



Task 4 - Updates to Project Budget	\$2,096.00		100%	\$2,096.00	\$0.00
Task 5 - Updates to Project Schedule	\$2,096.00		100%	\$2,096.00	\$0.00
Task 6 - Site Visits	\$656.00		100%	\$656.00	\$0.00
Task 7 - Permit Coordination	\$480.00		100%	\$480.00	\$0.00
Task 8 - Owner Update Meetings	\$7,152.00		100%	\$7,152.00	\$0.00
Task 9 - Update PMIS	\$2,816.00		100%	\$2,816.00	\$0.00
Task 10 - Review of Architect/Consultant Invoices	\$1,954.00		100%	\$1,954.00	\$0.00
Task 11 - Meetings and Coordination for Project Development	\$13,320.00		100%	\$13,320.00	\$0.00
<b>Procurement Phase</b>	<b>\$14,772.00</b>	<b>\$14,772.00</b>	<b>100%</b>	<b>\$14,772.00</b>	<b>\$0.00</b>
Task 1 - Assist in the development of the procurement packet	\$1,584.00		100%	\$1,584.00	\$0.00
Task 2 - Coordinate and Conduct Pre-Bid Conference	\$1,064.00		100%	\$1,064.00	\$0.00
Task 3 - Coordinate Pre-Bid questions/responses	\$836.00		100%	\$836.00	\$0.00
Task 4 - Coordinate issuance of any Addendum	\$584.00		100%	\$584.00	\$0.00
Task 5 - Attend Bid Day	\$408.00		100%	\$408.00	\$0.00
Task 6 - Proposal Evaluation	\$1,672.00		100%	\$1,672.00	\$0.00
Task 7 - Prepare formal recommendation	\$584.00		100%	\$584.00	\$0.00
Task 8 - Assist in contract development	\$1,680.00		100%	\$1,680.00	\$0.00
Task 9 - Coordinate issuance of NTP	\$304.00		100%	\$304.00	\$0.00
Task 10 - Updates to Project Budget	\$808.00		100%	\$808.00	\$0.00
Task 11 - Updates to Project Schedule	\$808.00		100%	\$808.00	\$0.00
Task 12 - Meetings and Coordination for Project Development	\$4,440.00		100%	\$4,440.00	\$0.00
<b>Construction Phase</b>	<b>\$85,849.60</b>	<b>\$58,390.00</b>	<b>68%</b>	<b>\$52,480.54</b>	<b>\$5,909.46</b>
Task 1 - Coordinate and conduct a Pre-Construction Conference	\$1,428.80		100%	\$1,428.80	\$0.00
Task 2 - Conduct/Attend bi-weekly construction meetings	\$8,092.80		70%	\$5,098.46	\$566.50
Task 3 - Periodic site visits with project inspector	\$38,160.00		70%	\$24,040.80	\$2,671.20
Task 4 - Document Control (RFI's, Submittals, Shop Drawings, CMT Reports, etc.)	\$7,064.00		70%	\$4,450.32	\$494.48

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		52%	\$2,124.00	\$330.40
Task 6 - QA/QC and execution of applications for payment	\$3,200.00		70%	\$2,016.00	\$224.00
Task 7 - Create, Update, and Distribute Monthly Status Reports	\$5,016.00		70%	\$3,160.08	\$351.12
Task 8 - Updates to Project Budget	\$2,424.00		70%	\$1,527.12	\$169.68
Task 9 - Updates to Project Schedule	\$2,424.00		61%	\$1,308.96	\$169.68
Task 10 - Meetings and Coordination for Project Development	\$13,320.00		62%	\$7,326.00	\$932.40
<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

**TOTAL THIS INVOICE**

**\$5,909.46**

Thank you for your business! Please make checks payable to Brownstone Consultants, LLC. and remit to the address below. Should you have any questions, please feel free to contact our office.

INVOICE RECEIVED BY  
*(Signature)* ON 12/13/24  
 GOODS/SERVICES RECEIVED BY  
*Carina Velasco* ON 11/13/24

4-1290-441-19-115-264-3-730