

**FORT BEND COUNTY    FY 2010**  
**COMMISSIONERS COURT AGENDA REQUEST FORM**  
Return Completed Form by E-Mail to: Agenda Coordinator, County Judge's Office

Date Submitted: **November 10, 2009**

Submitted By: **Laura Dougherty**

Court Agenda Date: **November 17, 2009**

Department: **Facilities Management & Planning**

Phone Number: **281-633-7017**

**SUMMARY OF ITEM:**

**Approve Invoice No.'s 22709 and 22738, in an amount not to exceed \$57,000.00, to The Mathis Group (TMG+), for Professional Services rendered for the Justice Center.**

**RENEWAL AGREEMENT/APPOINTMENT**

**YES** ☐ **NO** ☐

**REVIEWED BY COUNTY ATTORNEY'S OFFICE:**

**YES** ☒ **NO** ☐

List Supporting Documents Attached: **Invoices**

**FINANCIAL SUMMARY:**

**BUDGETED ITEM:** **YES** ☒ **NO** ☐

**FUNDING SOURCE:** Accounting Unit: **732448888**

Account Number:

Activity (If Applicable): **P418-09JCOMPLEX**

**DESCRIPTION OF LAWSON ACCOUNT:** **Justice Center**

**Instructions to submit Agenda Request Form:**

- Completely fill out agenda form: incomplete forms will not be processed.
- Agenda Request Forms should be submitted by e-mail, fax, or inter-office mail, and all back-up information must be provided by Wednesday at 2:00 p.m. to all those listed below.
- All original back-up must be received in the County Judge's Office by 2:00 p.m. on Wednesday.

**DISTRIBUTION:**

**Original Form** Submitted with back up to County Judge's Office ☐ (✓ when completed)

If by E-Mail to [ospindon@co.fort-bend.tx.us](mailto:ospindon@co.fort-bend.tx.us)

If by Fax to (281) 341-8609

Distribute copies with back-up to all listed below. If by fax, send to numbers below:

<input checked="" type="checkbox"/> Auditor (281-341-3774)	<input checked="" type="checkbox"/> Comm. Pct. 1 (281-342-0587)
<input checked="" type="checkbox"/> Budget Officer (281-344-3954)	<input checked="" type="checkbox"/> Comm. Pct. 2 (281-403-8009)
<input checked="" type="checkbox"/> Facilities/Planning (281-633-7022)	<input checked="" type="checkbox"/> Comm. Pct. 3 (281-242-9060)
<input checked="" type="checkbox"/> Purchasing Agent (281-341-8642)	<input checked="" type="checkbox"/> Comm. Pct. 4 (281-980-9077)
<input checked="" type="checkbox"/> Information Technology (281-341-4526)	<input checked="" type="checkbox"/> County Clerk (281-341-8697)
<input type="checkbox"/> Other:	<input checked="" type="checkbox"/> County Atty (281-341-4557)

**RECOMMENDATION / ACTION REQUESTED:**

Special Handling Requested (specify): **Please Approve**

FM 90953 R

**INVOICE****Date:** September 30, 2009**To:** Don Brady, Director

County Facilities Management &amp; Planning Dept.

301 Jackson

Richmond, TX 77469

**Invoice No. 22709****Due Date:** Upon Receipt**For Services:** Project Management**PO Number:** 38905**Project:** 0904 - Fort Bend County Justice Center**City:** Richmond, Texas

Services	A Value	(B=C+D) To Date	C Prior Period	D This Period	F Retainage
Program / Construction Management					
1 September 2009	\$ 30,000	\$ 30,000	\$ -	\$ 30,000	\$ 1,500
2 October 2009	\$ 30,000	\$ -	\$ -	\$ -	\$ -
3 November 2009	\$ 30,000	\$ -	\$ -	\$ -	\$ -
4 December 2009	\$ 30,000	\$ -	\$ -	\$ -	\$ -
5 January 2010	\$ 30,000	\$ -	\$ -	\$ -	\$ -
6 February 2010	\$ 30,000	\$ -	\$ -	\$ -	\$ -
7 March 2010	\$ 30,000	\$ -	\$ -	\$ -	\$ -
8 April 2010	\$ 30,000	\$ -	\$ -	\$ -	\$ -
9 May 2010	\$ 30,000	\$ -	\$ -	\$ -	\$ -
10 June 2010	\$ 30,000	\$ -	\$ -	\$ -	\$ -
11 July 2010	\$ 30,000	\$ -	\$ -	\$ -	\$ -
12 August 2010	\$ 30,000	\$ -	\$ -	\$ -	\$ -
13 September 2010	\$ 30,000	\$ -	\$ -	\$ -	\$ -
14 October 2010	\$ 30,000	\$ -	\$ -	\$ -	\$ -
15 November 2010	\$ 30,000	\$ -	\$ -	\$ -	\$ -
16 December 2010	\$ 30,000	\$ -	\$ -	\$ -	\$ -
17 January 2011	\$ 30,000	\$ -	\$ -	\$ -	\$ -
18 February 2011	\$ 30,000	\$ -	\$ -	\$ -	\$ -
19 March 2011	\$ 30,000	\$ -	\$ -	\$ -	\$ -
20 April 2011	\$ 30,000	\$ -	\$ -	\$ -	\$ -
21 May 2011	\$ 15,000	\$ -	\$ -	\$ -	\$ -
22 June 2011	\$ 15,000	\$ -	\$ -	\$ -	\$ -
<b>TOTALS</b>	\$ 630,000	\$ 30,000	\$ -	\$ 30,000	\$ 1,500
Total to date:					\$30,000
Less Previous:					\$0
Less Retainage:					-\$1,500
<b>TOTAL DUE:</b>					<b>\$28,500</b>

**Forward Payment To: The MATHIS Group, Inc.**

13135 Dairy Ashford, Suite 390

Sugar Land, Texas 77478

For questions regarding this invoice, please call us at (281) 265-6028 / fx-(281) 265-6825



Project: Fort Bend County Justice Center

Project #: 0704



Description: project manager / construction manager

ACCT	Vendor: <u>TMG+</u>	Invoice #: <u>22709</u>	
	Contract #: _____	Inv. Date: <u>09.01.09</u>	
	Cost Plan Code: <u>QCLOG</u>		
		Fee	Reimb
	Contract Amount	<u>630,000</u>	
	Thru Change Orders: _____	<u>-</u>	
ACCT	Total Adjusted Contract: <u>630,000</u>		
	Verified By: _____		
		Fee	Reimb
	Total To Date	\$30,000.00	
	Less Previous	\$0.00	
	Subtotal	\$30,000.00	
PM	Less Retainage - 5%	(\$1,500.00)	
	Amount Now Due	\$28,500.00	
	Verified By: _____		
		Fee	Reimb
	Amount Approved:	\$28,500.00	
	Total Amount Approved:	\$28,500.00	
ACCT	Approved By: PM _____	Date _____	
	Owner _____	Date _____	
	Distribution: Owner: <u>9.16.09</u>	Other: _____	
	PM: _____	Cost Plan: <u>9.15.09</u>	
	File: _____		
	Date Mailed To Owner: <u>9.16.09</u>		

FM 91014R

OK to pay  
11-9-09**INVOICE****Date:** October 31, 2009**Invoice No.** 22738

**To:** Don Brady, Director  
 County Facilities Management & Planning Dept.  
 301 Jackson  
 Richmond, TX 77469

**Due Date:** Upon Receipt  
**For Services:** Project Management

**PO Number:** 38905

**Project:** 0904 - Fort Bend County Justice Center  
**City:** Richmond, Texas

Services	A Value	(B=C+D) To Date	C Prior Period	D This Period	F Retainage
Program / Construction Management					
1 September 2009	\$ 30,000	\$ 30,000	\$ 30,000	\$ -	\$ 1,500
2 October 2009	\$ 30,000	\$ 30,000	\$ -	\$ 30,000	\$ 1,500
3 November 2009	\$ 30,000	\$ -	\$ -	\$ -	\$ -
4 December 2009	\$ 30,000	\$ -	\$ -	\$ -	\$ -
5 January 2010	\$ 30,000	\$ -	\$ -	\$ -	\$ -
6 February 2010	\$ 30,000	\$ -	\$ -	\$ -	\$ -
7 March 2010	\$ 30,000	\$ -	\$ -	\$ -	\$ -
8 April 2010	\$ 30,000	\$ -	\$ -	\$ -	\$ -
9 May 2010	\$ 30,000	\$ -	\$ -	\$ -	\$ -
10 June 2010	\$ 30,000	\$ -	\$ -	\$ -	\$ -
11 July 2010	\$ 30,000	\$ -	\$ -	\$ -	\$ -
12 August 2010	\$ 30,000	\$ -	\$ -	\$ -	\$ -
13 September 2010	\$ 30,000	\$ -	\$ -	\$ -	\$ -
14 October 2010	\$ 30,000	\$ -	\$ -	\$ -	\$ -
15 November 2010	\$ 30,000	\$ -	\$ -	\$ -	\$ -
16 December 2010	\$ 30,000	\$ -	\$ -	\$ -	\$ -
17 January 2011	\$ 30,000	\$ -	\$ -	\$ -	\$ -
18 February 2011	\$ 30,000	\$ -	\$ -	\$ -	\$ -
19 March 2011	\$ 30,000	\$ -	\$ -	\$ -	\$ -
20 April 2011	\$ 30,000	\$ -	\$ -	\$ -	\$ -
21 May 2011	\$ 15,000	\$ -	\$ -	\$ -	\$ -
22 June 2011	\$ 15,000	\$ -	\$ -	\$ -	\$ -
<b>TOTALS</b>	\$ 630,000	\$ 60,000	\$ 30,000	\$ 30,000	\$ 3,000
Total to date:					\$60,000
Less Previous:					-\$28,500
Less Retainage:					-\$3,000
<b>TOTAL DUE:</b>					<b>\$28,500</b>

Long history

**Forward Payment To: The MATHIS Group, Inc.**  
 13135 Dairy Ashford, Suite 390  
 Sugar Land, Texas 77478

For questions regarding this invoice, please call us at (281) 265-6028 / fx-(281) 265-6825



Project: Fort Bend County Justice Center

Project #: 0704



Description:

*project manager*

ACCT	Vendor: <u>Talbot</u>	Invoice #: <u>22738</u>	
	Contract #: _____	Inv. Date: <u>10.01.09</u>	
	Cost Plan Code: <u>6.01</u>		
		Fee	Reimb
	Contract Amount	<u>630,000</u>	
	Thru Change Orders: _____		
	Total Adjusted Contract: <u>630,000</u>		
Verified By: _____			
ACCT		Fee	Reimb
	Total To Date	<u>60,000</u>	
	Less Previous:	<u>30,000</u>	
	Subtotal:	<u>30,000</u>	
	Less Retainage:	<u>1,500</u>	
	Amount Now Due: <u>28,500</u>		
	Verified By: _____		
PM		Fee	Reimb
	Amount Approved:	<u>28,500</u>	
	Total Amount Approved:	<u>28,500</u>	
	Approved By: PM _____	Date _____	
	Owner _____	Date _____	
ACCT	Distribution: Owner: <u>10.01.01</u>	Other: _____	
	PM: _____	Cost Plan: <u>10.01.01</u>	
	File: _____		
	Date Mailed To Owner: <u>10.01.01</u>		