

PO 132206
Rec 339371

MP

12/8/15

HUITT-ZOLIARS

1500 S. Dairy Ashford, Suite 200
Houston, TX 77077-3858
281.496.0066
281.496.0220

INVOICE

Fort Bend County
301 Jackson Street, 4th Floor
Richmond, TX 77469
Attention: Ms. Jillian Hernandez

November 30, 2015
Project No. 13109
Invoice No. 3024400101
Purchase Order No. 132206

Professional Engineering Services in connection with Old Needville-Fairchild Road
Reference P.O. Number 132206 and Contract 13109 dated October 13, 2015
Period of Services from October 13, 2015 through October 31, 2015

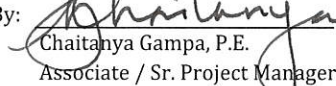
Summary	Authorized Budget	Authorized Amount Remaining	% Complete	Invoiced To Date	Previously Invoiced	Net This Invoice
Basic Services (LS)						
Task 1 Preliminary Design	LS \$94,420.00	\$84,932.00	10.05%	\$9,488.00	\$0.00	\$9,488.00
Task 2 Final Design	LS \$285,500.00	\$285,500.00	0.00%	\$0.00	\$0.00	\$0.00
Task 3 Bid & Construction	HR \$25,000.00	\$25,000.00	0.00%	\$0.00	\$0.00	\$0.00
Sub-Total Basic Services	\$404,920.00	\$395,432.00	2.34%	\$9,488.00	\$0.00	\$9,488.00
Additional Services (LS)						
Task 1 Topographic Survey	LS \$128,986.00	\$128,986.00	0.00%	\$0.00	\$0.00	\$0.00
Task 2 Parcel Acquisition	LS \$60,450.50	\$60,450.50	0.00%	\$0.00	\$0.00	\$0.00
Task 3 Abstracting & Title Research	LS \$36,575.00	\$36,575.00	0.00%	\$0.00	\$0.00	\$0.00
Task 4 Geotechnical Investigation	LS \$19,644.90	\$19,644.90	0.00%	\$0.00	\$0.00	\$0.00
Sub-Total Additional Services	\$245,656.40	\$245,656.40	0.00%	\$0.00	\$0.00	\$0.00
Total Basic Services + Additional Services	\$650,576.40	\$641,088.40	2.34%	\$9,488.00	\$0.00	\$9,488.00

TOTAL AMOUNT DUE THIS INVOICE

\$9,488.00

OK, JSS
12/8/15

I certify that the services represented by this bill are true and correct and have been rendered in accordance with the terms of this contract.

By: 
Chaitanya Gampa, P.E.
Associate / Sr. Project Manager

PROGRESS REPORT Huitt-Zollars, Inc.

FBC Project #: 13109

Project Description: Old Needville Fairchild Rd from FM 361 to Needville (3.43 Miles)

Invoice Period: 10/13/15 to 10/31/15

Invoice Number: 3024400101

Activities performed this period:

- 1. In-house Project Kick-off Meeting:** An in-house project kick-off meeting was held to discuss the scope of this project and assign specific task and responsibilities to the design team.
- 2. Project Field Trip:** Couple of field trips were arranged to get a better understanding of this project. The first field trip was conducted by the Project Manager Chaitanya Gampa which documented the overall existing conditions on this project with several pictures. The second field trip was conducted by two engineers (a PE and an EIT) and they also took additional pictures to document existing conditions such as existing utilities, power poles, gas pipelines, traffic signs, adjacent properties, driveways, etc.
- 3. FTP Downloads:** All the available data was downloaded from Binkley and Barfield FTP site. This data includes Project Description, Project Location, Project Scope, Go-By Drawings, Nomenclature Procedures, Sample Invoices, Environmental Reports, CADD Files, Aerial Images, etc.
- 4. Nomenclature and Naming Conventions:** Two excel files were setup to follow the prescribed nomenclature for reference files and sheet files. The excel files list all the probable files this project will have and their names in accordance with the rules specified by the Project Management Consultant Binkley and Barfield, Inc. (PMC)
- 5. CADD and Folder Setup:** The project was setup in Microstation, support files such as plot files, pen tables, etc. were setup for this project based on the FTP downloads from the PMC.
- 6. Utility Research:** A utility contact log was created to keep track of all the utilities contacted and to document the responses received. A utility letter and a key map were prepared explaining the location of the project and project limits to be distributed to all the potential utilities on this project.

7. **Download Latest Standards, Manuals and Details:** Based on the hierarchy of the standards mentioned in the project scope, the latest Fort Bend County Driveway Details, Fort Bend County Drainage District Criteria Manual, Harris County Standards and Manuals were downloaded to be studied and applied on this project.
8. **Ongoing Preparation of Preliminary Engineering Report (PER):** Preliminary Engineering Report or PER has been started to describe the preliminary findings and recommendations for this project.

Planned Activities for next period:

1. **Preliminary Engineering Report (PER):** Continue to preparing PER based on the available data and research.
2. **Existing and Proposed Typical Section:** Prepare existing Typical Section and Proposed Typical Section to be used in the PER.
3. **Utility Coordination:** Reach out to all the probable utility companies within the project area for utility records, general notes and their design criteria for road crossings.
4. **Traffic Control Plan Sequence of Construction:** Prepare a sequence of construction and traffic control plan typical sections.
5. **Drainage Design and Research:** Prepare Drainage Area Maps. Determine Fort Bend County Drainage District requirements for this project. Define the limits of floodplain within the project.
6. **Coordination with nearby Cities of Needville and Fairchild:** Coordinate with neighboring cities of Needville and Fairchild for any specific requirements because the project is within their Extra Territorial Jurisdiction (ETJ)

Issues / Concerns:

- None at this time.

Abasolo, Kellie

From: Tommy V. Cromer <tvc@binkleybarfield.com>
Sent: Monday, November 30, 2015 1:35 PM
To: Abasolo, Kellie
Cc: Timothy J. Lyng; Gampa, Chaitanya; Hall, Linda
Subject: RE: FBC - Old Needville-Fairchild Rd - HZ Inv 1 DRAFT

Kellie,

This email can be used as BBI's approval for your progress report and invoice #3024400101 for the time period 10/13/2015 thru 10/21/2015.

Please send this email along with your progress report and invoice to Fort Bend County for processing.

Thanks,

Tommy V. Cromer, P.E.
Binkley & Barfield, Inc.
Senior Project Manager
713-869-3433

From: Abasolo, Kellie [mailto:kabasolo@Huitt-Zollars.com]
Sent: Monday, November 30, 2015 12:18 PM
To: Tommy V. Cromer <tvc@binkleybarfield.com>
Cc: Timothy J. Lyng <TLyng@binkleybarfield.com>; Gampa, Chaitanya <cgampa@Huitt-Zollars.com>; Hall, Linda <LHall@Huitt-Zollars.com>
Subject: RE: FBC - Old Needville-Fairchild Rd - HZ Inv 1 DRAFT

Good afternoon.

We were going to mail the approved invoice with your e-mail and the attached progress report today. Please indicate if there are any changes necessary.

Thank you. Have a great day.

Kellie Abasolo | Huitt-Zollars, Inc.
O: 281.496.0066; F 281.496.0220

From: Tommy V. Cromer [mailto:tvc@binkleybarfield.com]
Sent: Monday, November 30, 2015 10:26 AM
To: Abasolo, Kellie <kabasolo@Huitt-Zollars.com>
Cc: Timothy J. Lyng <TLyng@binkleybarfield.com>; Gampa, Chaitanya <cgampa@Huitt-Zollars.com>; Hall, Linda <LHall@Huitt-Zollars.com>
Subject: RE: FBC - Old Needville-Fairchild Rd - HZ Inv 1 DRAFT

Kellie,

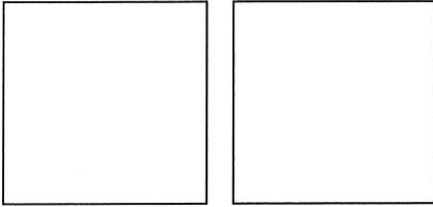
Good afternoon.

Please find attached the first billing draft for your review and approval to submit to Fort Bend County.

Please contact our office with any questions. Thank you.

Happy Thanksgiving holiday!

Kellie Abasolo
Ext. 10502



1500 South Dairy Ashford Rd | Suite 200 | Houston TX 77077-3858
281.496.0066
kabasolo@Huitt-Zollars.com
www.huitt-zollars.com

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