



November 5, 2019

Project No: 10.004836.0000

Invoice No: 0300155

Due Date: December 20, 2019

Bryan Norton
Fort Bend County
301 Jackson Street
Richmond, TX 77469

Project 10.004836.0000 Brandt Road PO 135759/2013 Mobility

Professional Services from July 1, 2019 to October 18, 2019

Professional Personnel

	Quantity	Rate	Amount	
Document Specialist				
Cervantes, Aleyna	1.0	65.00	65.00	
Gonzalez, Amanda	4.0	65.00	260.00	
Strickland, Morgan	8.5	65.00	552.50	
Project Manager				
Kaplan, Arlene	30.0	90.00	2,700.00	
ROW Agent Senior				
Romoser, Suzyette	78.0	75.00	5,850.00	
Total Labor				9,427.50

Reimbursable Expenses

Mileage			38.28	
Copies			91.95	
Postage			12.52	
Total Reimbursables			142.75	142.75

Billing Limits

	Current	Prior	To-Date
Total Billings	9,570.25	5,245.00	14,815.25
Total Contract Amount			66,750.00
Remaining Funds Available			51,934.75

Total this Invoice \$9,570.25

Outstanding Invoices

Number	Date	Balance
296698R	5/31/2019	1,885.00
296699R	6/28/2019	3,285.00
Total		5,170.00

Billings to Date

	Current	Prior	Total
Labor	9,427.50	5,170.00	14,597.50
Expense	142.75	0.00	142.75
Unit	0.00	75.00	75.00
Totals	9,570.25	5,245.00	14,815.25
	Current		Amount
	Invoice		Invoiced
	Amount		to Date

PERCHERON INVOICE DETAIL

Billing Period from July 01, 2019 to October 18, 2019

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
Cervantes, Aleyna																
7/9/2019	1.000	65.00	65.00													65.00
Work Detail	7/9/19-Aleyna Cervantes-FBC Prepared IOL for P07.															
Total Cervantes, Aleyna:	1.000		65.00													65.00
Strickland, Morgan																
8/19/2019	1.000	65.00	65.00													65.00
Work Detail	Morgan Strickland - 8/19/2019 - Brandt Rd - P07 - Preparing FOL to be mailed to the landowner															
9/19/2019	2.000	65.00	130.00													130.00
Work Detail	Morgan Strickland - 9/19/2019 - Brandt Rd - P04 - Preparing IOL packet															
9/20/2019	3.500	65.00	227.50													227.50
Work Detail	Morgan Strickland - 9/20/2019 - Brandt Rd - P04 - Preparing IOL for mail out Morgan Strickland - 9/20/2019 - Brandt Rd - P08 - Preparing IOL packet															
9/24/2019	2.000	65.00	130.00													130.00
Work Detail	Morgan Strickland - 9/24/2019 - Brandt Rd - P08 - Prepared IOL to be mailed															
Total Strickland, Morgan:	8.500		552.50													552.50
Armer, Sidney																
9/5/2019				34.00	19.72										19.72	19.72
Total Armer, Sidney:				34.00	19.72										19.72	19.72
Gonzalez, Amanda																
9/19/2019	1.000	65.00	65.00													65.00
Work Detail	Amanda Gonzalez - 9/19/19 - Brandt Rd. - Parcel 04 - Reviewed IOL package															
9/20/2019	1.000	65.00	65.00													65.00
Work Detail	Amanda Gonzalez - 9/20/19 - Brandt Road - Parcel 08 - Reviewed IOL															
9/23/2019	1.000	65.00	65.00													65.00
Work Detail	Amanda Gonzalez - 9/23/19 - Brandt Road - Processed Parcel 08															
9/26/2019	1.000	65.00	65.00													65.00
Work Detail	Amanda Gonzalez - 9/26/19 - Brandt Road - Meeting with PM															
Total Gonzalez, Amanda:	4.000		260.00													260.00
Kaplan, Arlene																
7/1/2019	4.000	90.00	360.00													360.00
Work Detail	Arlene Kaplan: Reviewed the appraisal for 07; worked with negotiator to determine owner; ownership questions sent to title.															
7/3/2019	2.000	90.00	180.00													180.00
Work Detail	Arlene Kaplan: talked to appraisal about remaining surveys for p03,04,06,07															
7/9/2019	1.000	90.00	90.00													90.00
Work Detail	Arlene Kaplan: Worked with agent and title company and P07 owner trying to get correct business owner of the property															
7/15/2019	3.000	90.00	270.00													270.00
Work Detail	Arlene Kaplan: spent time in discussion with appraisers. They are trying to track their work on this project but need the P02, 03, 05 and 06 signed surveys to complete appraisals.															
7/18/2019	1.000	90.00	90.00													90.00
Work Detail	Arlene Kaplan: got bac to appraisers after discussion with County regarding the surveys. They are waiting for corrections.															
7/22/2019	1.000	90.00	90.00													90.00
Work Detail	Arlene Kaplan: Attended FBC meetings															
7/30/2019	1.000	90.00	90.00													90.00
Work Detail	Arlene Kaplan: Talked to Jason about the staking and other concerns: pet brial on a parcel; barn's proximity to new right of way; multiple issues on multiple parcels. Wil folow up with County on Monday.															
8/7/2019	1.000	90.00	90.00													90.00
Work Detail	Arlene Kaplan, PM: met with agent to discuss status of multiple parcels on this project.															
8/13/2019	2.000	90.00	180.00													180.00
Work Detail	Arlene Kaplan: P07 working on payment package preparation for closing the parcel.															
8/16/2019	2.000	90.00	180.00													180.00
Work Detail	Arlene Kaplan: Complete payment package for P07 and submitted to FBC															

Billing Period from July 01, 2019 to October 18, 2019

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
Kaplan, Arlene																
8/21/2019	2.000	90.00	180.00													180.00
Work Detail	Arlene Kaplan: Reviewed surveys that came in for P02 - 08. Prepared report of what is available to complete and what still needs signed surveys. Sent to appraisal to complete P04; and to Bryan to see what we need.															
8/22/2019	2.000	90.00	180.00													180.00
Work Detail	Arlene Kaplan: Preparation of P07 Texana payment package and sent to FBC															
8/26/2019	1.000	90.00	90.00													90.00
Work Detail	Arlene Kaplan: Prepared weekly project report for Bryan.															
9/19/2019	2.000	90.00	180.00													180.00
Work Detail	Arlene Kaplan: Reviewed documents for P04 and P08 prior to mailing package.															
9/20/2019	2.000	90.00	180.00													180.00
Work Detail	Arlene Kaplan: Picked up check for p07 from FBC and prepared documents to go to title for cloding next week.															
9/25/2019	2.000	90.00	180.00													180.00
Work Detail	Arlene Kaplan: closing on parcel and receipt of original deed to be recorded;															
10/7/2019	1.000	90.00	90.00													90.00
Work Detail	Arlene Kaplan: Report preparation for project and sent to FBC															
Total Kaplan, Arlene:	30.000		2,700.00													2,700.00
Romoser, Suzyette																
7/1/2019	4.000	75.00	300.00													300.00
Work Detail	Suzy Romoser - Brandt; Additional research for correct property owner to make the offer for P07; requested updated title; reached out to the property owner confirming change of ownership; other administrative tasks.															
7/9/2019	4.000	75.00	300.00													300.00
Work Detail	Suzy Romoser - Brandt; Communicated with property owners providing an update to the status of the project and offers.															
7/15/2019	3.000	75.00	225.00													225.00
Work Detail	Suzy Romoser - Brandt; Uploading site inspections photos and report for P02; P03; P05; other administrative duties.															
7/17/2019	2.000	75.00	150.00													150.00
Work Detail	Suzy Romoser - Brandt; P07 - Prepared and sent IOL package out based on updated title commitment; other administrative tasks.															
7/19/2019	6.000	75.00	450.00													450.00
Work Detail	Suzy Romoser - Brandt; Uploading site inspections photos and report for P05; P06; P07 and P08; other administrative duties.															
7/24/2019	6.000	75.00	450.00													450.00
Work Detail	Suzy Romoser - Brandt; P07 - Property owner confirm receipt of offer packet; discussed process for accepting or countering the offer; turn around time to receive payment; provided update on the project and timing; received and reviewed final surveys for P02; P04 and P08; other administrative tasks.															
7/25/2019	4.000	75.00	300.00													300.00
Work Detail	Suzy Romoser - Brandt; P03 - Updated property owner on project status; finalizing site inspection reports and logs for P04 and P08; other tasks.															
7/31/2019	4.000	75.00	300.00													300.00
Work Detail	Suzy Romoser - Brandt; P07 - Assisted property owner with counteroffer questions and concerns; moving the process forward to get resolved with the County; updated logs; other tasks.															
8/7/2019	6.000	75.00	450.00													450.00
Work Detail	Suzy Romoser - Brandt; Created files for P03-03A; P04-04A; P05-05A; and P06-P06A-C; photos and other tasks.															
8/8/2019	4.000	75.00	300.00													300.00
Work Detail	Suzy Romoser - Brandt; Provided updates on project status to P03; P07; regarding final surveys and timeline; updated logs and other tasks.															
8/9/2019	4.000	75.00	300.00													300.00
Work Detail	Suzy Romoser - Brandt; P07 provided documents for counteroffer; preparing counter and other administrative tasks.															
8/12/2019	4.000	75.00	300.00													300.00
Work Detail	Suzy Romoser - Brandt; Provided updates to property owners waiting on offers for P03; P04; P08; other tasks.															
8/13/2019	3.000	75.00	225.00													225.00
Work Detail	Suzy Romoser - Brandt; Prepared the payment package request with executed agreement, deed, vendor forms; other tasks.															
8/14/2019	2.000	75.00	150.00													150.00
Work Detail	Suzy Romoser - Brandt; P07 - Prepared FOL request; communicated with property ower on payment process; other tasks.															
9/9/2019				32.00	18.56										18.56	18.56
9/13/2019	8.000	75.00	600.00													600.00
Work Detail	Suzy Romoser - Brandt; P04 and P08 - Reviewing appraisal report in preparation of IOL packet; obtaining contact information for offer; other tasks.															
9/16/2019	2.000	75.00	150.00													150.00
Work Detail	Suzy Romoser - Brandt; P04 - Prepared IOL packet; other tasks.															
9/17/2019	2.000	75.00	150.00													150.00
Work Detail	Suzy Romoser - Brandt; P08 - Prepared IOL packet; other tasks.															
9/19/2019	4.000	75.00	300.00													300.00
Work Detail	Suzy Romoser - Brandt; P04 - Reviewed and approved IOL packet; P08 - Reviewing IOL packet; other tasks.															

Billing Period from July 01, 2019 to October 18, 2019

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																
9/23/2019	2.000	75.00	150.00													150.00
Work Detail	Suzy Romoser - Brandt; P08 - Reviewed the IOL packet and approved to be delivered certified mail to property owner.															
9/26/2019	2.000	75.00	150.00													150.00
Work Detail	Suzy Romoser - Brandt; Called property owners to confirm receipt of IOL packet for P04-P04A and P08; confirmed closing for P07 - FBC now has possession of parcel; other tasks.															
10/14/2019	2.000	75.00	150.00													150.00
Work Detail	Suzy Romoser - Brandt; P08 - Met w/property to discuss offer; depth of the acquisitions and cost of improvements concern; PO obtaining estimates to submit a counteroffer to FBC.															
Total Romoser, Suzyette:	78.000		5,850.00	32.00	18.56										18.56	5,868.56
Expense, General																
7/16/2019													12.52		12.52	12.52
Total Expense, General:													12.52		12.52	12.52
Katy CC																
8/23/2019												30.00			30.00	30.00
Total Katy CC:												30.00			30.00	30.00
Katy Copy Counts																
10/4/2019												61.80			61.80	61.80
Total Katy Copy Counts:												61.80			61.80	61.80
PFS- Katy Copy Count w/e 7-26-19																
7/26/2019												.15			.15	.15
Total PFS- Katy Copy Count w/e 7-26-19:												.15			.15	.15
Invoice Total	121.500		9,427.50	66.00	38.28							91.95	12.52		142.75	9,570.25

GP 4397

Stamps.com

FBC-Brandt Road

Date	Quantity	Amount	Total
7/16/2019	1	\$ 10.92	\$ 10.92
7/16/2019	1	\$ 1.60	\$ 1.60
Total			\$ 12.52

Prospect: Brandt Road
Client: H. Bend County
Description: postage
Amount: \$ 12.52

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

Copy Expenses through 07.26.2019

Billable to:
Fort Bend County

Brandt Road

Total Prints and Copies	1 @ 0.15 per copy=	\$0.15
Total Percheron Copy expense		\$0.15

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

Copy Expenses through 08.23.2019

Billable to:
Fort Bend County

Brandt Road

Total Prints and Copies	200 @ 0.15 per copy=	\$30.00
Total Percheron Copy expense		\$30.00

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

Copy Expenses through 10.04.2019

Billable to:
Fort Bend County

Brandt Road

Total Prints and Copies	412 @ 0.15 per copy=	\$61.80
Total Percheron Copy expense		\$61.80