



September 28, 2022

**NEW LOCKBOX ADDRESS & REMITTANCE INSTRUCTIONS - ACTION REQUIRED**

We have a new lockbox location for your remittances available immediately. **It is important that you use this new address to avoid delays in processing your payments.** We will accept checks with remittance documentation at our lockbox facility. Additionally, you may pay via ACH, and you'll find payment instructions for both options below.

**NEW LOCKBOX ADDRESS (please be sure to include the Dept 331):**

**Halff Associates, Inc.  
Post Office Box 4897, Dept 331  
Houston, Texas 77210**

**NEW OVERNIGHT COURIER LOCKBOX ADDRESS:**

Halff Associates, Inc.  
Prosperity Bank Lockbox Dept: 331  
14070 Southwest Freeway  
Sugar Land, Texas 77478



Should you have any questions, please contact Jami Kubik at 214-217-6409 or email [Receivables@Halff.com](mailto:Receivables@Halff.com). Thank you for your prompt attention to this matter.

Halff Associates, Inc.

**Jami Kubik**

Project Accounting Manager

## PROGRESS REPORT

**TO:** Stacy Slawinski

**FROM:** Ashley Purkey, PE

**PROJECT:** Fort Bend County Pct 1 / SH 99 Frontage Road

**SUBJECT:** Progress Report – September – October 2022

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The purpose of this memorandum is to summarize the progress for the period from September 1, 2022 thru October 31, 2022 for the above referenced project.

The following tasks were initiated and/or completed this period:

### Preliminary Roadway Design

Work completed to date is as follows:

- Coordination meetings
- Preliminary cost estimate

### Environmental

Work completed to date is as follows:

- 100% of the waters of the U.S. delineation task
- 100% of the threatened and endangered species task
- 100% of the desktop archeological services (field services are pending)
- 50% of the Phase I ESA
- 50% of General Project Management
- 25% of USACE Permitting
- 35% of TxDOT Document Preparation

Upcoming tasks anticipated:

- Prepare cross sections for proposed retaining walls based upon survey data.
- Review main lanes drainage report



Fort Bend County  
 301 Jackson St 4th F  
 Richmond TX 77469

Invoice Date: 11/11/2022  
 Invoice: 10084051  
 Project: 043071.001

Attention: Stacy Slawinski, stacy.slawinski@fortbendcountytexas.gov  
 Project Name: Fort Bend County Pct 1/SH 99 Frontage Rd

For Professional Services Rendered through: October 31, 2022  
 Project Number 20301  
 PO # 200678

Lump Sum	Fee	Pct. Comp	Earned To Date	Previous Amount	Current Amount
000100 - Preliminary Roadway Design	129,220.00	7.50	9,691.50	8,399.30	1,292.20
000101 - Drainage Study	150,440.00	0.00	0.00	0.00	0.00
000102 - Survey	63,880.00	55.00	35,134.00	35,134.00	0.00
000103 - Geotechnical Investigation	76,450.00	73.00	55,808.50	55,808.50	0.00
000104 - Environmental Investigations	66,605.00	70.00	46,623.50	43,293.25	3,330.25
000200 - Final Roadway Design	345,205.00	0.00	0.00	0.00	0.00
000400 - Survey - ROW Parcels	8,250.00	0.00	0.00	0.00	0.00
000401 - Survey - SUE (Level A)	17,270.00	0.00	0.00	0.00	0.00
000402 - ENV - Phase 1 ESA	5,500.00	0.00	0.00	0.00	0.00
000403 - ENV - TxDOT Environmental Assessment	14,300.00	0.00	0.00	0.00	0.00
000404 - ENV - Public Involvement and Meeting	14,250.00	0.00	0.00	0.00	0.00
000405 - Noise-related Services	64,000.00	0.00	0.00	0.00	0.00
<b>Total Lump Sum Services:</b>	<b>955,370.00</b>	<b>15.41</b>	<b>147,257.50</b>	<b>142,635.05</b>	<b>4,622.45</b>

Hourly Not To Exceed	Fee	Pct. Comp	Earned To Date	Previous Amount	Current Amount
000300 - Bid and Construction Phase Services	50,000.00	0.00	0.00	0.00	0.00
<b>Total Hourly Not To Exceed Services:</b>	<b>50,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

Remaining Fee: 858,112.50

Total Earned to Date: 147,257.50  
 Less Previous Billed: 142,635.05  
**Amount Due this Invoice: 4,622.45**

Outstanding Invoices:

Number	Date	Balance
10080321	09/12/2022	2,644.25
<b>Total</b>		<b>2,644.25</b>

Remit payment to P.O. Box 4897, Dept 331, Houston, TX 77210  
 Reference Project 043071.001 and Invoice 10084051  
 Contact Alison Reigel at areigel@halff.com with any billing questions.