



**PROGRESS  
INVOICE**

SIGN: \_\_\_\_\_  
 REQ# 468472  
 PO# 861908

Hon. Everardo Villarreal  
 Hidalgo County  
 724 Breyfogle Rd  
 Mission, TX 78574

Invoice Date: 05/31/23  
 Billing Period: 05/01/23-05/31/23  
 Invoice Due: 06/30/23  
 Invoice #: 4102258  
 Project Name: El Paraiso Project - CRC  
 Project #: 2022-02

**FIXED FEE SERVICES**

Task	Contract Fee	Billed to Date	Percent Complete	Previously Billed	Amount Due
<i>Professional Services</i>					
Pre-Design	\$13,072.00	\$13,072.00	100 %	\$13,072.00	\$0.00
Task 1 - Identify stakeholders and Authorities Having Jurisdiction (AHJs) & develop stakeholder register	\$784.00		100 %	\$784.00	\$0.00
Task 2 - Initial coordination and meetings with AHJs	\$1,600.00		100 %	\$1,600.00	\$0.00
Task 3 - Develop overall project schedule	\$1,568.00		100 %	\$1,568.00	\$0.00
Task 4 - Develop overall project budget	\$2,176.00		100 %	\$2,176.00	\$0.00
Task 5 - Prepare project management information system and software (PMIS)	\$640.00		100 %	\$640.00	\$0.00
Task 6 - Verify Owner Project Requirements	\$1,416.00		100 %	\$1,416.00	\$0.00
Task 7 - Assist in Selection of Project Delivery Method	\$532.00		100 %	\$532.00	\$0.00
Task 8 - Evaluate and Select Other Consultant(s)	\$1,620.00		100 %	\$1,620.00	\$0.00
Task 9 - Assist in the Development of Other Consultant(s) Contracts	\$2,736.00		100 %	\$2,736.00	\$0.00
Design Phase	\$45,402.00	\$38,690.80	85 %	\$34,882.20	\$3,808.60
Task 1 - Coordinate Master Site Plan Development	\$1,920.00		100 %	\$1,920.00	\$0.00
Task 2 - Bi-Weekly Design Update Meetings	\$7,152.00		80 %	\$5,006.40	\$715.20

Task 3 - Review of Design Documents	\$5,760.00		80 %	\$4,032.00	\$576.00
Task 4 - Updates to Project Budget	\$2,096.00		80 %	\$1,467.20	\$209.60
Task 5 - Updates to Project Schedule	\$2,096.00		80 %	\$1,467.20	\$209.60
Task 6 - Site Visits	\$656.00		100 %	\$656.00	\$0.00
Task 7 - Permit Coordination	\$480.00		50 %	\$0.00	\$240.00
Task 8 - Owner Update Meetings	\$7,152.00		80 %	\$5,006.40	\$715.20
Task 9 - Update PMIS	\$2,816.00		80 %	\$1,971.20	\$281.60
Task 10 - Review of Architect/Consultant Invoices	\$1,954.00		80 %	\$1,367.80	\$195.40
Task 11 - Meetings and Coordination for Project Development	\$13,320.00		95 %	\$11,988.00	\$666.00
<b>Procurement Phase</b>	<b>\$14,772.00</b>	<b>\$0.00</b>	<b>0 %</b>	<b>\$0.00</b>	<b>\$0.00</b>
Task 1 - Assist in the development of the procurement packet	\$1,584.00		0 %	\$0.00	\$0.00
Task 2 - Coordinate and Conduct Pre-Bid Conference	\$1,064.00		0 %	\$0.00	\$0.00
Task 3 - Coordinate Pre-Bid questions/responses	\$836.00		0 %	\$0.00	\$0.00
Task 4 - Coordinate issuance of any Addendum	\$584.00		0 %	\$0.00	\$0.00
Task 5 - Attend Bid Day	\$408.00		0 %	\$0.00	\$0.00
Task 6 - Proposal Evaluation	\$1,672.00		0 %	\$0.00	\$0.00
Task 7 - Prepare formal recommendation	\$584.00		0 %	\$0.00	\$0.00
Task 8 - Assist in contract development	\$1,680.00		0 %	\$0.00	\$0.00
Task 9 - Coordinate issuance of NTP	\$304.00		0 %	\$0.00	\$0.00
Task 10 - Updates to Project Budget	\$808.00		0 %	\$0.00	\$0.00
Task 11 - Updates to Project Schedule	\$808.00		0 %	\$0.00	\$0.00
Task 12 - Meetings and Coordination for Project Development	\$4,440.00		0 %	\$0.00	\$0.00
<b>Construction Phase</b>	<b>\$85,849.60</b>	<b>\$0.00</b>	<b>0 %</b>	<b>\$0.00</b>	<b>\$0.00</b>
Task 1 - Coordinate and conduct a Pre-Construction Conference	\$1,428.80		0 %	\$0.00	\$0.00
Task 2 - Conduct/Attend bi-weekly construction meetings	\$8,092.80		0 %	\$0.00	\$0.00
Task 3 - Periodic site visits with project inspector	\$38,160.00		0 %	\$0.00	\$0.00

Task 4 - Document Control (RFI's, Submittals, Shop Drawings, CMT Reports, etc.)	\$7,064.00		0 %	\$0.00	\$0.00
Task 5 - Review Contract Change Directives (CCD's) and Proposed Change Orders (PCO's). Prepare and process Change Orders for Owner (CO's) as needed	\$4,720.00		0 %	\$0.00	\$0.00
Task 6 - QA/QC and execution of applications for payment	\$3,200.00		0 %	\$0.00	\$0.00
Task 7 - Create, Update, and Distribute Monthly Status Reports	\$5,016.00		0 %	\$0.00	\$0.00
Task 8 - Updates to Project Budget	\$2,424.00		0 %	\$0.00	\$0.00
Task 9 - Updates to Project Schedule	\$2,424.00		0 %	\$0.00	\$0.00
Task 10 - Meetings and Coordination for Project Development	\$13,320.00		0 %	\$0.00	\$0.00
<b>Post-Construction Phase</b>	<b>\$9,244.00</b>	<b>\$0.00</b>	<b>0 %</b>	<b>\$0.00</b>	<b>\$0.00</b>
Task 1- Punch List substantial completion and final inspection	\$4,176.00		0 %	\$0.00	\$0.00
Task 2 - Review close-out requirements and documentation submitted by the Contractor	\$992.00		0 %	\$0.00	\$0.00
Task 3 - Prepare and issue final reconciliation change order and provide recommendati	\$1,140.00		0 %	\$0.00	\$0.00
Task 4 - Assist in the development of warranty policies and procedures	\$2,936.00		0 %	\$0.00	\$0.00
<b>Reimbursable</b>					
Direct Expenses - Mileage	\$2,106.00	\$0.00	0 %	\$0.00	\$0.00

<b>TOTAL THIS INVOICE</b>	<b>\$3,808.60</b>
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Thank you for your business! Please make checks payable to Brownstone Consultants, LLC. and return them to the address below. Should you have any questions, please feel free to contact our office.

INVOICE RECEIVED BY  
AS ON 6/2/23  
GOODS/SERVICES RECEIVED BY  
Committed ON 5/1-31/23

ARPA-22-123-075 3-1290-441-19-115-264-3-730