

**PO 167428
DMS
REC 558333**

AGENDA



Sandy Garza
Fort Bend County
301 Jackson Street
Richmond, TX 77469

November 23, 2020
Project #'s: 2017 Mobility
Invoice #'s: 0312657 0312660 0312669 0312671
Due Date: January 7, 2021
PO: 167428

Combined Invoice Total	\$7,591.47
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Project	Precinct 3	2017 Mobility	
Project <u>Professional Services from October 1, 2020 from October 31, 2020</u>	10.004808.0000	Project #17313X - McCrary Road PO 167428/2017 Mobility	
Allocated Budget \$270,150.00		Total Invoice	\$2,610.00
Project <u>Professional Services from October 1, 2020 from October 31, 2020</u>	10.005439.0000	Project #17303 - SH 99 PO 167428/2017 Mobility	
Allocated Budget \$110,100.00		Total Invoice	\$1,440.00
Project <u>Professional Services from October 1, 2020 from October 31, 2020</u>	10.006004.0000	Project #17314X - Cinco Ranch TL Road PO 167428/2017 Mobility	
Allocated Budget \$32,520.00		Total Invoice	\$3,073.07
Project <u>Professional Services from October 1, 2020 from October 31, 2020</u>	10.005816.0000	Project #17307 - Peek Road PO 167428/2017 Mobility	
Allocated Budget \$21,475.00		Total Invoice	\$0.00
Project <u>Professional Services from October 1, 2020 from October 31, 2020</u>	10.006710.0000	Project #17325x - Vanbrooke PO 167428/2017 Mobility	
Allocated Budget \$14,000.00		Total Invoice	\$468.40
Combined Total of Invoices			\$7,591.47

Billing Limits	Current	Prior	To-Date
Total Billings	7,591.47	6,248.40	227,455.01
Total Contract Amount			448,245.00
Remaining Funds Available			220,789.99

Current Invoice	Prior	Invoiced To Date
2,610.00	2,492.81	171,195.28
1,440.00	828.53	30,861.13
3,073.07	1,787.06	18,247.70
0.00	90.00	3,540.00
468.40	1,050.00	3,535.90
7,591.47	6,248.40	227,380.01

Okay - 12/01/2020



November 23, 2020

Project No: 10.004808.0000

Invoice No: 0312657

Due Date: January 7, 2021

PO / WO / AFE: 167428

Sandy Garza
 Fort Bend County
 301 Jackson Street
 Richmond, TX 77469

Invoice Total	\$2,610.00
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Project 10.004808.0000 Project# 17313X - McCrary Road PO: 167428/2017 Mobility

Professional Services from October 1, 2020 to October 31, 2020

Professional Personnel

	Quantity	Rate	Amount
Project Manager			
Kaplan, Arlene	29.0	90.00	2,610.00
Total Labor			2,610.00

Billing Limits	Current	Prior	To-Date
Total Billings	2,610.00	168,585.28	171,195.28
Total Contract Amount			265,150.00
Remaining Funds Available			93,954.72
		Total this Invoice	\$2,610.00

Billings to Date

	Current Invoice	Prior	Invoiced To Date
Labor	2,610.00	106,005.00	108,615.00
Appraisers	0.00	57,000.00	57,000.00
Expense	0.00	3,780.28	3,780.28
Unit	0.00	1,800.00	1,800.00
Totals	2,610.00	168,585.28	171,195.28

PERCHERON INVOICE DETAIL

Billing Period from October 01, 2020 to October 31, 2020

Date	Qty	Rate	Total Labor	Miles	Amt (Miles x Rate)	Lodging	Meals	Per Diem	Phone	Comp	Filing Fees	Copies	Pstg	Other Exp	Total Exp	Invoiced To Date
Kaplan, Arlene																
10/1/2020	4.000	90.00	360.00													360.00
Work Detail	Arlene Kaplan: Review MasterWorks; work on project files; P14 discussion for fence replacement & survey															
10/2/2020	1.000	90.00	90.00													90.00
Work Detail	Arlene Kaplan: time on call with Ike for MasterWorks and related matters.															
10/5/2020	1.000	90.00	90.00													90.00
Work Detail	Arlene Kaplan: closed another file; masterworks review															
10/12/2020	4.000	90.00	360.00													360.00
Work Detail	Arlene Kaplan: 1 hour in Masterworks; started sorting file documents for digital delivery to County; prepared reports for Tuesday meeting;															
10/13/2020	1.000	90.00	90.00													90.00
Work Detail	Arlene Kaplan: went over outstanding closing with title co;															
10/14/2020	3.000	90.00	270.00													270.00
Work Detail	Arlene Kaplan: Masterworks meeting and time after going through material for Response to County															
10/15/2020	2.000	90.00	180.00													180.00
Work Detail	Arlene Kaplan: Received title policies and recorded deeds. scanned documents from closings and working on digital files.															
10/19/2020	2.000	90.00	180.00													180.00
Work Detail	Arlene Kaplan: additional work on files for County															
10/22/2020	1.000	90.00	90.00													90.00
Work Detail	Arlene Kaplan: working on finishing McCrary files; received the last of the title policies;															
10/23/2020	1.000	90.00	90.00													90.00
Work Detail	Arlene Kaplan: Cumulative time in MasterWorks;															
10/26/2020	1.000	90.00	90.00													90.00
Work Detail	Arlene Kaplan: Call from Mr. Halawa's son wanting project information, help with placement of gate - I advised since survey was out there and indicated where to place fence and gate, they needed to trust that more than what I can say on the phone. Called the fence co and asked that they recheck the gate installation for Halawas to better secure posts. They were happy to recheck.															
10/27/2020	2.000	90.00	180.00													180.00
Work Detail	Arlene Kaplan: continuing closeout reviews of project files															
10/28/2020	3.000	90.00	270.00													270.00
Work Detail	Arlene Kaplan: Masterworks meeting with FBC															
10/30/2020	3.000	90.00	270.00													270.00
Work Detail	Arlene Kaplan: Masterworks testing as requested for relocation, agents form, and payments form.															
Total Kaplan, Arlene:	29.000		2,610.00													2,610.00
Invoice Total	29.000		2,610.00													2,610.00



November 23, 2020

Project No: 10.005439.0000

Invoice No: 0312660

Due Date: January 7, 2021

Sandy Garza
 Fort Bend County
 301 Jackson Street
 Richmond, TX 77469

Invoice Total	\$1,440.00
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Project 10.005439.0000 Project# 17303 - SH 99

Professional Services from October 1, 2020 to October 31, 2020

Professional Personnel

	Quantity	Rate	Amount
Project Manager			
Kaplan, Arlene	16.0	90.00	1,440.00
Total Labor			1,440.00

Billing Limits	Current	Prior	To-Date
Total Billings	1,440.00	29,421.13	30,861.13
Total Contract Amount			110,100.00
Remaining Funds Available			79,238.87
		Total this Invoice	\$1,440.00

Billings to Date

	Current Invoice	Prior	Invoiced To Date
Labor	1,440.00	29,215.00	30,655.00
Expense	0.00	206.13	206.13
Totals	1,440.00	29,421.13	30,861.13

PERCHERON INVOICE DETAIL

Billing Period from October 01, 2020 to October 31, 2020

Date	Qty	Rate	Total Labor	Miles	Amt (Miles x Rate)	Lodging	Meals	Per Diem	Phone	Comp	Filing Fees	Copies	Pstg	Other Exp	Total Exp	Invoiced To Date
Kaplan, Arlene																
10/1/2020	1.000	90.00	90.00													90.00
Work Detail	Arlene Kaplan: Call to attorney for 201 and 217 for 1295 form															
10/2/2020	1.000	90.00	90.00													90.00
Work Detail	Arlene Kaplan: calls for 201 and 217; call for LMA (all parcels) to set meeting															
10/5/2020	1.000	90.00	90.00													90.00
Work Detail	Arlene Kaplan: closed anothe file; masterworks review															
10/6/2020	1.000	90.00	90.00													90.00
Work Detail	Arlene zkaplan: working with Norma fo status of director lots, she called back, reaching out to attys.															
10/7/2020	1.000	90.00	90.00													90.00
Work Detail	Arlene Kaplan: reaching out to property owners with update; spoke to Sarah Gerdes, atty for LMA, to see about meeting;															
10/13/2020	1.000	90.00	90.00													90.00
Work Detail	Arlene Kaplan: conversations with Sarah G. and Maria for P217 and 201															
10/15/2020	3.000	90.00	270.00													270.00
Work Detail	Arlene Kaplan: reviewing status of lma; called property owners and spoke with 203 and Norma Garza for Directors' parcels; she thinks they are almost done and is checking															
10/22/2020	2.000	90.00	180.00													180.00
Work Detail	Arlene Kaplan: Talked to landscaper who does the maintenance on this corridor. With approval from County, he will work on cost estimate to move irrigation on 99 from Cinco Rance to Westheimer.															
10/26/2020	2.000	90.00	180.00													180.00
Work Detail	Arlene Kaplan: went over files with Jorge to see if we can get through to property owners while we work LMA in paralel track															
10/30/2020	3.000	90.00	270.00													270.00
Work Detail	Arlene Kaplan: Phone meeting with Norma Garza for P208-214 & 216; discussion of status of director lots and other considerations; meeting with Jorge on parcels assigned to him (res complexes)															
Total Kaplan, Arlene:	16.000		1,440.00													1,440.00
Invoice Total	16.000		1,440.00													1,440.00



November 23, 2020

Project No: 10.006004.0000

Invoice No: 0312669

Due Date: January 7, 2021

PO / WO / AFE: 17314x

Sandy Garza
 Fort Bend County
 301 Jackson Street
 Richmond, TX 77469

Invoice Total	\$3,073.07
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Project 10.006004.0000 FBC 17314x Cinco Ranch TL

Professional Services from October 1, 2020 to October 31, 2020

Professional Personnel

	Quantity	Rate	Amount
Project Manager			
Kaplan, Arlene	29.5	90.00	2,655.00
ROW Agent Senior			
Cavazos, Jorge	4.0	80.00	320.00
Total Labor			2,975.00

Reimbursable Expenses

Postage			98.07
Total Reimbursables			98.07

Billing Limits

	Current	Prior	To-Date
Total Billings	3,073.07	15,174.63	18,247.70
Total Contract Amount			32,520.00
Remaining Funds Available			14,272.30
		Total this Invoice	\$3,073.07

Billings to Date

	Current Invoice	Prior	Invoiced To Date
Labor	2,975.00	14,870.00	17,845.00
Expense	98.07	304.63	402.70
Totals	3,073.07	15,174.63	18,247.70

PERCHERON INVOICE DETAIL

Billing Period from October 01, 2020 to October 31, 2020

Date	Qty	Rate	Total Labor	Miles	Amt (Miles x Rate)	Lodging	Meals	Per Diem	Phone	Comp	Filing Fees	Copies	Pstg	Other Exp	Total Exp	Invoiced To Date
Cavazos, Jorge																
10/1/2020		.500	80.00		40.00											40.00
Work Detail	P218 updates in drive.															
10/6/2020		1.500	80.00		120.00											120.00
Work Detail	P02 - Electrician Meeting															
10/12/2020		1.000	80.00		80.00											80.00
Work Detail	P02 - Updates															
10/13/2020		1.000	80.00		80.00											80.00
Work Detail	P02 - Relocation															
Total Cavazos, Jorge:	4.000		320.00													320.00
Kaplan, Arlene																
10/5/2020		3.500	90.00		315.00											315.00
Work Detail	Arlene Kaplan: Worked on documents for P219 deed, 1295, and other docs for Norma to send to attys in Chicago; call to electrician for P02 Bank sign; located contractor and will meet at bank.															
10/6/2020		4.000	90.00		360.00											360.00
Work Detail	Arlene Kaplan: aligned all claim documents and; cleared with displacee; provided electrician with forms incl vendor & w9 and 1295; calls to Larry for P218 to clear right of way, had discussion and right of way will be considered clear.															
10/7/2020		3.000	90.00		270.00											270.00
Work Detail	Arlene Kaplan: went through electrical bid with contractor; asked for details;															
10/13/2020		2.000	90.00		180.00											180.00
Work Detail	Arlene Kaplan: FBC Meeting; follow-up with electrician for P02															
10/14/2020		2.000	90.00		180.00											180.00
Work Detail	Arlene Kaplan: prepared claim forms for P02 for electrician's work; sent to bank															
10/19/2020		3.000	90.00		270.00											270.00
Work Detail	Arlene Kaplan: P02 - Sign: contractor did not properly permit; worked with sign co, bank and Cinco managaement to try to sort it out															
10/20/2020		2.000	90.00		180.00											180.00
Work Detail	Arlene Kaplan: continuing with P02 in response to "Cease and desist" from Cinco to Bank over sign															
10/21/2020		2.000	90.00		180.00											180.00
Work Detail	Arlene Kaplan: Connected with Bank management where I learned the Cunco connection was John Buehler. Called John since we've worked together before and learned the details; got sign co to resubmit for sign; John is reviewing.															
10/22/2020		1.000	90.00		90.00											90.00
Work Detail	Arlene Kaplan: P02 - Heard from John; sign co messed up; will need to redo tiles on face and re-sandblast letters. Sign company agreed to get it done as required - error was entirely theirs.															
10/23/2020		1.000	90.00		90.00											90.00
Work Detail	Arlene Kaplan: P02 - got approval for new sign face on P02; will know Monday when it's rescheduled; Bank relieved that I was taking care of it.															
10/26/2020		2.000	90.00		180.00											180.00
Work Detail	Arlene Kaplan: Calls to Bank, electrician and lanscape to hold off work until tiles come in for new sign face , are installed and sand-blasted with 7" letters.															
10/27/2020		2.000	90.00		180.00											180.00
Work Detail	Arlene Kaplan: follow up on P219 w Norma; provided other document she wanted; additional folloew up on P02 relocation															
10/29/2020		2.000	90.00		180.00											180.00
Work Detail	Arlene Kaplan: follow up with sign co for P02; follow up with Stephen Robinsons office for resigned deed since Notary in his office used outdated stamp and deed for 218 needed to be resigned.															
Total Kaplan, Arlene:	29.500		2,655.00													2,655.00
FedEx																
10/20/2020													79.58		79.58	79.58
AP Detail	Fedex @ Katy A. Kaplan															
10/31/2020													18.49		18.49	18.49
AP Detail	Fedex @ Katy A. Kaplan Ft. Bend															
Total FedEx:													98.07		98.07	98.07
Invoice Total	33.500		2,975.00										98.07		98.07	3,073.07

FedEx

POD

Original Customer Reference	Delivery Date	Recipient Name	Recipient Address Line 1	Recipient City	Shipper Name	Shipper City	Net Charge Amount
10.006004.0000 FBC	17314x Cinco Ranch TL 20200921	Attn: Sandy Garza	301 Jackson Street	RICHMOND	Arlene Kaplan	SPRING	\$61.58
10.006004.0000 FBC	17314x Cinco Ranch TL 20200924	Ms. Sandra Hewett	1117 Eldridge Parkway	HOUSTON	Arlene Kaplan	SPRING	\$18.00

\$79.58

Prospect:	Cinco Ranch
Client:	Ft. Bend County
Description:	FedEx
Amount:	\$ 79.58

FedEx

POD

Original Customer Reference	Delivery Date	Recipient Name	Recipient Address	Recipient City	Shipper Name	Shipper City	Net Charge Amount
10.006004 FBC 17314X Cinco Ranch TL	20201027	ATTN.: ARLENE KAPLAN	Line 1 20010 CYPRESSWOOD SPGS	SPRING	Britten Harris	RICHMOND	\$18.49

\$18.49

Prospect:	17314X Cinco
Client:	Ranch TL
Description:	Ft. Bend County
Amount:	FedEx 18.49



November 23, 2020

Project No: 10.006710.0000

Invoice No: 0312671

Due Date: January 7, 2021

PO / WO / AFE: 167428

Sandy Garza
 Fort Bend County
 301 Jackson Street
 Richmond, TX 77469

Invoice Total	\$468.40
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Project 10.006710.0000 Project#17325x - Vanbrooke PO: 167428/2017 Mobility

Professional Services from October 1, 2020 to October 31, 2020

Professional Personnel

	Quantity	Rate	Amount	
Project Manager				
Kaplan, Arlene	5.0	90.00	450.00	
Total Labor				450.00

Reimbursable Expenses

Postage			18.40	
Total Reimbursables			18.40	18.40

Billing Limits

	Current	Prior	To-Date	
Total Billings	468.40	3,067.50	3,535.90	
Total Contract Amount			14,000.00	
Remaining Funds Available			10,464.10	
			Total this Invoice	\$468.40

Billings to Date

	Current Invoice	Prior	Invoiced To Date
Labor	450.00	3,067.50	3,517.50
Expense	18.40	0.00	18.40
Totals	468.40	3,067.50	3,535.90

PERCHERON INVOICE DETAIL

Billing Period from October 01, 2020 to October 31, 2020

Date	Qty	Rate	Total Labor	Miles	Amt (Miles x Rate)	Lodging	Meals	Per Diem	Phone	Comp	Filing Fees	Copies	Pstg	Other Exp	Total Exp	Invoiced To Date
Kaplan, Arlene																
10/2/2020	2.000	90.00	180.00													180.00
Work Detail	Arlene Kaplan: cleaning up paper work and discussion regarding release of lien for P01; calls to lender, etc.															
10/15/2020	2.000	90.00	180.00													180.00
Work Detail	Arlene Kaplan: working on file and preparing for closing; scanning documents and preparing digital file for cCounty															
10/30/2020	1.000	90.00	90.00													90.00
Work Detail	Arlene KaplanL P01 reviewed status of payment and closing needs including sttus of Partial release.															
Total Kaplan, Arlene:	5.000		450.00													450.00
FedEx																
10/20/2020													18.40		18.40	18.40
AP Detail	Fedex @ Katy A. Kaplan															
Total FedEx:													18.40		18.40	18.40
Invoice Total	5.000		450.00										18.40		18.40	468.40

FedEx

POD

Original Customer Reference	Delivery Date	Recipient Name	Recipient Address	Recipient City	Shipper Name	Shipper City	Net Charge Amount
10.006710.0000 FBC - Pj#17325x - Vanbrooke PO167428	20200923	ATTN.: ARLENE KAPLAN	Line 1 20010 CYPRESSWOOD SPGS	SPRING	Jorge Cavazos	KATY	\$18.40

Prospect: Vanbrooke PO Client: 167428 Description: Ft. Bend County Amount: \$ 18.40 FedEx

\$18.40