



PO# 152921  
oms

OTHON, INC.  
11111 Wilcrest Green Drive, Suite 128  
Houston, Texas 77042  
713 975 8555 TEL  
713 975 9068 FAX

CONSULTING ENGINEERS  
Civil, Transportation, Environmental,  
Construction Management

othoncorp@othon.com E-MAIL  
www.othon.com WEBSITE

January 5, 2018

Fort Bend County  
301 Jackson Street  
Richmond, Texas 77469

Invoice No.: 9481  
Othon Project No.: 17229136  
Contract Amount: \$692,000.00 ✓

Attn: Stacy Slawinski, P.E.

**Fort Bend County 2013 Mobility Program**  
**December 1, 2017 To December 31, 2017**

Project Description	Total to Date	Previously Invoiced	Amount Due
Task 1: Bellaire - 13202	\$85,880.55	\$75,502.95	\$10,377.60
Task 2: Chimney Rock - X20	\$30,302.55	\$29,839.35	\$463.20
Task 3: W Airport Rt Turn Lane - 13411	\$29,483.10	\$26,827.50	\$2,655.60
Task 4: Owens Road - 13403	\$39,111.30	\$33,793.50	\$5,317.80
Task 5: Sugar Land Howell - 13211	\$19,006.80	\$7,063.20	\$11,943.60
<b>TOTAL</b>	<b>\$203,784.30 ✓</b>	<b>\$173,026.50 ✓</b>	<b>\$30,757.80</b>

Total Due This Invoice: **\$30,757.80**

This is to certify that statements made are correct and no payment has been received for services requested in this invoice.

Othon, Inc.

Robert E Baker  
Sr Vice President

OK, JSS  
01/10/18



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**Task 1: Bellaire - 13202**

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**Invoice No.:** 9481

**Invoice Period:** December 1, 2017 To December 31, 2017

**Othon Project No.:** 17229136

**Labor - Othon, Inc.**

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Employee Name	Classification	Contract Rate	Hours This Period	Total
Robert E Baker	Construction Manager	\$ 156.60	26.0	\$ 4,071.60
Woodford Lusk	Inspector II	\$ 75.60	0.0	\$ -
Sharon Nelson	Document Control	\$ 75.00	2.0	\$ 150.00
Sub-Total Labor - Othon, Inc.				<u>\$ 4,221.60</u>

**Sowells Construction Management, LLC**

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Employee Name	Classification	Contract Rate	Hours This Period	Total
Paul Organ/ Derrick Parker	Inspector III	\$ 81.00	76.0	\$ 6,156.00
Paul Organ/ Derrick Parker - OT	Inspector III	\$ 121.50	0.0	\$ -
Sub-Total Labor - Sowells Construction Management, LLC				<u>\$ 6,156.00</u>

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**Total Task 1: Bellaire - 13202** **\$ 10,377.60**

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**Task 2: Chimney Rock - X20**

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**Invoice No.:** 9481

**Invoice Period:** December 1, 2017 To December 31, 2017

**Othon Project No.:** 17229136

**Labor - Othon, Inc.**

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Employee Name	Classification	Contract Rate	Hours This Period	Total
Robert E Baker	Construction Manager	\$ 156.60	2.0	\$ 313.20
Sharon Nelson	Document Control	\$ 75.00	2.0	\$ 150.00
Sub-Total Labor - Othon, Inc.				\$ 463.20

**Sowells Construction Management, LLC**

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Employee Name	Classification	Contract Rate	Hours This Period	Total
Paul Organ/ Derrick Parker	Inspector III	\$ 81.00	0.0	\$ -
Paul Organ/ Derrick Parker - OT	Inspector III	\$ 121.50	0.0	\$ -
Sub-Total Labor - Sowells Construction Management, LLC				\$ -

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**Total Task 2: Chimney Rock - X20** \$ 463.20

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**Task 3: W Airport Rt Turn Lane - 13411**

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**Invoice No.:** 9481

**Invoice Period:** December 1, 2017 To December 31, 2017

**Othon Project No.:** 17229136

**Labor - Othon, Inc.**

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Employee Name	Classification	Contract Rate	Hours This Period	Total
Robert E Baker	Construction Manager	\$ 156.60	16.0	\$ 2,505.60
Sharon Nelson	Document Control	\$ 75.00	2.0	\$ 150.00
Sub-Total Labor - Othon, Inc.				<u>\$ 2,655.60</u>

**Sowells Construction Management, LLC**

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Employee Name	Classification	Contract Rate	Hours This Period	Total
Paul Organ/ Derrick Parker	Inspector III	\$ 81.00	0.0	\$ -
Paul Organ/ Derrick Parker - OT	Inspector III	\$ 121.50	0.0	\$ -
Sub-Total Labor - Sowells Construction Management, LLC				<u>\$ -</u>

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**Total Task 3: W Airport Rt Turn Lane - 13411** \$ 2,655.60

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**Task 4: Owens Road - 13403**

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**Invoice No.:** 9481

**Invoice Period:** December 1, 2017 To December 31, 2017

**Othon Project No.:** 17229136

**Labor - Othon, Inc.**

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Employee Name	Classification	Contract Rate	Hours This Period	Total
Robert E Baker	Construction Manager	\$ 156.60	33.0	\$ 5,167.80
Sharon Nelson	Document Control	\$ 75.00	2.0	\$ 150.00
Sub-Total Labor - Othon, Inc.				<u>\$ 5,317.80</u>

**Sowells Construction Management, LLC**

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Employee Name	Classification	Contract Rate	Hours This Period	Total
Paul Organ/ Derrick Parker	Inspector III	\$ 81.00	0.0	\$ -
Paul Organ/ Derrick Parker - OT	Inspector III	\$ 121.50	0.0	\$ -
Sub-Total Labor - Sowells Construction Management, LLC				<u>\$ -</u>

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**Total Task 4: Owens Road - 13403** **\$ 5,317.80**

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**Task 5: Sugar Land Howell - 13211**

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**Invoice No.:** 9481

**Invoice Period:** December 1, 2017 To December 31, 2017

**Othon Project No.:** 17229136

**Labor - Othon, Inc.**

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Employee Name	Classification	Contract Rate	Hours This Period	Total
Robert E Baker	Construction Manager	\$ 156.60	36.0	\$ 5,637.60
Sharon Nelson	Document Control	\$ 75.00	2.0	\$ 150.00
Sub-Total Labor - Othon, Inc.				<u>\$ 5,787.60</u>

**Sowells Construction Management, LLC**

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Employee Name	Classification	Contract Rate	Hours This Period	Total
Paul Organ/ Derrick Parker	Inspector III	\$ 81.00	76.0	\$ 6,156.00
Paul Organ/ Derrick Parker - OT	Inspector III	\$ 121.50	0.0	\$ -
Sub-Total Labor - Sowells Construction Management, LLC				<u>\$ 6,156.00</u>

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**Task 5: Sugar Land Howell - 13211**

**\$ 11,943.60**

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ROBERT E. BAKER

Timesheet Date: 12/29/2017

Project	Phase	Activity	Employee Type	Sat-23	Sun-24	Mon-25	Tue-26	Wed-27	Thu-28	Fri-29	Total
17229136 2013 Mobility Bond Program	Task 1: Bellaire - 13202	Billable Time	DIVISION MANAGER					2.00	1.00	3.00	6.00
17229136 2013 Mobility Bond Program	Task 3: West Airport Rt Turn Lane - 13411	Billable Time	DIVISION MANAGER					1.00		1.00	2.00
17229136 2013 Mobility Bond Program	Task 4: Owens Road - 13403	Billable Time	DIVISION MANAGER					1.00	2.00	1.00	4.00
17229136 2013 Mobility Bond Program	Task 5: Sugarland Howell - 13211	Billable Time	DIVISION MANAGER					3.00	3.00	2.00	8.00
17229136 2013 Mobility Bond Program	Task 2: Chimney Rock - X20	Billable Time	DIVISION MANAGER						1.00	1.00	2.00
Regular total				0.00	0.00	0.00	0.00	7.00	7.00	8.00	22.00
Timesheet total				0.00	0.00	0.00	0.00	7.00	7.00	8.00	22.00

Employee submitted	ROBERT E. BAKER	01/02/2018
Supervisor approved		
Accounting approved	SHARON D. NELSON	01/02/2018

Timesheet Date: 12/22/2017

Project	Phase	Activity	Employee Type	Sat-16	Sun-17	Mon-18	Tue-19	Wed-20	Thu-21	Fri-22	Total
17229136 2013 Mobility Bond Program	Task 1: Bellaire - 13202	Billable Time	DIVISION MANAGER			1.00	2.00	1.00	1.00		5.00
17229136 2013 Mobility Bond Program	Task 3: West Airport Rt Turn Lane - 13411	Billable Time	DIVISION MANAGER			1.00	1.00	2.00	2.00		6.00
17229136 2013 Mobility Bond Program	Task 4: Owens Road - 13403	Billable Time	DIVISION MANAGER			2.00	2.00	2.00	2.00		8.00
17229136 2013 Mobility Bond Program	Task 5: Sugarland Howell - 13211	Billable Time	DIVISION MANAGER			2.00	2.00	2.00	2.00		8.00
Regular total				0.00	0.00	6.00	7.00	7.00	7.00	0.00	27.00
Timesheet total				0.00	0.00	6.00	7.00	7.00	7.00	0.00	27.00

Employee submitted	ROBERT E. BAKER	12/27/2017
Supervisor approved	CHARLES A. OTHON	12/27/2017
Accounting approved	SHARON D. NELSON	12/28/2017

Timesheet Date: 12/15/2017

Project	Phase	Activity	Employee Type	Sat-09	Sun-10	Mon-11	Tue-12	Wed-13	Thu-14	Fri-15	Total
17229136 2013 Mobility Bond Program	Task 5: Sugarland Howell - 13211	Billable Time	DIVISION MANAGER			1.00	3.00	1.00	1.00	2.00	8.00
17229136 2013 Mobility Bond Program	Task 4: Owens Road - 13403	Billable Time	DIVISION MANAGER			2.00	1.00	2.00	1.00	3.00	9.00
17229136 2013 Mobility Bond Program	Task 1: Bellaire - 13202	Billable Time	DIVISION MANAGER			1.00	1.00	1.00	1.00	1.00	5.00
17229136 2013 Mobility Bond Program	Task 3: West Airport Rt Turn Lane - 13411	Billable Time	DIVISION MANAGER			1.00		1.00	3.00		5.00
Regular total				0.00	0.00	5.00	5.00	5.00	6.00	6.00	27.00
Timesheet total				0.00	0.00	5.00	5.00	5.00	6.00	6.00	27.00

Employee submitted	ROBERT E. BAKER	12/18/2017
Supervisor approved	CHARLES A. OTHON	12/27/2017
Accounting approved	SHARON D. NELSON	12/19/2017

Timesheet Date: 12/08/2017

Project	Phase	Activity	Employee Type	Sat-02	Sun-03	Mon-04	Tue-05	Wed-06	Thu-07	Fri-08	Total
17229136 2013 Mobility Bond Program	Task 5: Sugarland Howell - 13211	Billable Time	DIVISION MANAGER			2.00	2.00	3.00	1.00	2.00	10.00
17229136 2013 Mobility Bond Program	Task 4: Owens Road - 13403	Billable Time	DIVISION MANAGER			1.00	2.00	1.00	3.00	2.00	9.00
17229136 2013 Mobility Bond Program	Task 1: Bellaire - 13202	Billable Time	DIVISION MANAGER			2.00	1.00	1.00	2.00	2.00	8.00
17229136 2013 Mobility Bond Program	Task 3: West Airport Rt Turn Lane - 13411	Billable Time	DIVISION MANAGER					1.00	1.00		2.00

ROBERT E. BAKER

Timesheet Date: 12/08/2017

Regular total	0.00	0.00	5.00	5.00	6.00	7.00	6.00	29.00
Timesheet total	0.00	0.00	5.00	5.00	6.00	7.00	6.00	29.00

Employee submitted	ROBERT E. BAKER	12/11/2017
Supervisor approved	CHARLES A. OTHON	12/15/2017
Accounting approved	SHARON D. NELSON	12/19/2017

Timesheet Date: 12/01/2017

Project	Phase	Activity	Employee Type	Sat-25	Sun-26	Mon-27	Tue-28	Wed-29	Thu-30	Fri-01	Total
17229136 2013 Mobility Bond Program	Task 5: Sugarland Howell - 13211	Billable Time	DIVISION MANAGER							2.00	2.00
17229136 2013 Mobility Bond Program	Task 4: Owens Road - 13403	Billable Time	DIVISION MANAGER							3.00	3.00
17229136 2013 Mobility Bond Program	Task 1: Bellaire - 13202	Billable Time	DIVISION MANAGER							2.00	2.00
17229136 2013 Mobility Bond Program	Task 3: West Airport Rt Turn Lane - 13411	Billable Time	DIVISION MANAGER							1.00	1.00
Regular total				0.00	0.00	0.00	0.00	0.00	0.00	8.00	8.00
Timesheet total				0.00	0.00	0.00	0.00	0.00	0.00	8.00	8.00

Employee submitted	ROBERT E. BAKER	12/04/2017
Supervisor approved	CHARLES A. OTHON	12/05/2017
Accounting approved	SHARON D. NELSON	12/05/2017

SHARON D. NELSON

Timesheet Date: 12/15/2017

Project	Phase	Activity	Employee Type	Sat-09	Sun-10	Mon-11	Tue-12	Wed-13	Thu-14	Fri-15	Total
17229136 2013 Mobility Bond Program	Task 1: Bellaire - 13202	Billable Time	DOCUMENT CONTROL				1.00				1.00
17229136 2013 Mobility Bond Program	Task 2: Chimney Rock - X20	Billable Time	DOCUMENT CONTROL				1.00				1.00
17229136 2013 Mobility Bond Program	Task 3: West Airport Rt Turn Lane - 13411	Billable Time	DOCUMENT CONTROL				1.00				1.00
17229136 2013 Mobility Bond Program	Task 4: Owens Road - 13403	Billable Time	DOCUMENT CONTROL				1.00				1.00
17229136 2013 Mobility Bond Program	Task 5: Sugarland Howell - 13211	Billable Time	DOCUMENT CONTROL				1.00				1.00
Regular total				0.00	0.00	0.00	5.00	0.00	0.00	0.00	5.00
Timesheet total				0.00	0.00	0.00	5.00	0.00	0.00	0.00	5.00

Employee submitted	SHARON D. NELSON	12/08/2017
Supervisor approved	RITA M. ROWAN	12/18/2017
Accounting approved	RITA M. ROWAN	12/18/2017

Timesheet Date: 12/08/2017

Project	Phase	Activity	Employee Type	Sat-02	Sun-03	Mon-04	Tue-05	Wed-06	Thu-07	Fri-08	Total
17229136 2013 Mobility Bond Program	Task 1: Bellaire - 13202	Billable Time	DOCUMENT CONTROL				1.00				1.00
17229136 2013 Mobility Bond Program	Task 2: Chimney Rock - X20	Billable Time	DOCUMENT CONTROL				1.00				1.00
17229136 2013 Mobility Bond Program	Task 3: West Airport Rt Turn Lane - 13411	Billable Time	DOCUMENT CONTROL				1.00				1.00
17229136 2013 Mobility Bond Program	Task 4: Owens Road - 13403	Billable Time	DOCUMENT CONTROL				1.00				1.00
17229136 2013 Mobility Bond Program	Task 5: Sugarland Howell - 13211	Billable Time	DOCUMENT CONTROL				1.00				1.00
Regular total				0.00	0.00	0.00	5.00	0.00	0.00	0.00	5.00
Timesheet total				0.00	0.00	0.00	5.00	0.00	0.00	0.00	5.00

SHARON D. NELSON

Timesheet Date: 12/08/2017

Employee submitted	SHARON D. NELSON	12/05/2017
Supervisor approved	RITA M. ROWAN	12/08/2017
Accounting approved	SHARON D. NELSON	12/11/2017

17229136

**SOWELLS CONSTRUCTION MANAGEMENT & INSPECTION, LLC**



**SCMI Invoice No.** 17-007  
**Invoice Date** January 4, 2018  
**Work Authorization No.** 1  
**Client PROJECT. No.** 17229136

**INVOICE**



Othon Consulting Engineers  
11111 Wilcrest Green Drive, Ste128  
Houston, Texas 77042

**Attention:** MR. ROBERT BAKER, P.E.

FOR PROFESSIONAL SERVICES RENDERED :December 1, 2017 THROUGH December 31, 2017

**PROJECT NAME: 2013 MOBILITY BOND PROGRAM PRECINCTS 2 & 4**

**SUMMARY OF LABOR COSTS (Bellaire)**

PERSONNEL	CLASSIFICATION	MANHOURS	BILLING RATES	MULTIPLIER	SUBTOTAL
Paul Organ/Derrick Parker	Inspector	76.0	\$ 81.00	1	\$6,156.00
Paul Organ/Derrick Parker -OT	Inspector	0.0	\$ 121.50	1	\$0.00
<b>CURRENT MONTH LABOR TOTAL:</b>					<b>\$6,156.00</b>

**SUMMARY OF LABOR COSTS (Chimney Rock)**

PERSONNEL	CLASSIFICATION	MANHOURS	RAW RATES	MULTIPLIER	SUBTOTAL
Paul Organ/Derrick Parker	Inspector	0.0	\$ 81.00	1	\$0.00
Paul Organ/Derrick Parker -OT	Inspector	0.0	\$ 121.50	1	\$0.00
<b>CURRENT MONTH LABOR TOTAL:</b>					<b>\$0.00</b>

**SUMMARY OF LABOR COSTS (Airport)**

PERSONNEL	CLASSIFICATION	MANHOURS	RAW RATES	MULTIPLIER	SUBTOTAL
Paul Organ/Derrick Parker	Inspector	0.0	\$ 81.00	1	\$0.00
Paul Organ/Derrick Parker -OT	Inspector	0.0	\$ 121.50	1	\$0.00
<b>CURRENT MONTH LABOR TOTAL:</b>					<b>\$0.00</b>

**SUMMARY OF DIRECT EXPENSES (Owens)**

PERSONNEL	CLASSIFICATION	MANHOURS	RAW RATES	MULTIPLIER	SUBTOTAL
Paul Organ/Derrick Parker	Inspector	0.0	\$ 81.00	1	\$0.00
Paul Organ/Derrick Parker -OT	Inspector	0.0	\$ 121.50	1	\$0.00
<b>CURRENT MONTH LABOR TOTAL:</b>					<b>\$0.00</b>

**SUMMARY OF DIRECT EXPENSES (Sugarland Howell)**

PERSONNEL	CLASSIFICATION	MANHOURS	RAW RATES	MULTIPLIER	SUBTOTAL
Paul Organ/Derrick Parker	Inspector	76.0	\$ 81.00	1	\$6,156.00
Paul Organ/Derrick Parker -OT	Inspector	0.0	\$ 121.50	1	\$0.00
<b>CURRENT MONTH LABOR TOTAL:</b>					<b>\$6,156.00</b>

TOTAL	Total to Date:	Previously Invoiced:	Amount Due:
	\$89,626.50	\$77,314.50	\$12,312.00

**TOTAL DUE THIS INVOICE: \$12,312.00**

ATTACHMENTS: Timesheets

Jerry D. Sowell  
Principal

**APPROVED FOR PAYMENT**  
  
Signature Date 1/05/18

13430 Northwest Freeway, Suite 260 Houston, TX 77040 Phone: 832-924-2641  
Fax: 832-924-2642 E-mail: jsowells@scmandi.com Web: www.scmandi.com



# OFFICIAL TIME SHEET

NOTE: TIME SHEETS MUST BE  
TURNED IN BY 3:00 P.M. EACH  
MONDAY.

Signature

*Derricka Parker*

PRINT EMPLOYEE NAME

EMPLOYEE NUMBER

APPROVED BY:

WEEK ENDING

MONTH	DAY	YEAR
12	31	2017

	REGULAR HOURS WORKED							Week Totals	COMMENTS
	Mon.	Tues.	Wed.	Thur.	Fri.	Sat.	Sun.		
Bellaire	0.0	4.0	4.0	4.0	4.0	4.0		16.0	
Sugarland-Howell		4.0	4.0	4.0	4.0	4.0		16.0	

### OVERTIME HOURS WORKED

Bellaire									
Sugarland-Howell									

### INDIRECT HOURS WORKED

	Mon.	Tues.	Wed.	Thur.	Fri.	Sat.	Sun.	Week Totals	COMMENTS
01-800-0 SECRETARIAL ADMIN.									
01-800-1 MISC. GENERAL OFFICE									
01-801-0 ADMINISTRATIVE									
01-803-0 MARKETING/BUS. DEV.									
01-804-0 ACCOUNTING									
01-811-0 HOLIDAY									
01-812-0 VACATION									
01-813-0 SICK PAY									
01-813-1 JURY DUTY									
01-829-0 REPROGRAPHICS									
01-829-1 PERMITS/APPROVALS									
01-830-0 FUNERAL									
<b>TOTAL</b>								<b>40.0</b>	





# OFFICIAL TIME SHEET

NOTE: TIME SHEETS MUST BE  
TURNED IN BY 3:00 P.M. EACH  
MONDAY.

Signature <i>Derrick Parker</i>	PRINT EMPLOYEE NAME Derrick Parker	APPROVED BY:	WEEK ENDING		
	EMPLOYEE NUMBER		MONTH 12	DAY 17	YEAR 2017

	REGULAR HOURS WORKED							Week Totals	COMMENTS
	Mon.	Tues.	Wed.	Thur.	Fri.	Sat.	Sun.		
Bellaire	4.0	4.0	4.0	4.0	4.0			20.0	
Sugarland-Howell	4.0	4.0	4.0	4.0	4.0			20.0	

OVERTIME HOURS WORKED	
Bellaire	
Sugarland-Howell	

INDIRECT HOURS WORKED									
01-800-0	SECRETARIAL ADMIN.								
01-800-1	MISC. GENERAL OFFICE								
01-801-0	ADMINISTRATIVE								
01-803-0	MARKETING/BUS DEV.								
01-804-0	ACCOUNTING								
01-811-0	HOLIDAY								
01-812-0	VACATION								
01-813-0	SICK PAY								
01-813-1	JURY DUTY								
01-829-0	REPROGRAPHICS								
01-829-1	PERMITS/APPROVALS								
01-830-0	FUNERAL								
<b>TOTAL</b>		<b>8.0</b>	<b>8.0</b>	<b>8.0</b>	<b>8.0</b>	<b>8.0</b>	<b>8.0</b>	<b>40.0</b>	



# OFFICIAL TIME SHEET

NOTE: TIME SHEETS MUST BE  
TURNED IN BY 3:00 P.M. EACH  
MONDAY.

Signature

*Derrick Parker*

PRINT EMPLOYEE NAME

Derrick Parker

APPROVED BY:

WEEK ENDING

MONTH	DAY	YEAR
12	10	2017

EMPLOYEE NUMBER

	REGULAR HOURS WORKED							Week Totals	COMMENTS
	Mon.	Tues.	Wed.	Thur.	Fri.	Sat.	Sun.		
Bellaire	4.0	4.0	4.0	4.0	4.0	4.0		20.0	
Sugarland-Howell	4.0	4.0	4.0	4.0	4.0			20.0	

## OVERTIME HOURS WORKED

Bellaire									
Sugarland-Howell									

## INDIRECT HOURS WORKED

	Mon.	Tues.	Wed.	Thur.	Fri.	Sat.	Sun.	Week Totals	COMMENTS
01-803-0 SECRETARIAL ADMIN.									
01-800-1 MISC. GENERAL OFFICE									
01-801-0 ADMINISTRATIVE									
01-803-0 MARKETING/BUS DEV.									
01-804-0 ACCOUNTING									
01-811-0 HOLIDAY									
01-812-0 VACATION									
01-813-0 SICK PAY									
01-813-1 JURY DUTY									
01-829-0 REPROGRAPHS									
01-829-1 PERMITS/APPROVALS									
01-830-0 FUNERAL									
<b>TOTAL</b>	8.0	8.0	8.0	8.0	8.0			40.0	

## Svatek, Donna

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**From:** Slawinski, Stacy  
**Sent:** Tuesday, January 09, 2018 2:49 PM  
**To:** Harris, Britten  
**Cc:** Svatek, Donna  
**Subject:** FW: December Invoice  
**Attachments:** 12-17 FBC Inv 9481.PDF

Britten,

Please process the attached invoice. Let me know if you have any questions.

Thanks,

**Stacy Slawinski**

[stacy.slawinski@fortbendcountytexas.gov](mailto:stacy.slawinski@fortbendcountytexas.gov)

281-633-7508 office

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**From:** Sharon Nelson [<mailto:snelson@othon.com>]  
**Sent:** Tuesday, January 09, 2018 1:59 PM  
**To:** Slawinski, Stacy  
**Cc:** Peterson, Jillian; Harris, Britten; Robert "Bob" Baker  
**Subject:** December Invoice

Othon's December invoice is attached for your review and processing.  
Please let me know if you need any additional information.

Thank you,

**Sharon D Nelson**  
**Project Accountant & Document Control**  
O: +1.713.975.8555 | C: +1.832.451.8114

**OTHON, INC., Consulting Engineers**  
11111 Wilcrest Green Drive, Suite 128  
Houston, Texas 77042



**OTHON**

INTEGRITY INNOVATION DEDICATION

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Right-Click the Spam/Phish message (not the text) copy and paste into the body of the new message. Should show as an envelope under attachments.

## Svatek, Donna

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**From:** Harris, Britten  
**Sent:** Tuesday, January 09, 2018 2:16 PM  
**To:** Svatek, Donna  
**Subject:** FW: December Invoice  
**Attachments:** 12-17 FBC Inv 9481.PDF

For this invoice you do not need approval.

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**From:** Sharon Nelson [<mailto:snelson@othon.com>]  
**Sent:** Tuesday, January 09, 2018 1:59 PM  
**To:** Slawinski, Stacy  
**Cc:** Peterson, Jillian; Harris, Britten; Robert "Bob" Baker  
**Subject:** December Invoice

Othon's December invoice is attached for your review and processing.  
Please let me know if you need any additional information.

Thank you,

**Sharon D Nelson**  
**Project Accountant & Document Control**  
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