

**Invoice**

PO 117762

MSA

klotz  associates

1160 Dairy Ashford, Suite 500  
Houston, Texas 77079  
T 281.589.7257 F 281.589.7309  
houston.office@klotz.com

Mr. Richard Stolleis, PE  
Fort Bend County Engineer  
Fort Bend County  
Engineering Department  
301 Jackson St.  
Richmond, TX 77469

February 26, 2015  
Project No: 0262.016.000  
Invoice No: 215030

**2013 Fort Bend County Mobility Bond Project**  
**Purchase Order No.: 117762 Amount: \$630,000.00**  
**Project Management Agreement Expires: September 30, 2018**

For Professional Services rendered from January 16, 2015 to February 15, 2015:

**100 Project Management**

**Professional Personnel**

	Hours	Rate	Amount	
Department Manager				
Durgin, Donald	10.00	250.00	2,500.00	
Clerical				
Vargas, Mary	2.00	90.00	180.00	
Totals	12.00		2,680.00	
<b>Total Labor</b>				<b>2,680.00</b>
				<b>\$2,680.00</b>

**13202 Bellaire**

**Professional Personnel**

	Hours	Rate	Amount	
Department Manager				
Durgin, Donald	2.00	250.00	500.00	
Associate Engineer				
Mohseni Saravi, Alinaghi	20.00	125.00	2,500.00	
Totals	22.00		3,000.00	
<b>Total Labor</b>				<b>3,000.00</b>
				<b>\$3,000.00</b>

**13203 Chimney Rock**

**Professional Personnel**

	Hours	Rate	Amount	
Department Manager				
Durgin, Donald	15.00	250.00	3,750.00	
Totals	15.00		3,750.00	
<b>Total Labor</b>				<b>3,750.00</b>
				<b>\$3,750.00</b>

**13211 Sugar Land Howell**

**Professional Personnel**

	Hours	Rate	Amount	
Department Manager				
Durgin, Donald	4.00	250.00	1,000.00	
Totals	4.00		1,000.00	
<b>Total Labor</b>				<b>1,000.00</b>
				<b>\$1,000.00</b>

**13318 Spring Green**  
**Professional Personnel**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Department Manager				
Durgin, Donald	2.00	250.00	500.00	
Totals	2.00		500.00	
<b>Total Labor</b>				<b>500.00</b>
				<b>\$500.00</b>

**900 Expenses**  
**Reimbursable Expenses**

Deliveries			25.25	
Mileage			118.46	
<b>Total Reimbursables</b>		<b>1.0 times</b>	<b>143.71</b>	<b>143.71</b>
				<b>\$143.71</b>

<b>Recap:</b>	<b>Current</b>	<b>Previous</b>	<b>To-Date</b>
Total Billings	11,073.71	24,642.30	35,716.01
Contract Amount			630,000.00
Balance			594,283.99

**Total Due This Invoice:**

**\$11,073.71**

*OK, JJS*  
*3/9/15*

# Billing Backup

Monday, February 23, 2015

3:32:53 PM

Klotz Associates, Inc.

Invoice 215030 Dated 2/26/2015

## Professional Personnel

			Hours	Rate	Amount	
Department Manager						
0640	4 - Durgin, Donald general services	1/22/2015	2.00	250.00	500.00	
0640	4 - Durgin, Donald general services	1/28/2015	2.00	250.00	500.00	
0640	4 - Durgin, Donald general services	2/2/2015	1.00	250.00	250.00	
0640	4 - Durgin, Donald general services	2/4/2015	1.00	250.00	250.00	
0640	4 - Durgin, Donald general services	2/9/2015	1.00	250.00	250.00	
0640	4 - Durgin, Donald historic meeting	2/11/2015	3.00	250.00	750.00	
Clerical						
0655	23 - Vargas, Mary Contract Filing	1/16/2015	1.00	90.00	90.00	
0655	23 - Vargas, Mary Contract Filing	2/6/2015	1.00	90.00	90.00	
Totals			12.00		2,680.00	
<b>Total Labor</b>						<b>2,680.00</b>
						<b>\$2,680.00</b>

## Professional Personnel

			Hours	Rate	Amount	
Department Manager						
0640	4 - Durgin, Donald Kickoff meeting	1/30/2015	2.00	250.00	500.00	
Associate Engineer						
0678	20 - Mohseni Saravi, Prepare meeting documents forms.	2/2/2015	7.00	125.00	875.00	
0678	20 - Mohseni Saravi, Prepare meeting documents forms.	2/4/2015	2.00	125.00	250.00	
0678	20 - Mohseni Saravi, Prepare meeting documents forms.	2/5/2015	1.00	125.00	125.00	
0678	20 - Mohseni Saravi, Prepare Kick-off Meeting Minutes.	2/9/2015	4.00	125.00	500.00	
0678	20 - Mohseni Saravi, Prepare Kick-off Meeting Minutes.	2/10/2015	3.00	125.00	375.00	
0678	20 - Mohseni Saravi, Prepare Kick-off Meeting Minutes.	2/11/2015	2.00	125.00	250.00	
0678	20 - Mohseni Saravi, Prepare Kick-off Meeting Minutes.	2/12/2015	1.00	125.00	125.00	
Totals			22.00		3,000.00	
<b>Total Labor</b>						<b>3,000.00</b>
						<b>\$3,000.00</b>

**Professional Personnel**

			Hours	Rate	Amount	
Department Manager						
0640	4 - Durgin, Donald	1/21/2015	1.00	250.00	250.00	
	negotiation coordination with FBCE					
0640	4 - Durgin, Donald	1/22/2015	3.00	250.00	750.00	
	alignment research & coordination					
0640	4 - Durgin, Donald	2/5/2015	1.00	250.00	250.00	
	negotiating					
0640	4 - Durgin, Donald	2/9/2015	5.00	250.00	1,250.00	
	review proposal					
0640	4 - Durgin, Donald	2/11/2015	3.00	250.00	750.00	
	review proposal					
0640	4 - Durgin, Donald	2/12/2015	2.00	250.00	500.00	
	contract worksheet					
Totals			15.00		3,750.00	
<b>Total Labor</b>						<b>3,750.00</b>
						<b>\$3,750.00</b>

**Professional Personnel**

			Hours	Rate	Amount	
Department Manager						
0640	4 - Durgin, Donald	1/30/2015	2.00	250.00	500.00	
	Kickoff meeting					
0640	4 - Durgin, Donald	2/10/2015	2.00	250.00	500.00	
	project coordiantion					
Totals			4.00		1,000.00	
<b>Total Labor</b>						<b>1,000.00</b>
						<b>\$1,000.00</b>

**Professional Personnel**

			Hours	Rate	Amount	
Department Manager						
0640	4 - Durgin, Donald	1/16/2015	2.00	250.00	500.00	
	Site Visit					
Totals			2.00		500.00	
<b>Total Labor</b>						<b>500.00</b>
						<b>\$500.00</b>

**Reimbursable Expenses**

Deliveries						
AP	67531	1/29/2015	Middleman Messenger / 1/8/15 Delivery		25.25	
Mileage						
EX	000000016847	12/10/2014	Durgin, Donald / FBC Utility Coordination / Client		31.63	
EX	000000016847	12/18/2014	Durgin, Donald / Spring Green review meeting /		8.63	
EX	000000016916	1/16/2015	Durgin, Donald / Site Visit to Spring Green / Site		20.70	
EX	000000016916	1/30/2015	Durgin, Donald / Bellaire & Sugar Land Howell kick-		28.75	
EX	000000016916	2/11/2015	Durgin, Donald / FBC Project - Historic Cem Meeting		28.75	
<b>Total Reimbursables</b>			<b>1.0 times</b>		<b>143.71</b>	<b>143.71</b>
						<b>\$143.71</b>
						<b>\$11,073.71</b>
<b>Total this Report</b>						<b>\$11,073.71</b>

# Middleman Messenger

20501 KATY FREEWAY  
SUITE 220  
KATY, TEXAS 77450  
TEL: 281-398-9000

ACCOUNT #: 2556  
INV. DATE:  
1/16/2015  
INVOICE #: 96200  
PAYMENT TERMS:  
Net 15  
PAGE #: 2

Tracking From # Del Date	To	Service Base Rate	Total Charge
<b>SUBTOTAL FOR 0101.064.003: \$27.00</b>			
607501- KLOTZ ASSOCIATES, INC. 17 1160 DAIRY ASHFORD 1/7/2015 SUITE 500 CALLED HOUSTON, TX 77079 IN BY: REF1: 0101.064.004/0101.065.003 ANGELA REF2: Debra Tupa ZALMAN	CITY OF HOUSTON, PUBLIC WORKS & ENGINEERING 611 WALKER 15TH. FLOOR HOUSTON, TX 77002 SIGNED: DRE	PCS: 2 MILES: 14 5 HOUR Total: \$17.00 \$17.00	Subtotal: \$17.00
<b>SUBTOTAL FOR 0101.064.004/0101.065.003: \$17.00</b>			
607722- CITY OF HOUSTON, PUBLIC WORKS & ENGINEERING 19 611 WALKER 1/9/2015 17TH FLOOR CALLED HOUSTON, TX 77002 IN BY: REF1: 0101.065.004 ANGELA REF2: Sylvester Johnson ZALMAN <i>002</i> <i>101.065.002</i>	KLOTZ ASSOCIATES, INC. 1160 DAIRY ASHFORD SUITE 500 HOUSTON, TX 77079 SIGNED: ANGELA	PCS: 1 MILES: 14 5 HOUR Total: \$17.00 \$17.00	Subtotal: \$17.00
<b>SUBTOTAL FOR 0101.065.004: \$17.00</b>			
607489- KLOTZ ASSOCIATES, INC. 17 1160 DAIRY ASHFORD 1/7/2015 SUITE 500 CALLED HOUSTON, TX 77079 IN BY: REF1: 0124.048.000/0124.047.004 ANGELA REF2: Debra Tupa ZALMAN	METRO 1900 MAIN HOUSTON, TX 77002 SIGNED: IRENE	PCS: 1 MILES: 14 5 HOUR Total: \$17.00 \$17.00	Subtotal: \$17.00
<b>SUBTOTAL FOR 0124.048.000/0124.047.004: \$17.00</b>			
607463- KLOTZ ASSOCIATES, INC. 17 1160 DAIRY ASHFORD 1/7/2015 SUITE 500 CALLED HOUSTON, TX 77079 IN BY: REF1: 0259.011.000 ANGELA REF2: Bill Abbott ZALMAN	LENTZ ENGINEERING 5909 WEST LOOP SOUTH SUITE 200 BELLAIRE, TX 77401 SIGNED: TERESA	PCS: 1 MILES: 10 5 HOUR Total: \$13.50 \$13.50	Subtotal: \$13.50
<b>SUBTOTAL FOR 0259.011.000: \$13.50</b>			
607597- KLOTZ ASSOCIATES, INC. 18 1160 DAIRY ASHFORD 1/8/2015 SUITE 500 CALLED HOUSTON, TX 77079 IN BY: REF1: 0262.016.000 ANGELA REF2: Mary Vargas ZALMAN	FORT BEND COUNTY- ENGINEERING 301 JACKSON ST 4TH FLOOR RICHMOND, TX 77469 SIGNED: CLERK	PCS: 1 MILES: 16 5 HOUR Total: \$25.25 \$25.25	Subtotal: \$25.25
<b>SUBTOTAL FOR 0262.016.000: \$25.25</b>			
<b>AMOUNT DUE: \$169.75</b>			

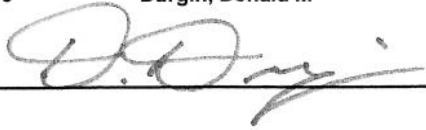
# Detailed Expense Report

Tuesday, January 13, 2015  
3:14:57 PM

Klotz Associates, Inc.

Employee 0640 Durgin, Donald M

Signed



## Submitted

Approved

Practice TN:MB

Expense Report: December 2014

Report Date: 1/13/2015

Date	Category	Description	Project	Phase	Tasks	Bill	Paid	Account	Supporting Document	Amount
12/9/2014	Mileage	Meeting at HCTRA	0332.014.000	951		<input type="checkbox"/>	<input type="checkbox"/>	621.00		14.95
			HCTRA, Hou, Hardy Toll Road Widening				Travel: 26.00 mi @ 0.575			
Business Reason: Client Meeting										
12/10/2014	Mileage	FBC Utility Coordination	0262.016.000	950		<input type="checkbox"/>	<input type="checkbox"/>	621.00		31.63
			Fort Bend County Project Management				Travel: 55.00 mi @ 0.575			
Business Reason: Client Coordination Meeting										
12/18/2014	Mileage	Spring Green review meeting	0262.016.000	950		<input type="checkbox"/>	<input type="checkbox"/>	621.00		8.63
			Fort Bend County Project Management				Travel: 15.00 mi @ 0.575			
Business Reason: Discussion of Spring Green coordination with other projects										
12/31/2014	Cell Phones	December Cell Phones	TNOO.015.0	00		<input type="checkbox"/>	<input type="checkbox"/>	742.00		75.00
			TN Gen. Expenses (No labor charges)							
1/8/2015	Meals	Recruiting lunch	TNOO.015.0	00		<input type="checkbox"/>	<input type="checkbox"/>	780.00		20.59
			TN Gen. Expenses (No labor charges)							
Business Reason: recruiting Keith Ivy										

Total Expenses	150.80
Company Paid	
Total Due	150.80

SHANGHAI RESTAURANT  
11935 KATY FREEWAY  
HOUSTON, TX 77079

01/08/2015 13:05:35

CREDIT CARD  
VISA SALE

CARD # XX...XXXXX  
INVOICE SEQ #: 002  
Batch #: 00  
SERVER  
Approval Code:  
Entry Method:  
Mode:

PRE-TIP AMT \$17.00  
TIP 3.00

TOTAL AMOUNT 20.59

CUSTOMER COPY

# Detailed Expense Report

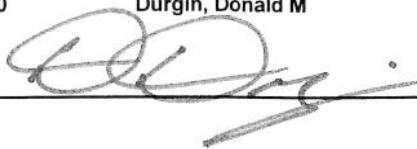
Monday, February 16, 2015

12:31:40 PM

Klotz Associates, Inc.

Employee 0640 Durgin, Donald M

Signed



## Submitted

Approved

Practice TN:MB

Expense Report: January 2015

Report Date: 1/19/2015

Date	Category	Description	Project	Phase	Tasks	Bill	Paid	Account	Supporting Document	Amount
1/16/2015	Mileage	Site Visit to Spring Green	0262.016.000	950		<input type="checkbox"/>	<input type="checkbox"/>	621.00		20.70
Business Reason: Site Visit			Fort Bend County Project Management			Travel From/To: Spring Green Blvd			Travel: 36.00 mi @ 0.575	
1/19/2015	Mileage	Site Visit with Geotech & BakerLawson	0360.011.000	951		<input type="checkbox"/>	<input type="checkbox"/>	621.00		57.50
Business Reason: Site visit			GCWA Salt Water Barrier			Travel From/To: Salt Water Barrier			Travel: 100.00 mi @ 0.575	
1/20/2015	Mileage	Site Visit with Surveyor	1152.001.000	950		<input type="checkbox"/>	<input type="checkbox"/>	621.00		46.00
Business Reason: Site visit			Robinson Road / City of Oak Ridge North			Travel From/To: Oak Ridge North			Travel: 80.00 mi @ 0.575	
1/20/2015	Mileage	Soundwall Meeting at HCTRA	0332.014.000	951		<input type="checkbox"/>	<input type="checkbox"/>	621.00		14.95
Business Reason: Project Meeting			HCTRA, Hou, Hardy Toll Road Widening			Travel From/To: HCTRA			Travel: 26.00 mi @ 0.575	
1/29/2015	Mileage	Robinson Site Visit - RR Tracks	1152.001.000	950		<input type="checkbox"/>	<input type="checkbox"/>	621.00		51.75
Business Reason: Site Visit			Robinson Road / City of Oak Ridge North			Travel From/To: Robinson Road			Travel: 90.00 mi @ 0.575	
1/30/2015	Mileage	Bellaire & Sugar Land Howell kick-offs	0262.016.000	950		<input type="checkbox"/>	<input type="checkbox"/>	621.00		28.75
Business Reason: Project Meetings			Fort Bend County Project Management			Travel From/To: FBC Engineering			Travel: 50.00 mi @ 0.575	
1/30/2015	Meals	Lunch with Stacy Slawinski	TNOO.015.000			<input type="checkbox"/>	<input type="checkbox"/>	780.00		49.08
Business Reason: Client Lunch			TN Gen. Expenses (No labor charges)							
2/11/2015	Mileage	FBC Project - Historic Cem Meeting	0262.016.000	950		<input type="checkbox"/>	<input type="checkbox"/>	621.00		28.75
Business Reason: Project Meeting			Fort Bend County Project Management			Travel From/To: FBC Engineering			Travel: 50.00 mi @ 0.575	
2/13/2015	Mileage	Treaschwig Design Kick-off	0116.112.000	950		<input type="checkbox"/>	<input type="checkbox"/>	621.00		18.40
Business Reason: Project Meeting			HC Pct 4 Treaschwig Rd (Segment B)			Travel From/To: 1001 Preston			Travel: 32.00 mi @ 0.575	