

PO # 135939  
ams



November 17, 2017

Project No: 10.001159.0000

Invoice No: 0277833

Jillian Peterson  
Fort Bend County  
301 Jackson Street  
Richmond, TX 77469

Project 10.001159.0000 Westpark FM 1093 Phase 2 PO#135939

TOTAL CONTRACT AMOUNT: \$711,535.00 ✓

AMOUNT INVOICED TO DATE: \$593,646.48 ✓

REMAINING FUNDS AVAILABLE: \$117,888.52 ✓

**Professional Services from October 21, 2017 to November 17, 2017**

**Professional Personnel**

	Quantity	Rate	Amount
<b>Documents Manager</b>			
Rickelman, Mintra	13.0	80.00	1,040.00
<b>Documents Specialist</b>			
Cervantes, Aleya	10.0	65.00	650.00
George, Kathy	3.0	65.00	195.00
Kimbrell, Jennifer	6.0	65.00	390.00
<b>Project Manager</b>			
Kaplan, Arlene	10.0	85.00	850.00
Miller, Rhia	19.0	85.00	1,615.00
<b>Relocation Agent</b>			
Schedler, Margaret	3.0	75.00	225.00
<b>Right of Way Agent (1-5 Years)</b>			
Suzyette Romoser	80.0	65.00	5,200.00
<b>Sr. Right of Way Agent</b>			
Paul Quinn	4.0	75.00	300.00
<b>Total Labor</b>			<b>10,465.00</b>

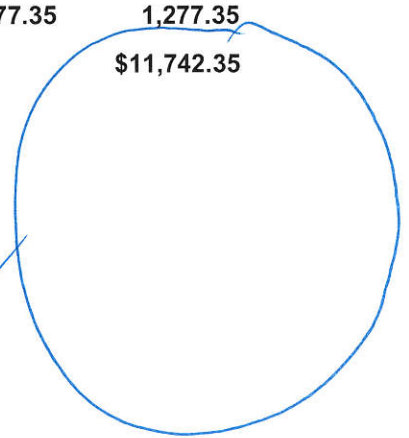
**Reimbursable Expenses**

Mileage	172.59
Filing Fees	40.07
Copies	28.65
Postage	36.04

Project	10.001159.0000	FBC-Westpark FM 1093 Phase 2 PO#135939	Invoice	0277833
Other Expenses			1,000.00	
Total Reimbursables			1,277.35	1,277.35
Total this Invoice				\$11,742.35

XXX

OKAY  
01/19/13

## PERCHERON INVOICE DETAIL

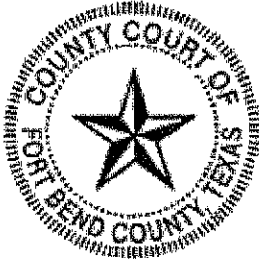
Billing Period from October 21, 2017 to November 17, 2017

Date	Qty	Rate	Total Labor	Miles	Amt (Miles x Rate)	Lodging	Meals	Per Diem	Phone	Comp	Filing Fees	Copies	Pstg	Other Exp	Total Exp	Total
<b>Miller, Rhia</b>																
11/2/2017	1.000	85.00	85.00													85.00
Work Detail	Rhia Miller - Westpark Phase 2 - P416 Worked with agent on correct signatures on correction deed.															
11/3/2017	2.000	85.00	170.00													170.00
Work Detail	Rhia Miller - Westpark Phase 2 - Contacted PO with partial interest re: original deed; prepared cover letter to send new deed for execution; requested Document Specialist prepare payment package.															
11/7/2017	3.000	85.00	255.00													255.00
Work Detail	Rhia Miller - Westpark Phase 2: Team meeting; P416 - received and reviewed updated title commitment. P424 - emailed recorded deed to Stewart Title															
11/9/2017	2.000	85.00	170.00													170.00
Work Detail	Rhia Miller - Westpark Phase 2: P409 - Reviewed payment request for relocation; P423 - Gathered information to prepare closing payment package															
11/10/2017	2.000	85.00	170.00													170.00
Work Detail	Rhia Miller - Westpark Phase 2: P423 - emailed title company to request HUD-1; researched and provided title company with title curative documents.															
11/13/2017	3.000	85.00	255.00													255.00
Work Detail	Rhia Miller - Westpark Phase 2: P416, P423: Worked on title curative issues.															
11/15/2017	3.000	85.00	255.00													255.00
Work Detail	Rhia Miller - Westpark Phase 2: P416 & P423 - Continued to work on files with title company on title curative issues. P423 - reviewed payment package.															
11/16/2017	3.000	85.00	255.00													255.00
Work Detail	Rhia Miller - Westpark Phase 2: P300 - started preparing file for closure; reviewed negotiation logs. P416 & P423 - continued work on title curative issues.															
<b>Total Miller, Rhia:</b>	<b>19.000</b>		<b>1,615.00</b>													<b>1,615.00</b>
<b>Cervantes, Aleya</b>																
8/10/2017	2.000	65.00	130.00													130.00
Work Detail	8/10/17-Aleya Cervantes- Started ED folder for P416, discussed P423 with Michelle.															
9/5/2017	1.000	65.00	65.00													65.00
Work Detail	9/5/17-Aleya Cervantes- Sent Suzy email for P406 info regarding release of lien															
11/6/2017	1.000	65.00	65.00													65.00
Work Detail	11/6/17-Aleya Cervantes- Westpark Phase 2- Sent out cm letter to Mike Jordan regarding his storage locker															
11/14/2017	2.000	65.00	130.00													130.00
Work Detail	11/14/17-Aleya Cervantes- Westpark Ph2- Started updating P423 payment package.															
11/15/2017	4.000	65.00	260.00													260.00
Work Detail	11/15/17-Aleya Cervantes-Westpark Ph2- Went to Richmond to pick up the check for P423 for Prototype. Exchanged emails with Debra from Stewart title.															
<b>Total Cervantes, Aleya:</b>	<b>10.000</b>		<b>650.00</b>													<b>650.00</b>
<b>Schedler, Margaret</b>																
11/7/2017				16.00	8.56									8.56		8.56
11/8/2017	2.000	75.00	150.00													150.00
Work Detail	Maggie Schedler; drove to mini storage with relocation agent to meet with 2 of the displacees and to discuss their personal property relocation															
11/9/2017	1.000	75.00	75.00													75.00
Work Detail	Maggie Schedler; reviewed payment package for P409-57 relocation package.															
<b>Total Schedler, Margaret:</b>	<b>3.000</b>		<b>225.00</b>	<b>16.00</b>	<b>8.56</b>									<b>8.56</b>		<b>233.56</b>
<b>Kimbrell, Jennifer</b>																
10/24/2017	3.000	65.00	195.00													195.00
Work Detail	10/24 weekly team meeting															
10/25/2017	1.000	65.00	65.00													65.00
Work Detail	10/25 researched new address and remailed letter that had been returned for P409															
11/3/2017	1.000	65.00	65.00													65.00
Work Detail	11/3 P424 30 Day Letter															
11/6/2017	1.000	65.00	65.00													65.00
Work Detail	11/6 Send agenda packages to Suzy for P418, 419 and 420. Research addresses for returned mail for P409 (James Collins and Heath Clark)															
11/15/2017				44.00	23.54									23.54		23.54
<b>Total Kimbrell, Jennifer:</b>	<b>6.000</b>		<b>390.00</b>	<b>44.00</b>	<b>23.54</b>									<b>23.54</b>		<b>413.54</b>
<b>Rickelman, Mintra</b>																
11/13/2017	3.000	80.00	240.00													240.00
Work Detail	11.13.2017 - Mintra Rickelman - Fort Bend County - Westpark Phase 2 - title curative items for P423															

Project		10.001159.0000 FBC-Westpark FM 1093 Phase 2 PO#135939										Invoice		0277833			
Billing Period from October 21, 2017 to November 17, 2017																	
Date	Qty	Rate	Total Labor	Miles	Amt (Miles x Rate)	Lodging	Meals	Per Diem	Phone	Comp	Filing Fees	Copies	Pstg	Other Exp	Total Exp	Total	
Rickelman, Mintra																	
11/14/2017	2.000	80.00	160.00													160.00	
Work Detail	11.14.2017 - Mintra Rickelman - Fort Bend County - Westpark Phase 2 - title curative items for P423																
10/31/2017	6.000	80.00	480.00													480.00	
Work Detail	10.31.2017 - Mintra Rickelman - Fort Bend County - Westpark Phase 2 - title curative items for P416 and P423, curative documents created																
11/1/2017	2.000	80.00	160.00													160.00	
Work Detail	11.1.2017 - Mintra Rickelman - Fort Bend County - Westpark Phase 2 - title curative items for P416 and P423, curative documents created																
Total Rickelman, Mintra:	13.000		1,040.00													1,040.00	
George, Kathy																	
8/18/2017	1.000	65.00	65.00													65.00	
Work Detail	8/18/2017 - Prepared 30 day letters for parcels 405, 506 and 50709; forwarded to Suzy for approval then prepared CM mailing.																
11/3/2017	2.000	65.00	130.00	34.00	18.19						40.07				58.26	188.26	
Work Detail	11/03/2017 - Scanned and uploaded to AMPS. Drove to FBC to have the correction deed for parcel 424 recorded. Westpark Phase 2.																
Total George, Kathy:	3.000		195.00	34.00	18.19						40.07				58.26	253.26	
Kaplan, Arlene																	
10/30/2017	2.000	85.00	170.00	34.00	18.19										18.19	188.19	
Work Detail	Arlene Kaplan: Meeting with FBC Engineering to go over project																
10/31/2017	1.000	85.00	85.00													85.00	
Work Detail	Arlene Kaplan: Made calls to align what is needed to close 416, 423 and 424																
11/2/2017	2.000	85.00	170.00													170.00	
Work Detail	Arlene Kaplan: Walked through Paul's in-person meetings with 2 ginters to get documents signed for 416 and 424																
11/3/2017	2.000	85.00	170.00													170.00	
Work Detail	Arlene Kaplan: Worked through some documents from Michael to document acquisition of donated parcels and updated project report.																
11/6/2017	1.000	85.00	85.00													85.00	
Work Detail	Arlene Kaplan: Review documents signed by missing 1/2 interest to prepare for payment request to close 423.																
11/13/2017	1.000	85.00	85.00													85.00	
Work Detail	Arlene Kaplan: Working on documents for closing 416 and 423.																
11/16/2017	1.000	85.00	85.00													85.00	
Work Detail	Arlene Kaplan: Working on closing docs; reviewed with title to satisfy concerns.																
Total Kaplan, Arlene:	10.000		850.00	34.00	18.19										18.19	868.19	
Romoser, Suzyette																	
10/22/2017	4.000	65.00	260.00													260.00	
Work Detail	Suzy Romoser - Updated closed files; updated logs to be reviewe and submitted to FBC; and other administrative duties.																
10/30/2017	4.000	65.00	260.00													260.00	
Work Detail	Suzy Romoser - Westpark, work was with displacees in storage lockers on P409 - made phone calls to customers being impacted on project to discuss move costs; created files; logs; other administrative duties.																
11/2/2017	8.000	65.00	520.00													520.00	
Work Detail	Suzy Romoser - Westpark, work was with displacees in storage lockers on P409 - made phone calls to customers being impacted on project to discuss move costs; created files; logs; other administrative duties.																
11/4/2017	4.000	65.00	260.00													260.00	
Work Detail	Suzy Romoser - Westpark Ph 2: P409 - Prepared relocation documents to be provided to locker displacees upon vacancy; created files; other administrative duties.																
11/6/2017	8.000	65.00	520.00													520.00	
Work Detail	Suzy Romoser - Westpark Ph 2: Made calls to relocation locker displacees; made appointments with P409-57; P409-44; P409-98 to confirm vacancy on 11/7/17; other administrative duties.																
11/7/2017	2.000	65.00	130.00	27.80	14.87										14.87	144.87	
Work Detail	Suzy Romoser - Westpark Ph 2: Met w/locker displacees at Fulshear Mini Storage. Confirmed vacancy of lockers for P409-57; P409-58; and P409-44. Had each displacee complete relocation paperwork; other administrative duties.																
11/8/2017	8.000	65.00	520.00													520.00	
Work Detail	Suzy Romoser - Westpark Ph 2: Returned phone calls to locker displacees; confirmed locker sizes; discussed relocation eligibility and benefits; prepared fixed claim payment for P409-57; and other administrative duties.																
11/9/2017	4.000	65.00	260.00													260.00	
Work Detail	Suzy Romoser - Westpark Ph 2: Prepared fixed move claim packet for P409-98; sent additional paperwork to P409-44; P409-93 and other administrative duties.																
11/10/2017	4.000	65.00	260.00													260.00	
Work Detail	Suzy Romoser - Westpark Ph 2: Made additional phone calls to locker displacees; confirmed vacancies; updated files, logs and other administrative duties.																
11/12/2017	4.000	65.00	260.00													260.00	
Work Detail	Suzy Romoser - Westpark Ph 2 P409, updated relocation report and sent relocation documents to displacees P409-20 and P409-84; other administrative duties.																



Project	10.001159.0000		FBC-Westpark FM 1093 Phase 2 PO#135939							Invoice		0277833				
Billing Period from October 21, 2017 to November 17, 2017																
Date	Qty	Rate	Total Labor	Miles	Amt (Miles x Rate)	Lodging	Meals	Per Diem	Phone	Comp	Filing Fees	Copies	Pstg	Other Exp	Total Exp	Total
Romoser, Suzyette																
11/13/2017	8.000	65.00	520.00													520.00
Work Detail	Suzy Romoser - Westpark Ph 2; Prepared claim payment packages for P409-57; P409-98 and sent P409-44 relocation forms; and other administrative duties.															
11/14/2017	6.000	65.00	390.00	27.80	14.87										14.87	404.87
Work Detail	Suzy Romoser - Westpark Ph 2; weekly team meeting to discuss projects; ED parcels; closings and title issues; travel to/from Fulshear Mini Storage. Confirmed vacancy on 19 lockers; obtained updated displacee information from owner; other administrative duties.															
11/15/2017	4.000	65.00	260.00													260.00
Work Detail	Suzy Romoser - Westpark Ph 2; prepared relocation documents for displacees on P409; confirmed unit sizes and sent to P409-92; P409-93; other administrative duties.															
11/16/2017	8.000	65.00	520.00													520.00
Work Detail	Suzy Romoser - Westpark Ph 2; Updated relocation report; sent relocation documents to P409-29; P409-277; contacted P423 for corporate resolution; other administrative duties.															
11/17/2017	4.000	65.00	260.00													260.00
Work Detail	Suzy Romoser - Westpark Ph 2; sent relocation documents to P409-49; P409-52; P409-53; P409-56; P409-7; other administrative duties.															
Total Romoser, Suzyette:	80.000		5,200.00	55.60	29.74										29.74	5,229.74
Quinn, Paul																
11/2/2017	4.000	75.00	300.00	139.00	74.37										74.37	374.37
Work Detail	11/2/2017 - FBC - Westpark 1093 Phase 2 - P424 - Met with landowner to execute closing documents and delivered to title company. P416 - Met with landowner and executed correction deed and delivered to Percheron Offices.															
Total Quinn, Paul:	4.000		300.00	139.00	74.37										74.37	374.37
FedEx																
10/23/2017													36.04		36.04	36.04
AP Detail	Fedex @ Katy K.George & Aleyna C.															
Total FedEx:													36.04		36.04	36.04
Field Service Katy Copy Count																
11/17/2017												6.00			6.00	6.00
Total Field Service Katy Copy Count:												6.00			6.00	6.00
KATY CC FIELD SERVICES 10.21 -11.03.2017																
11/3/2017												22.50			22.50	22.50
11/3/2017												.15			.15	.15
Total KATY CC FIELD SERVICES 10.21 - 11.03.2017:												22.65			22.65	22.65
Whitney & Associates																
10/31/2017														1,000.00	1,000.00	1,000.00
AP Detail	Subcontractor Appraisal Services Ft. Bend 1093 Parcel 500															
Total Whitney & Associates:														1,000.00	1,000.00	1,000.00
Invoice Total	148.000		10,465.00	322.60	172.59						40.07	28.65	36.04	1,000.00	1,277.35	11,742.35



FORT BEND COUNTY CLERK  
301 JACKSON, SUITE 101  
RICHMOND, TX 77469-3108  
(281)341-8652

Receipt Time: 11/03/2017 10:21:41 AM

Receipt #: 92307

Issued To: KATHY GEORGE/RAC

**Documents**

#	Type	# Pages	Quantity	Reference #	GF #	Amount
1	DEED	8	1	2017121792		\$39.00
Total :						\$39.00

**Payments**

#	Type	Payment #	Amount	NSF
1	CREDIT CARD	100159257270	\$39.00	
Total Payments:			\$39.00	

THANK YOU!

DEPUTY: SB

PAYMENT DETAILS BY BUREAU  
CERTIFIED PAYMENTS - PRINT RECEIPT

All Transactions Approved

Bureau: 5686707 - Fort Bend County, TX Clerk-OPR/Vitals

Invoice Item	Amount	Conv. Fee	Result
Fees and Fines: rac/deed Payment Id: 100159257270	\$39.00	\$1.07	Approved
Total Amounts + All Fees:	\$40.07		

### BILLING INFORMATION

Payment will be billed to:

kathy george

Card ending in ...6830

Processed at 11/03/2017 10:19:45 AM CDT

### LEGAL NOTICE

Certified Payments provides a service for consumers and businesses to make payments via their credit card for various types of services and taxes. By utilizing Certified Payments, you, the cardholder, are subject to the following terms and conditions. By submitting your payment through Certified Payments, you are agreeing to the terms and conditions listed in the Legal Notices link below. Please read all terms and conditions carefully.

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The charge for the convenience fee will be reflected on your credit card statement as

**"CERTIFIED PAYMENTS"**

**FEDEX**

Original Customer Reference	POD Delivery Date	Recipient	Recipient Address Line 1	Recipient City	Shipper Name	Shipper City	Net Charge Amount
Westpark Ph 2 /Ft. Bend	20171010	Mr. George Hackett	8047 Leclay Dr.	KNOXVILLE	Aleyna Cervantes	KATY	\$23.45
Westpark Ph 2 /Ft. Bend C	20170920	Debbie Duncan	14100 Southwest Freeway	SUGAR LAND	KATHY GEORGE	KATY	\$12.59
							\$36.04

Prospect: Westpark Ph 2  
 Client: Ft. Bend County  
 Description: Porter  
 Amount: \$ 36.04

5315



Katy Office

Copy Count Billing Period 11/4-11/17-2017

Shared Account Parent Name  
FM 1093 West Park Ph2

Shared Account Parent Code  
10.001159.0000

Job Type	Color	Pages	ayscale	Page	Printed	P:	Cost
PRINT		36		4	40	\$	6.00

Katy Office

Copy Count Billing Period 11/4-11/17-2017

Shared Account Parent Name	Shared Account Parent Code	Job Type	Color Pages	Grayscale Pages	Total Printed Pages	Total Cost
FM 1093 West Park Ph2	10.001159.0000	PRINT	146	4	150	22.50
FM 1093 West Park Ph2	10.001159.0000	COPY	0	1	1	0.15
						<u>\$22.65</u>

#4821  
5110-

RECEIVED OCT 31 2017

from  
and R 10/30

# Invoice

Whitney & Associates  
Real Estate Valuation and Consulting  
2040 N. Loop 336 West, Suite 305  
Conroe, Texas 77304  
Phone: (936) 756-4001 Fax: (936) 756-2727  
www.whitney-appraisals.com

Date	Invoice No.
6/15/2017	158-17C

## Bill To

Percheron LLC  
1904 West Grand Parkway North  
Suite 200  
Katy, Texas 77449

Due Date	Tax ID No.
6/15/2017	40-0001863

Review of Appraisal Report of Parcel 500, FM 1093, Fort Bend County, Texas	1,000.00
<p><b>PLEASE NOTE OUR RECENT CHANGE OF ADDRESS</b></p>	

Description of Charge Appraisal Services  
Client Ft. Bend  
Project Westpark FM 1093 10.001160.0028  
Phase \_\_\_\_\_ Task \_\_\_\_\_  
Amount to Pay 1,000.00 APPROVAL:  
Amount to Bill 1,000.00

Total	\$1,000.00
Payments/Credits	\$0.00
Balance Due	\$1,000.00

## Svatek, Donna

---

**From:** Larissa Espinoza <larissa.espinoza@percheronllc.com>  
**Sent:** Friday, January 19, 2018 11:48 AM  
**To:** Svatek, Donna  
**Cc:** Harris, Britten  
**Subject:** RE: Percheron 12.29 Invoice Submission  
**Attachments:** 20171117\_10.001123.0000\_0277831\_PRECINCT 3 MOBILITY.pdf; 20171117\_10.001159.0000\_0277833\_WESTPARK FM 1093 PHASE 2.pdf

Hi Donna,

Attached are the November invoices.

Thanks,

### Larissa Espinoza

Client Coordinator-PMO | Percheron LLC

o. 832-300-6400 Ext.1222

[larissa.espinoza@percheronllc.com](mailto:larissa.espinoza@percheronllc.com)

[www.percheronllc.com](http://www.percheronllc.com)

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**From:** Svatek, Donna [<mailto:Donna.Svatek@fortbendcountytexas.gov>]  
**Sent:** Friday, January 19, 2018 9:54 AM  
**To:** Larissa Espinoza  
**Cc:** Harris, Britten  
**Subject:** FW: Percheron 12.29 Invoice Submission

Good morning Larissa,

We are missing the November invoice for Westpark FM 1093 and Precinct 3 Mobility.

Please re-send.

Thank you  
Donna Svatek  
Fort Bend County Engineering  
281-633-7504

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**From:** Harris, Britten  
**Sent:** Thursday, January 18, 2018 2:37 PM  
**To:** Svatek, Donna  
**Subject:** FW: Percheron 12.29 Invoice Submission

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**From:** Larissa Espinoza [<mailto:larissa.espinoza@percheronllc.com>]  
**Sent:** Thursday, January 18, 2018 2:35 PM  
**To:** Harris, Britten  
**Cc:** Peterson, Jillian  
**Subject:** Percheron 12.29 Invoice Submission

Good afternoon Britten,

Attached are the December invoices. Please contact me if you have any questions.

Thanks,

**Larissa Espinoza**

Client Coordinator-PMO | Percheron LLC

o. 832-300-6400 Ext.1222

[larissa.espinoza@percheronllc.com](mailto:larissa.espinoza@percheronllc.com)

[www.percheronllc.com](http://www.percheronllc.com)

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