320.70	1,320.70				
	Total	1,320.70	1,320.70	0.00	0.00	0.00	0.00

Payments are due within 30 days of the invoice date. Thank you.