

MEMORIAL CITY  
REDEVELOPMENT AUTHORITY,  
TIRZ No. 17,  
City of Houston



Agenda and Agenda Materials  
Meeting of the Board of Directors

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May 26, 2020

**JOINT MEETING OF THE BOARD OF DIRECTORS OF THE  
TIRZ 17 REDEVELOPMENT AUTHORITY/MEMORIAL CITY REDEVELOPMENT AUTHORITY  
and TAX REINVESTMENT ZONE NUMBER SEVENTEEN  
HOUSTON, TEXAS**

Notice is hereby given that the Board of Directors of the TIRZ 17 Redevelopment Authority (aka the Memorial City Redevelopment Authority) and the Tax Reinvestment Zone Number Seventeen, City of Houston, Texas, will hold a joint meeting on **Tuesday, May 26, 2020, at 8:00 a.m.**, via Zoom videoconference at: <https://us02web.zoom.us/j/81328583894?pwd=N3A5eVpHdkiGd015Wm5ObXZDZWcyZz09>; or via teleconference at: (346) 248-7799; Meeting ID: 813 2858 3894; Password: 729908; open to the public, to consider, discuss, and adopt such orders, resolutions or motions, and take direct actions as may be necessary, convenient, or desirable, with respect to the following matters:

**AGENDA**

1. Establish quorum and call meeting to order.
2. Receive public comments. (A statement of no more than 3 minutes may be made on items of general relevance. There will be no yielding of time to another person. State law prohibits the Board Chair or members of the Board from deliberating a topic without an appropriate agenda item being posted in accordance with the Texas Open Meetings Law; therefore, questions or comments will not be addressed. Engaging in verbal attacks or comments intended to insult, abuse, malign or slander any individual shall be cause for termination of time privileges).
3. Approve Minutes of the April 28, 2020, meeting.
4. Receive financial and bookkeeper's report, including payment of invoices, review of investments, and project cash flow reports.
5. Consider 2-year agreement with McGrath & Co. for pre-audit services for FY2020 and FY2021.
6. CIP Committee:
  - a. Project update and recommendations from Gauge Engineering, LLC.
    - i. Consider Pay Application No. 18, Briar Branch Channel and Straws Improvements, from Reytec Construction.
    - ii. Consider Gauge Engineering Task Order for construction phase services for Memorial Drive.
  - b. Project update and recommendations from LAN.
    - i. Consider LAN reimbursement for additional engineering services for Memorial Drive
  - c. Project update and recommendations from The Goodman Corporation.
  - d. Project update and recommendations from SWA.
    - i. Consider SWA Task Order No. 13, professional landscape design services for Memorial Drive ROW from BW8 to Tallowood Drive
7. Convene in Executive Session pursuant to Section 551.071, Texas Government Code, to conduct a private consultation with attorney, with regard to pending or contemplated litigation; and Convene in Executive Session pursuant to Section 551.072, Texas Government Code, to deliberate the purchase, exchange, lease or value of real property.
8. Reconvene in Open Session and authorize appropriate actions regarding private consultation with attorney; and reconvene in Open Session and authorize appropriate actions with regard to the purchase, exchange, lease or value of real property.
9. Adjournment.



\_\_\_\_\_  
Executive Director for Authority

As a result of the current COVID-19 virus epidemic emergency, the convening at one location of a quorum of the Board is difficult or impossible. Therefore, the Board will conduct this meeting by videoconference rather than by physical quorum pursuant to Texas Government Code Sec. 551.125 and guidance of the Governor of the State of Texas. Members of the public are entitled to participate and address the Board during the videoconference meeting. In all respects, this meeting will be open to the public and compliant with applicable law and guidance of the Governor of the State of Texas. An electronic copy of the agenda packet (which consists of the regular reports presented to the Board by its consultants) can be found at: <http://houstontirz17.org/meetings/>

MEMORIAL CITY REDEVELOPMENT AUTHORITY TIRZ No. 17,  
HOUSTON, TEXAS

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**AGENDA MEMORANDUM**

TO: Memorial City Redevelopment Authority TIRZ No. 17 Board of Directors  
FROM: Executive Director  
SUBJECT: Agenda Item Materials

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1. Approve Minutes of the April 28, 2020, meeting.

**MINUTES OF THE JOINT MEETING OF THE  
TIRZ 17 REDEVELOPMENT AUTHORITY/MEMORIAL CITY REDEVELOPMENT AUTHORITY and  
TAX REINVESTMENT ZONE NUMBER SEVENTEEN, CITY OF HOUSTON, TEXAS  
BOARD OF DIRECTORS**

**April 28, 2020**

**ESTABLISH QUORUM AND CALL MEETING TO ORDER.**

The Board of Directors of the TIRZ 17 Redevelopment Authority/Memorial City Redevelopment Authority and Tax Reinvestment Zone Number Seventeen, City of Houston, Texas, held a regular joint meeting on Tuesday, April 28, 2020, at 8:00 a.m., via videoconference, open to the public, and the roll was called of the duly appointed members of the Board, to-wit:

Position 1 – Marshall B. Heins

Position 2 – John Rickel

Position 3 – David P. Durham

Position 4 – Ann T. Givens, *Chair*

Position 5 – Zachary R. Hodges

Position 6 – Brad Freels, *Vice-Chair*

Position 7 – Glenn E. Airola, *Secretary*

and all of the above were present, thus constituting a quorum. Also present were Scott Bean, Linda Clayton and Josh Hawes, all with Hawes Hill & Associates, LLP; Jessica Holoubek, Allen Boone Humphries Robinson, LLP; Pat Hall, ETI Bookkeeping Services; and Virginia Blake, McCall Gibson Swedlund Barfoot PLLC. Others attending the meeting were Jennifer Curley, COH - Economic Development Dept.; James Rains, District G; Laurie Rosenbaum, City of Bunker Hill; Muhammad Ali and Derek St. John, both of Gauge Engineering; Ricky Gonzalez and Michael Salinas, both of LAN; Jim Webb, The Goodman Corporation; Bruce Nichols; Ed Browne; and John Jackson. Chair Givens called the meeting to order at 8:05 a.m.

**DECLARE EMERGENCY.**

Ms. Holoubek stated due to the COVID19 pandemic the Governor of Texas and Harris County Attorney have declared an emergency. She stated convening at one location of a quorum of the Board is difficult or impossible. She stated pursuant to the Governor of the State of Texas certain aspects of the Open Meetings Act have been revised during the pandemic and allows for governmental entities to meet by videoconference rather than by physical quorum. She went over the requirements to hold the meeting via videoconference. She stated in all respects the meeting is open to the public and compliant with applicable law and guidelines outlined by the Governor of the State of Texas.

**RECEIVE PUBLIC COMMENTS.**

There were no public comments.

**APPROVE MINUTES OF THE FEBRUARY 25, 2020, MEETING.**

Upon a motion duly made by Director Durham, and being seconded by Director Airola, the Board voted unanimously to approve the Minutes of the February 25, 2020, Board meeting, as presented.

**REVIEW LIST OF LOCAL GOVERNMENT OFFICERS PURSUANT TO LOCAL GOVERNMENT CODE, CHAPTER 176.0065.**

After reviewing the List of Local Government Officers, included in the Board materials, a motion was duly made by Director Rickel, and seconded by Director Heins, the Board voted unanimously to approve the List of Local Government Officers Pursuant to Local Government Code, Chapter 176.0065.

**RECEIVE FINANCIAL AND BOOKKEEPER'S REPORT, INCLUDING PAYMENT OF INVOICES, REVIEW OF INVESTMENTS AND PROJECT CASH FLOW REPORTS.**

Ms. Hall presented the Bookkeeper's Report and went over invoices, included in the Board materials. Upon a motion duly made by Director Rickel, and being seconded by Director Airola, the Board voted unanimously to accept the Bookkeeper's Report and approved payment of invoices, as presented.

**RECEIVE AND APPROVE AGREED-UPON PROCEDURES REPORT FOR LIPEX PROPERTIES L.P.; AND AUTHORIZE DISBURSEMENT.**

Ms. Blake presented the Agreed-Upon Procedures Report for Lipex Properties, L.P., included in the Board materials. There was general discussion regarding the 4% interest rate. The Board requested verification the 4% interest rate is correct. Mr. Bean reported under the agreement the Authority can make seven annual payments or a lump sum payment. Ms. Holoubek stated the minimum distribution amount for today's payment is \$3 Million. There was a lengthy discussion regarding the interest rate and distribution payment.

Upon a motion duly made by Director Rickel, and seconded by Director Durham, the Board voted unanimously to approve the Agreed-Upon Procedures Report for Lipex Properties, L.P., subject to verification the 4% interest rate is correct.

Upon a motion duly made by Director Rickel, and being seconded by Director Freels, the Board voted unanimously to authorize disbursement under the Lipex Properties L.P. Agreement in the minimum amount of \$3,013,459.49 (principal only).

**CIP COMMITTEE:**

**a. Project update and recommendations from Gauge Engineering LLC**

Mr. Ali provided an update on the Briar Branch Channel and Straw Improvements project, a copy of the progress report is included in the Board materials. He provided an update on street repairs. He stated toward the end of the contract the streets will be restored. He stated Gauge intends to walk the streets this week to assess any repairs needed. Mr. Ali provided an update on the Gessner Road Improvements project, a copy of the progress report is included in the Board materials. He reported the boxes on the west side are complete and contractor has started sidewalk installation on the westside. He reported on two sanitary sewer line failures on the east side and stated they are working with the City. He stated they were able to repair the failures quickly due to less traffic flow.

**i. Consider Pay Application No. 16, Briar Branch Channel and Straw Improvements, from Reytec Construction**

Mr. Ali reviewed Pay Application No. 16, Briar Branch Channel and Straws Improvements, from Reytec Construction in the amount of \$299,505.45. He reported Gauge has reviewed the pay application and concurs with the amount and quantities and is recommending for approval.

**ii. Consider Pay Application No. 17, Briar Branch Channel and Straw Improvements, from Reytec Construction.**

Mr. Ali Mr. Ali reviewed Pay Application No. 17, Briar Branch Channel and Straws Improvements, from Reytec Construction in the amount of \$214,026.76. He reported Gauge has reviewed the pay application and concurs with the amount and quantities and is recommending for approval.

Upon a motion duly made by Director Heins, and being seconded by Director Rickel, the Board voted unanimously to (i) approve Pay Application No. 16, Briar Branch Channel and Straws Improvements, from Reytec Construction in the amount of \$299,505.45, as presented; and (ii) approve Pay Application No. 17, Briar Branch Channel and Straws Improvements, from Reytec Construction in the amount of \$214,026.76, as presented.

**iii. Consider Task Order for preliminary engineering services W140 detention pond expansion**

Mr. St. John reviewed Gauge Engineering Task Order for preliminary engineering services for W140 detention pond expansion in the amount of \$174,455.00, included in the Board materials. He reported the task order is to explore the potential to deepen the W140 detention pond to the existing basin to a pumped detention configuration and the benefit provided. Upon a motion duly made by Director Rickel, and being seconded by Director Durham, the Board voted unanimously to approve Gauge Engineering's Task order for preliminary engineering services for potential expansion of W140 detention pond in the amount of \$174,455.00, as presented.

**b. Project update from LAN**

Mr. Salinas provided an update on the Memorial Drive Improvements project. He reported the project is currently being advertised for bids and TxDOT will have compiled the bids next month for awarding. He reported the ROW acquisitions are in process. No action from the Board was required.

**c. Project update and recommendations from The Goodman Corporation**

**i. Consider Task Order for Memorial Drive, update project specifications**

Mr. Webb reported TxDOT has requested TGC to update the environmental for Memorial Drive project. He reported the task order is in the amount of \$1,926.00 to update the project specifications. Upon a motion duly made by Director Freels, and being seconded by Director Rickel, the Board voted unanimously to approve The Goodman Corporation task order for additional Hazmat Specification Development in the amount of \$1,926.00, as presented.

**d. Project update from SWA**

SWA's progress report is included in the Board materials for review.

**ADJOURNMENT.**

There being no further business to come before the Board, Chair Givens adjourned the meeting at 8:51 a.m.

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MEMORIAL CITY REDEVELOPMENT AUTHORITY TIRZ No. 17,  
HOUSTON, TEXAS

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**AGENDA MEMORANDUM**

TO: Memorial City Redevelopment Authority TIRZ No. 17 Board of Directors  
FROM: Executive Director  
SUBJECT: Agenda Item Materials

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2. Receive financial and bookkeeper's report, including payment of invoices, review of investments, and project cash flow reports.



**ACCOUNT ACCESS AUTHORIZATION AND AGREEMENT**  
**Third Party Commercial Electronic Office® (CEO®) Access**

Effective as of the "Effective Date" below, the entity identified as Company in the signature block below ("Company"), hereby expressly authorizes Wells Fargo Bank, National Association ("Bank") to establish a Wells Fargo *Commercial Electronic Office*® ("CEO®") connection between Company and the "Access Party" identified below so that the Access Party may access any and all deposit accounts in the name of Company maintained at Bank ("Company Account(s)") by entering CEO® through the established website and using certain financial services (the "Services") of Bank or its affiliates (the "Affiliates"). Access Party may use its own CEO® identification profile to access Company Account(s).

Company authorizes Wells Fargo to provide Access Party with CEO portal access to Company Account(s) ending with:

- XXXX5490

Company understands and intends, as of the Effective Date, that Access Party will have full and complete access to all funds and other deposit balances in the above Company Account(s), whether collected or not, through this CEO® connection. Company agrees that Access Party will have the free and unrestricted right to determine which of Access Party's representatives may effect access to Company Account(s) via CEO®.

This Account Access Authorization and Agreement (this "Authorization") will be effective, and Bank will have the complete and unrestricted right to rely on it, unless and until Bank receives from Company a written notice of revocation of this Authorization (a "Revocation Notice") and has had a reasonable amount of time to act on such Revocation Notice by disabling the CEO® connection.

Company understands and agrees that it will be fully responsible to Bank for, and will immediately repay to Bank, with or without demand, the full amount of any overdraft on Company Account(s), whether created by a transaction initiated by Access Party through CEO® or otherwise. Company further agrees that it will be responsible to Bank, jointly and severally with Access Party, for the amount of any funds transfer executed against Company's Account(s) through CEO® in reliance on this Authorization before Bank receives a Revocation Notice and has had a reasonable amount of time to act on it.

Company agrees to reimburse the Bank and its Affiliates, directors, officers, employees and agents for all claims, demands, losses, liabilities, damages and expenses (including reasonable attorneys fees) ("Losses") arising out of (i) Bank's honoring of any payment order presented through CEO® by Company or Access Party against any Company Account, in accordance with the deposit account and treasury management agreements governing Company Account(s) from time to time, or (ii) Bank's acting on a Revocation Notice which Bank believes in good faith to have been issued by Company, except for Losses resulting from Bank's gross negligence or willful misconduct.

Effective as of \_\_\_\_\_, 20\_\_\_\_ ("Effective Date").

"Access Party":

\_\_\_\_\_

Name of Entity ("Company")

**Memorial City Redevelopment Authority**

Signature

\_\_\_\_\_

Printed Name of Authorized Signer

\_\_\_\_\_

# Memorial City Redevelopment Authority / TIRZ 17

## Cash Management Report

April 30, 2020

**ETI BOOKKEEPING SERVICES**

17111 ROLLING CREEK DRIVE SUITE 108

HOUSTON TX 77090

TELEPHONE 281 444 3384 FAX 281 440 8304

Fiscal Year End: June 30, 2020

### Summary

<u>Current Activity</u>	<u>General Operating Fund</u>	<u>Capital Projects Fund</u>	<u>Debt Service Fund</u>	<u>Total</u>
Beginning Balance	2,812,699.83	31,020,244.57	11,354.06	33,844,298.46
Revenue	299,267.44	11,492.98	4.20	310,764.62
Expenditures	308,990.32	3,311,323.30	0.00	3,620,313.62
Ending Balance	2,802,976.95	27,720,414.25	11,358.26	30,534,749.46

### NOTES:

Debt Service Payments due in Fiscal Year End 2020:

Date	Series	Principal	Interest	Total
9/1/2019	2008	535,000.00	11,903.75	546,903.75
9/1/2019	2011	645,000.00	107,916.00	752,916.00
9/1/2019	2011A	2,045,000.00	122,718.75	2,167,718.75
9/1/2019	2016R	120,000.00	213,526.00	333,526.00
3/1/2020	2016R		212,080.00	212,080.00
3/1/2020	2019		368,805.55	368,805.55
			<b>Total FYE 2020</b>	<b>4,381,950.05</b>

April 30, 2020

## General Operating Fund

**BEGINNING BALANCE:** **2,812,699.83**

**REVENUE:**

City of Houston Increment	0.00
Checking Interest - Wells Fargo	14.63
Texpool Interest	629.48
Wells Fargo/TexSTAR (Surplus Funds) Interest	317.13
Texas Exchange CD Interest	442.39
Transfer from 2019 CPF	297,863.81
Voided Check(s)	0.00

Total Revenue: **299,267.44**

**DISBURSEMENTS:**

Checks Presented At Last Meeting	308,990.32
Checks Written at/after Last Meeting	0.00
Transferred to DSF	0.00

Total Expenditures **308,990.32**

**Ending Balance:** **2,802,976.95**

**Location of Assets:**

Institution	Investment Number	Interest Rate	
Wells Fargo Checking	*5490	0.1800	9,589.30
TexPool	*0001	0.4552	1,683,199.22
Wells Fargo/TexSTAR	TexSTAR Surplus Funds	0.3571	860,188.43
Texas Exchange Bank CD	*3601	2.2500	250,000.00
<b>Total</b>			<b>2,802,976.95</b>

Certificate of Deposit

CD \*3601

Term: 12 Months

Matures: 09/28/2020

**Memorial City Redevelopment Authority**  
**Checks Presented**  
**May 26, 2020**

<b>Num</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
3081	Equi-Tax, Inc	Tax Assessor Fee	-400.00
3082	ETI Bookkeeping Services	Bookkeeping Fee	-1,000.00
3083	Hawes Hill & Associates	Professional Consultant	-8,500.00
3084	The Goodman Corporation Inc	Engineering Fee	-1,100.00
3085	Gauge Engineering, LLC	Engineering Fee - Capital Projects	-74,728.60
3086	Lockwood, Andrews & Newman, Inc.	Engineering Fee - Capital Projects	-76,204.00
3087	Rapid Research, Inc.	W-140 Channel Improvements	-214.50
3088	Reytec Construction Resources, Inc.	Briar Branch Channel & Straws	-86,683.90
3089	SWA Group	Engineering Fee - Capital Projects	-8,370.54
3090	The Goodman Corporation Inc	Engineering Fee - Capital Projects	-1,926.00
<b>Total</b>			<b>-259,127.54</b>

## Capital Projects Fund

<b>BEGINNING BALANCE</b>	<b>31,020,244.57</b>
 <b>REVENUE</b>	
TexPool Interest	11,492.98
Voided Check(s)	0.00
 Total Revenue	 <b>11,492.98</b>
 <b>EXPENDITURES</b>	
Checks Presented at Last Meeting	0.00
Checks Written at/after Last Meeting	0.00
Transfer to Wells Fargo (GOF)	297,863.81
Wire - Metro National Corp.	3,013,459.49
 Total Expenditures	 <b>3,311,323.30</b>
 <b>ENDING BALANCE</b>	 <b>27,720,414.25</b>

**Location of Assets:**

Institution	Investment Number	Interest Rate	Current Balance
TexPool	*0005	0.4552	27,720,414.25
<b>Total</b>			<b>27,720,414.25</b>

**Memorial City Redevelopment Authority  
Bonds Series 2019  
Use and Distribution**

**Total 2019 Capital Projects Fund** **32,367,772**

**Construction Costs:**

<b>Project #</b>	<b>Project Name</b>	
1717	Town & Country W. Drain/Mobility	2,265
1722	Town & Country Blv Signalizatn	1,444
1731A	Detention Basin & W-140 Bridge	3,932
1732A	N Gessner Drainage & Mobility	102,753
1734	W-140 Channel Improvements	1,644,900
1735A	Detention Basin A	20,282
1737	MetroNational - Detention / Roads	3,013,459
1738A	Memorial Dr Drain & Mobility 1	159,627

**Total Less Construction Costs Paid To Date** **4,948,664**

Total	27,419,109
Interest Earned	53,179
<b>Total Bank Balance</b>	<b>27,472,287</b>

**Memorial City Redevelopment Authority**  
**Bond Series 2019**  
**\$42,950,709.37**

Date	Check Num.	Payee	Reference	Expense Category	Payment Breakdown	Amount Paid	Balance
		<b>Proceeds</b>					<b>42,950,709.37</b>
12/20/2019	Wire	Assured Guaranty Municipal Corp	Policy 219833-N	Bond Insurance	208,878.93	323,823.92	42,626,885.45
			Policy 219833-R	Surety Policy	114,944.99		42,626,885.45
12/20/2019	Wire	Masterson Advisors LLC	Inv# 19-310	Financial Advisor		169,834.20	42,457,051.25
12/20/2019	Wire	Allen Boone Humphries Robinson LLP	MEM001-02	Bond Counsel		275,136.95	42,181,914.30
12/20/2019	Wire	Norton Rose Fulbright	Matter 1001092371	Disclosure Counsel		100,000.00	42,081,914.30
12/20/2019	Wire	Standard & Poor's Financial Services	Inv# 11381704	Bond Rating		31,500.00	42,050,414.30
12/20/2019	Wire	Public Finance Partners		Bond Expenses		2,500.00	42,047,914.30
12/20/2019	Wire	Orrick, Herrington & Sutcliffe LLP		Bond Expenses		1,775.00	42,046,139.30
12/20/2019	Wire	Attorney General Fee		Attorney General Fee		9,500.00	42,036,639.30
12/20/2019	Wire	Bank of New York Mellon		Paying Agent Fee		750.00	42,035,889.30
12/20/2019	Wire	Wells Fargo Bank		Redemption of Series 2011	4,383,252.99	9,668,116.99	32,367,772.31
				Redemption of Series 2011A	5,281,364.00		
				Trustee Admin Fee	2,500.00		
				Bond Call Fees	1,000.00		
1/28/2020	3044	Allen Boone Humphries Robinson LLP	Inv# 108391	1717 Town & Country W Drain		263.75	32,367,508.56
			Inv#108067	1738A Memorial Dr Drain & Mobility 1	330.00	3,481.25	32,364,027.31
				1735A Detention Basin A	525.00		
				1717 Town & Country W Drain	1,182.50		
				1722 Town & Country Blc Signalization	1,443.75		
1/28/2020	3045	Charter Title Company	Inv# 1038003895@	1717 Town & Country W Drain		819.00	32,363,208.31
1/28/2020	3048	Gauge Engineering, LLC	Proj#1007 Inv# 012	1735A Detention Basin A	7,445.00	164,586.00	32,198,622.31
			Proj#1005 Inv# 014	1734 W140 Channel Improvements	157,141.00		
1/28/2020	3050	Lockwood, Andrews & Newman, Inc.	Inv#120-11972-000-20	1738A Memorial Dr Drain & Mobility 1	902.16	21,191.49	32,177,430.82
			Inv#120-11972-000-19	1738A Memorial Dr Drain & Mobility 1	20,289.33		
1/28/2020	3051	Reytec Construction Resources, Inc.	Proj#1005 Pay Est 13	1734 W140 Channel Improvements	272,373.55	561,384.45	31,616,046.37
			Proj#1005 Pay Est 14	1734 W140 Channel Improvements	289,010.90		
1/28/2020	3052	Sal Esparza Inc.	Inv# 1164	1731A Detention Basin & W-140 Bridge	1,310.80	3,277.00	31,612,769.37
			Inv# 1165	1731A Detention Basin & W-140 Bridge	1,310.80		
			Inv# 1166	1731A Detention Basin & W-140 Bridge	655.40		
1/28/2020	3053	SEI Commercial Landscape Management	Inv# 1172	1731A Detention Basin & W-140 Bridge		655.40	31,612,113.97
1/28/2020	3054	SWA Group	Inv# 179584	1738A Memorial Dr Drain & Mobility 1	19,967.48	28,881.23	31,583,232.74
			Inv# 179586	1732A N Gessner Drainage & Mobility	6,421.80		
			Inv# 179797	1732A N Gessner Drainage & Mobility	2,491.95		
1/28/2020	3055	The Goodman Corporation Inc.	Inv# 12-2019-8	1738A Memorial Dr Drain & Mobility 1	825.00	2,925.00	31,580,307.74
			Inv# 12-2019-9	1738A Memorial Dr Drain & Mobility 1	2,100.00		
2/25/2020	3058	Gauge Engineering, LLC	Proj#1005 Inv# 015	1734 W140 Channel Improvements	97,163.00	122,154.20	31,458,153.54
			Inv# 1149	1732A N Gessner Drainage & Mobility	24,991.20		

**Memorial City Redevelopment Authority**  
**Bond Series 2019**  
**\$42,950,709.37**

2/25/2020	3060	Lockwood, Andrews & Newman, Inc.	Inv#120-11972-000-21	1738A Memorial Dr Drain & Mobility 1		11,014.89	31,447,138.65
2/25/2020	3061	Reytec Construction Resources, Inc.	Proj#1005 Pay Est 15	1734 W140 Channel Improvements		53,545.99	31,393,592.66
2/25/2020	3062	The Goodman Corporation Inc.	Inv# 1-2020-12	1738A Memorial Dr Drain & Mobility 1	1,500.00	4,650.00	31,388,942.66
			Inv# 1-2020-13	1738A Memorial Dr Drain & Mobility 1	3,150.00		
2/25/2020	3063	SWA Group	Inv# 180193	1732A N Gessner Drainage & Mobility		2,415.00	31,386,527.66
2/28/2020		<b>TexStar</b>		<b>Interest Earned</b>		14,968.56	31,401,496.22
3/26/2020	3069	Allen Boone Humphries Robinson LLP	Inv# 109456	1735A Detention Basin A		135.00	31,401,361.22
3/26/2020	3070	Gauge Engineering, LLC	Inv# 1164	1732A N Gessner Drainage & Mobility	10,188.90	79,449.37	31,321,911.85
			Proj#1005 Inv# 016	1734 W140 Channel Improvements	69,260.47		
3/26/2020	3071	Lockwood, Andrews & Newman, Inc.	Inv#120-11972-000-22	1738A Memorial Dr Drain & Mobility 1		21,418.11	31,300,493.74
3/26/2020	3072	Reytec Construction Resources, Inc.	Proj#1005 Pay Est 16	1734 W140 Channel Improvements		299,505.45	31,000,988.29
3/26/2020	3073	SWA Group	Inv# 180164	1734 W140 Channel Improvements	1,715.00	7,460.25	30,993,528.04
			Inv# 180471	1732A N Gessner Drainage & Mobility	5,745.25		
3/4/2020		<b>TexStar</b>		<b>Interest Earned</b>		4,024.37	30,997,552.41
3/31/2020		<b>TexPool</b>		<b>Interest Earned</b>		22,692.86	31,020,245.27
4/28/2020	3078	Gauge Engineering, LLC	Inv# 1181	1732A N Gessner Drainage & Mobility	15,816.85	76,711.99	30,943,533.28
			Proj#1005 Inv# 017	1734 W140 Channel Improvements	60,895.14		
4/28/2020	3079	Reytec Construction Resources, Inc.	Proj#1005 Pay Est 17	1734 W140 Channel Improvements		214,026.76	30,729,506.52
4/28/2020	3080	SWA Group	Inv# 180756	1732A N Gessner Drainage & Mobility		7,125.06	30,722,381.46
4/28/2020	WIRE	Metro National Corporation	Lipex Properties	1737 MetroNational - Detention / Road		3,013,459.00	27,708,922.46
4/30/2020		<b>TexPool</b>		<b>Interest Earned</b>		11,492.98	27,720,415.44
5/26/2020	3085	Gauge Engineering, LLC	Inv#013 Proj# 1007	1735A Detention Basin A	12,177.00	74,728.60	27,645,686.84
			Inv# 1193	1732A N Gessner Drainage & Mobility		19,186.92	
			Inv# 018 Proj# 1005	1734 W140 Channel Improvements		43,364.68	
5/26/2020	3086	Lockwood, Andrews & Newman, Inc.	Reimbursement Scope	1738A Memorial Dr Drain & Mobility 1	45,000.00	76,204.00	27,569,482.84
			Inv# 120-11972-000-23	1738A Memorial Dr Drain & Mobility 1	31,204.00		
5/26/2020	3087	Rapid Research, Inc.	Inv# 6305	1734 W140 Channel Improvements		214.50	27,569,268.34
5/26/2020	3088	Reytec Construction Resources, Inc.	Proj#1005 Pay Est 18	1734 W140 Channel Improvements		86,683.90	27,482,584.44
5/26/2020	3089	SWA Group	Inv# 181078	1732A N Gessner Drainage & Mobility		8,370.54	27,474,213.90
5/26/2020	3090	The Goodman Corporation Inc.	Inv# 4-2020-25	1738A Memorial Dr Drain & Mobility 1		1,926.00	27,472,287.90



## Debt Service Fund

<b>BEGINNING BALANCE</b>		<b>11,354.06</b>
<b>REVENUE</b>		
TexPool DSF Interest	3.10	
Wells Fargo/TexSTAR (2008 DSF) Interest	0.33	
Wells Fargo/TexSTAR (2008 Pled Rev) Interest	0.77	
Total Revenue		<b>4.20</b>
<b>EXPENDITURES</b>		
Debt Service Interest Payment	0.00	
Debt Service Principal Payment	0.00	
Trustee Fee	0.00	
Total Expenditures		<b>0.00</b>
<b>ENDING BALANCE</b>		<b>11,358.26</b>

**Location of Assets:**

Institution	Investment Number	Interest Rate	Current Balance
Wells Fargo *4601	TexSTAR 2008 DSF	0.3571	1,005.32
Wells Fargo *4600	TexSTAR 2008 Pledged Rev	0.3571	2,091.24
TexPool	*0004	0.4552	8,261.70
<b>Total</b>			<b>11,358.26</b>

Memorial City Redevelopment Authority  
Investment Report  
April 30, 2020

**SCHEDULE OF INVESTMENTS**

Investment Pools

Fund	Location Of Assets	Interest Rate	Beginning Balance			Interest Earned	Deposits or (Withdrawals)	Ending Balance		
			Market	N.A.V.	Book			Market	N.A.V.	Book
GOF	TexPool	0.4552	1,683,680.24	1.00066	1,682,569.74	629.48	(0.00)	1,683,889.33	1.00041	1,683,199.22
DSF	TexPool	0.4552	8,264.05	1.00066	8,258.60	3.10	0.00	8,265.09	1.00041	8,261.70
GOF	Wells Fargo/ TexStar	0.3571	870,414.97	1.000625	869,871.30	317.13	(10,000.00)	860,508.42	1.000372	860,188.43
DSF	Wells Fargo/ TexStar DSF	0.3571	1,005.62	1.000625	1,004.99	0.33	0.00	1,005.69	1.000372	1,005.32
DSF	Wells Fargo/ TexStar PI Rev	0.3571	2,091.78	1.000625	2,090.47	0.77	(0.00)	2,092.02	1.000372	2,091.24
CPF	TexPool CPF	0.4552	31,040,717.93	1.00066	31,020,244.57	0.00	(3,299,830.32)	27,731,779.62	1.000410	27,720,414.25

Certificates of Deposit

Fund	Location Of Assets	Interest Rate	Purchase Value	Term	Maturity Date	Beginning Balance	Deposits or (Withdrawals)	Interest Earned	Ending Balance
GOF	TX Exch *3601	2.2500	245,000.00	12 Months	9/28/2020	250,000.00	(442.39)	442.39	250,000.00

Demand Accounts

Fund	Location Of Assets	Interest Rate	Purchase Date	Beginning Balance	Interest Earned	Deposits or (Withdrawals)	Ending Balance
GOF	Wells Fargo	0.18	6/8/2015	10,258.79	14.63	(684.12)	9,589.30

Collateral Pledged In Addition to FDIC

Depository Institution	Total Funds On Deposit	Custodial Institution	Securities Pledged	Collateral Description	Par Value	Market Value
Wells Fargo	9,589.30	BNYM	1,521,379	WU2246	1,106,333	1,202,201

Certification:

The District's investments are in compliance with the investment strategy as expressed in the District's Investment Policy and the Public Funds Investment Act. I hereby certify that pursuant to the Senate Bill 253 and in connection with the preparation of this investment report, I have reviewed the divestment lists prepared and maintained by the Texas Comptroller of Public Accounts, and the District does not own direct or indirect holdings in any companies identified on such lists.

\_\_\_\_\_  
Bookkeeper

\_\_\_\_\_  
Investment Officer

Investment Officer	Date Assumed Office	Training Completed
Kenneth Byrd	8/6/2015	10/27/2018

**Memorial City Redevelopment Authority**  
**Profit & Loss Budget vs. Actual**  
**April 2020**

	April			Year To Date (10 Months)			Annual
	Actual	Budget	Variance	Actual	Budget	Variance	Budget
<b>Income</b>							
6001 · City Tax Revenue	0	0	0	15,116,144	15,911,730	-795,586	15,911,730
8223 · Interest Income	12,900	3,081	9,819	182,055	30,808	151,247	36,969
8930 · Bond Proceeds	0	0	0	32,367,772	31,719,917	647,855	58,063,022
<b>Total 1000 · Income</b>	<b>12,900</b>	<b>3,081</b>	<b>9,819</b>	<b>47,665,971</b>	<b>47,662,455</b>	<b>3,516</b>	<b>74,011,721</b>
<b>Total Income</b>	<b>12,900</b>	<b>3,081</b>	<b>9,819</b>	<b>47,665,971</b>	<b>47,662,455</b>	<b>3,516</b>	<b>74,011,721</b>
<b>Expense</b>							
<b>3335 · Management Consulting Services</b>							
6320 · Legal	0	4,167	-4,167	41,941	41,667	274	50,000
6322 · Eng Consultant/General Prof.Svc	1,100	5,000	-3,900	10,080	50,000	-39,920	60,000
6337 · Construction Audit	0	0	0	3,500	5,000	-1,500	5,000
<b>Total 3335 · Management Consulting Services</b>	<b>1,100</b>	<b>9,167</b>	<b>-8,067</b>	<b>55,521</b>	<b>96,667</b>	<b>-41,146</b>	<b>115,000</b>
<b>5650 · Transfers</b>							
6420 · COH Administration Fee	0	0	0	0	0	0	795,587
6430 · Municipal Services	0	0	0	0	0	0	2,256,619
<b>Total 5650 · Transfers</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,052,206</b>
<b>5706 · Debt Service</b>							
5707 · Principal	0	0	0	3,345,000	3,220,000	125,000	3,220,000
5708 · Interest	0	0	0	1,036,950	1,395,393	-358,443	1,395,393
5710c · Trustee Fee	0	0	0	850	9,500	-8,650	9,500
<b>Total 5706 · Debt Service</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,382,800</b>	<b>4,624,893</b>	<b>-242,093</b>	<b>4,624,893</b>
<b>6300 · Administration &amp; Overhead</b>							
6321 · Auditor	0	0	0	21,250	23,500	-2,250	23,500
6333 · Bookkeeping/Accounting	1,400	1,042	358	14,185	10,417	3,768	12,500
6340 · Administration Salaries/Benefit	8,500	8,500	0	85,000	85,000	0	102,000
6344 · Bond Svcs/Trustee/FA	0	625	-625	39,056	6,250	32,806	7,500
6353 · Insurance	0	0	0	961	1,000	-39	1,000
<b>Total 6300 · Administration &amp; Overhead</b>	<b>9,900</b>	<b>10,167</b>	<b>-267</b>	<b>160,452</b>	<b>126,167</b>	<b>34,285</b>	<b>146,500</b>
<b>7000 · Capital Expenditure</b>							
1717 · Town & Country W. Drain/Mobil	0	0	0	8,954	0	8,954	0
1722 · Town & Country Blv Signalizatr	0	0	0	1,444	0	1,444	0
1725 · Parks & Green Space Improv.	0	10,417	-10,417	350	104,167	-103,817	125,000
1731A · Detention Basin & W-140 Bridge	0	0	0	6,554	0	6,554	0
1732A · N Gessner Drainage & Mobility	27,557	303,000	-275,443	12,449,187	3,030,000	9,419,187	3,636,000
1734 · W140 Channel Improvements	130,263	1,077,745	-947,482	8,792,903	10,777,451	-1,984,548	12,932,941
1735A · Detention Basin A	12,177	500,000	-487,823	61,826	5,000,000	-4,938,174	6,000,000
1737 · MetroNational - Detention/Roads	3,013,459	0	3,013,459	3,013,459	0	3,013,459	3,050,000
1738 · T&C Way Partners, LLC	0	23,667	-23,667	284,950	236,667	48,283	284,000
1738A · Memorial Dr Drain & Mobility 1	78,130	725,000	-646,870	526,462	7,250,000	-6,723,538	8,700,000
1738B · Memorial Dr Drain & Mobility 2	0	4,167	-4,167	656	41,667	-41,011	50,000
1799 · Concrete Panel Replace Program	0	5,000	-5,000	0	50,000	-50,000	60,000
<b>Total 7000 · Capital Expenditure</b>	<b>3,261,586</b>	<b>2,648,996</b>	<b>612,590</b>	<b>25,146,745</b>	<b>26,489,952</b>	<b>-1,343,207</b>	<b>34,837,941</b>
<b>Total Expense</b>	<b>3,272,586</b>	<b>2,668,330</b>	<b>604,256</b>	<b>29,745,518</b>	<b>31,337,679</b>	<b>-1,592,161</b>	<b>42,776,540</b>
<b>Net Income</b>	<b>-3,259,686</b>	<b>-2,665,249</b>	<b>-594,437</b>	<b>17,920,453</b>	<b>16,324,776</b>	<b>1,595,677</b>	<b>31,235,181</b>

# Equi-Tax Inc.

Suite 200  
17111 Rolling Creek Drive  
Houston Texas 77090  
281-444-4866

# Invoice

DATE	INVOICE #
5/1/2020	55436

BILL TO
TIRZ No. 17 - Memorial City RDA c/o ETI Bookkeeping Services Suite 108 17111 Rolling Creek Drive Houston TX 77090

DESCRIPTION	AMOUNT
Monthly Consultant Services fee per Contract	400.00
Invoice emailed to: Kandy Pfeffer at <a href="mailto:bkp6@etiaccounting.com">bkp6@etiaccounting.com</a> Scott Bean at <a href="mailto:sbean@haweshill.com">sbean@haweshill.com</a> Linda Clayton at <a href="mailto:lclayton@haweshill.com">lclayton@haweshill.com</a>	

<b>Total</b>	\$400.00
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Code No. 6333  
5/18/2020

ETI Bookkeeping Services

PO BOX 73109  
Houston, TX 77273

# Invoice

Date	Invoice #
5/1/2020	8810

<b>Bill To</b>
TIRZ 17 Redevelopment Authority P.O. Box 73109 Houston, Texas 77273

Description	Qty	Rate	Amount
Bookkeeping		1,000.00	1,000.00

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



Code No. 6333  
5/18/2020

# Invoice

HAWES HILL & ASSOCIATES  
LLP



P.O. Box 22167  
Houston TX 77227-2167

Invoice #: 43016321  
Date: 5/6/2020

Bill To:

Memorial City Redevelopment Authority/TIRZ #17  
PO Box 22167  
Houston, TX 77227-2167

Description	Amount
Professional consulting and administration fee, May 2020	\$8,500.00



Code No. 6340  
5/18/2020

Your Order #:	Total Amount: \$8,500.00 Amount Applied: \$0.00 Balance Due: \$8,500.00
---------------	---

The Goodman Corporation  
 3200 Travis Street, Ste. 200  
 Houston, TX 77006

# Invoice

Bill To
---------

Ms. Michelle Lofton ETI Bookkeeping Services P.O. Box 73109 Houston, TX 77273
--

Date
4/30/2020

Invoice #
4-2020-26

Terms

Project
MCT107

Item	Description	Rate	Prior %	Curr %	Amount
Contract Services	Task 1 - Continued Funding Pursuit and Interagency Coordination	55,000.00	14%	2.00%	1,100.00

<b>Total</b>	\$1,100.00
<b>Balance Due</b>	\$1,100.00

Phone #	Fax #
713-951-7951	713-951-7957



Code No. 6322  
 5/18/2020



Please make checks payable to:  
Gauge Engineering, LLC  
3200 Wilcrest Drive, Suite 220  
Houston, TX 77042

Please send ACH/Wire payments to:  
Amegy Bank  
Routing No.: 113011258  
Account No.: 5793771931

5/19/2020

Scott Bean - Executive Director  
Memorial City Redevelopment Authority/TIRZ 17  
9610 Long Point Road, Suite 150  
Houston, TX 77055

**Project Name:** Preliminary Engineering Services for Detention Basin A – (T-1735B)

**Project No.** 1007

**Professional Services:** from April 1, 2020 to May 15, 2020

**Contract Type:** Lump Sum

**Invoice Number:** 013

Task Name	Contract Amount	Percent Complete	Remaining Contract Amount	Total Invoiced to Date	Previously Invoiced	Current Payment Due
Preliminary Engineering	\$347,900	94.94%	\$17,604	\$330,296	\$318,120	\$12,177

**Total This Invoice:** \$12,177

**Billings to Date:**

<b>Current</b>	<b>Prior</b>	<b>Total</b>
\$12,177	\$318,120	\$330,296

I certify the above to be true and correct

Muhammad Ali



Code No. 1735  
5/20/2020



Gauge Engineering  
 3200 Wilcrest Dr. Suite 220  
 Houston, TX 77042



Memorial City Redevelopment Authority/TIRZ 17  
 9610 Long Point Rd, Suite 150  
 Houston, TX 77055

Invoice number 1193  
 Date 05/15/2020

Project 1041 N. GESSNER ROAD - CPS

Professional Services Provided Through May 15, 2020

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Remaining	Current Billed
<b>Construction Phase Services</b>	224,920.00	29.00	50,607.00	65,226.80	159,693.20	14,619.80
<b>Expenses</b>	1,500.00	30.47	389.95	457.07	1,042.93	67.12
<b>Water Meter Vault</b>	5,000.00	90.00	0.00	4,500.00	500.00	4,500.00
<b>Total</b>	<b>231,420.00</b>	<b>30.33</b>	<b>50,996.95</b>	<b>70,183.87</b>	<b>161,236.13</b>	<b>19,186.92</b>

Invoice total **19,186.92**

**Aging Summary**

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
1193	05/15/2020	19,186.92	19,186.92				
	<b>Total</b>	<b>19,186.92</b>	<b>19,186.92</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

I certify the above to be true and correct

Muhammad Ali, PE

Please make checks payable to:  
 Gauge Engineering, LLC  
 3200 Wilcrest Dr, Suite 220  
 Houston, TX 77042

Please send ACH/Wire payments to:  
 Amegy Bank  
 Routing No.: 113011258  
 Account No.: 5797315123



Code No. 1732A  
 5/20/2020



Please make checks payable to:  
 Gauge Engineering, LLC  
 3200 Wilcrest Drive, Suite 220  
 Houston, TX 77042

Please send ACH/Wire payments to:  
 Amegy Bank  
 Routing No.: 113011258  
 Account No.: 5797315123

5/19/2020

Scott Bean - Executive Director  
 Memorial City Redevelopment Authority/TIRZ 17  
 9610 Long Point Road, Suite 150  
 Houston, TX 77055

**Project Name:** W140 Channel Improvements Construction (T-1734 T-1734B)

**Project No.** 1005

**Professional Services:** from April 18, 2020 to May 15, 2020

**Contract Type:** Lump Sum

**Invoice Number:** 018

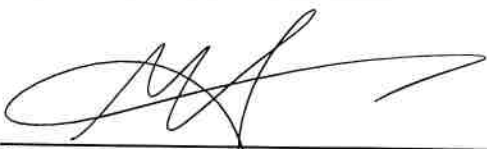
Task Name	Contract Amount	Percent Complete	Remaining Contract Amount	Total Invoiced to Date	Previously Invoiced	Current Payment Due
Construction Mgmt & Inspection	\$725,500.0	82.63%	\$126,045	\$599,455	\$572,629	\$26,826.04
Construction Phase Services	\$217,900.0	75.33%	\$53,759	\$164,141	\$158,096	\$6,045.00
Construction Materials Testing (Aviles)	\$488,000.0	66.15%	\$165,183	\$322,817	\$312,324	\$10,493.64
<u>Add Services</u>						
Straw Extension Evaluation & Design	\$95,235.0	18.00%	\$78,093	\$17,142	\$17,142	\$0
Access Road Design	\$83,000.0	70.00%	\$24,900	\$58,100	\$58,100	\$0

**Total This Invoice:** \$43,364.68

**Billings to Date:**

	Current	Prior	Total
Construction Mgmt & Inspection	\$26,826	\$572,629	\$599,455
Construction Phase Services	\$6,045	\$158,096	\$164,141
Construction Materials Testing (Aviles)	\$10,494	\$312,324	\$322,817
<u>Add Services</u>			
Straw Extension Evaluation & Design	\$0	\$17,142	\$17,142
Access Road Design	\$0	\$58,100	\$58,100

I certify the above to be true and correct

  
 \_\_\_\_\_  
 Muhammad Ali - PE



Code No. 1734  
 5/20/2020



March 18, 2020

Mr. Scott Bean  
Memorial City Redevelopment Authority (TIRZ 17)  
c/o Hawes Hill, LLP  
Houston, TX 77055

**Re: Memorial Drive Reconstruction Additional Scope Reimbursement**

Dear Mr. Bean:

As previously discussed, throughout the life of the Memorial Drive project, there have been numerous instances that required LAN to perform tasks outside of the original approved scope. To continue pushing the project forward to meet TxDOT's let date, LAN performed the required tasks, at our expense.

Below is a list of some key tasks that were required.

- Phase II ESA
  - Added design elements and coordination with subconsultant (AVILES) regarding PPCA Limits
  - Multiple meetings with City and TxDOT regarding the PPCA Limits, and how to address
- Hydraulic Report
  - Existing analysis: TxDOT requested numerous H&H analysis iterations to lower reduce ponding.
  - This resulted in numerous iterations of the proposed roadway profile and revisions to several drawings.
  - Ultimately the original proposed profile was the one approved by TXDOT.
- Medians Variance
  - Additional meetings with City's traffic engineer resulting in median drawings revisions
  - Moody Rambin meetings and drawings revisions
  - Council Member meetings and drawings revisions

Now that we have successfully delivered the project to TxDOT as required, we respectfully ask that the TIRZ board consider reimbursing LAN in the amount of **\$45,000.00**.

Please feel free to contact me at (713) 266-6900 if you have any questions or need additional information.

Sincerely,

Matthew Manges, PE, CFM  
Practice Leader



Code No. 1738A  
5/20/2020

Rockwood, Andrew,  
& Newman, Inc.

\*\*\*\*\* INSERT TOP PORTION \*\*\*\*\*

Scott Bean  
Memorial City Redevelopment Authority, TIRZ 17  
9610 Long Point Dr., Suite #150  
Houston, Texas 77096

May 8, 2020  
Invoice No: 120-11972-000-23

Professional Services from March 1, 2020 through April 17, 2020

Account No.	Project Name	Original Contract Amount	Percent Complete	Remaining Contract Amount	Total Invoiced To Date	Previously Invoiced	Current Payment Due
CIP No. T-1738A	Memorial Drive Mobility and Drainage Improvements - Phase II Detailed Design	\$1,165,700.00	100.00%	\$0.00	\$1,165,700.00	\$1,134,496.00	\$31,204.00

**CURRENT PAYMENT DUE THIS INVOICE: \$31,204.00**

Billings to Date	Current	Prior	Total
	\$31,204.00	\$1,134,496.00	\$1,165,700.00



Code No. 1738A  
5/18/2020

Rapid Research, Inc.  
15 Ferris Creek  
San Antonio, TX 78254 US  
210-823-6622  
acswanson@rapidresearchinc.com

# Invoice 6305

<b>BILL TO</b> Memorial City Redevelopment Authority 17111 Rolling Creek Drive Houston, TX 77090	<b>DATE</b> 07/23/2018	<b>PLEASE PAY</b> \$214.50	<b>DUE DATE</b> 08/07/2018
--	---------------------------	-------------------------------	-------------------------------

**JOB NO.** MEM000-01      **JOB REFERENCE** annexation 3.7557 ac      **REQUESTOR** Jeanette Harris

ACTIVITY	QTY	RATE	AMOUNT
<b>Research:Partial Abs. Cert. w/liens</b> For professional services rendered in research and creation of partial abstractor's certificate - ownership and liens	1	135.00	135.00
<b>Copies.</b> Copies purchased (volume discount applied)	106	0.75	79.50

Certificate No. MEM-6316

**TOTAL DUE** \$214.50

THANK YOU.



Code No. 1734  
5/18/2020

Thank you for using Rapid Research, Inc. It's been a pleasure working with you!



May 18, 2020

Scott Bean  
Memorial City Redevelopment Authority/TIRZ 17  
9610 Long Point, Suite 150  
Houston, Texas 77055

Reference: Briar Branch (W140-01-00) Channel and Straws Improvements Reconstruction and Drainage  
Improvements  
Gauge Project No.: 1005  
WBS No. N-T17000-0018-3 (T-1734 & T-1734B)  
Reytec Construction Resources, Inc. Payment No. 18

Dear Mr. Bean:

Reytec Construction Resources, Inc. (Reytec) has submitted estimate No. 18 in the amount of \$86,683.90 for construction services rendered through April 30, 2020. Based on our review, Reytec has complied with all requirements stated in the estimate and we recommend payment of **\$86,683.90** to Reytec.

The following billing information is to be used for payment:

Reytec Construction Resources, Inc.  
1901 Hollister St.  
Houston, TX 77080

If you have any questions or require additional information, please feel free to contact me at (832) 318-8800.

Sincerely,

A handwritten signature in black ink, appearing to be "MA", written over a horizontal line.

Muhammad Ali, P.E.  
Project Manager

Enclosures: Reytec Pay Est. No. 18



Code No. 1734  
5/20/2020

Estimate No. 18  
 Cut off Date 04/30/20  
 Estimate Date 05/12/20

Memorial City Redevelopment Authority/TIRZ 17  
 Estimate and Certificate for Payment Unit Price Work



Project Name : Briar Branch (W140-01-00) Channel and Straws Improvements Reconstruction and Drainage  
 Contractor Name : Reytec Construction Resources, Inc.  
 Address : 191 Hollister St., Houston, Texas 77080

WBS No. N-T17000-0018-3 (T-1734 & T-1734B)

Contract Date : 11/31/2018  
 Start Date : 12/17/2018  
 Current Contract Completion Date : 12/21/2020  
 Substantial Completion Date :  
 Percentage By Time : 68.03% In Place : 84.94%  
 Date Insurance Exp. : 10/16/2020 Drug Policy Due Date: N/A Current M/SBE : 15.22%

CONTRACT TIME IN CALENDAR DAYS

Original Contract Time : 714  
 Approved Extensions : 0  
 Total Contract Time : 735  
 Days Used to Date : 500  
 Days Remaining to Date : 235  
 Schedule Update Received : 4/22/2020

CONTRACT AMOUNT TO DATE :

- 1- Original Contract Amount
- 2- Approved Change Orders

**\$18,794,957.00**

No.	Date	Ext.Days	Amount
1		21	\$225,362.50

Total Approved Extensions 21

Total Change Orders to Date

**\$225,362.50**

- 3- Approved Work Change Directives

No.	Date	Ext.Days	Amount

Total Pending Work Change Directives to Date \$0.00

TOTAL CONTRACT AMOUNT (excludes WCDs)

**\$19,020,319.50**

A. EARNINGS TO DATE

1- Work Completed to Date 84.94% Complete Current Month Billing \$91,246.21  
 2- Material Stored on Site \$0.00  
 3- Material Stored in Place \$0.00  
 4- Balance-Materials Accepted Not in Place \$0.00 @ 85%  
 5- Work Change Directives - In Place \$0.00

TOTAL EARNINGS TO DATE **\$16,154,965.25**

B. DEDUCTIONS

1- Retainage 5% Of \$16,154,965.25 \$807,748.26  
 2- Retainage Release 0% Of \$16,154,965.25 \$0.00  
 3- Total Retainage \$807,748.26  
 4- Liquidated Damages 0.00 Days @ \$5,000.00 \$0.00  
 5- Assessments \$0.00  
 6- Inspector Overtime Costs \$0.00

TOTAL DEDUCTIONS **\$807,748.26**

C. AMOUNT DUE THIS PERIOD

1- Total Earnings to Date \$16,154,965.25  
 2- Total Deductions \$807,748.26  
 3- Total Payments Due  
 4- Less Previous Payments \$15,347,216.99  
 5- Restoration Adjustment \$0.00

**TOTAL AMOUNT DUE CONTRACTOR THIS DATE \$86,683.90**

**BALANCE REMAINING \$2,865,354.25**

Prepared By Karam Qaddo 5/15/2020  
 Karam Qaddo, P.E. Date

Reviewed By Muhammad Ali 5/18/2020  
 Muhammad Ali, P.E. Date

Approved By: Scott Bean 5/26/2020  
 Scott Bean, TIRZ17 Executive Director Date

# Reytec Construction Resources, Inc.

1901 Hollister  
Houston, Texas 77080  
Office 713.957.4003  
Fax 713.681.0077

## Briar Branch Channel & Straws Improvements Project Pay Application

May 12, 2020

Mr. Muhammad Ali  
Gauge Engineering  
3200 Wilcrest Drive, Suite 220  
Houston, TX 77042

Re: Memorial City Redevelopment Authority  
Briar Branch (W140-01-00) Channel and Straws  
Improvements Project  
WBS No. N-T17000-0018-3

Dear Muhammad,

Please see attached for Pay Application 018 for  
April 1-30, 2020 Briar Branch (W-140-01-00)  
Channel and Straw Improvements.

Thanks



Keegan Droxler  
Project Manager  
Reytec Construction Resources  
832-844-8322  
[kdroxler@reytec.net](mailto:kdroxler@reytec.net)



**APPLICATION AND CERTIFICATE FOR PAYMENT** AIA DOCUMENT G702

TO (OWNER): **Memorial City Redevelopment Authority** PROJECT: **Briar Branch (W140-01-00) Channel and Straws Improvements** APPLICATION NO: 018  
 PERIOD TO: 4/1/2020  
4/30/2020

FROM (CONTRACTOR): **Reytec Construction** PROJECT NO: **WBS No. N-T17000-0018-3**  
**1901 Hollister Rd.** TIRZ 17 CIP No. T-1734 & T-1734B  
**Houston, Texas 77080**  
**Ph. 713-957-4003; Fax 713-681-0077**

**CONTRACTOR'S APPLICATION FOR**

CHANGE ORDER SUMMARY			ADDITIONS	DEDUCTIONS
Change Orders approved in previous months by owner		TOTAL		
Approved this Month				
Number	Date			
TOTALS \$				
Net change by Change Orders				

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current Payment shown herein is now due.

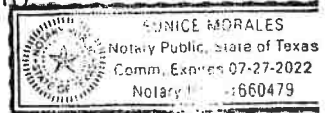
INSPECTOR:  
 By: \_\_\_\_\_ Date: \_\_\_\_\_

CONTRACTOR:  
 By: [Signature] Date: 5/12/2020

Application is made for Payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM.....	\$ 18,794,957.00
2. Net change by Change Order.....	\$ 225,362.50
3. CONTRACT SUM TO DATE (Line 1+2).....	\$ 19,020,319.50
4. TOTAL COMPLETED & STORED TO DATE.....	\$ 16,154,965.25
5. RETAINAGE:	
a. 5 % of Completed Work	\$ 807,748.26
b. % of Stored Material	
Total Retainage (Line 5a + 5b or	
	\$ 807,748.26
6. TOTAL EARNED LESS RETAINAGE.....	\$ 15,347,216.99
(Line 4 less Line 5 Total)	
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate).....	\$ 15,260,533.09
8. CURRENT PAYMENT DUE.....	\$ 86,683.90
9. BALANCE TO FINISH, PLUS RETAINAGE.....	\$ 3,673,102.51
(Line 3 less Line 6)	

State of: Texas County of: Harris  
 Subscribed and sworn to before me this 14th day of May 2020  
 Notary Public: [Signature]  
 My Commission Expires: 7/1/22



**ARCHITECT'S CERTIFICATE FOR PAYMENT**

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED..... \$ 86,683.90  
 (Attach explanation if amount certified differs from the amount applied for)  
 ARCHITECT:

By: \_\_\_\_\_ Date: \_\_\_\_\_  
 This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

Document 00642

**MONTHLY SUBCONTRACTOR PAYMENT REPORTING FORM**

Legal Project Name: Briar Branch Channel & Straw Improvements

Outline Agreement No.: \_\_\_\_\_ WBS No.: N-T17000-0018-3

Contractor's Company Name: Reytec Construction Resources, Inc.

Address: 1901 Hollister Street Houston, Texas 77080

**CERTIFICATION**

J.L. Anderson Clark, Contractor's Representative for the above referenced Contract, hereby certifies that (1) Contractor has paid all subcontractors, except those noted below, (2) Contractor made such payments (a) in proportion to the amount City paid Contractor and (b) in accordance and compliance with all applicable Contract Documents and laws; and (3) Contractor withheld no sums from any subcontractor for allegations of deficiency in Work. The term "subcontractor", as used herein, includes all persons or firms furnishing work, materials, services or equipment Contractor ordered incorporated into Work or placed near the Project for which the City made partial payment.

EXCEPTION: Contractor sent Payment Notifications to the following subcontractors explaining why Contractor withheld payment. Copies are attached.

Subcontractor Name: \_\_\_\_\_ Subcontractor Name: \_\_\_\_\_

Street Address: \_\_\_\_\_ Street Address: \_\_\_\_\_

City, State, and Zip Code: \_\_\_\_\_ City, State, and Zip Code: \_\_\_\_\_

Amount of Payment Withheld: \_\_\_\_\_ Amount of Payment Withheld: \_\_\_\_\_

Date Payment First Withheld: \_\_\_\_\_ Date Payment First Withheld: \_\_\_\_\_

Description of Good Faith Reason: \_\_\_\_\_ Description of Good Faith Reason: \_\_\_\_\_

\_\_\_\_\_

  
\_\_\_\_\_  
(Signature of Contractor's Representative)

J.L. Anderson Clark  
\_\_\_\_\_  
(Print or Type Name of Contractor's Representative)

5/12/2020  
\_\_\_\_\_  
Date

Reytec Construction Resources, Inc has been paid and has received a progress payment in the sum of \$214,026.76 for services, equipment or material furnished to Memorial City Development Authority/TIRZ 17 for the Briar Branch Channel & Straws Improvements Project (WBS No. N-T17000-0018-3 located in Houston, Texas, and does hereby release any mechanic's lien or bond right that undersigned has on the above referenced project to the following extent. This release covers a progress payment for labor, services, equipment or material furnished to the Memorial City Redevelopment Authority/TIRZ 17 through March 31, 2020 only, and does not cover any retention if any labor, services, equipment or materials furnished after that date. The undersigned warrants that all undisputed amounts due to its equipment lessors, suppliers, subcontractors, labor, insurance and taxes applicable to this work have been paid in full through the date set forth and hold the Memorial City Redevelopment Authority/TIRZ 17 against any loss arising from the nonpayment thereof. .



(Signature of Contractor's Representative)

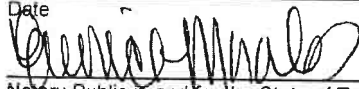
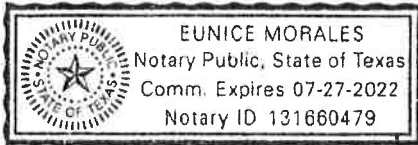
J.L. Anderson Clark

(Print or Type Name of Contractor's Representative)

**SWORN TO AND SUBSCRIBED** before me on:

5/12/2020

Date



Notary Public in and for the State of Texas

My Commission Expires:

7/27/22  
Expiration Date

Eunice Morales

Print or Type Name of Notary Public

WBS No. N-T17006-0018-3  
 TRZ: 17 CIP No. T-1734 & T-1734B

Project: Briar Branch (W140-01-00) Channel & Straw Improvements

Owner:  
 Memorial City Redevelopment Authority  
 9610 Long Point Road, Ste 160  
 Houston, Texas 77055

Contractor:  
 Refect Construction Resources, Inc  
 1901 Hollister St.  
 Houston, Texas 77080

Todays Date: 6/12/2020  
 Pay Period: 4/1/20 to 4/30/20  
 Pay Estimate No. 018  
 Rain Days This Month 1

Item	Item Description	UOM	Est. Unit Quantity	Unit Price	Contract Amount	Previous Quantities	This Month Quantities	To Date Quantities	This Month Billing	Total Amount Billed	% Complete
<b>General Items</b>											
1.0	Mobilization	LS	1	\$600,000.00	\$600,000.00	1.00					
2.0	Portable Changeable Message Sign	Day	178	\$90.00	\$15,840.00	60.00				\$9,840.00	100%
3.0	Removal and Salvage Existing Sign	EA	11	\$50.00	\$550.00	0.00	11.00000	11.00	\$550.00	\$550.00	100%
3.1	Inspect ID Sign	EA	11	\$50.00	\$550.00	0.00	11.00000	11.00	\$550.00	\$550.00	100%
3.2	Placement of Permanent Signs	EA	1	\$650.00	\$650.00	1.00				\$650.00	100%
3.3	Remove Existing Pavement Markings	EA	20	\$1,100.00	\$22,000.00	0.00					0%
4.0	Traffic Control and Regulation	EA	0	\$150.00	\$0.00	0.00					0%
5.0	Install PreCast Concrete Traffic Barrier	EA	4	\$17,500.00	\$70,000.00	3.00				\$35,000.00	75%
6.0	Relocate PreCast Concrete Traffic Barrier	EA	500	\$32.00	\$16,000.00	350.00				\$16,000.00	100%
7.0	Remove PreCast Concrete Traffic Barrier	EA	3000	\$8.00	\$24,000.00	300.00				\$2,400.00	8%
7.1	Remove and Replace Speed Cushions	LF	300	\$17.00	\$5,100.00	300.00				\$5,100.00	100%
8.0	Flagmen	LS	2	\$4,500.00	\$9,000.00	2.00				\$9,000.00	100%
9.0	Traffic and Plant Protection	EA	0	\$12,500.00	\$0.00	0.00					0%
10.0	Water Protection Barrier (State I & II)	EA	0	\$10,000.00	\$0.00	0.00					0%
11.0	Reinforced Fiber Fabric Barrier	EA	0	\$60.00	\$0.00	0.00					0%
12.0	Stabilized Construction Exit	LF	12700	\$1.50	\$19,050.00	10470.00				\$19,050.00	100%
13.0	Track Filter (Dune-Type)	SY	104	\$40.00	\$4,160.00	122.00				\$4,880.00	85%
14.0	Groundwater Control for Open-Cut Construction	LF	0	\$55.00	\$0.00	0.00				\$0.00	0%
15.0	Site Restoration	LF	8777	\$1.00	\$8,777.00	8.00				\$8.00	0%
16.0	Adjust existing manhole frame and cover to new grade	LF	10713	\$6.00	\$64,278.00	2500.00	2312.00	4812.00	\$28,872.00	\$28,872.00	45%
17.0	Adjust existing valve box to new grade	EA	11	\$1,400.00	\$15,400.00	11.00				\$15,400.00	100%
18.0	Clearing and Grubbing	EA	0	\$470.00	\$0.00	0.00	0.00	0.00	\$4,210.00	\$4,210.00	100%
19.0	Trench Safety System for Trench Excavations	AC	0	\$15,000.00	\$0.00	7.30				\$10,950.00	100%
20.0	Hydro Mulch Seeding	AC	4	\$1,500.00	\$6,000.00	19046.00				\$14,196.00	24%
21.0	Sodding	AC	4	\$1,500.00	\$6,000.00	0.00				\$0.00	0%
		SY	2880	\$5.50	\$15,840.00	1720.00				\$9,460.00	100%
					\$1,288,878.00					\$1,188,802.00	93%
<b>Storm Items</b>											
22.0	Remove and Dispose Manholes all sizes/depth	EA	1	\$1,000.00	\$1,000.00	4.00				\$4,000.00	132%
23.0	Remove and Dispose (lets all sizes/depth	EA	30	\$290.00	\$8,700.00	30.00				\$8,700.00	100%
24.0	Remove and Dispose Storm Pipe 12-inch diameter	LF	375	\$1.00	\$375.00	30.00				\$30.00	8%
25.0	Remove and Dispose Storm Pipe 15-inch diameter	LF	47	\$4.00	\$188.00	0.00				\$0.00	0%
26.0	Remove and Dispose Storm Pipe 18-inch diameter	LF	131	\$4.00	\$524.00	133.00				\$532.00	100%
27.0	Remove and Dispose Storm Pipe 24-inch diameter	LF	201	\$10.00	\$2,010.00	201.00				\$2,010.00	100%
28.0	Remove and Dispose Storm Pipe 30-inch diameter	LF	0	\$40.00	\$0.00	0.00				\$0.00	0%
29.0	Remove and Dispose Storm Pipe 36-inch diameter	LF	119	\$40.00	\$4,760.00	119.00				\$4,760.00	100%
30.0	Remove and Dispose Storm Pipe 48-inch diameter	LF	71	\$70.00	\$4,970.00	71.00				\$4,970.00	100%
31.0	Remove and Dispose Storm Pipe 72-inch diameter	LF	333	\$40.00	\$13,320.00	242.00				\$9,680.00	72%
32.0	Remove and Dispose Storm Pipe 96-inch diameter	LF	30	\$80.00	\$2,400.00	30.00				\$2,400.00	100%
33.0	Plug & Abandon 18-inch Storm Sewer	LF	38	\$15.00	\$570.00	38.00				\$570.00	100%
34.0	Plug & Abandon 24-inch Storm Sewer	LF	0	\$15.00	\$0.00	0.00				\$0.00	0%
35.0	Plug & Abandon 36-inch Storm Sewer	LF	177	\$18.00	\$3,186.00	177.00				\$3,186.00	100%
36.0	Clear and CCTV Existing Storm Sewer	EA	0	\$1,000.00	\$0.00	0.00				\$0.00	0%
37.0	Install C manholes for 48-inch diameter and smaller sewers w/rim	EA	25	\$5,200.00	\$1,300.00	233.00				\$1,215.00	78%
38.0	Install C manholes for 48-inch to 72-inch diameter sewers w/rim	EA	25	\$5,200.00	\$1,300.00	19.00				\$980.00	76%
39.0	Manhole Riser for Box Sewer w/rim	EA	0	\$8,000.00	\$0.00	2.00				\$1,600.00	20%
40.0	Manhole Riser for Box Sewer w/grate	EA	39	\$1,200.00	\$46,800.00	39.00				\$46,800.00	100%
41.0	Manhole Riser for Concrete Box Sewers with 24-inch cover	EA	3	\$1,900.00	\$5,700.00	3.00				\$5,700.00	100%
42.0	Extra Depth Manhole	EA	0	\$1,000.00	\$0.00	0.00				\$0.00	0%
42.1	Yard Drains and all work associated with modifying, restoring, and extending them	EA	0	\$1,000.00	\$0.00	0.00				\$0.00	0%
43.0	24-inch Diameter RCP Storm Sewer by open cut	LF	2000	\$14.00	\$28,000.00	0.00				\$0.00	0%
44.0	30-inch Diameter RCP Storm Sewer by open cut	LF	420	\$20.00	\$8,400.00	420.00				\$8,400.00	100%
45.0	36-inch Diameter RCP Storm Sewer by open cut	LF	370	\$24.00	\$8,880.00	37.00				\$888.00	24%
46.0	42-inch Diameter RCP Storm Sewer by open cut	LF	370	\$24.00	\$8,880.00	37.00				\$888.00	24%
47.0	48-inch Diameter RCP Storm Sewer by open cut	LF	370	\$24.00	\$8,880.00	37.00				\$888.00	24%
48.0	72-inch Diameter RCP Storm Sewer by open cut	LF	25	\$300.00	\$7,500.00	0.00				\$0.00	0%
49.0	72-inch Diameter RCP Storm Sewer by open cut	LF	15	\$480.00	\$7,200.00	15.00				\$7,200.00	100%
50.0	72-inch Diameter RCP Storm Sewer by open cut	LF	25	\$300.00	\$7,500.00	25.00				\$7,500.00	100%
51.0	60-inch Diameter RCP Storm Sewer by open cut	LF	233	\$515.00	\$119,895.00	233.00				\$119,895.00	100%
52.0	60-inch Diameter RCP Storm Sewer by open cut	LF	887	\$607.00	\$536,309.00	885.00				\$534,840.00	99%

WBS No. N-171000-018-3  
TRKZ 17 CIP No. T-1734 & T-1734B

Project: Briar Branch (W140-01-00) Channel & Straw Improvements

Owner:  
Removal City Redevelopment Authority  
8610 Long Point Road, Ste 150  
Houston, Texas 77055

Contractor:  
Rytec Construction Resources, Inc  
1901 Hollister St  
Houston, Texas 77080

Todays Date: 6/12/2020  
Pay Period: 4/1/20 to 4/30/20  
Pay Estimate No. 018  
Rain Days This Month:

Item	Item Description	UOMA	Est. Unit Quantity	Unit Price	Contract Amount	Previous Quantities	This Month Quantities	To Date Quantities	This Month Billing	Total Amount Billed	% Complete
53.0	12" x 18" Storm Sewer by open cut	LF	840	\$548.00	\$460,320.00	\$10.00	800.00	800.00	\$438,400.00	\$438,400.00	99%
54.0	72" RCB Storm Sewer by open cut	LF	80	\$762.00	\$60,960.00		80.00	80.00	\$60,960.00	\$60,960.00	100%
55.0	96" RCB Storm Sewer by open cut	LF	2020	\$740.00	\$1,494,800.00	2496.00	3496.00	3496.00	\$1,447,040.00	\$1,447,040.00	93%
56.0	108" RCB Storm Sewer by open cut	LF	1320	\$648.00	\$855,360.00	1248.00	1248.00	1248.00	\$805,344.00	\$805,344.00	95%
57.0	Junction Box (24"x12")	EA	1	\$101,000.00	\$101,000.00	1.00	1.00	1.00	\$101,000.00	\$101,000.00	100%
58.0	Junction Box (24"x12") w/Restrictor No. 3 48" (W) x 54" (H) Three Openings	EA	1	\$61,500.00	\$61,500.00	1.00	1.00	1.00	\$61,500.00	\$61,500.00	100%
59.0	Junction Box (24"x12") w/Restrictor No. 3 30" (W) x 30" (H) Dual Openings	EA	1	\$48,500.00	\$48,500.00	1.00	1.00	1.00	\$48,500.00	\$48,500.00	100%
60.0	Junction Box (24"x12") w/Restrictor No. 3 25" (W) x 25" (H) Dual Openings	EA	1	\$16,000.00	\$16,000.00	1.00	1.00	1.00	\$16,000.00	\$16,000.00	100%
61.0	Junction Box (18"x12")	EA	1	\$80,000.00	\$80,000.00	1.00	1.00	1.00	\$80,000.00	\$80,000.00	100%
62.0	Junction Box (18"x12")	EA	1	\$45,700.00	\$45,700.00	0.00	0.00	0.00	\$0.00	\$0.00	0%
63.0	Junction Box (12"x7")	EA	1	\$19,800.00	\$19,800.00	1.00	1.00	1.00	\$19,800.00	\$19,800.00	100%
64.0	Type III Inlet (Pre Cast)	EA	3	\$19,100.00	\$57,300.00	4.00	4.00	4.00	\$77,400.00	\$77,400.00	132%
65.0	Type C-1 Inlet (Pre Cast)	EA	117	\$5,400.00	\$631,800.00	7.00	7.00	7.00	\$37,800.00	\$37,800.00	47%
66.0	Type B Inlet (Pre Cast)	EA	1	\$7,500.00	\$7,500.00	0.00	0.00	0.00	\$0.00	\$0.00	0%
67.0	Type A Inlet (Pre Cast)	EA	1	\$4,500.00	\$4,500.00	4.00	4.00	4.00	\$18,000.00	\$18,000.00	22%
68.0	Type E Inlet (Pre Cast)	EA	1	\$3,300.00	\$3,300.00	1.00	1.00	1.00	\$3,300.00	\$3,300.00	100%
69.0	Alphab MII & Overlay (3-Inches)	SY	2000	\$20.00	\$40,000.00	0.00	0.00	0.00	\$0.00	\$0.00	0%
70.0	Safety End Treatment (for 36" RCB)	EA	1	\$12,000.00	\$12,000.00	0.00	0.00	0.00	\$0.00	\$0.00	0%
71.0	Steel Pipe Wall Adjustment	LF	1	\$18,000.00	\$18,000.00	0.00	0.00	0.00	\$0.00	\$0.00	0%
	<b>Channel &amp; Retaining Wall Items</b>				<b>\$13,017,338.00</b>					<b>\$12,860,946.00</b>	<b>87%</b>
72.0	Remove and Dispose of Concrete rubble and concrete structures	CY	130	\$12.00	\$1,560.00	0.00	0.00	0.00	\$0.00	\$0.00	0%
73.0	Remove and Dispose of Concrete Channel Lining & Line Flow, all thickness	SY	1433	\$18.00	\$25,794.00	1083.21	1083.21	1083.21	\$19,497.78	\$19,497.78	4%
74.0	Concrete Channel Lining, 8" nominal thickness	SY	644	\$135.00	\$86,940.00	341.07	341.07	341.07	\$45,954.45	\$45,954.45	53%
75.0	Remove and Dispose of existing pedestrian bridge	EA	1	\$5,000.00	\$5,000.00	1.00	1.00	1.00	\$5,000.00	\$5,000.00	100%
76.0	Retaining Wall (Reinforced)	EA	1	\$10,000.00	\$10,000.00	0.00	0.00	0.00	\$0.00	\$0.00	0%
77.0	Combination Rail (CIR)	LF	6000	\$70.00	\$420,000.00	7249.30	7249.30	7249.30	\$507,451.00	\$507,451.00	119%
78.0	Pedestrian Handrail (FRP-33, TYPE B)	LF	158	\$288.00	\$45,456.00	300.00	300.00	300.00	\$86,400.00	\$86,400.00	132%
80.0	Pipe Gate	EA	117	\$75.00	\$8,775.00	0.00	0.00	0.00	\$0.00	\$0.00	0%
81.0	External Concrete Curb (for Proposed Windwall)	EA	1	\$1,800.00	\$1,800.00	1.00	1.00	1.00	\$1,800.00	\$1,800.00	111%
82.0	Remove and Dispose Handrail/Guardrail	EA	38	\$183.00	\$6,834.00	0.00	0.00	0.00	\$0.00	\$0.00	0%
83.0	Remove Conc. Retaining Wall	SY	400	\$9.00	\$3,600.00	895.00	895.00	895.00	\$8,055.00	\$8,055.00	149%
83.1	Temporary Special Shoring for Retaining Wall	LF	450	\$372.00	\$167,400.00	445.00	445.00	445.00	\$165,900.00	\$165,900.00	100%
	<b>Paving Items</b>				<b>\$1,000,531.00</b>					<b>\$1,019,913.00</b>	<b>99%</b>
84.0	Remove and Dispose Concrete Driveways, all thickness	SY	1034	\$8.00	\$8,272.00	738.23	738.23	738.23	\$5,905.84	\$5,905.84	71%
85.0	Remove and Dispose Concrete Pavements and Base, all thickness	SY	7281	\$7.00	\$50,967.00	7228.52	7228.52	7228.52	\$50,599.64	\$50,599.64	99%
86.0	Remove and Dispose of Sidewalks, all thickness w/ or w/o Asphalt, including bulgrade, w/ or w/o Curb, All Depths	SY	410	\$15.00	\$6,150.00	0.00	0.00	0.00	\$0.00	\$0.00	0%
87.0	Remove Existing Concrete Curb	SY	196	\$4.00	\$784.00	74.41	74.41	74.41	\$297.64	\$297.64	15%
88.0	Reshaping & Regrading Existing Ditches	LF	4190	\$1.50	\$6,285.00	1033.00	1033.00	1033.00	\$1,549.50	\$1,549.50	25%
89.0	Line for Lime Stabilized Bulgrade (Dry Weight) (ER)	TDW	106	\$17.00	\$1,802.00	0.00	0.00	0.00	\$0.00	\$0.00	0%
91.0	Line for Lime Stabilized Bulgrade 8-inch	LF	120	\$15.00	\$1,800.00	145.00	145.00	145.00	\$2,175.00	\$2,175.00	106%
92.0	Reinforced Concrete Pavement 8" Thick	EA	35	\$310.00	\$10,850.00	15.00	15.00	15.00	\$4,650.00	\$4,650.00	37%
93.0	Concrete Maintenance Access Ramp	SY	6191	\$63.00	\$390,033.00	7791.20	7791.20	7791.20	\$490,932.60	\$490,932.60	129%
93.1	Reinforced Concrete Pavement 6" Thick - High Early	SY	900	\$80.00	\$72,000.00	218.74	218.74	218.74	\$17,500.00	\$17,500.00	24%
94.0	Asphalt Down, 24-inch	EA	210	\$7.00	\$1,470.00	183.00	183.00	183.00	\$1,281.00	\$1,281.00	87%
95.0	Street Pavement Deposition Inlet, with or without Load Transfer	LF	210	\$4.00	\$840.00	0.00	0.00	0.00	\$0.00	\$0.00	0%
96.0	Concrete Driveways including Excavation 6-inch (High)	LF	171	\$70.00	\$11,970.00	0.00	0.00	0.00	\$0.00	\$0.00	0%
97.0	Concrete Driveways including Excavation 6-inch (High)	LF	171	\$70.00	\$11,970.00	0.00	0.00	0.00	\$0.00	\$0.00	0%
97.1	Concrete Driveways including 6" thick - High Early (ER)	LF	171	\$70.00	\$11,970.00	0.00	0.00	0.00	\$0.00	\$0.00	0%
98.0	6-inch Concrete Curb	LF	8100	\$2.50	\$20,250.00	834.11	834.11	834.11	\$2,085.28	\$2,085.28	26%
99.0	Concrete Pavement Header	LF	4811	\$4.00	\$19,244.00	1590.00	1590.00	1590.00	\$6,360.00	\$6,360.00	33%
100.0	Lock Ramp	LF	607	\$8.00	\$4,856.00	367.00	367.00	367.00	\$2,936.00	\$2,936.00	49%
101.0	Asphalt 4-1 1/2" thick	LF	293	\$18.00	\$5,274.00	0.00	0.00	0.00	\$0.00	\$0.00	0%
102.0	Pav Repairs and Replacement with Base material/ Asphalt Surface	SY	1512	\$9.00	\$13,608.00	26.85	26.85	26.85	\$241.67	\$241.67	2%
	<b>Wastewater Items</b>				<b>\$242,970.00</b>					<b>\$242,970.00</b>	<b>100%</b>

WBS No. N-T17000-019-3  
 TRZ 17 CIP No. T-1734 & T-1734B

Project: Briar Branch (W14D-01-00) Channel & Straw Improvements

Owner:  
 Memorial City Redevelopment Authority  
 9610 Long Point Road, Ste 150  
 Houston, Texas 77055

Contractor:  
 Reytec Construction Resources, Inc  
 1901 Hollister St  
 Houston, Texas 77080

Today's Date: 5/12/2020  
 Pay Period: 4/1/20 to 4/30/20  
 Pay Estimate No. 018  
 Rain Days This Month 1

Item	Item Description	UOM	Est. Unit Quantity	Unit Price	Contract Amount	Previous Quantities	This Month Quantities	To Date Quantities	This Month Billing	Total Amount Billed	% Complete
103.0	Remove and Dispose 8-inch diameter Sanitary Sewer	LF	33	\$17.00	\$561.00	0.00		0.00	\$	\$	0%
104.0	Remove and Dispose 8-inch diameter Sanitary Sewer	LF	27	\$15.00	\$405.00	0.00		0.00	\$	\$	0%
105.0	Remove and Dispose 8-inch diameter Sanitary Sewer	LF	27	\$17.00	\$459.00	0.00		0.00	\$	\$	0%
106.0	Remove and Dispose 10-inch diameter Sanitary Sewer	LF	110	\$17.00	\$1,870.00	0.00		0.00	\$	\$	0%
107.0	Remove and Dispose 15-inch diameter Sanitary Sewer	LF	22	\$11.00	\$242.00	0.00		0.00	\$	\$	0%
108.0	4-inch diameter PVC Sanitary Sewer Pipe, by open-cut	LF	4	\$470.00	\$1,880.00	0.00		0.00	\$	\$	0%
109.0	4-inch diameter PVC Sanitary Sewer Pipe, by open-cut with casing	LF	48	\$450.00	\$21,600.00	0.00	48.00	48.00	\$	\$21,600.00	100%
110.0	6-inch diameter PVC Sanitary Sewer Pipe, by open-cut	LF	4	\$470.00	\$1,880.00	0.00		0.00	\$	\$	0%
111.0	6-inch diameter PVC Sanitary Sewer Pipe, by open-cut with casing	LF	13	\$400.00	\$5,200.00	0.00		0.00	\$	\$	0%
112.0	8-inch diameter PVC Sanitary Sewer Pipe, by open-cut	LF	8	\$500.00	\$4,000.00	0.00		0.00	\$	\$	0%
113.0	8-inch diameter PVC Sanitary Sewer Pipe, by open-cut with casing	LF	134	\$150.00	\$20,100.00	0.00		0.00	\$	\$	0%
114.0	10-inch diameter PVC Sanitary Sewer Pipe, by open-cut	LF	18	\$460.00	\$8,280.00	0.00		0.00	\$	\$	0%
115.0	10-inch diameter PVC Sanitary Sewer Pipe, by open-cut with casing	LF	206	\$210.00	\$43,260.00	0.00		0.00	\$	\$	0%
116.0	15-inch diameter PVC Sanitary Sewer Pipe, by open-cut	LF	6	\$500.00	\$3,000.00	0.00		0.00	\$	\$	0%
117.0	15-inch diameter PVC Sanitary Sewer Pipe, by open-cut with casing	LF	28	\$300.00	\$8,400.00	0.00		0.00	\$	\$	0%
118.0	Paint Repair 4-inch diameter Sanitary Sewer	EA	2	\$3,200.00	\$6,400.00	1.00		1.00	\$	\$6,400.00	100%
119.0	Paint Repair 6-inch diameter Sanitary Sewer	EA	1	\$3,200.00	\$3,200.00	0.00		0.00	\$	\$	0%
120.0	Paint Repair 8-inch diameter Sanitary Sewer	EA	2	\$3,200.00	\$6,400.00	0.00		0.00	\$	\$	0%
121.0	Paint Repair 10-inch diameter Sanitary Sewer	EA	4	\$3,200.00	\$12,800.00	0.00		0.00	\$	\$	0%
122.0	Paint Repair 15-inch diameter Sanitary Sewer	EA	8	\$3,200.00	\$25,600.00	0.00		0.00	\$	\$	0%
122.1	4-inch diameter street sanitary sewer manhole	EA	2	\$3,800.00	\$7,600.00	0.00		0.00	\$	\$	0%
122.2	Construct 4-foot Extra Depth Sanitary Sewer Manhole	EA	4	\$4,500.00	\$18,000.00	0.00		0.00	\$	\$	0%
					\$245,922.00				\$	\$245,922.00	81%
<b>Water Items</b>									\$	\$190,422.00	81%
123.0	Adjust existing water line to new grade	EA	10	\$800.00	\$8,000.00	20.00		20.00	\$	\$8,000.00	100%
124.0	Remove and Dispose 8-inch diameter Water Line	LF	53	\$18.00	\$954.00	0.00		0.00	\$	\$	0%
125.0	Remove and Dispose 10-inch diameter Water Line	LF	31	\$40.00	\$1,240.00	0.00		0.00	\$	\$	0%
126.0	Cut, slug and abandon existing 8-inch diameter Water Line	LF	31	\$70.00	\$2,170.00	0.00		0.00	\$	\$	0%
127.0	6-inch diameter Water Line by Open-cut	LF	258	\$11,200.00	\$2,889,600.00	0.00		0.00	\$	\$	0%
128.0	8-inch diameter DIP water line by open-cut with restrained joints	LF	223	\$210.00	\$46,830.00	0.00		0.00	\$	\$	0%
129.0	10-inch diameter Water Line by Open-cut	LF	10	\$180.00	\$1,800.00	0.00		0.00	\$	\$	0%
130.0	10-inch diameter DIP water line by open-cut with restrained joints	LF	40	\$360.00	\$14,400.00	0.00		0.00	\$	\$	0%
131.0	8-inch diameter wet connection	EA	18	\$2,500.00	\$45,000.00	0.00		0.00	\$	\$	0%
132.0	10-inch diameter wet connection	EA	18	\$2,500.00	\$45,000.00	0.00		0.00	\$	\$	0%
132.1	Repair damaged water service lines, 4-inch	LF	150	\$3.00	\$450.00	0.00		0.00	\$	\$	0%
132.2	Repair damaged water service lines, 6-inch	LF	150	\$5.00	\$750.00	0.00		0.00	\$	\$	0%
132.3	Repair damaged water service lines, 8-inch	LF	150	\$10.00	\$1,500.00	0.00		0.00	\$	\$	0%
					\$15,000.00	0.00		0.00	\$	\$	0%
<b>Pavement Marking Items</b>									\$	\$188,240.00	81%
133.0	Recoat Pavement Type 1 with Two Pass Reflective (00V)	EA	1	\$7.00	\$7.00	0.00		0.00	\$	\$	0%
134.0	Thermoplastic Pavement Markings, 6-inch White, Solid	LF	73	\$4.00	\$292.00	0.00		0.00	\$	\$	0%
135.0	Thermoplastic Pavement Markings, 4-inch Yellow, Dashed	LF	10	\$6.00	\$60.00	0.00		0.00	\$	\$	0%
<b>Extra Unit Prices</b>									\$	\$	0%
136.0	Minimum misc concrete and masonry	CY	100	\$45.00	\$4,500.00	0.00		0.00	\$	\$	0%
137.0	6-inch Open Concrete trench bottom	LF	100	\$15.00	\$1,500.00	0.00		0.00	\$	\$	0%
138.0	Extra Excavation around obstructions	CY	100	\$15.00	\$1,500.00	0.00		0.00	\$	\$	0%
139.0	Extra Hand Excavation	CY	100	\$15.00	\$1,500.00	0.00		0.00	\$	\$	0%
140.0	Extra Machine Excavation	CY	50	\$30.00	\$1,500.00	0.00		0.00	\$	\$	0%
141.0	Extra Placement of 84500 Material	CY	100	\$25.00	\$2,500.00	0.00		0.00	\$	\$	0%
142.0	Extra Placement of granular fill	CY	100	\$25.00	\$2,500.00	0.00		0.00	\$	\$	0%
143.0	Extra Cement Stabilized Sand	CY	100	\$10.00	\$1,000.00	0.00		0.00	\$	\$	0%
144.0	Extra Water Pippings in Place	CY	100	\$40.00	\$4,000.00	0.00		0.00	\$	\$	0%
145.0	Extra Grade 60 Reinforcing Steel	TONS	11	\$3,500.00	\$38,500.00	0.00		0.00	\$	\$	0%
146.0	Extra Class "C" concrete with or without forms (complete in place)	LF	1000	\$1.00	\$1,000.00	0.00		0.00	\$	\$	0%
146.1	Installation of wooden forms, complete in place	CY	100	\$60.00	\$6,000.00	0.00		0.00	\$	\$	0%
146.2	Installation of chain link fence, complete in place	LF	2500	\$15.00	\$37,500.00	118.00		118.00	\$	\$37,500.00	8%
					\$45,000.00	0.00		0.00	\$	\$	0%
<b>Cash Allowances</b>									\$	\$3,260.00	2%
147.0	City of Houston Permits	LS	1	\$3,000.00	\$3,000.00	0.00		0.00	\$	\$	0%
148.0	Street Cut Permits	LS	1	\$3,000.00	\$3,000.00	0.00		0.00	\$	\$	0%
					\$142,750.00				\$	\$142,750.00	67%

**Reytec Project No. 2203**

**Deviated Plan**

Project Name: 2203: Briar Branch (W140-01-00)Channel & Straws Improvement  
 Contract Amount.: \$19,202,319.50  
 Work Progress: 85%  
 Pay Estimate Number: 18  
 Pay Period: 4/1/2020 - 4/30/2020

**Overall Goal:**

Contracted:	18.00%	\$	3,383,092.26
Current:	15.22%	\$	2,892,501.65
	<b>-2.78%</b>	<b>\$</b>	<b>(490,590.61)</b>

double check Overall Goal

**MWSBE Goal:**

**MBE Goal:**

Contracted:	10.00%	\$	1,879,495.70
Current:	7.20%	\$	1,415,950.02
	<b>2.80%</b>	<b>\$</b>	<b>(577,228.32)</b>

**WBE Goal:**

Contracted:	8.00%	\$	1,503,596.56
Current:	7.85%	\$	1,476,551.63
	<b>-0.15%</b>	<b>\$</b>	<b>(\$27,044.93)</b>

**Individual Goal:**

**Moran Construction (MBE)**

Contracted:	6.11%	\$	1,148,371.87
Current:	3.00%	\$	563,160.63
	<b>-3.11%</b>	<b>\$</b>	<b>(585,211.24)</b>

**Access Data (WBE)**

Contracted:	8.00%	\$	1,503,596.56
Current:	7.85%	\$	1,476,551.63
	<b>-0.15%</b>	<b>\$</b>	<b>(27,044.93)</b>

**Ecung (MBE)**

Contracted:	0.36%	\$	67,661.85
Current:	0.08%	\$	15,225.00
	<b>-0.28%</b>	<b>\$</b>	<b>(52,436.85)</b>

**Rosales Trucking (MBE)**

Contracted:	2.50%	\$	469,873.93
Current:	3.58%	\$	680,668.34
	<b>1.08%</b>	<b>\$</b>	<b>210,794.41</b>

**Fabco (MBE)**

Contracted:	1.00%	\$	187,949.57
Current:	0.82%	\$	156,896.05
	<b>-0.18%</b>	<b>\$</b>	<b>(31,053.52)</b>



**WORK ORDER # 19**

To: Memorial City Redevelopment  
Authority/Houston TIRZ 17  
Attn: Linda Clayton  
c/o Hawes Hill and Associates LLP  
PO Box 22167  
Houston, TX 77227-2167

Date: May 14, 2020  
Invoice No: 181078  
For Period: April  
Project No: RHTT001  
Project Manager: James Vick

Project Work Order #19-Gessner CA

WORK PERFORMED:  
Construction Phase Services.  
Professional Services from April 1, 2020 to April 30, 2020  
Professional Personnel

	Hours	Rate	Amount
Principal			
Rentrop, Rhett	12.00	210.00	2,520.00
Vick, James	14.00	245.00	3,430.00
Associate Principal			
Bruner, Clayton	10.00	156.43	1,564.30
Staff			
Oliver, Robert	8.00	107.03	856.24

<b>Total Fee Due This Invoice</b>	<b>8,370.54</b>
	<b>Total Due this Invoice</b>
	<b>\$8,370.54</b>

<b>Authorized Fee:</b>	<b>\$ 48,370.00</b>
<b>Previously Billed:</b>	<b>\$ 15,285.31</b>
<b>Billed to Date:</b>	<b>\$ 23,655.85</b>
<b>Remainder Fee:</b>	<b>\$ 24,714.15</b>



Code No. 1732A  
5/18/2020

Remit to:  
SWA Group  
P.O. Box 5904  
Sausalito, CA 94966

Please refer to our Invoice number and Project number when making payment.  
A discount of 1% on current charges allowed if paid in full in thirty days.  
A service charge will be assessed on all past due accounts.



The Goodman Corporation  
 3200 Travis Street, Ste. 200  
 Houston, TX 77006

# Invoice

Bill To
Ms. Michelle Lofton ETI Bookkeeping Services P.O. Box 73109 Houston, TX 77273

Date	Invoice #
4/30/2020	4-2020-25

Terms	Project
	MCT111

Item	Description	Rate	Prior %	Curr %	Amount
Contract Services	Task 1 – Update Project Specifications  (Memorial Drive)	1,926.00	0%	100.00%	1,926.00

<b>Total</b>	\$1,926.00
<b>Balance Due</b>	\$1,926.00

Phone #	Fax #
713-951-7951	713-951-7957



Code No. 1738A  
 5/18/2020

MEMORIAL CITY REDEVELOPMENT AUTHORITY TIRZ No. 17,  
HOUSTON, TEXAS

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**AGENDA MEMORANDUM**

TO: Memorial City Redevelopment Authority TIRZ No. 17 Board of Directors  
FROM: Executive Director  
SUBJECT: Agenda Item Materials

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3. Consider 2-year agreement with McGrath & Co. for pre-audit services for FY2020 and FY2021.

# McGrath & Co., PLLC

Certified Public Accountants

P.O. Box 270148  
Houston, Texas 77277

Mark W. McGrath CPA  
mark@mcgrath-co.com

Colette M. Garcia CPA  
colette@mcgrath-co.com

May 26, 2020

Board of Directors  
Memorial City Redevelopment Authority/TIRZ No. 17  
Harris County, Texas

Reference: Year End Accounting Services Engagement Letter

We are pleased to confirm our acceptance and understanding of the services we are to provide for Memorial City Redevelopment Authority/TIRZ No. 17 (the "Authority") for the fiscal years ended June 30, 2020 and 2021.

You have requested that we prepare the financial statements of the Authority, which comprise the Statement of Net Position and Governmental Funds Balance Sheet and Statement of Activities and Governmental Funds Revenues, Expenditures and Changes in Fund Balances, notes to the financial statements, and related supplementary information, for the fiscal years ending June 30, 2020 and 2021. We are pleased to confirm our acceptance and our understanding of this engagement by means of this letter.

## **Our Responsibilities**

The objective of our engagement is to prepare financial statements in accordance with accounting principles generally accepted in the United States of America based on information provided by you. We will conduct our engagement in accordance with Statements on Standards for Accounting and Review Services (SSARSs) promulgated by the Accounting and Review Services Committee of the AICPA and comply with the AICPA's Code of Professional Conduct, including the ethical principles of integrity, objectivity, professional competence, and due care.

We are not required to, and will not, verify the accuracy or completeness of the information you will provide to us for the engagement or otherwise gather evidence for the purpose of expressing an opinion or a conclusion. Accordingly, we will not express an opinion or a conclusion or provide any assurance on the financial statements.

Our engagement cannot be relied upon to identify or disclose any financial statement misstatements, including those caused by fraud or error, or to identify or disclose any wrongdoing within the entity or noncompliance with laws and regulations.

## **Management Responsibilities**

The engagement to be performed is conducted on the basis that management acknowledges and understands that our role is to prepare financial statements in accordance with accounting principles generally accepted in the United States of America. Management has the following overall responsibilities that are fundamental to our undertaking the engagement to prepare your financial statements in accordance with SSARs:

1. The selection of accounting principles generally accepted in the United States of America as the financial reporting framework to be applied in the preparation of financial statements.
2. The design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
3. The prevention and detection of fraud.
4. To ensure that the Authority complies with the laws and regulations applicable to its activities.
5. The accuracy and completeness of the records, documents, explanations, and other information, including significant judgments, you provide to us for the engagement to prepare financial statements.
6. To provide us with:
  - i. Documentation, and other related information that is relevant to the preparation and presentation of the financial statements,
  - ii. Additional information that may be requested for the purpose of the preparation of the financial statements, and
  - iii. Unrestricted access to persons within the Authority of whom we determine necessary to communicate.

The financial statements will not be accompanied by a report. However, you agree that the financial statements will clearly indicate that no assurance is provided on them.

## **Other Relevant Information**

Colette Garcia is the engagement partner and is responsible for supervising the engagement.

The estimated fee for the above-mentioned services for each of the fiscal years ending June 30, 2020 and 2021 is \$11,250. The fee includes approximately 90 hours of professional staff time. The fee estimate is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the work performed. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. Our invoices for these fees will be rendered monthly as work progresses and are payable upon presentation.

We will commence our work when the records are received on or about August 1<sup>st</sup>, and expect completion of the financial report, including the MD & A, on or before by September 1<sup>st</sup>.

We look forward to the opportunity to work with you and your staff. We believe this letter accurately summarizes the significant terms of our engagement. If you have any questions regarding the above, please do not hesitate to contact us. If you agree with terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,



McGrath & Co., PLLC

RESPONSE:

This letter correctly sets forth the understanding of Memorial City Redevelopment Authority/TIRZ No. 17.

By:

\_\_\_\_\_

Title:

\_\_\_\_\_

Date:

\_\_\_\_\_

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**AGENDA MEMORANDUM**

TO: Memorial City Redevelopment Authority TIRZ No. 17 Board of Directors  
FROM: Executive Director  
SUBJECT: Agenda Item Materials

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4. CIP Committee:
  - a. Project update and recommendations from Gauge Engineering, LLC.
    - i. Consider Pay Application No. 18, Briar Branch Channel and Straws Improvements, from Reytec Construction.
    - ii. Consider Gauge Engineering Task Order for construction phase services for Memorial Drive.
  - b. Project update and recommendations from LAN.
    - i. Consider LAN reimbursement for additional engineering services for Memorial Drive
  - c. Project update and recommendations from The Goodman Corporation.
  - d. Project update and recommendations from SWA.
    - i. Consider SWA Task Order No. 13, professional landscape design services for Memorial Drive ROW from BW8 to Tallowood Drive

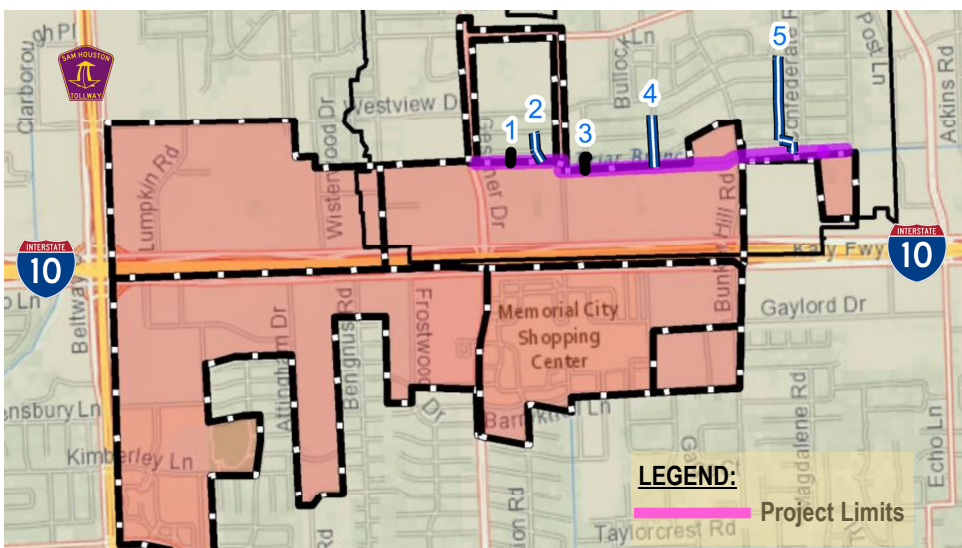
## PROGRESS REPORT — MAY 2020

### Briar Branch (W140-01-00) Channel & Straws Improvements

WBS No. N-T17000-0018-3, T-1734 & T-1734B

#### PROJECT LOCATION

The channel improvement project is approximately 6,200 feet long, from Gessner Road east to Oak Tree Drive, approximately 1,750 feet east of Bunker Hill Road. This project is located in City Council District A.



#### PROJECT STATUS

- The RCBs are currently being cleaned
- Work at Long Branch & existing W140-01-05 has commenced. Work includes replacing 36" RCP to match original opening size (7-FT x 4-FT) RCB
- Temporary asphalt was removed, excavation completed and RCB was installed.
- Misc restoration in progress
- Received Comments from City on Access Road plans

#### CURRENT TRAFFIC CONTROL CONFIGURATION

- All roads are fully open

#### PROJECT OBJECTIVE

##### Improve drainage by increasing conveyance and storage

The Briar Branch (W140-01-00) Channel & Straws Improvements project involves the construction of storm drainage improvements that are designed to lower water levels on Briar Branch, provide flood mitigation storage, and deliver flooding relief and protection to the surrounding community.

#### PROJECT DESCRIPTION

- The channel improvement project is approximately 6,200 feet long, from Gessner Road east to Oak Tree Drive, approximately 1,750 feet east of Bunker Hill Road. The proposed channel improvements will include constructing box culverts ranging in size from 7-FT x 7-FT to 10-FT x 8-FT RCBs along the length of the system, effectively enclosing the channel.
- The Straw improvements consist of approximately 2,600 linear feet of perpendicular improvements at five (5) separate lateral locations along Briar Branch, from Gessner Road east to Confederate Lane, approximately 1,000 feet east of Bunker Hill Road.
- Included in the channel improvements is the reconstruction of the Bunker Hill Road crossing at Briar Branch from dual 7-FT x 7-FT RCBs to triple 8'x8' RCBs.

# Cont. PROGRESS REPORT — MAY 2020

## Briar Branch (W140-01-00) Channel & Straws Improvements

WBS No. N-T17000-0018-3, T-1734 & T-1734B

### CONSTRUCTION TIME

- Contract time: 24 Months
- Notice to Proceed date: December 17, 2018

### CONTACT INFORMATION

#### Construction Manager (CM)

Gauge Engineering  
3200 Wilcrest Drive, Suite 220  
Houston, TX 77042



#### Contractor

Reytec Construction Resources  
1901 Hollister St.  
Houston, TX 77080



### PAYMENT ESTIMATES

Original Contract Amount	\$18,794,957.00
Change Order Amount to Date	\$225,362.50
Current Contract Amount	\$19,020,319.50
Previous Payments	\$15,260,533.09
Current Payment (s) Due	\$86,683.90
Contract Completion Date	12/21/2020
Balance Remaining	\$2,865,354.25

### PROGRESS PHOTOS



Excavation work—Long Branch & W140-01-05 (Straw 5)



Forming Collar - Long Branch & W140-01-05 (Straw 5)



Pouring Collar— Long Branch & W140-01-05 (Straw 5)



Setting RCB ( Straw 5)





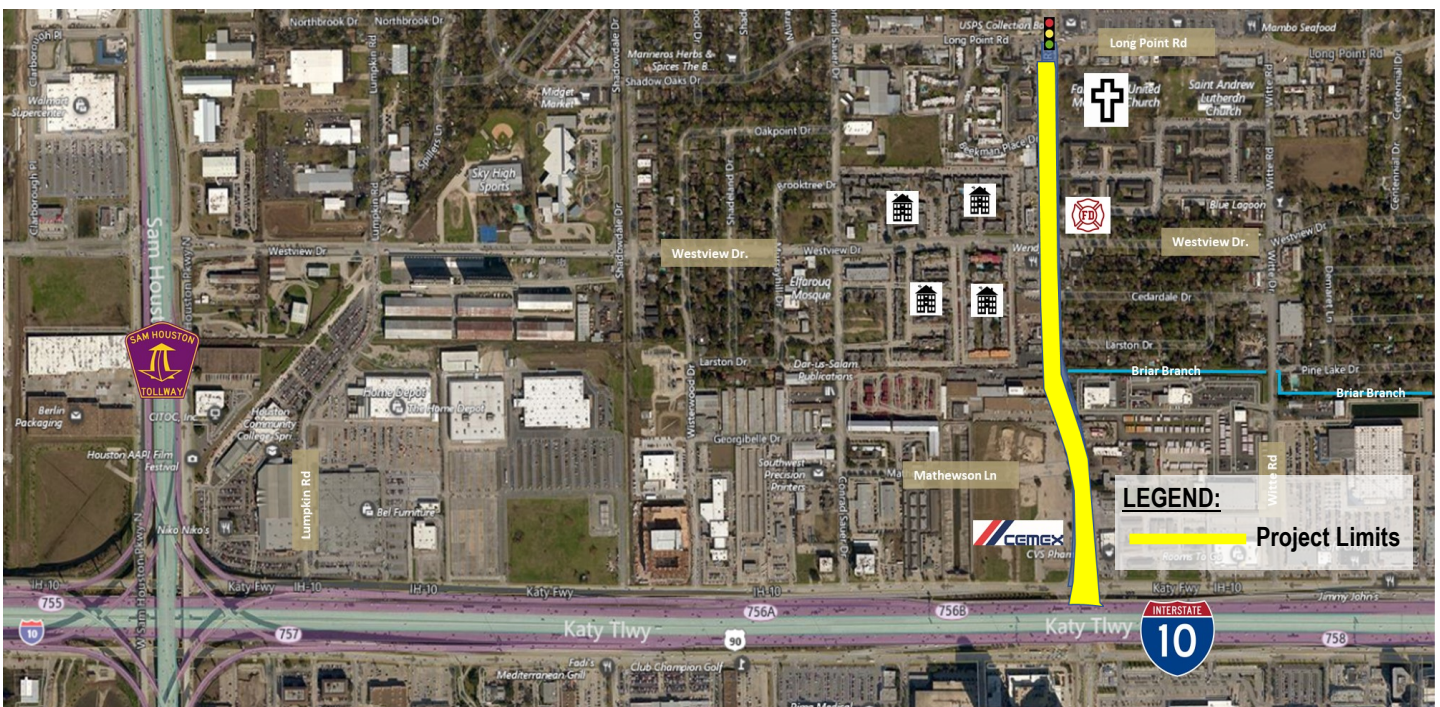
# PROGRESS REPORT— MAY 2020

## Gessner Road Improvements

WBS No. N-T17000-0010-3, CSJ: 0912-72-373 (T-1732A & T-1732B)

### PROJECT LOCATION

The Gessner Rd improvement project is approximately 3,200 feet long, from North of Interstate 10 to south of Long Point. This project is located in City Council District A within the TIRZ 17 limits.



### PROJECT DESCRIPTION:

Gessner Road is a major thoroughfare that carries approximately 42,000 vehicles per day. The Gessner Road Improvement project is one of the critical capital improvement projects to be undertaken by TIRZ 17, and will provide improved drainage, mobility and quality of life.

TIRZ 17 successfully secured federal funding to partially fund the construction of Gessner Road. Construction bids were received in early July. The lowest bidder was SER Construction Partners, LLC. SER has successfully completed multiple other TIRZ 17 projects including Lumpkin Road and the Town & Country Ln. Roundabout; both also included significant detention enhancements.

The project proposes to improve drainage issues, mobility, access management, traffic operations, and safety within the project limits. To accomplish these objectives will require full roadway reconstruction, additional storm sewer box culverts (up to 10-FT x 5-FT) will be added to supplement the existing box culvert, the aging water lines are approaching their useful service life and will be replaced, wider sidewalks with soft and hardscape amenities, adhering to the TIRZ's adopted Standards, will be added along with theater district street lighting and the traffic signal at Westview will be fully replaced.

# Cont. PROGRESS REPORT—MAY 2020

## Gessner Road Improvements

WBS No. N-T17000-0010-3, CSJ: 0912-72-373 (T-1732A & T-1732B)

### CONSTRUCTION TIME

- Contract time: 20 Months
- Notice to Proceed date: October 28, 2019

### CONTACT INFORMATION

**Construction Management**  
TxDOT—Houston District



**Engineer of Record (EOR)**  
Gauge Engineering, LLC



**Contractor**  
SER Construction Partners



### PROJECT STATUS

- SER workers complying with City's COVID-19 guidelines.
- Completed concrete pour on the outside 2 lanes on the west side and SB traffic has been shifted to the newly installed pavement.
- Work zone is currently on the east side of Gessner Road
- 10-FT x 5-FT RCBs continues north
- Sidewalk other work continues on the west side.

### CURRENT TRAFFIC CONTROL CONFIGURATION

- Two northbound and southbound lanes are open
- Continuous two-way left turn lane in the center

### PROGRESS PHOTOS



New pavement on west side of Gessner Road



SER workers complying with City's COVID-19 guidelines.



RCB installation on the east side of Gessner Rd



Installation of water line connections and valves



May 18, 2020

Scott Bean  
Memorial City Redevelopment Authority/TIRZ 17  
9610 Long Point, Suite 150  
Houston, Texas 77055

Reference: Briar Branch (W140-01-00) Channel and Straws Improvements Reconstruction and Drainage  
Improvements  
Gauge Project No.: 1005  
WBS No. N-T17000-0018-3 (T-1734 & T-1734B)  
Reytec Construction Resources, Inc. Payment No. 18

Dear Mr. Bean:

Reytec Construction Resources, Inc. (Reytec) has submitted estimate No. 18 in the amount of \$86,683.90 for construction services rendered through April 30, 2020. Based on our review, Reytec has complied with all requirements stated in the estimate and we recommend payment of **\$86,683.90** to Reytec.

The following billing information is to be used for payment:

Reytec Construction Resources, Inc.  
1901 Hollister St.  
Houston, TX 77080

If you have any questions or require additional information, please feel free to contact me at (832) 318-8800.

Sincerely,

A handwritten signature in blue ink, appearing to be "MA", with a long horizontal flourish extending to the right.

Muhammad Ali, P.E.  
Project Manager

Enclosures: Reytec Pay Est. No. 18

Estimate No. 18  
 Cut off Date 04/30/20  
 Estimate Date 05/12/20

**Memorial City Redevelopment Authority/TIRZ 17  
 Estimate and Certificate for Payment Unit Price Work**



Project Name : Briar Branch (W140-01-00) Channel and Straws Improvements Reconstruction and Drainage  
 Contractor Name : Reytec Construction Resources, Inc.  
 Address : 191 Hollister St., Houston, Texas 77080

WBS No. N-T17000-0018-3 (T-1734 & T-1734B)

Contract Date : 11/31/2018  
 Start Date : 12/17/2018  
 Current Contract Completion Date : 12/21/2020  
 Substantial Completion Date :  
 Percentage By Time : 68.03% In Place : 84.94%  
 Date Insurance Exp. : 10/16/2020 Drug Policy Due Date: N/A

**CONTRACT TIME IN CALENDAR DAYS**

Original Contract Time : 714  
 Approved Extensions : 0  
 Total Contract Time : 735  
 Days Used to Date : 500  
 Days Remaining to Date : 235  
 Schedule Update Received : 4/22/2020

Current M/SBE : 15.22%

**CONTRACT AMOUNT TO DATE :**

- 1- Original Contract Amount
- 2- Approved Change Orders

**\$18,794,957.00**

No.	Date	Ext.Days	Amount
1		21	\$225,362.50

Total Approved Extensions 21 Total Change Orders to Date **\$225,362.50**

- 3- Approved Work Change Directives

No.	Date	Ext.Days	Amount

Total Pending Work Change Directives to Date **\$0.00**

**TOTAL CONTRACT AMOUNT (excludes WCDs) \$19,020,319.50**

**A. EARNINGS TO DATE**

1- Work Completed to Date 84.94% Complete Current Month Billing \$91,246.21  
 2- Material Stored on Site \$0.00 \$16,154,965.25  
 3- Material Stored in Place \$0.00  
 4- Balance-Materials Accepted Not in Place \$0.00 @ 85% \$0.00  
 5- Work Change Directives - In Place \$0.00 \$0.00

**TOTAL EARNINGS TO DATE \$16,154,965.25**

**B. DEDUCTIONS**

1- Retainage 5% Of \$16,154,965.25 \$807,748.26  
 2- Retainage Release 0% Of \$16,154,965.25 \$0.00  
 3- Total Retainage \$807,748.26  
 4- Liquidated Damages 0.00 Days @ \$5,000.00 \$0.00  
 5- Assessments \$0.00  
 6- Inspector Overtime Costs \$0.00

**TOTAL DEDUCTIONS \$807,748.26**

**C. AMOUNT DUE THIS PERIOD**

1- Total Earnings to Date \$16,154,965.25  
 2- Total Deductions \$807,748.26  
 3- Total Payments Due \$15,347,216.99  
 4- Less Previous Payments \$15,260,533.09  
 5- Restoration Adjustment \$0.00

**TOTAL AMOUNT DUE CONTRACTOR THIS DATE \$86,683.90**  
**BALANCE REMAINING \$2,865,354.25**

Prepared By Karam Qaddo 5/15/2020  
 Karam Qaddo, P.E. Date

Reviewed By Muhammad Ali 5/18/2020  
 Muhammad Ali, P.E. Date

Approved By: Scott Bean  
 Scott Bean, TIRZ17 Executive Director Date

# Reytec Construction Resources, Inc.

1901 Hollister  
Houston, Texas 77080  
Office 713.957.4003  
Fax 713.681.0077

## Briar Branch Channel & Straws Improvements Project Pay Application

May 12, 2020

Mr. Muhammad Ali  
Gauge Engineering  
3200 Wilcrest Drive, Suite 220  
Houston, TX 77042

Re: Memorial City Redevelopment Authority  
Briar Branch (W140-01-00) Channel and Straws  
Improvements Project  
WBS No. N-T17000-0018-3

Dear Muhammad,

Please see attached for Pay Application 018 for  
April 1-30, 2020 Briar Branch (W-140-01-00)  
Channel and Straw Improvements.

Thanks,



Keegan Droxler  
Project Manager  
Reytec Construction Resources  
832-844-8322  
[kdroxler@reytec.net](mailto:kdroxler@reytec.net)

# APPLICATION AND CERTIFICATE FOR PAYMENT

AIA DOCUMENT G702

TO (OWNER):  
**Memorial City Redevelopment Authority**

PROJECT:  
**Briar Branch (W140-01-00) Channel and Straws Improvements**

APPLICATION NO: 018

PERIOD TO: 4/1/2020  
4/30/2020

FROM (CONTRACTOR):  
**Reytec Construction**  
**1901 Hollister Rd.**  
**Houston, Texas 77080**  
**Ph. 713-957-4003; Fax 713-681-0077**

PROJECT NO: WBS No. N-T17000-0018-3  
 TIRZ 17 CIP No. T-1734 & T-1734B

## CONTRACTOR'S APPLICATION FOR

CHANGE ORDER SUMMARY		
Change Orders approved in previous months by owner	ADDITIONS	DEDUCTIONS
TOTAL		
Approved this Month		
Number	Date	
TOTALS \$		-
Net change by Change Orders		

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current Payment shown herein is now due.

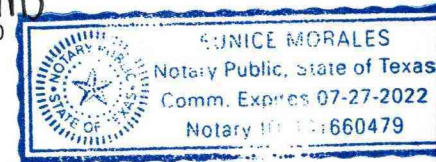
INSPECTOR:  
 By: \_\_\_\_\_ Date: \_\_\_\_\_

CONTRACTOR:  
 By: *John Clark* Date: 5/12/2020

Application is made for Payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM.....	\$	<u>18,794,957.00</u>
2. Net change by Change Order.....	\$	<u>225,362.50</u>
3. CONTRACT SUM TO DATE (Line 1+2).....	\$	<u>19,020,319.50</u>
4. TOTAL COMPLETED & STORED TO DATE.....	\$	<u>16,154,965.25</u>
5. RETAINAGE:		
a. <u>5</u> % of Completed Work	\$	<u>807,748.26</u>
b. _____ % of Stored Material		_____
Total Retainage (Line 5a + 5b or		
	\$	<u>807,748.26</u>
6. TOTAL EARNED LESS RETAINAGE.....	\$	<u>15,347,216.99</u>
(Line 4 less Line 5 Total)		
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate).....	\$	<u>15,260,533.09</u>
8. CURRENT PAYMENT DUE.....	\$	<u>86,683.90</u>
9. BALANCE TO FINISH, PLUS RETAINAGE.....	\$	<u>3,673,102.51</u>
(Line 3 less Line 6)		

State of: Texas County of: Harris  
 Subscribed and sworn to before me this 14th day of May 2020  
 Notary Public: *Eunice Morales*  
 My Commission Expires: 7/27/22



## ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED..... \$ 86,683.90  
 (Attach explanation if amount certified differs from the amount applied for)  
 ARCHITECT:

By: \_\_\_\_\_ Date: \_\_\_\_\_  
 This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

Document 00642

**MONTHLY SUBCONTRACTOR PAYMENT REPORTING FORM**

Legal Project Name: Briar Branch Channel & Straw Improvements

Outline Agreement No.: \_\_\_\_\_ WBS No.: N-T17000-0018-3

Contractor's Company Name: Reytec Construction Resources, Inc.

Address: 1901 Hollister Street Houston, Texas 77080

**CERTIFICATION**

J.L. Anderson Clark, Contractor's Representative for the above referenced Contract, hereby certifies that (1) Contractor has paid all subcontractors, except those noted below, (2) Contractor made such payments (a) in proportion to the amount City paid Contractor and (b) in accordance and compliance with all applicable Contract Documents and laws; and (3) Contractor withheld no sums from any subcontractor for allegations of deficiency in Work. The term "subcontractor", as used herein, includes all persons or firms furnishing work, materials, services or equipment Contractor ordered incorporated into Work or placed near the Project for which the City made partial payment.

EXCEPTION: Contractor sent Payment Notifications to the following subcontractors explaining why Contractor withheld payment. Copies are attached.

Subcontractor Name: \_\_\_\_\_ Subcontractor Name: \_\_\_\_\_

Street Address: \_\_\_\_\_ Street Address: \_\_\_\_\_

City, State, and Zip Code: \_\_\_\_\_ City, State, and Zip Code: \_\_\_\_\_

Amount of Payment Withheld: \_\_\_\_\_ Amount of Payment Withheld: \_\_\_\_\_

Date Payment First Withheld: \_\_\_\_\_ Date Payment First Withheld: \_\_\_\_\_

Description of Good Faith Reason: \_\_\_\_\_ Description of Good Faith Reason: \_\_\_\_\_

\_\_\_\_\_

  
\_\_\_\_\_  
(Signature of Contractor's Representative)

J.L. Anderson Clark  
\_\_\_\_\_  
(Print or Type Name of Contractor's Representative)

5/12/2020  
\_\_\_\_\_  
Date

Reytec Construction Resources, Inc has been paid and has received a progress payment in the sum of \$214,026.76 for services, equipment or material furnished to Memorial City Development Authority/TIRZ 17 for the Briar Branch Channel & Straws Improvements Project (WBS No. N-T17000-0018-3 located in Houston, Texas, and does hereby release any mechanic's lien or bond right that undersigned has on the above referenced project to the following extent. This release covers a progress payment for labor, services, equipment or material furnished to the Memorial City Redevelopment Authority/TIRZ 17 through March 31, 2020 only, and does not cover any retention if any labor, services, equipment or materials furnished after that date. The undersigned warrants that all undisputed amounts due to its equipment lessors, suppliers, subcontractors, labor, insurance and taxes applicable to this work have been paid in full through the date set forth and hold the Memorial City Redevelopment Authority/TIRZ 17 against any loss arising from the nonpayment thereof. .



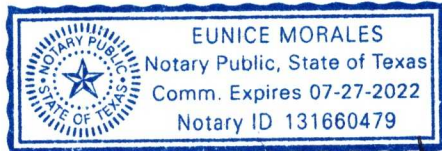
(Signature of Contractor's Representative)

J.L. Anderson Clark

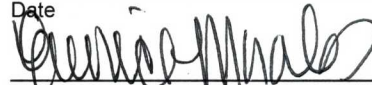
(Print or Type Name of Contractor's Representative)

**SWORN TO AND SUBSCRIBED** before me on:

5/12/2020



Date



Notary Public in and for the State of Texas

My Commission Expires:

7/27/22  
Expiration Date

Eunice Morales

Print or Type Name of Notary Public



WBS No. N-T17000-0018-3  
TIRZ 17 CIP No. T-1734 & T-1734B

Project: Briar Branch (W140-01-00) Channel & Straw Improvements

Owner:  
Memorial City Redevelopment Authority  
9610 Long Point Road, Ste 150  
Houston, Texas 77055

Contractor:  
Reytec Construction Resources, Inc  
1901 Hollister St.  
Houston, Texas 77080

Today's Date: 5/12/2020  
Pay Period: 4/1/20 to 4/30/20  
Pay Estimate No. 018  
Rain Days This Month 1

Item	Item Description	UOM	Est. Unit Quantity	Unit Price	Contract Amount	Previous Quantities	This Month Quantities	To Date Quantities	This Month Billing	Total Amount Billed	% Complete
<b>General Items</b>											
1.0	Mobilization	LS	1	\$600,000.00	\$600,000.00	1.00		1.00	\$ -	\$ 600,000.00	100%
2.0	Portable Changeable Message Sign	Day	176	\$90.00	\$15,840.00	60.00		60.00	\$ -	\$ 5,400.00	34%
3.0	Removable and Salvage Existing Sign	EA	11	\$50.00	\$550.00	0.00	11.00000	11.00	\$ 550.00	\$ 550.00	100%
3.1	Project ID Sign	EA	1	\$650.00	\$650.00	1.00		1.00	\$ -	\$ 650.00	100%
3.2	Placement of Permanent Signs	EA	25	\$310.00	\$7,750.00	0.00		0.00	\$ -	\$ -	0%
3.3	Remove Existing Pavement Markings	EA	4	\$150.00	\$600.00	0.00		0.00	\$ -	\$ -	0%
4.0	Traffic Control and Regulation	EA	4	\$17,500.00	\$70,000.00	3.00		3.00	\$ -	\$ 52,500.00	75%
5.0	Install PreCast Concrete Traffic Barrier	LF	500	\$32.00	\$16,000.00	250.00		250.00	\$ -	\$ 8,000.00	50%
6.0	Relocate PreCast Concrete Traffic Barrier	LF	3000	\$8.00	\$24,000.00	250.00		250.00	\$ -	\$ 2,000.00	8%
7.0	Remove PreCast Concrete Traffic Barrier	LF	500	\$12.00	\$6,000.00	250.00		250.00	\$ -	\$ 3,000.00	50%
7.1	Remove and Replace Speed Cushions	LS	2	\$4,500.00	\$9,000.00	2.00		2.00	\$ -	\$ 9,000.00	100%
8.0	Flagmen	EA	4	\$12,500.00	\$50,000.00	4.00		4.00	\$ -	\$ 50,000.00	100%
9.0	Tree and Plant Protection	EA	4	\$20,000.00	\$80,000.00	4.00		4.00	\$ -	\$ 80,000.00	100%
10.0	Inlet Protection Barrier (State I & II)	EA	92	\$60.00	\$5,520.00	90.00		90.00	\$ -	\$ 5,400.00	98%
11.0	Reinforced Filter Fabric Barrier	LF	12000	\$1.50	\$18,000.00	10620.00		10620.00	\$ -	\$ 15,930.00	89%
12.0	Stabilized Construction Exit	SY	144	\$40.00	\$5,760.00	123.00		123.00	\$ -	\$ 4,920.00	85%
13.0	Rock Filter Dame-Type 3	LF	35	\$55.00	\$1,925.00	8.00		8.00	\$ -	\$ 440.00	23%
14.0	Groundwater Control for Open-Cut Construction	LF	8727	\$1.00	\$8,727.00	0.00		0.00	\$ -	\$ -	0%
15.0	Site Restoration	LF	10715	\$6.00	\$64,290.00	2500.00	2331.00	4831.00	\$ 13,986.00	\$ 28,986.00	45%
16.0	Adjust existing manhole frame and cover to new grade	EA	11	\$1,400.00	\$15,400.00	11.00		11.00	\$ -	\$ 15,400.00	100%
17.0	Adjust existing valve box to new grade	EA	9	\$470.00	\$4,230.00	0.00	9.00	9.00	\$ 4,230.00	\$ 4,230.00	100%
18.0	Clearing and Grubbing	AC	8	\$15,000.00	\$119,100.00	7.95		7.95	\$ -	\$ 119,250.00	100%
19.0	Trench Safety System for Trench Excavations	LF	20183	\$6.00	\$121,098.00	19066.00		19066.00	\$ -	\$ 114,396.00	94%
20.0	Hydro Mulch Seeding	AC	4	\$1,500.00	\$5,985.00	0.00		0.00	\$ -	\$ -	0%
21.0	Sodding	SY	7890	\$5.00	\$39,450.00	1735.00	6155.00	7890.00	\$ 30,775.00	\$ 39,450.00	100%
					\$1,289,875.00				\$ 49,541.00	\$ 1,159,502.00	90%
<b>Storm Items</b>											
22.0	Remove and Dispose Manholes all sizes/depth	EA	3	\$1,000.00	\$3,000.00	4.00		4.00	\$ -	\$ 4,000.00	133%
23.0	Remove and Dispose Inlets all sizes/depth	EA	30	\$250.00	\$7,500.00	30.00		30.00	\$ -	\$ 7,500.00	100%
24.0	Remove and Dispose Storm Pipe 12-inch diameter	LF	35	\$3.00	\$105.00	35.00		35.00	\$ -	\$ 105.00	100%
25.0	Remove and Dispose Storm Pipe 15-inch diameter	LF	82	\$4.00	\$328.00	0.00		0.00	\$ -	\$ -	0%
26.0	Remove and Dispose Storm Pipe 18-inch diameter	LF	133	\$6.00	\$798.00	133.00		133.00	\$ -	\$ 798.00	100%
27.0	Remove and Dispose Storm Pipe 24-inch diameter	LF	301	\$36.00	\$10,836.00	301.00		301.00	\$ -	\$ 10,836.00	100%
28.0	Remove and Dispose Storm Pipe 30-inch diameter	LF	61	\$40.00	\$2,440.00	61.00		61.00	\$ -	\$ 2,440.00	100%
29.0	Remove and Dispose Storm Pipe 36-inch diameter	LF	119	\$45.00	\$5,355.00	158.00		158.00	\$ -	\$ 7,110.00	133%
30.0	Remove and Dispose Storm Pipe 48-inch diameter	LF	71	\$70.00	\$4,970.00	71.00		71.00	\$ -	\$ 4,970.00	100%
31.0	Remove and Dispose Storm Pipe 72-inch diameter	LF	233	\$40.00	\$9,320.00	212.00		212.00	\$ -	\$ 8,480.00	91%
32.0	Remove and Dispose Storm Pipe 84-inch diameter	LF	36	\$60.00	\$2,160.00	36.00		36.00	\$ -	\$ 2,160.00	100%
33.0	Plug & Abandon 18-inch Storm Sewer	LF	38	\$25.00	\$950.00	38.00		38.00	\$ -	\$ 950.00	100%
34.0	Plug & Abandon 24-inch Storm Sewer	LF	9	\$35.00	\$315.00	9.00		9.00	\$ -	\$ 315.00	100%
35.0	Plug & Abandon 36-inch Storm Sewer	LF	177	\$38.00	\$6,726.00	154.00		154.00	\$ -	\$ 5,852.00	87%
36.0	Clean and CCTV Existing Storm Sewer	LF	830	\$11.00	\$9,130.00	230.00		230.00	\$ -	\$ 2,530.00	28%
37.0	Type C manhole for 42-inch diameter and smaller sewers w/rim	EA	25	\$5,200.00	\$130,000.00	19.00		19.00	\$ -	\$ 98,800.00	76%
38.0	Type C manhole for 48-inch to 72-inch diameter sewers w/rim	EA	4	\$8,000.00	\$32,000.00	2.00		2.00	\$ -	\$ 16,000.00	50%
39.0	Manhole Riser for Box Sewer w/rim	EA	23	\$2,200.00	\$50,600.00	23.00		23.00	\$ -	\$ 50,600.00	100%
40.0	Manhole Riser for Box Sewer w/grate	EA	39	\$1,400.00	\$54,600.00	23.00		23.00	\$ -	\$ 32,200.00	59%
41.0	Manhole Risers for Concrete Box Sewers with 50.5 inch cover	EA	9	\$3,900.00	\$35,100.00	5.00		5.00	\$ -	\$ 19,500.00	56%
42.0	Extra Depth Manhole	VF	56	\$100.00	\$5,600.00	0.00		0.00	\$ -	\$ -	0%
42.1	Yard Drains and all work associated with modifying, restoring, and extending them	LF	2000	\$14.00	\$28,000.00	0.00		0.00	\$ -	\$ -	0%
43.0	24-inch Diameter RCP Storm Sewer by open cut	LF	408	\$205.00	\$83,640.00	408.00		408.00	\$ -	\$ 83,640.00	100%
44.0	30-inch Diameter RCP Storm Sewer by open cut	LF	25	\$560.00	\$14,000.00	37.00		37.00	\$ -	\$ 20,720.00	148%
45.0	36-inch Diameter RCP Storm Sewer by open cut	LF	230	\$242.00	\$55,660.00	190.00		190.00	\$ -	\$ 45,980.00	83%
46.0	42-inch Diameter RCP Storm Sewer by open cut	LF	28	\$640.00	\$17,920.00	37.00		37.00	\$ -	\$ 23,680.00	132%
47.0	48-inch Diameter RCP Storm Sewer by open cut	LF	25	\$900.00	\$22,500.00	62.00		62.00	\$ -	\$ 55,800.00	248%
48.0	72-inch Diameter RCP Storm Sewer by open cut	LF	15	\$680.00	\$10,200.00	16.00		16.00	\$ -	\$ 10,880.00	107%
49.0	7'X6' RCB Storm Sewer by open cut	LF	25	\$900.00	\$22,500.00	25.00		25.00	\$ -	\$ 22,500.00	100%
50.0	7'X7' RCB Storm Sewer by open cut	LF	2342	\$535.00	\$1,252,970.00	2334.00		2334.00	\$ -	\$ 1,248,690.00	100%
51.0	8'X4' RCB Storm Sewer by open cut	LF	3029	\$455.00	\$1,378,195.00	3039.00		3039.00	\$ -	\$ 1,382,745.00	100%
52.0	8'X8' RCB Storm Sewer by open cut	LF	8387	\$607.00	\$5,090,909.00	8285.20		8285.20	\$ -	\$ 5,029,116.40	99%



WBS No. N-T17000-0018-3  
TIRZ 17 CIP No. T-1734 & T-1734B

Project: Briar Branch (W140-01-00) Channel & Straw Improvements

Owner:  
Memorial City Redevelopment Authority  
9610 Long Point Road, Ste 150  
Houston, Texas 77055

Contractor:  
Reytec Construction Resources, Inc  
1901 Hollister St.  
Houston, Texas 77080

Today's Date: 5/12/2020  
Pay Period: 4/1/20 to 4/30/20  
Pay Estimate No. 018  
Rain Days This Month 1

Item	Item Description	UOM	Est. Unit Quantity	Unit Price	Contract Amount	Previous Quantities	This Month Quantities	To Date Quantities	This Month Billing	Total Amount Billed	% Complete
103.0	Remove and Dispose 4-inch diameter Sanitary Sewer	LF	36	\$17.00	\$612.00	0.00		0.00	\$ -	\$ -	0%
104.0	Remove and Dispose 6-inch diameter Sanitary Sewer	LF	22	\$15.00	\$330.00	30.00		30.00	\$ -	\$ 450.00	136%
105.0	Remove and Dispose 8-inch diameter Sanitary Sewer	LF	22	\$37.00	\$814.00	99.00		99.00	\$ -	\$ 3,663.00	450%
106.0	Remove and Dispose 10-inch diameter Sanitary Sewer	LF	110	\$27.00	\$2,970.00	159.00		159.00	\$ -	\$ 4,293.00	145%
107.0	Remove and Dispose 15-inch diameter Sanitary Sewer	LF	22	\$33.00	\$726.00	22.00		22.00	\$ -	\$ 726.00	100%
108.0	4-inch diameter PVC Sanitary Sewer Pipe, by open-cut	LF	4	\$820.00	\$3,280.00	0.00		0.00	\$ -	\$ -	0%
109.0	4-inch diameter PVC Sanitary Sewer Pipe, by open-cut with casing	LF	48	\$450.00	\$21,600.00	0.00	48.00	48.00	\$ 21,600.00	\$ 21,600.00	100%
110.0	6-inch diameter PVC Sanitary Sewer Pipe, by open-cut	LF	4	\$690.00	\$2,760.00	0.00		0.00	\$ -	\$ -	0%
111.0	6-inch diameter PVC Sanitary Sewer Pipe, by open-cut with casing	LF	18	\$800.00	\$14,400.00	0.00		0.00	\$ -	\$ -	0%
112.0	8-inch diameter PVC Sanitary Sewer Pipe, by open-cut	LF	8	\$500.00	\$4,000.00	0.00		0.00	\$ -	\$ -	0%
113.0	8-inch diameter PVC Sanitary Sewer Pipe, by open-cut with casing	LF	144	\$350.00	\$50,400.00	144.00		144.00	\$ -	\$ 50,400.00	100%
114.0	10-inch diameter PVC Sanitary Sewer Pipe, by open-cut	LF	16	\$460.00	\$7,360.00	0.00		0.00	\$ -	\$ -	0%
115.0	10-inch diameter PVC Sanitary Sewer Pipe, by open-cut with casing	LF	204	\$210.00	\$42,840.00	189.00		189.00	\$ -	\$ 39,690.00	93%
116.0	15-inch diameter PVC Sanitary Sewer Pipe, by open-cut	LF	4	\$900.00	\$3,600.00	0.00		0.00	\$ -	\$ -	0%
117.0	15-inch diameter PVC Sanitary Sewer Pipe, by open-cut with casing	LF	28	\$300.00	\$8,400.00	28.00		28.00	\$ -	\$ 8,400.00	100%
118.0	Point Repair 4-inch diameter Sanitary Sewer	EA	2	\$3,200.00	\$6,400.00	1.00		1.00	\$ -	\$ 3,200.00	50%
119.0	Point Repair 6-inch diameter Sanitary Sewer	EA	2	\$3,300.00	\$6,600.00	0.00		0.00	\$ -	\$ -	0%
120.0	Point Repair 8-inch diameter Sanitary Sewer	EA	4	\$3,400.00	\$13,600.00	0.00		0.00	\$ -	\$ -	0%
121.0	Point Repair 10-inch diameter Sanitary Sewer	EA	8	\$3,600.00	\$28,800.00	0.00		0.00	\$ -	\$ -	0%
122.0	Point Repair 15-inch diameter Sanitary Sewer	EA	2	\$3,800.00	\$7,600.00	0.00		0.00	\$ -	\$ -	0%
122.1	4-foot diameter precast sanitary sewer manhole	EA	4	\$4,500.00	\$18,000.00	4.00		4.00	\$ -	\$ 18,000.00	100%
122.2	Construct 4-foot Extra Depth Sanitary Sewer Manhole	VF	3	\$200.00	\$600.00	0.00		0.00	\$ -	\$ -	0%
					\$245,692.00				\$ 21,600.00	\$ 150,422.00	61%
	<b>Water Items</b>										
123.0	Adjust existing meter box to new grade	EA	20	\$800.00	\$16,000.00	20.00		20.00	\$ -	\$ 16,000.00	100%
124.0	Remove and Dispose 8-inch diameter Water Line	LF	52	\$18.00	\$936.00	0.00		0.00	\$ -	\$ -	0%
125.0	Remove and Dispose 20-inch diameter Water Line	LF	51	\$40.00	\$2,040.00	51.00		51.00	\$ -	\$ 2,040.00	100%
126.0	Cut, plug and abandon existing 8-inch diameter Water Line	EA	16	\$1,200.00	\$19,200.00	16.00		16.00	\$ -	\$ 19,200.00	100%
127.0	8-inch diameter Water Line by Open-cut	LF	258	\$140.00	\$36,120.00	123.00		123.00	\$ -	\$ 17,220.00	48%
128.0	8-inch diameter DIP water line by open-cut with restrained joints	LF	223	\$250.00	\$55,750.00	398.00		398.00	\$ -	\$ 99,500.00	178%
129.0	20-inch diameter Water Line by Open-cut	LF	10	\$160.00	\$1,600.00	10.00		10.00	\$ -	\$ 1,600.00	100%
130.0	20-inch diameter DIP water line by open-cut with restrained joints	LF	40	\$360.00	\$14,400.00	40.00		40.00	\$ -	\$ 14,400.00	100%
131.0	8-inch diameter wet connection	EA	16	\$1,400.00	\$22,400.00	16.00		16.00	\$ -	\$ 22,400.00	100%
132.0	20-inch diameter wet connection	EA	2	\$3,500.00	\$7,000.00	2.00		2.00	\$ -	\$ 7,000.00	100%
132.1	Repair damaged water service lines, 4-inch	LF	150	\$80.00	\$12,000.00	0.00		0.00	\$ -	\$ -	0%
132.2	Repair damaged water service lines, 6-inch	LF	150	\$90.00	\$13,500.00	0.00		0.00	\$ -	\$ -	0%
132.3	Repair damaged water service lines, 8-inch	LF	150	\$100.00	\$15,000.00	0.00		0.00	\$ -	\$ -	0%
					\$215,946.00				\$ -	\$ 199,360.00	92%
	<b>Pavement Marking Items</b>										
133.0	Raised Pav Marker Type I with Two face Reflective (W/Y)	EA	3	\$7.00	\$21.00			0.00	\$ -	\$ -	0%
134.0	Thermoplastic Pavement Markings, 4-inch White, Solid	LF	92	\$6.00	\$552.00			0.00	\$ -	\$ -	0%
135.0	Thermoplastic Pavement Markings, 4-inch Yellow, Dashed	LF	10	\$6.00	\$60.00			0.00	\$ -	\$ -	0%
					\$633.00				\$ -	\$ -	0%
	<b>Extra Unit Prices</b>										
136.0	Remove misc concrete and masonry	CY	100	\$45.00	\$4,500.00			0.00	\$ -	\$ -	0%
137.0	6-inch Over Excavate trench bottom	LF	100	\$15.00	\$1,500.00			0.00	\$ -	\$ -	0%
138.0	Extra Excavation around obstructions	CY	100	\$25.00	\$2,500.00			0.00	\$ -	\$ -	0%
139.0	Extra Hand Excavation	CY	100	\$35.00	\$3,500.00	1.00		1.00	\$ -	\$ 35.00	1%
140.0	Extra Machine Excavation	CY	50	\$25.00	\$1,250.00	11.00		11.00	\$ -	\$ 275.00	22%
141.0	Extra Placement of Backfill Material	CY	100	\$25.00	\$2,500.00			0.00	\$ -	\$ -	0%
142.0	Extra Placement of granular fill	CY	100	\$30.00	\$3,000.00			0.00	\$ -	\$ -	0%
143.0	Extra Cement Stabilized Sand	CY	100	\$40.00	\$4,000.00			0.00	\$ -	\$ -	0%
144.0	Extra Water Fittings in Place	TON	1	\$3,500.00	\$3,500.00			0.00	\$ -	\$ -	0%
145.0	Extra Grade 60 Reinforcing Steel	LB	1000	\$2.00	\$2,000.00			0.00	\$ -	\$ -	0%
146.0	Extra Class "A" concrete with or without forms (complete-in-place)	CY	100	\$65.00	\$6,500.00			0.00	\$ -	\$ -	0%
146.1	Installation of wooden fence, Complete in place	LF	2500	\$25.00	\$62,500.00	118.00		118.00	\$ -	\$ 2,950.00	5%
146.2	Installation of chain link fence, Complete in place	LF	1500	\$30.00	\$45,000.00			0.00	\$ -	\$ -	0%
					\$142,250.00				\$ -	\$ 3,260.00	2%
	<b>Cash Allowances</b>										
147.0	City of Houston Permits	LS	1	\$3,000.00	\$3,000.00	0.00		0.00	\$ -	\$ -	0%
148.0	Street Cut Permit	LS	1	\$3,000.00	\$3,000.00	0.67		0.67	\$ -	\$ 2,023.70	67%

WBS No. N-T17000-0018-3  
TIRZ 17 CIP No. T-1734 & T-1734B

Project: Briar Branch (W140-01-00) Channel & Straw Improvements

**Owner:**  
Memorial City Redevelopment Authority  
9610 Long Point Road, Ste 150  
Houston, Texas 77055

**Contractor:**  
Reytec Construction Resources, Inc  
1901 Hollister St.  
Houston, Texas 77080

**Today's Date:** 5/12/2020  
**Pay Period:** 4/1/20 to 4/30/20  
**Pay Estimate No.:** 018  
**Rain Days This Month:** 1

Item	Item Description	UOM	Est. Unit Quantity	Unit Price	Contract Amount	Previous Quantities	This Month Quantities	To Date Quantities	This Month Billing	Total Amount Billed	% Complete
152.0	Work Change Directives	LS	1	\$2,000,000.00	\$2,000,000.00	0.00		0.00	\$ -	\$ -	0%
152A	Remove 36" RCP & Replace with 5x2 RCB	LF	170	\$380.00	\$64,600.00	170.00		170.00	\$ -	\$ 64,600.00	100%
152B	Remove 36" RCP & Replace with 36" RCP	LF	60	\$229.00	\$13,740.00	60.00		60.00	\$ -	\$ 13,740.00	100%
152C	install 24" RCP	LF	420	\$134.00	\$56,280.00	420.00		420.00	\$ -	\$ 56,280.00	100%
152D	Adjust BB Inlet	EA	2	\$2,460.00	\$4,920.00	2.00		2.00	\$ -	\$ 4,920.00	100%
152E	Install 8' Diameter Manhole	EA	1	\$13,400.00	\$13,400.00	1.00		1.00	\$ -	\$ 13,400.00	100%
152F	Mill/Surface Asphalt, Including Base Material at Trench	SY	515	\$45.00	\$23,175.00	515.00		515.00	\$ -	\$ 23,175.00	100%
152G	Manhole at 24" Leadds	EA	1	\$3,260.00	\$3,260.00	1.00		1.00	\$ -	\$ 3,260.00	100%
152H	Remove & Install Wooden Fence	LF	40	\$30.00	\$1,200.00	40.00		40.00	\$ -	\$ 1,200.00	100%
152I	Remove & Install Chainlink Fence	LF	140	\$35.00	\$4,900.00	140.00		140.00	\$ -	\$ 4,900.00	100%
152J	Clearing and Grubbing	LS	1	\$2,500.00	\$2,500.00	1.00		1.00	\$ -	\$ 2,500.00	100%
152K	Traffic Control & Flagging	LS	1	\$4,500.00	\$4,500.00	1.00		1.00	\$ -	\$ 4,500.00	100%
152L	Magnolia Tree Removal at 10015 Larston	LS	1	\$750.00	\$750.00	1.00		1.00	\$ -	\$ 750.00	100%
152M	Pine Tree Removal at 10023 Larston St	LS	1	\$1,300.00	\$1,300.00	1.00		1.00	\$ -	\$ 1,300.00	100%
152N	Temporary Asphalt Along Long Branch	LS	1	\$8,223.00	\$8,223.00	1.00		1.00	\$ -	\$ 8,223.00	100%
					\$2,037,500.00				\$ -	\$ 204,771.70	10%
152O	Change Order 01 - Remove 36-inch RCP, Replace with 7x4 RCB	LS	1	\$225,362.50	\$225,362.50	0.00		0.00	\$ -	\$ -	0%
					\$225,362.50				\$ -	\$ -	0%

<b>Overall Totals</b>	<b>\$19,020,319.50</b>			<b>\$91,246.21</b>	<b>\$16,154,965.25</b>	<b>85%</b>
Work Change Directive Budget	\$2,000,000.00					
Work Change Directive Completed To Date	\$202,748.00			Retainage 5%	\$ 807,748.26	
Remaining Work Change Directive Budget	\$1,797,252.00					
				<b>Sub Total</b>	<b>\$15,347,216.99</b>	
				<b>Less Total Previous Payment</b>	<b>\$15,260,533.09</b>	
				<b>Amount due this Estimate</b>	<b>\$86,683.90</b>	



5/12/2020

Contractor \_\_\_\_\_ Date

Owner \_\_\_\_\_ Date

## Reytec Project No. 2203

### Deviated Plan

**Project Name:** 2203: Briar Branch (W140-01-00)Channel & Straws Improvement  
**Contract Amount.:** \$19,202,319.50  
**Work Progress:** 85%  
**Pay Estimate Number:** 18  
**Pay Period:** 4/1/2020 - 4/30/2020

#### Overall Goal:

Contracted:	18.00%	\$	3,383,092.26
Current:	15.22%	\$	2,892,501.65
	<b>-2.78%</b>	<b>\$</b>	<b>(490,590.61)</b>

double check Overall Goal

#### MWSBE Goal:

##### MBE Goal:

Contracted:	10.00%	\$	1,879,495.70
Current:	7.20%	\$	1,415,950.02
	<b>2.80%</b>	<b>\$</b>	<b>(577,228.32)</b>

##### WBE Goal:

Contracted:	8.00%	\$	1,503,596.56
Current:	7.85%	\$	1,476,551.63
	<b>-0.15%</b>		<b>(27,044.93)</b>

#### Individual Goal:

##### Moran Construction (MBE)

Contracted:	6.11%	\$	1,148,371.87
Current:	3.00%		563,160.63
	<b>-3.11%</b>	<b>\$</b>	<b>(585,211.24)</b>

##### Access Data (WBE)

Contracted:	8.00%	\$	1,503,596.56
Current:	7.85%	\$	1,476,551.63
	<b>-0.15%</b>	<b>\$</b>	<b>(27,044.93)</b>

##### Ecung (MBE)

Contracted:	0.36%	\$	67,661.85
Current:	0.08%	\$	15,225.00
	<b>-0.28%</b>	<b>\$</b>	<b>(52,436.85)</b>

##### Rosales Trucking (MBE)

Contracted:	2.50%	\$	469,873.93
Current:	3.58%	\$	680,668.34
	<b>1.08%</b>	<b>\$</b>	<b>210,794.41</b>

##### Fabco (MBE)

Contracted:	1.00%	\$	187,949.57
Current:	0.82%	\$	156,896.05
	<b>-0.18%</b>	<b>\$</b>	<b>(31,053.52)</b>



May 19, 2020

Ms. Ann Givens, Chair of the Board  
Memorial City Redevelopment Authority / TIRZ 17  
9610 Long Point Road, Suite 150  
Houston, TX 77055

**Re: Proposal for Construction Phase Services – Memorial Drive Drainage and Mobility Improvements (T-1738A)**

Dear Mrs. Givens,

Gauge Engineering, LLC (Gauge) is pleased to submit this proposal for Construction Phase Services for Memorial Drive Drainage and Mobility Improvements. We propose to perform these services over the 22-month construction duration of the project for a Lump Sum amount of \$259,149. A detailed breakdown of the scope items and fee can be found under Exhibits "A", "B" and "C" respectively. We are prepared to begin this work immediately.

Please feel free to contact me at (832) 318-8802 if you have any questions or need additional information.

Sincerely,

A handwritten signature in black ink, appearing to be "MA", written over a horizontal line.

Muhammad Ali, P.E.  
Principal

Accepted For  
Memorial City Redevelopment Authority

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print

Accepted for  
City of Houston

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print

Attachments: Exhibit A - Scope of Services  
Exhibit B - Level-of-Effort  
Exhibit C – Traffic Engineering CPS Services



**EXHIBIT A**  
**SCOPE OF SERVICES**  
**MEMORIAL CITY REDEVELOPMENT AUTHORITY – TIRZ 17**  
**MEMORIAL DRIVE DRAINAGE AND MOBILITY IMPROVEMENTS – (T-1738A)**  
**CONSTRUCTION PHASE SERVICES**

This proposal is for construction phases services for the drainage and mobility improvements, and public utility upgrades and relocations for TIRZ 17's Memorial Drive Project. The following scope details the procedures that will be followed:

**A. CONSTRUCTION ADMINISTRATION – 22-MONTH DURATION**

1. Preconstruction Meeting:  
Attend and participate in the pre-construction meeting with TxDOT and Contractor prior to construction start date.
2. Monthly progress meetings:  
Represent TIRZ 17 and attend monthly progress meetings with TxDOT and Contractor. Act on the TIRZ's behalf with regard to all aspects of the project.
3. Coordination:  
Attend regularly scheduled Stakeholder coordination meetings representing TIRZ 17. Periodic coordination with Stakeholders, City, TxDOT and Contractor.
4. Periodic Inspections Visits:  
Team will make periodic visits to the site to observe work progress and quality of executed work and to determine in general if work is proceeding in accordance to Contract Documents. During visits to the construction site, and on the basis of our onsite observations as an experienced and qualified design professional, Team will keep TIRZ 17 informed of the extent of the progress of the work and advise TIRZ 17 of material and substantial defects and deficiencies in the contractor's work discovered by team or otherwise brought to our attention during construction. It is understood that the contractor is solely responsible for the means and methods to be used and the safety of its employees and all other persons on the job site. Team may on behalf of TIRZ 17, exercise whatever rights they may have to disapprove work and materials as failing to conform to the construction contract documents.

In performing this service, Team will not be responsible for the techniques and sequences of construction or the safety precautions incidental thereto and will not be responsible or liable in any degree for the contractor's failure to perform the construction work in accordance with the Contract Documents, except to the extent that the Engineer fails to exercise the usual degree of care and judgment of an ordinarily prudent engineer in the same or similar circumstances and conditions.

*Gauge will allocate 6 hours per week for a period of 22 months for these tasks.*

5. Change Orders  
Consult with and advise TIRZ 17, issue all instructions to Contractor requested by TIRZ 17 and prepare and issue change orders as required after approval by TIRZ 17.
6. Review schedules, submittals, laboratory test results, RFI's, and other data  
Review schedules, submittals, laboratory test results, RFI's, and other data which the Contractor submits. This review is for the benefit of TIRZ 17 and requires only general conformance with the design concept of the Project and general compliance with the information given in the Contract Documents. It does not relieve Contractor of any responsibilities, such as dimensions to be confirmed and correlated at the job site,

appropriate safety measures to protect workers and the public, or the necessity of constructing a complete and workable facility in accordance with the construction Contract Documents.

7. Prepare Progress Reports:  
Develop monthly progress reports based on onsite observations and review of pay applications to present at TIRZ 17 board meetings.
8. Right-of-Entry Agreements  
Develop documents and obtain "Right-of-Entry and Release for Driveway transitions" for 16 Driveways.
9. Conduct Substantial Completion Inspection & Develop Punch list and Substantial Certificate Completion:
  - a. Review progress of work for Substantial Completion walk-through
  - b. Generate a punch list of items for correction
  - c. Substantiate items that are completed
  - d. Issue both Certificate of Substantial Completion (signed/sealed from Design Engineer) & Final Acceptance or 2nd walk through
  - e. Issue Final Completion & Acceptance letter to City recommending acceptance & release of final payment
  - f. Coordinate contractors, CM/CI to provide complete record of As-Builts Drawing
  - g. Within thirty (30) days after receipt of As-Builts from the contractor to the CM, the project engineer shall provide to the City one (1) set of electronic reproducible record drawings, (PDF format) and an AutoCAD file (.dwg)
10. Finalize As-built Drawings  
Maintain record drawings and specifications, the incorporation of field changes and information from the Contractor's as-built "red-line" drawings into the Record Drawings.





**EXHIBIT B**  
**MEMORIAL DRIVE DRAINAGE AND MOBILITY IMPROVEMENTS – (T-1738A)**  
**CONSTRUCTION PHASE SERVICES - LEVEL OF EFFORT**



DESCRIPTION OF WORK TASKS	Sr. PROJ MGR	Sr. PROJ ENGINEER	GRAD ENGINEER	CADD TECH	ADMIN ASST	TOTAL HOURS	LABOR COSTS
<b>A. Construction Phase Services - 22 month Duration</b>							
1 Preconstruction Meeting	2	2				4	\$780.00
2 Monthly Progress Meetings	22	44	44			110	\$17,490.00
3 Coordination - Stakeholders, City, TxDOT and Contractor	18	60	40			118	\$18,750.00
4 Periodic Inspection Visits - 6 hrs per week	48	100	450			598	\$81,300.00
5 Change Orders	12	40	60			112	\$16,500.00
6 Review schedules, submittals, laboratory test results, RFI's, & other data	40	120	240			400	\$57,600.00
7 Prepare Progress Reports	8	12	16		30	66	\$8,250.00
8 Right-of-Entry Agreements - 16 Driveways	2	16	40		4	62	\$8,230.00
9 Substantial Completion Walkthrough, Punch list	4	8	16			28	\$4,140.00
10 Finalize As-built Drawings	12	24	40	80	2	158	\$18,830.00
<i>Total</i>	<b>168</b>	<b>426</b>	<b>946</b>	<b>80</b>	<b>36</b>	<b>1656</b>	<b>\$231,870.00</b>
<b>TOTAL HOURS</b>	<b>168</b>	<b>426</b>	<b>946</b>	<b>80</b>	<b>36</b>	<b>1656</b>	
Contract Labor Rate	\$225.00	\$165.00	\$120.00	\$90.00	\$85.00		
<b>TOTAL LABOR COSTS BASIC ENGINEERING SERVICES</b>	<b>\$37,800.00</b>	<b>\$70,290.00</b>	<b>\$113,520.00</b>	<b>\$7,200.00</b>	<b>\$3,060.00</b>		<b>\$231,870.00</b>

EXPENSES/SUBCONTRACTS	TOTAL
1 Printing and Reproduction/Mileage/Deliveries	\$2,000.00
2 Traffic Signal CPS Support - TEI (with 10% markup)	\$15,279.00
3 Structural Engineering Support	\$10,000.00
<b>TOTAL REIMBURSABLE EXPENSES</b>	<b>\$27,279.00</b>

<b>PROJECT TOTAL</b>	<b>\$259,149.00</b>
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801 Congress  
Suite 325  
Houston, TX 77002

Voice (713) 270-8145  
Fax (281) 809-0807  
www.trafficengineers.com

Texas Registration Number F-003158

May 19, 2020

Mr. Muhammad Ali, PE  
Principal  
Gauge Engineering  
2500 CityWest Boulevard, Suite 300  
Houston, TX 77042

Re: Proposal for Traffic Signal Construction Phase Services – TIRZ 17 Memorial Drive

Dear Mr. Ali:

The purpose of this letter is to outline our scope of services and fee to provide construction phase services related to the construction of traffic signals as part of the Memorial Drive TIRZ 17 project from Beltway 8 to Tallowood Drive. The signal design for these intersections was prepared by others. Traffic Engineers, Inc. (TEI) will serve as a subconsultant to Gauge Engineering for this project.

### **Scope of Services**

The services included in this proposal are limited to the following items and are included for the intersections of:

- Memorial Drive at West Sam Houston Parkway North (two intersections)
- Memorial Drive at West Bough Lane/Broken Bough Drive (one intersection)

### *Construction Phase*

The Construction Phase of this project will consist of the following items for the above intersections:

- Review Contractor Submittals
- Review and Respond to contractor RFI related to the signal design and construction
- Attend Pre-Construction and Signal Construction Meetings, as requested by Gauge Engineering
- Coordination with Gauge Engineering, TxDOT Houston District, City of Houston, and Contractor as required

**Compensation (Lump Sum)**

1. Memorial Drive at West Sam Houston Parkway North (two intersections)	\$ 8,388.00
2. Memorial Drive at West Bough Lane/Broken Bough Drive (one intersection)	\$ 5,502.00
<b>Total</b>	<b>\$ 13,890.00</b>

If you should have any questions regarding this proposal, you may contact me at [brade@trafficengineers.com](mailto:brade@trafficengineers.com) or (713) 446-4445.

Sincerely,



Bradley G. Eaves, PE, PTOE, PTP  
Principal

Attachment





**Memorial City Redevelopment Authority - TIRZ 17**  
**One-Page Monthly Consultant Report**

**May 2020**

**Project Number: 120-11972-000**  
**Memorial Drive Improvements**

**Ongoing Activities:**

<b>Item</b>	<b>Description</b>
<b>1</b>	<b>Project has been Let</b>
<b>2</b>	<b>Continued Private Utility Coordination</b>
<b>3</b>	<b>Right of Way acquisition in process</b>



March 18, 2020

Mr. Scott Bean  
Memorial City Redevelopment Authority (TIRZ 17)  
c/o Hawes Hill, LLP  
Houston, TX 77055

**Re: Memorial Drive Reconstruction Additional Scope Reimbursement**

Dear Mr. Bean:

As previously discussed, throughout the life of the Memorial Drive project, there have been numerous instances that required LAN to perform tasks outside of the original approved scope. To continue pushing the project forward to meet TxDOT's let date, LAN performed the required tasks, at our expense.

Below is a list of some key tasks that were required.

- Phase II ESA
  - Added design elements and coordination with subconsultant (AVILES) regarding PPCA Limits
  - Multiple meetings with City and TxDOT regarding the PPCA Limits, and how to address
- Hydraulic Report
  - Existing analysis: TxDOT requested numerous H&H analysis iterations to lower reduce ponding.
  - This resulted in numerous iterations of the proposed roadway profile and revisions to several drawings.
  - Ultimately the original proposed profile was the one approved by TXDOT.
- Medians Variance
  - Additional meetings with City's traffic engineer resulting in median drawings revisions
  - Moody Rambin meetings and drawings revisions
  - Council Member meetings and drawings revisions

Now that we have successfully delivered the project to TxDOT as required, we respectfully ask that the TIRZ board consider reimbursing LAN in the amount of \$45,000.00.

Please feel free to contact me at (713) 266-6900 if you have any questions or need additional information.

Sincerely,

Matthew Manges, PE, CFM  
Practice Leader



**HOUSTON:**  
 3200 Travis Street  
 Suite 200  
 Houston, TX 77006  
 (713) 951-7951

**AUSTIN:**  
 911 W. Anderson Lane  
 Suite 200  
 Austin, TX 78757  
 (512) 236-8002

THEGOODMANCORP.COM

# PROGRESS REPORT

**To:** Scott Bean  
**From:** Jim Webb  
**Date:** May 1, 2020  
**Re:** Continued Funding Pursuit and Coordination (MCT107) – April 2020

Task	Previous % Complete	Current % Complete
<b>1 – Continued Funding Pursuit and Coordination</b>	<b>14%</b>	<b>16%</b>

**Comments:**

**H-GAC Region MPO Activity**

During the month of April, TGC staff attended the H-GAC Transportation Policy Council (TPC) and the Transportation Improvement Plan (TIP) Subcommittee, the Transportation Advisory Committee, Pedestrian & Bicycle Subcommittee, and the Regional Transit Coordination Subcommittee meetings.

H-GAC staff briefed the TIP Subcommittee updates to its Transportation Development Credit (TDC) policy. Currently, TDC's are primarily used for transit and limited project types. However, H-GAC is interested in widening the scope of projects that TDC's could be used for to lower or take the place of the local cash match required. These projects include local government sponsored roadways, enhanced maintenance of roadways, flood mitigation/control for arterial roadways, and active transportation projects. H-GAC is currently working on a draft policy and may share this policy in May.

At both the TAC and the TPC the City of Houston provided a presentation on the IH-45 project (North Houston Highway Improvement Project) which outlined the pending request by Mayor Turner to TxDOT.

Summarily, the request is as follows:

- Segment 3 (downtown and south along 59/69): move forward with now.
- Segments 1 and 2 (north of downtown): additional study is being requested to confirm mutual project goals, design and model traffic along with new alternatives, conduct a review of freight movement, continue public input, and make a decision following these activities, ultimately using a design, bid, build procurement method.

TxDOT is pending receipt of the actual request from the Mayor, but this announcement is anticipated to greatly change the course, direction, and timeline of Segments 1 and 2 of the project.

H-GAC staff briefed the TPC on the development of the 2021-2024 Transportation Improvement program (TIP). The public comment ended on April 15, 2020 due to the current Covid-19 disruption. A total of 63 comments were submitted. A majority of the comments were directed toward the North Houston Highway Improvement Project but all submitted public comments can be found here: <http://www.h-gac.com/transportation-improvement-program/documents/2021-2024/Public-Comments.pdf>. A draft listing of the projects can be accessed here: <http://www.h-gac.com/transportation-policy-council/meeting-agendas/documents/2020/february/ITEM-09.pdf> and the entire draft 2021 – 2024 TIP can be accessed online at <http://www.h-gac.com/transportation-improvement-program/2021-2024.aspx>.

## Other Current Funding Opportunities

A non-exhaustive list of available discretionary funding opportunities related to infrastructure include:

### H-GAC Region Grants

- Recent guidance provided to the Transportation Policy Council indicates the next Call for Projects occurring in early 2021. This information is likely to change.
- The H-GAC Local Development Corporation has postponed their Community Enhancement grant process in response to COVID-19. <http://www.hgaldc.com/community-grants.aspx>

### Downtown Revitalization and Main Street Programs administered by the Texas Department of Agriculture:

This annual opportunity is targeted towards municipalities are classified as non-entitlement communities throughout the State of Texas. The program typically becomes available in April but has been postponed due to COVID-19.

[https://www.texasagriculture.gov/GrantsServices/RuralEconomicDevelopment/RuralCommunityDevelopmentBlockGrant\(CDBG\)/CDBGResources/Applications/DRPMS.aspx](https://www.texasagriculture.gov/GrantsServices/RuralEconomicDevelopment/RuralCommunityDevelopmentBlockGrant(CDBG)/CDBGResources/Applications/DRPMS.aspx)

### The FY20 BUILD Program (Deadline: May 18, 2020)

A competitive grant program for surface transportation infrastructure projects that will have a significant local or regional impact. This notice of funding opportunity can be accessed at:

<https://www.federalregister.gov/documents/2020/02/25/2020-03711/notice-of-funding-opportunity-for-the-department-of-transportations-national-infrastructure>.

### Texas Water Development Board Flood Infrastructure Fund (FIF) Program (Deadline: June 15, 2020)

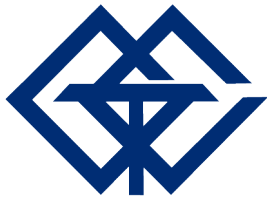
The FIF program provides financial assistance in the form of loans and grants for flood control, flood mitigation, and drainage projects. FIF abridged applications are due at 5:00 p.m. on May 14, 2020. The details of the program can be found here: <http://www.twdb.texas.gov/financial/programs/FIF/index.asp>

### The FY20 Consolidated Rail Infrastructure and Safety Improvement Program (Deadline: June 19, 2020):

A grant program that makes funding available to support infrastructure safety at and along both intercity passenger and freight railroads. TGC has had tremendous success within this program for both design and construction phase projects. Additional information on this program can be found here:

<https://railroads.dot.gov/grants-loans/competitive-discretionary-grant-programs/consolidated-rail-infrastructure-and-safety-2>





**THE GOODMAN  
CORPORATION**

TBPE NO. F-19990

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Houston, TX 77006

**AUSTIN:** 911 W. Anderson Lane  
Suite 200  
Austin, TX 78757

**PHONE:** (713) 951-7951

# PROGRESS REPORT

[THEGOODMANCORP.COM](http://THEGOODMANCORP.COM)

**To:** Scott Bean  
**From:** Stephanie Kirschner  
**Date:** May 1, 2020  
**Re:** Memorial Drive Reconstruction Project (BW-8 to Tallowood) Additional Hazmat Specification Development (MCT111) – April 2020

<b>Task</b>	<b>Previous % Complete</b>	<b>Current % Complete</b>
1 – Update Project Specifications	<b>0%</b>	<b>100%</b>

**Comments:** Completed project specifications related to hazardous materials identification and documentation. Submitted to TxDOT and were incorporated in the approved specifications.

**SWA Houston**

1245 W 18<sup>th</sup> Street  
Houston, Texas  
77008  
+1.713.868.1676  
www.swagroup.com

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**PROJECT STATUS REPORT BY SWA**

SCOPE: LANDSCAPE ARCHITECTURE FOR MEMORIAL CITY  
REDEVELOPMENT AUTHORITY  
PROJECTS: TIRZ #17 CIP  
DATE: 26 May 2020

**CURRENT PROJECTS STATUS**

1. MEMORIAL DRIVE DRAINAGE AND MOBILITY IMPROVEMENTS - (T1731B)  
(SWA WO#13) (PROPOSED WO#20)
  - SWA will be providing construction phase services in coordination with LAN and TXDOT for the proposed 22-month project.
2. W140 MAINTENANCE ACCESS LAYOUT (SWA WO#18)
  - SWA is coordinating final design documents for access improvements associated with the W140 in coordination with Gauge Engineering.
3. N. GESSNER DRAINAGE AND MOBILITY IMPRVTS – PH 1 (T-1732A) (SWA WO#19)
  - SWA is coordinating on-going construction with Gauge Engineering, TXDOT, METRO, CenterPoint as well as with the partnering management districts (Memorial Management and Spring Branch Management Districts) and key property owners and other agencies.

END OF REPORT

**SWA Houston**

1245 W 18<sup>th</sup> Street  
Houston, Texas  
77008  
+1.713.868.1676  
www.swagroup.com

11 March 2020

**WORK ORDER #13 CIP T-1738A**

Mr. Scott Bean  
Executive Director  
Memorial City Redevelopment Authority  
c /o Hawes Hill Calderon LLP  
PO Box 22167  
Houston, TX 77024  
713-829-5720

Subject: CIP T-1738A Memorial Drive Drainage and Mobility Improvements  
Project Detailed Design, Construction Documentation + Bidding  
Phase Services Additional Services  
(SWA Job# RHTs503)

Dear Mr. Bean:

SWA respectfully submits this proposal for additional professional services which includes the preparation of final revisions to design and construction documents for landscape, irrigation, hardscape, lighting, and other amenities and improvements within the right-of-way from Beltway 8 to Tallowood Road (the "Project"). This Agreement is between Memorial City Redevelopment Authority (Client), and the Houston office of SWA Group (SWA) in reference to the Project located in Houston, Harris County, Texas.

**SCOPE OF SERVICES**

SWA will perform professional design services for the Project improvements:

- Street trees
- Other landscaping
- Adopt-An-Esplanade program planting
- Planting at the ROW
- Irrigation
- Pedestrian lighting

**A. Design Documentation at 100%**

1. Prepare final design documents for constructing the proposed project improvements and amenities, including multiple rounds of revisions as



required to conform with the roadway and sidewalk pavement documentation by LAN.

**Deliverables**

- Revised 100% plan set of construction documents (three rounds of revisions).
- Technical Specifications in TxDOT format.
- Final Material Quantities.
- Final estimate of Project Cost.

**FEES**

Services described above shall be provided on an hourly basis with a not to exceed fee of \$18,000.

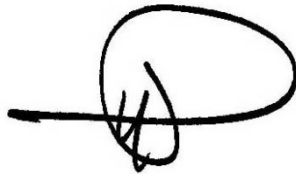
**TERMS**

Terms and conditions of service shall be in accordance with the Service Agreement by and between the Authority and SWA dated August 27, 2013.

If this proposal meets with your approval, please sign below and return one copy for our files.

Sincerely yours,

SWA GROUP

A handwritten signature in black ink, consisting of a large, stylized loop with a horizontal line extending to the left and a vertical line extending downwards from the center of the loop.

James Vick, AIA  
Principal & Contracting Agent  
Architect, TX License #10477

ACCEPTED BY: Memorial City Redevelopment Authority

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

City of Houston

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

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MEMORIAL CITY REDEVELOPMENT AUTHORITY TIRZ No. 17,  
HOUSTON, TEXAS

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**AGENDA MEMORANDUM**

TO: Memorial City Redevelopment Authority TIRZ No. 17 Board of Directors  
FROM: Executive Director  
SUBJECT: Agenda Item Materials

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5. Convene in Executive Session pursuant to Section 551.071, Texas Government Code, to conduct a private consultation with attorney, with regard to pending or contemplated litigation; and Convene in Executive Session pursuant to Section 551.072, Texas Government Code, to deliberate the purchase, exchange, lease or value of real property.
6. Reconvene in Open Session and authorize appropriate actions regarding private consultation with attorney; and reconvene in Open Session and authorize appropriate actions with regard to the purchase, exchange, lease or value of real property.