

**AGENDA FOR MEETING OF THE BOARD OF DIRECTORS  
OF  
REINVESTMENT ZONE NUMBER TWENTY-SEVEN, CITY OF HOUSTON, TEXAS  
AND  
MONTROSE REDEVELOPMENT AUTHORITY, CITY OF HOUSTON, TEXAS**

Notice is hereby given that the Board of Directors of Reinvestment Zone Number Twenty-Seven, City of Houston, Texas (the "Zone"), and along with the Board of Directors of the Montrose Redevelopment Authority, City of Houston, Texas (the "Authority"), will hold a regular meeting on **Monday, November 14, 2022, at 6:30 p.m., at St. Stephens Episcopal Church, 1827 W. Alabama Street, Havens Center, Houston, Texas\*, with supplementary access via Zoom videoconference; REGISTRATION FOR THE VIDEOCONFERENCE IS REQUIRED and can be done at <https://tinyurl.com/2p8xs3kr>** to consider, discuss and adopt such orders, resolutions or motions, and take direct or indirect actions as may be necessary, convenient, or desirable with respect to the following matters:

1. Establish quorum and call to order.
2. Receive public comment.  
(A statement of no more than 3 minutes may be made of 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 commenting on any statement or engagement in dialogue without an appropriate agenda item being posted in accordance with the Texas Open Meetings Act. Comments should be directed to the entire board, not individual members. Engaging in verbal attacks or comments intended to insult, abuse, malign, or slander any individual shall be cause for termination of time privileges.)
3. Minutes.
4. Projects and Planning:
  - a. Projects and Planning Committee report.
  - b. Report from Gauge Engineering, including:
    - i. update on Waugh Drive and Commonwealth Street landscaping;
    - ii. update on Hawthorne Street and Woodhead Street Neighborhood Safe Street and proposals for supplemental construction phase services;
    - iii. update on Montrose Boulevard improvements, including:
      - a. proposals for the design of Montrose Boulevard from W. Clay Street to Allen Parkway; and
      - b. proposal for update to drainage analysis.
    - iv. update on sidewalk improvements along West Gray between Shepherd Drive to Montrose Boulevard, including supplemental proposal for design modifications to current contract;
    - v. update on Dallas and Mandell Street, including presentation on the cross section along Mandell Street; and
    - vi. update on West Alabama Design Concept Report.

5. Public Engagement, including Public Engagement Committee Report.
6. Affordable Housing, including Affordable Housing Committee report and take appropriate action regarding Development Agreement Policy.
7. Financial matters, including report from bookkeeper, review financial information, application for Positive Pay, and authorize payment of invoices.
8. Report from Masterson Advisors, including discuss financial capacity of Zone and the Authority, and authorize action as appropriate.
9. Report from Zone administrator.
10. Report from Attorney.
11. Announcements regarding workshops, seminars, and presentations relating to Zone and Authority matters.
12. Discuss meeting schedule and proposed agenda items for upcoming Board meeting(s).
13. Receive public comment.

(A statement of no more than 3 minutes may be made of 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 commenting on any statement or engagement in dialogue without an appropriate agenda item being posted in accordance with the Texas Open Meetings Act. Comments should be directed to the entire board, not individual members. Engaging in verbal attacks or comments intended to insult, abuse, malign, or slander any individual shall be cause for termination of time privileges.)

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Attorney for the Zone

**\*The Board will conduct an in-person meeting at its physical meeting location. As an accommodation during the current levels of transmission during this COVID-19 virus epidemic emergency, the Board is making available a video and/or telephone option for members of the public to listen to the meeting and to address the Board during the public comment item. Members of the Board may participate via videoconference in accordance with the requirements of the Texas Open Meetings Act, provided a quorum of the Board meets in-person, REGISTRATION FOR THE VIDEOCONFERENCE IS REQUIRED and can be done at <https://tinyurl.com/2p8xs3kr>, and upon registration, a telephone number to join via teleconference, a link to join via videoconference, and a password to access the conference will be provided.**

Tax Increment Reinvestment Zone (TIRZ) #27 – Montrose  
**Committee Report Form**

**Committee Name:** Projects and Planning Committee **Date of Meeting:** 10/31/2022

**Chairperson:** Joe Webb

**Attendees:**

<u>Joe Webb</u>	<u>Abby Noebels</u>
<u>Ray Valdez</u>	<u>Muhammad Ali</u>
<u>Sanjay Bapat</u>	<u>Jim Webb</u>
<u>Robert McHaney</u>	<u>Walter Morris</u>
<u>Patti Joiner</u>	

**Meeting Report**

**Agenda**

- Presentation from Mighty Equities
- Presentation from Gauge on Project Status Report
- Discussion with The Goodman Corporation regarding updates in funding (if needed)
- Discussion regarding 380 powers and discussion with the City
- Discussion regarding W Clay project
- Discussion regarding Wharton Elementary Project

**Notes**

- Mighty Equities presented their presentation on the proposed project
- Muhammad presented the Gauge Project Status Report
- No action from the Goodman Corporation
- The Committee discussed the meetings with the City regarding 380 powers
- Discussions regarding W Clay and Wharton Elementary to continue via email



City of Houston Planning Commission  
611 Walker St., 6<sup>th</sup> Floor  
Houston, TX 77002

Re: Support for Variance for River Oaks Shopping Center - Building A (1934 West Gray Street)

Planning Commissioners,

This letter is from the Board of Directors of the Montrose Redevelopment Authority ("MRA") acting on behalf of City of Houston Tax Increment Zone No. 27 to express support for the proposed project located at 1934 West Gray Street and the variance of City of Houston Code of Ordinances Section 42-150 "Building Line Requirement" to reduce the building setback requirement along Woodhead Street from 10 feet to a variable width of 7 feet to 10 feet (the "Variance").

The Board has taken careful study and public engagement to develop criteria for development of improved pedestrian facilities throughout the Montrose area and believes that the proposed variance would allow for the creation of a pedestrian realm that is in concert with the Livable Centers Study and Walk/Bike Montrose study commissioned by the Board and available on the MRA website. DLR Group proposes street trees, landscaping, enhanced paving and wide sidewalks for this area that will support the findings of both of the studies listed above and improve the pedestrian experience for all residents of Montrose..

Thus, for the reasons listed above, the Board of Directors of the MRA requests that the Planning Commission approve the Variance.

Sincerely

A handwritten signature in black ink, appearing to read 'Joe Douglas Webb', with a long horizontal flourish extending to the right.

Joe Douglas Webb

Chair, Montrose Redevelopment Authority

## **TO-2: WAUGH DR/COMMONWEALTH**

- Tree installation by Trees for Houston: November 29<sup>th</sup> -December 2<sup>nd</sup>
- Trees for Houston Invoice

## **TO-7: MONTROSE BOULEVARD IMPROVEMENTS**

- Roadway Schematic – completed
- Drainage Analysis – completed
- Design Concept Report – completed
- DCR meeting with the City – completed
- Ismaili Center Coordination - ongoing
- Virtual public meeting – November 17
- Design Proposal – Segment I – W Clay Street to Allen Parkway
- Drainage Analysis Proposal – single vs dual storm sewer boxes

## **TO-8: WEST GRAY**

- 90% plans submitted to the City and comments have been addressed
- Design proposal for amending plans to reflect new project limits from Woodhead Street to Montrose Blvd

## **TO-9: DALLAS AND MANDELL IMPROVEMENTS**

- Prepared Presentation for Mandell Street plan to share with the community

## **TO-10: W ALABAMA IMPROVEMENTS**

- Submitted Draft Design Concept Report (DCR) to the City
- DCR Meeting with the City – November 29<sup>th</sup>



**Trees For Houston**  
P. O. Box 270477  
Houston, TX 77277-0477

# Invoice

**Invoice #:** 1166  
**Invoice Date:** 10/21/2022

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

Terms

Due on receipt

## Description

## Amount

90- 15 gal trees and maintenance for 2 years for Waugh Dr/Commonwealth planting

23,180.00

Trees For Houston is a 501(c)3 nonprofit organization, Federal Tax ID 760046318.

**Total** \$23,180.00

Phone #	Fax:	E-Mail
713-840-8733	713-840-8734	susy@treesforhouston.org

**Payments/Credits** \$0.00

**Balance Due** \$23,180.00

# PROGRESS REPORT—NOVEMBER 2022

## HAWTHORNE ST. & WOODHEAD ST.

### NEIGHBORHOOD SAFE STREETS IMPROVEMENTS

WBS No. N-T27000-0002-7



#### PROJECT LOCATION

The project is located in west central Houston, Texas, just north of the US 59 highway. The project limits include:

- Woodhead Street: from West Clay Street to IH-69
- West Clay Street: from Dunlavy Street to Woodhead Street.
- Hawthorne Street: from Woodhead Street to Spur 527.

#### FUNDING PARTNERS

- Montrose Redevelopment Authority/TIRZ 27
  - 50% of Construction Cost
  - Design and Construction Oversight Cost
- Harris County Precinct 1– Commissioner Rodney Ellis
  - 50% of Construction Cost



#### PROJECT BACKGROUND

This project was recommended in the Walk+Bike Montrose plan, which identified these corridors to be developed into Neighborhood Safe Streets. A Neighborhood Safe Street is a corridor designed so that roadway users of all ages and abilities, no matter their mode of travel, will feel safe and comfortable traveling along that corridor

#### PROJECT OBJECTIVES

Convert Woodhead St. and Hawthorne St. corridors into Neighborhood Safe Streets and making the corridors more walkable and safer for all, recognizing the daily walk trips by parents and kids to Lanier Middle School.

#### PROJECT DESCRIPTION

##### Improve Bicycle Safety & Mobility:

Mill & overlay existing deteriorated asphalt roadway, re-stripe the roadway, replace speed humps with speed cushions, and install curb extensions at intersections to develop a safe, low-stress shared roadway experience for both motorists and bicyclists.

##### Improve Pedestrian Facilities:

Promote a pedestrian-friendly environment by incorporating 6-FT wide, continuous, uninterrupted and safe sidewalks accompanied by City compliant curb ramps along the project corridors, within public right-of-way. The sidewalks are only reduced at specific spots to accommodate mature trees. The corridors were physically walked with an Urban Forester to assist with the sidewalk design around any mature trees.

#### PROJECT STATUS

- Completed demolition of existing sidewalk, forming and installation of new sidewalks and driveways for the following:
  - Completed sidewalks along Hawthorne St.
  - Sidewalks completed along Woodhead St from IH-69 to Branard St and from Kipling St to Westheimer Rd.
- Milling & Asphalt Overlay completed on Hawthorne St
- Raised intersection at Woodhead St and Hawthorne St completed.

#### NEXT STEPS

- Continue sidewalk construction along Woodhead St from Westheimer Rd heading north.
- Begin pavement stripping and slotted curb bulbouts installation along Hawthorne St.



30-FT Curb to Curb Width Section



# PROGRESS REPORT—NOVEMBER 2022

## HAWTHORNE ST. & WOODHEAD ST.

### NEIGHBORHOOD SAFE STREETS IMPROVEMENTS

WBS No. N-T27000-0002-7



#### CONSTRUCTION TIME

- Original Contract Time: 12 Months
- Notice to Proceed Date: March 23, 2022

#### CONTACT INFORMATION

##### **Construction Manager:**

Gauge Engineering  
11750 Katy Freeway, Suite 400  
Houston, TX 77079



##### **Contractor:**

R. Miranda Trucking & Construction  
6326 Perch Creek Dr.  
Houston, TX 77049

#### PAYMENT ESTIMATES

Original Contract Amount	\$4,729,510.00
Change Order Amount to Date	-
Current Contract Amount	\$4,729,510.00
Previous Payments	\$1,964,362.09
Current Payment(s) Due	\$323,612.18
Contract Completion Date	03/22/2023
Balance Remaining	\$2,321,116.03

#### PROGRESS PHOTOS



Driveway Formwork



Sidewalk Concrete Pour



Wheel Chair Ramp Installation



Sidewalk Demolition



# TASK ORDER



November 7, 2022

Joe Webb, Chairman  
Montrose Tax Increment Reinvestment Zone No. 27  
c/o ABHR  
3200 Southwest Freeway, Suite 2600  
Houston, Texas 77027

**Re: Proposal for Construction Phase Services – Supplemental  
Hawthorne and Woodhead Neighborhood Safe Street Improvements WBS No. N-T27000-0002-7**

Dear Mr. Webb,

Gauge Engineering, LLC (Gauge) is pleased to submit this supplemental proposal for Construction Phase Services for Hawthorne and Woodhead Neighborhood safe street Improvements. We propose to perform these services over the remaining construction duration for a Lump Sum amount of **\$79,310.00**. A detailed breakdown of the scope items and fee can be found under Exhibits "A" and "B".

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

Sincerely,

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

Muhammad Ali, P.E.  
Principal

Accepted for  
Montrose Tax Increment Reinvestment Zone No. 27

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print

Accepted for  
City of Houston:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

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Print

Attachments: Exhibit A - Scope of Services  
Exhibit B - Level-of-Effort

**EXHIBIT A**  
**SCOPE OF SERVICES**  
**HAWTHORNE/WOODHEAD NEIGHBORHOOD SAFE STREET IMPROVEMENTS**  
**CONSTRUCTION PHASE SERVICES**

**Construction Phase:** Gauge will provide the following scope of services during the construction phase of the project:

- A. Conduct site visits (on a monthly basis at minimum) when the contractor is actively performing major construction activities. After the site visit, a "Construction Site Observation/Status Report" will be furnished and submitted to the Construction Manager.
- B. Review and fully respond to Requests for Information (RFIs) to the Construction Manager within max. 4 days, or as otherwise directed.
- C. Review and fully respond to Submittals to the Construction Manager within max. 4 days, or as otherwise directed.
- D. Assist Construction Manager in issuing Supplementary Instructions to the Contractor when necessary to correct and/or clarify Plans or Specifications or to avoid potential problems identified by the team.
- E. If requested or there is a need, attend regularly scheduled or specially called meetings with the Contractor or Stakeholders.
- F. Submit as-built record drawings within 30 days after receipt of contractor red-lined as-builts.
- G. Provide any other engineering services requested by the Construction Manager and determined to be necessary and appropriate for the safe, timely and on-budget completion of the Project.

**Construction Materials Testing:** This effort is for Aviles Engineering Corporation for Woodhead Street

Traffic Engineers Inc and CN Koehl will also be supporting on this effort with multi modal design support and tree protection respectively.

**EXHIBIT B**

**HAWTHORNE/WOODHEAD NEIGHBORHOOD SAFE STREET IMPROVEMENTS  
CONSTRUCTION PHASE SERVICES/MATERIALS TESTING - 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 (6-month duration)</b>							
1 Periodic Inspection Visits	2	40	80			122	\$16,650.00
2 Review schedules, submittals, laboratory test results, RFI's, & other data	2	8	16		8	34	\$4,370.00
3 Substantial & Final Completion Walkthrough		8	12			20	\$2,760.00
4 Assist in Developing Punch list and Substantial Certificate Completion		2	4			6	\$810.00
5 Monthly Progress Meetings/Reports		12	16		8	36	\$4,580.00
6 Finalize As-built Drawings	2	6	12	24		44	\$5,040.00
<b>Total</b>	<b>6</b>	<b>76</b>	<b>140</b>	<b>24</b>	<b>16</b>	<b>262</b>	<b>\$34,210.00</b>
<b>TOTAL HOURS</b>	<b>6</b>	<b>76</b>	<b>140</b>	<b>24</b>	<b>16</b>	<b>262</b>	
Contract Labor Rate	\$225.00	\$165.00	\$120.00	\$90.00	\$85.00		
<b>TOTAL LABOR COSTS BASIC ENGINEERING SERVICES</b>	<b>\$1,350.00</b>	<b>\$12,540.00</b>	<b>\$16,800.00</b>	<b>\$2,160.00</b>	<b>\$1,360.00</b>		<b>\$34,210.00</b>

SUBCONTRACTS		TOTAL
1	Aviles Engineering Corporation - Construction Materials Testing	\$36,300.00
2	Traffic Engineers Inc - Construction Phase Services	\$5,500.00
3	CN Koehl - Tree Protection - Construction Phase Services	\$3,300.00
<b>TOTAL REIMBURSABLE EXPENSES</b>		<b>\$45,100.00</b>

<b>PROJECT TOTAL</b>	<b>\$79,310</b>
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# TASK ORDER



November 7, 2022

Joe Webb, Chairman  
Montrose Tax Increment Reinvestment Zone No. 27  
c/o ABHR  
3200 Southwest Freeway, Suite 2600  
Houston, Texas 77027

**Re: Proposal for Sidewalk Design Services–METRO 5310 Program  
W. Gray St. b/w Woodhead St & Montrose Blvd – Update**

Dear Mr. Webb

Gauge Engineering, LLC (Gauge) is pleased to submit this proposal for revising the construction plans, drainage analysis, quantities, and project manual to reflect the updated project limits of W. Gray sidewalk improvements to be from Woodhead Street to Montrose Blvd.

We propose to perform this work for a lump sum amount of **\$28,550**. A detailed breakdown of the scope items and fee can be found under Exhibits A and B. We are prepared to begin this work immediately. Please feel free to contact me at (713) 318-8802 if you have any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read "Muhammad Ali", with a stylized flourish extending to the right.

Muhammad Ali, P.E.  
Principal

Attachments:  
Exhibit A – Scope  
Exhibit B – Level-of-Effort

Accepted for  
Montrose Tax Increment Reinvestment Zone No. 27

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Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
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Accepted for  
City of Houston:

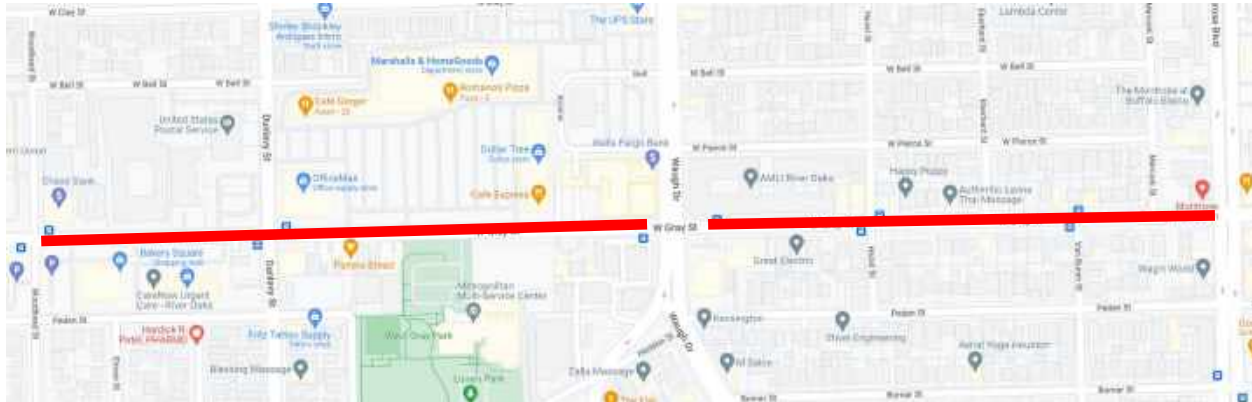
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Signature

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**EXHIBIT A**  
**SCOPE OF SERVICES**  
**SIDEWALK DESIGN SERVICES — METRO 5310 PROGRAM**  
**WEST GRAY BETWEEN WOODHEAD ST & MONTROSE BLVD**

This proposal is for revising the construction plans, drainage analysis, quantities, and project manual to reflect the updated project limits of W. Gray sidewalk improvements to be from Woodhead Street to Montrose Blvd. The section between Shephard Drive and Woodhead may get reimaged and for that reason TIRZ 27 doesn't want to do improvements that can potentially get removed or impacted with these improvements.



**A. Drainage Analysis - Update**

To comply with recent changes to the City's Infrastructure Design Manual, the following drainage related tasks are necessary to demonstrate no adverse impact as a result of the proposed sidewalk project.

1. Existing Conditions Analysis – update – Quantify the current C value. Develop flow rates for the current site conditions using current City Atlas 14 criteria.
2. Proposed Conditions Analysis - update - Quantify the proposed C value. Develop flow rates for the proposed site conditions using current City Atlas 14 criteria.
3. Evaluate Mitigation Measures - update – permeable sidewalk, LID design techniques, upgrading inlets
4. Design mitigation measures - update – incorporate necessary mitigation design elements into the plan set.
5. Existing Drainage Area Map Maps (2 sheets) - update – Develop the existing drainage area map at 1'=100' with runoff calculation table.
6. Proposed Drainage Area Map Maps (2 sheets) update – Develop the proposed drainage area map at 1'=100' with runoff calculation table.
7. Mitigation Summary Sheet – update Develop a mitigation summary sheet that clearly documents the approach taken to demonstrate no adverse impact.

**B. General Plan Sheets (90%, 100%) – update**

1. Title Sheet - Update (1 Sheet)
2. Index of Sheets – Update (1 Sheet)
3. Project Layout Sheet - Update (1 sheets)
4. Typical Sections - Existing (2 sheets)
5. Typical Sections - Proposed (2 sheets)
6. Sidewalk plan sheet – to be updated to reflect new project limits



**C. Project Management/Specs/Agencies & Team Coordination/Quantities/Misc**

1. Design Concept Report (DCR) Intake Form:  
The current DCR Intake Form will be amended to reflect new limits. This form is required by the City and outlines basic information that helps to determine whether the project warrants the DCR process or not. This form will be submitted to the Houston Public Works' (HPW) Infrastructure Planning and Policy (IPP) Group to determine if the project needs to follow the full DCR process. A full DCR shouldn't be needed for this project since it's a sidewalk replacement project.
2. Project Management / Project Controls:  
During each phase of the project, the Project Manager (PM) will oversee all work and will be responsible for directing and coordinating activities and assigned personnel. The PM will manage the project scope, schedule, budget, and quality to ensure that the project progresses as agreed. The PM will submit monthly invoices, status reports, and schedules. The PM will conduct monthly coordination meetings with the City.
3. Project Manual/Specifications – Update  
Project Manual and Specifications will be prepared in accordance with City Standard Details and Standard Specifications. Any special specifications will be prepared.
4. Quantities - Update  
The design team will develop and report quantities in Standard City format at 90% and 100% submittals.
5. Opinion of Probable Construction Cost (OPCC) – Update  
The design team will submit Opinion of Probable Construction Cost at the 90%, and 100% stages.

**D. Quality Assurance / Quality Control:**

Our thorough Quality Assurance/Quality Control (QA/QC) Plan will be implemented to ensure overall project constructability, cost estimate accuracy, and design conformance with industry standards and client-specific requirements and preferences.

**EXHIBIT B**  
**SIDEWALK DESIGN SERVICES — METRO 5310 PROGRAM**  
**WEST GRAY BETWEEN WOODHEAD ST & MONTROSE BLVD**  
**PLANS, SPECIFICATIONS AND ESTIMATES - 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. Drainage Analysis/Mitigation</b>							
1 Existing Conditions Analysis - Update		1	6	2		9	\$1,110.00
2 Proposed Conditions Analysis - Update		1	8	2		11	\$1,350.00
3 Evaluate Mitigation Measures - Update		1	6			7	\$890.00
4 Design mitigation measures - Update		1	4	6		11	\$1,310.00
5 Existing Drainage Area Maps - Update		1	6	8		15	\$1,770.00
6 Proposed Drainage Area Maps - Update		2	6	8		16	\$1,940.00
7 Mitigation Summary Sheet - Update		2	8	4		14	\$1,740.00
<b>Total</b>	<b>0</b>	<b>9</b>	<b>44</b>	<b>30</b>	<b>0</b>	<b>83</b>	<b>\$10,110.00</b>
<b>B. General Plan Sheets (90%, 100%)</b>							
1 Title Sheet - Update (1 Sheet)			1	2		3	\$340.00
2 Index of Sheets Update (1 Sheet)			1	4		5	\$560.00
3 Project Layout Sheet (1 sheet)		1	2	4		7	\$850.00
4 Typical Sections - Existing (2 sheets)		1	4	4		9	\$1,090.00
5 Typical Sections - Proposed (2 sheets)	1	1	4	4		10	\$1,315.00
6 Storm Water Pollution Prevention Plans - Update		1	2	8		11	\$1,290.00
7 Sidewalk plan sheet - Update	2	6	8	16		32	\$4,190.00
<b>Total</b>	<b>3</b>	<b>10</b>	<b>22</b>	<b>42</b>	<b>0</b>	<b>77</b>	<b>\$9,635.00</b>
<b>C. Project Management/Specs/Agencies &amp; Team Coordination/Quantities/Misc</b>							
1 Amend Design Concept Report (DCR) Intake Form	1	4	6			11	\$1,625.00
2 Overall Project Management/Team Coordination/ Project Controls	4	6			2	12	\$2,070.00
3 Project Manual/Specifications - Update	1	4	12			17	\$2,345.00
4 Quantities - Update		4	6			10	\$1,400.00
5 Cost Estimate - Update		2	6			8	\$1,060.00
<b>Total</b>	<b>5</b>	<b>16</b>	<b>24</b>	<b>0</b>	<b>2</b>	<b>47</b>	<b>\$6,875.00</b>
<b>D. Quality Assurance/Quality Control</b>							
1 QA/QC (100%)	2	2	4	6		14	\$1,930.00
<b>Total</b>	<b>2</b>	<b>2</b>	<b>4</b>	<b>6</b>	<b>0</b>	<b>14</b>	<b>\$1,930.00</b>
<b>TOTAL HOURS</b>	<b>10</b>	<b>37</b>	<b>94</b>	<b>78</b>	<b>2</b>	<b>221</b>	
Contract Labor Rate	\$225.00	\$170.00	\$120.00	\$110.00	\$75.00		
<b>TOTAL LABOR COSTS BASIC ENGINEERING SERVICES</b>	<b>\$2,250.00</b>	<b>\$6,290.00</b>	<b>\$11,280.00</b>	<b>\$8,580.00</b>	<b>\$150.00</b>		<b>\$28,550.00</b>

TOTAL	
Design	\$28,550.00
Grand Total	\$28,550.00

# ADDENDUM TO THE MONTROSE DRAINAGE STUDY



November 8, 2022

Joe Webb, Chairman  
Montrose Tax Increment Reinvestment Zone No. 27  
c/o ABHR  
3200 Southwest Freeway, Suite 2600  
Houston, Texas 77027

**Re: Proposal for the Addendum to the Montrose Drainage Study**

Dear Mr. Webb,

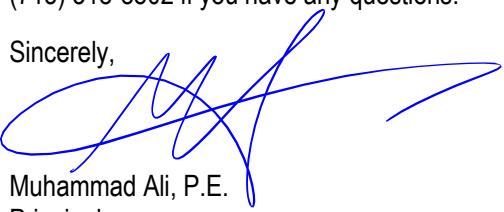
Gauge Engineering, LLC (Gauge) is pleased to submit this proposal for professional engineering services to amend the comprehensive drainage study for the Montrose area that was completed in February 2021. Since the Montrose Drainage Study was completed, inflation has caused a dramatic increase in box culvert prices. Our objectives with this addendum are listed below.

- One goal is to run two different box size alternatives for the Montrose Blvd. drainage improvements, evaluate the observed benefit for each option, and to update the Montrose Blvd. cost estimate based on each option. This task item will help the TIRZ determine the cost-benefit relationship of constructing each alternative. Gauge will evaluate how the Master Drainage Plan would perform in each alternative. For each alternative, the profile for the Montrose Blvd. improvements will be updated based on utility conflict information that has been observed in the survey and plan set data. Each of these alternatives is to be evaluated under a full-conveyance scenario (no inline detention or restrictors) to achieve maximum flood reduction benefit in the TIRZ.
- A second goal is to evaluate whether the two alternatives analyzed would cause downstream impacts to Buffalo Bayou in either the 10-year or the 100-year Atlas 14 storm events.

The above task items are expected to be completed through December 2022.

We propose to perform this work for a lump sum amount of **\$18,410**. A detailed breakdown of the scope items and fee can be found under Exhibits A and B. We are prepared to begin this work immediately. Please feel free to contact me at (713) 318-8802 if you have any questions.

Sincerely,

  
Muhammad Ali, P.E.  
Principal

Attachments:  
Exhibit A – Scope  
Exhibit B – Level-of-Effort

Accepted for  
Montrose Tax Increment Reinvestment Zone No. 27

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

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Accepted for City of Houston:

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Signature

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Date

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## EXHIBIT A

### SCOPE OF SERVICES

#### Addendum to the Montrose Boulevard Drainage Study Analysis

This Scope of Services outlines the professional engineering services to be performed by **Gauge Engineering, LLC (Gauge)** for the preparation of an Addendum to the Montrose Boulevard Drainage Study Analysis to better understand the potential costs and flood risk reduction benefits of constructing the recommended drainage infrastructure along Montrose Blvd. for the extent of the design project area from Buffalo Bayou to I-69. This study will also include an impact analysis on Buffalo Bayou for the recommended Full-Conveyance Solution that would increase discharges from Montrose Blvd. to Buffalo Bayou.

The recommendation in the Montrose Drainage Study (February 2021) was to construct 2-10'x10' RCBs along Montrose for the extent of the project area. Doing so is expected to help reduce both frequent and extreme event ponding and allow the entire project area to meet City of Houston drainage criteria, while simultaneously reducing discharges on Buffalo Bayou during an extreme event.

However, between the time of the study and present day, inflation has caused the prices of concrete boxes to double, and the previous estimated project budget to construct the recommended 2 large box culverts is no longer valid. The engineer recommends a sensitivity analysis to determine the cost-benefit relationship for constructing one large box vs. two large boxes along Montrose Blvd. from Buffalo Bayou to I-69. Due to the increase in construction costs that is being experienced, it is important to understand the incremental cost and flood reduction benefit of these two scenarios. The following task items are expected as part this analysis. **The total fee for the Addendum is a lump sum \$18,410.**

#### TASK 1: BOX SIZE ANALYSIS

Utilize the model from the Montrose Design Concept Report to evaluate the overall ponding benefit of constructing two boxes vs. one box along Montrose Blvd. In some areas, utility conflicts may require shallower boxes than the 10'x10' RCBs that were originally proposed, and in these areas, multiple barrels of shallower boxes may be used. This task will include the evaluation of up to two different scenarios: one scenario with lower conveyance capacity approximate to that of 1-10'x10' RCB, and a second scenario with higher conveyance capacity approximate to that of 2-10'x10' RCBs. In each scenario, this task will assess how the overall master drainage plan for Montrose would perform. **The fee for this task is a lump sum amount of \$9,110.**

#### TASK 2: BUFFALO BAYOU IMPACT ANALYSIS

The engineer to is analyze the overall increase in discharge to Buffalo Bayou when two boxes are constructed along Montrose Blvd., vs. one box. This task will evaluate the potential impacts or benefits that increasing the Montrose Blvd. discharge to Buffalo Bayou may have on the Buffalo Bayou peak flows and water surface elevations in both the 10-year and 100-year Atlas 14 storm events. The following items are expected as part of this task.

- A. Update the Effective HEC-HMS Model for Buffalo Bayou to Atlas 14 precipitation and run the 10-year and 100-year Atlas 14 storm events.
- B. For existing conditions, and for each design alternative (one box vs. two boxes), use the InfoWorks ICM model from the Montrose Drainage Study (February 2021) to quantify the total amount of flow draining to Buffalo Bayou in both the 10-year and the 100-year Atlas 14 storm events.
- C. For each design alternative, utilize the effective HEC-HMS model and adjust the hydrologic variables so that the HEC-HMS increase in discharge coming from the project area in each design alternative is increased by the same amount as is observed in Task 2.B. This is to be performed for both the 10-year and 100-year storm event.
- D. For each design alternative, evaluate the flow impacts or decreases that are observed in Buffalo Bayou in both the 10-year and 100-year Atlas 14 storm events.
- E. **The fee for this task is a lump sum amount of \$4,660.**

### **TASK 3: TECHNICAL MEMORANDUM**

The engineer will develop a technical memorandum summarizing the findings from Tasks 1 and 2. **The fee for this task is a lump sum amount of \$4,640.**





**EXHIBIT B  
ADDENDUM TO THE MONTROSE DRAINAGE STUDY**



**LEVEL OF EFFORT**

DESCRIPTION OF WORK TASKS		PRINCIPAL	PROJECT MANAGER	PROF ENGINEER	GRAD ENGINEER	SR. DESIGN TECH	ADMIN ASST	TOTAL HOURS	LABOR COSTS
<b>A</b>	<b>ADDENDUM TO THE MONTROSE BLVD DRAINAGE STUDY</b>								
1	Box Size Analysis	1	5	16	34	6		62	\$9,110.00
2	Buffalo Bayou Impact Analysis	2	4	8	16	0		30	\$4,660.00
3	Technical Memorandum	2	3	9	14	2		30	\$4,640.00
	<b>TOTAL HOURS</b>	<b>5</b>	<b>12</b>	<b>33</b>	<b>64</b>	<b>8</b>	<b>0</b>	<b>122</b>	
	Contract Labor Rate	\$250.00	\$180.00	\$160.00	\$135.00	\$135.00	\$95.00		
	<b>TOTAL LABOR COSTS BASIC ENGINEERING SERVICES</b>	<b>\$1,250.00</b>	<b>\$2,160.00</b>	<b>\$5,280.00</b>	<b>\$8,640.00</b>	<b>\$1,080.00</b>	<b>\$0.00</b>		<b>\$18,410.00</b>



November 3, 2022

Joe Webb, AIA, Chairman  
Montrose Tax Increment Reinvestment Zone No. 27  
c/o ABHR  
3200 Southwest Freeway, Suite 2600  
Houston, Texas 77027

Reference: Hawthorne St and Woodhead St Neighborhood Safe Street Improvements Project  
WBS No. N-T27000-0002-7  
R. Miranda Trucking and Construction LLC. Payment No. 07

Dear Mr. Webb:

R. Miranda Trucking and Construction LLC has submitted estimate No. 07 in the amount of \$323,612.18 for construction services rendered through October 31, 2022. Based on our review, R. Miranda Trucking and Construction has complied with all requirements stated in the estimate and we recommend payment of **\$323,612.18** to R. Miranda Trucking and Construction.

The following billing information is to be used for payment:

R. Miranda Trucking & Construction, LLC  
12607 Wallisville Rd,  
Houston, TX 77013

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: R. Miranda Trucking and Construction Pay Est. No. 07

Estimate No. 7  
 Cut off Date 10/31/22  
 Estimate Date 11/01/22

**Montrose Redevelopment Authority/TIRZ 27**  
**Estimate and Certificate for Payment Unit Price Work**



Project Name : Hawthorne St and Woodhead St Neighborhood Safe Street Improvements Project  
 Contractor Name : R. Miranda Trucking and Construction LLC  
 Address : 12607 Wallisville Rd, Houston, TX 77013

WBS No. N-T27000-0002-7

Contract Date : 2/2/2022  
 Start Date : 3/23/2022  
 Current Contract Completion Date : 3/23/2023

**CONTRACT TIME IN CALENDAR DAYS**

Original Contract Time : 365  
 Approved Extensions : 0  
 Total Contract Time : 365  
 Days Used to Date : 222  
 Days Remaining to Date : 143  
 Schedule Update Received :

Percentage By Time : 60.82% In Place : 50.92%  
 Date Insurance Exp. : 10/24/2022 Drug Policy Due Date: N/A Current M/SBE : 5.07%

**CONTRACT AMOUNT TO DATE :**

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

**\$4,729,510.00**

No.	Date	Ext.Days	Amount

Total Approved Extensions

0

Total Change Orders to Date

**\$0.00**

- 3- Approved Work Change Directives

No.	Date	Ext.Days	Amount

Total Pending Work Change Directives to Date

**\$0.00**

**TOTAL CONTRACT AMOUNT** (excludes WCDs)

**\$4,729,510.00**

**A. EARNINGS TO DATE**

- 1- Work Completed to Date 50.92% Complete
- 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

Current Month Billing \$340,644.40

**\$2,408,393.97**

\$0.00

\$0.00

**TOTAL EARNINGS TO DATE \$2,408,393.97**

**B. DEDUCTIONS**

- 1- Retainage 5% Of \$2,408,393.97 \$120,419.70
- 2- Retainage Release 0% Of \$2,408,393.97 \$0.00
- 3- Total Retainage \$120,419.70
- 4- Liquidated Damages 0.00 Days @ \$5,000.00 \$0.00
- 5- Assessments \$0.00
- 6- Inspector Overtime Costs \$0.00

**TOTAL DEDUCTIONS \$120,419.70**

**C. AMOUNT DUE THIS PERIOD**

- 1- Total Earnings to Date \$2,408,393.97
- 2- Total Deductions \$120,419.70
- 3- Total Payments Due \$2,287,974.27
- 4- Less Previous Payments \$1,964,362.09
- 5- Restoration Adjustment \$0.00

**TOTAL AMOUNT DUE CONTRACTOR THIS DATE \$323,612.18**

**BALANCE REMAINING \$2,321,116.03**

Prepared By Karam Qaddo 11/2/2022  
 Karam Qaddo, P.E. Date

Reviewed By Muhammad Ali 11/3/2022  
 Muhammad Ali, P.E. Date

Approved By: TIRZ 27 Date

# R. MIRANDA TRUCKING AND CONSTRUCTION LLC

November 1, 2022

**Mr. Muhammad Ali**  
**Gauge Engineering**  
11750 Katy Freeway, Suite 400  
Houston, TX 77079

**Re:** Montrose (TIRZ 27)  
Hawthorne St and Woodhead St Neighborhood Safe Street Improvements Project.  
WBS No. N-T27000-0002-7

Muhammad,

Please find below all the documents related to the pay application No. 7. This application covers the period between October 1/2022 through October 31/2022.

Thanks

**Adrian Fleites,**  
**Project Manager**  
**R. Miranda Trucking & Construction, LLC**  
6326 Perch Creek Dr. Houston, Texas 77049  
@: [mirandaconstruction02@gmail.com](mailto:mirandaconstruction02@gmail.com)  
Office: (281) 454-4550  
Cell: (786) 443-7317



TO OWNER: Montrose (TIRZ 27)

PROJECT NO: WBS NO. N-T27000-0002-7

Application No.: 7

PROJECT: Hawthorne St & Woodhead St Neighborhood Safe Street Improvements

Application Date: 11/1/2022

FROM CONTRACTOR: R. Miranda Trucking and Construction LLC  
6326 Perch Creek Dr  
Houston, TX, 77049

Period To: 10/1/2022  
10/31/2022

### CONTRACTOR'S APPLICATION FOR PAYMENT

ORIGINAL CONTRACT SUM	\$4,729,510.00
CHANGE BY CHANGE ORDERS & WCDs	\$0.00
CONTRACT SUM TO DATE	\$4,729,510.00
TOTAL COMPLETED & STORED TO DATE	\$2,408,393.97
5% RETAINAGE OF COMPLETED WORK	\$120,419.70
TOTAL EARNED LESS RETAINAGE	\$2,287,974.27
LESS PREVIOUS CERTIFICATES FOR PAYMENT	\$1,964,362.09
CURRENT PAYMENT DUE	\$323,612.18
BALANCE TO FINISH, INCLUDING RETAINAGE	\$2,321,116.03

CHANGE ORDER & WCD SUMMARY	ADDITIONS	DEDUCTIONS
Total Change Orders, Approved by Owner		
TOTAL WCD Approved by Owner		
TOTAL	0.00	\$0.00

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.

CONTRACTOR

By:

*R. Miranda* Date *11-2-2022*

State of: Texas

County of: Harris

Subscribed and sworn to before me on

Notary Public

My Commission expires

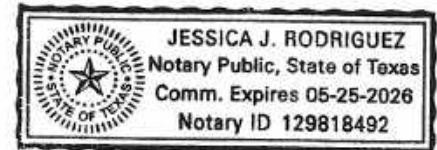
ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the 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.

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

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.





Project ID : WBS NO. N-T27000-0002-7  
Project Name: Hawthorne St and Woodhead St Neighborhood Safe Street Improvements  
Invoice No. 7  
Current Billing Date: 10/1/2022 to 10/31/2022

Item No.	Spec. Ref.	Hawthorne St & Woodhead St Neighborhood Safe Street Improvements	Unit	Estimated Quantity	Unit Price	Amount	INVOICE NO. 1		INVOICE NO. 2		INVOICE NO. 3		INVOICE NO. 4		INVOICE NO. 5		INVOICE NO. 6		INVOICE NO. 7		TOTAL COMPLETED TO DATE	% COMPLETED TO DATE	REMAINING QUANTITY	BALANCE TO FINISH	
							THIS PERIOD QTY	THIS PERIOD AMOUNT	THIS PERIOD QTY	THIS PERIOD AMOUNT	THIS PERIOD QTY	THIS PERIOD AMOUNT	THIS PERIOD QTY	THIS PERIOD AMOUNT	THIS PERIOD QTY	THIS PERIOD AMOUNT	THIS PERIOD QTY	THIS PERIOD AMOUNT	THIS PERIOD QTY	THIS PERIOD AMOUNT					
GENERAL ITEMS																									
1	01100	PROJECT SIGN	EA	2	\$ 1,500.00	\$ 3,000.00	2	\$ 3,000.00													2	100%	0	\$ -	
2	01502	MOBILIZATION	LS	1	\$ 160,000.00	\$ 160,000.00	1	\$ 160,000.00													1	100%	0	\$ -	
3	01555	TRAFFIC CONTROL AND REGULATION (INCLUDING FLAGGERS)	LS	1	\$ 54,000.00	\$ 54,000.00	0.1	\$ 5,400.00			0.1	\$ 5,400.00	0.1	\$ 5,400.00			0.1	\$ 5,400.00	0.1	\$ 5,400.00	0.7	70%	0.3	\$ 16,200.00	
4	01555	UNIFORMED PEAK OFFICERS	HR	449	\$ 3,000.00	\$ 1,347,000.00	347.2	\$ 21,827.00	298.5	\$ 892,500.00	344	\$ 10,320,000.00	100	\$ 7,080.00			122.5	\$ 3,675,000.00	449	\$ 1,347,000.00	449	100%	0	\$ -	
5	01642	TREE AND PLANT PROTECTION	LS	1	\$ 20,000.00	\$ 20,000.00	0.1	\$ 2,000.00			0.1	\$ 2,000.00	0.1	\$ 2,000.00			0.1	\$ 2,000.00	0.1	\$ 2,000.00	0.7	70%	0.3	\$ 6,000.00	
6	01642	INSTALL CHECKER PLATE SIGNALS/ CONSTRUCTION	SF	1630	\$ 40.00	\$ 65,200.00							146.7	\$ 5,870.80					222.7	\$ 8,908.00	409	25%	1230	\$ 49,291.20	
7	01570	INLET PROTECTION BARRIER	LF	1651.5	\$ 3.00	\$ 4,954.50	30	\$ 90.00			120.1	\$ 360.00	48	\$ 144.00			55.5	\$ 166.50	20	\$ 60.00	180	11%	1471.5	\$ 4,394.50	
8	01570	FILTER FABRIC BARRIER	LF	10	\$ 0.00	\$ 0.00	0	\$ 0.00			0	\$ 0.00	0	\$ 0.00			0	\$ 0.00	0	\$ 0.00	0	0%	10	\$ 0.00	
9	02085	WATER METER BOWLS (CONC OR PLASTIC)	EA	30	\$ 250.00	\$ 7,500.00	18	\$ 4,500.00			11.5	\$ 2,925.00	3	\$ 750.00			4.5	\$ 1,125.00	4	\$ 1,000.00	47	157%	17	\$ 4,250.00	
10	02086	ADJUST MANHOLE FRAME & COVER TO MATCH PROP. ELEVATIONS AND GRADES	EA	53	\$ 1,000.00	\$ 53,000.00			0	\$ -	0	\$ -	4	\$ 4,000.00	2	\$ 2,000.00	25	\$ 25,000.00	3	\$ 3,000.00	84	64%	19	\$ 19,000.00	
11	02086	ADJUST EXISTING MANHOLE BOWLS TO NEW GRADE	EA	40	\$ 800.00	\$ 32,000.00	0	\$ -			0	\$ -	3	\$ 2,400.00			0	\$ -	31	\$ 8,800.00	17	43%	23	\$ 18,400.00	
12	02221	REMOVE AND DISPOSE OF EXISTING INLETS	EA	5	\$ 2,500.00	\$ 12,500.00	0	\$ -			0	\$ -	0	\$ -			0	\$ -	0	\$ -	0	0%	5	\$ 12,500.00	
13	02631	REPLACE MISSING STORM SEWER MANHOLE COVER	EA	1	\$ 1,600.00	\$ 1,600.00	0	\$ -			0	\$ -	1	\$ 1,600.00			0	\$ -	0	\$ -	1	100%	0	\$ 0.00	
14	02915	PLANT 3" TREE WITH 100-GALLON CONTAINER	EA	20	\$ 1,500.00	\$ 30,000.00	0	\$ -			0	\$ -	0	\$ -			0	\$ -	0	\$ -	0	0%	20	\$ 30,000.00	
15	02915	PLANT 3" TREE WITH 65-GALLON CONTAINER	EA	7	\$ 1,000.00	\$ 7,000.00	0	\$ -			0	\$ -	0	\$ -			0	\$ -	0	\$ -	0	0%	7	\$ 7,000.00	
16	02923	SEEDING	SF	9653	\$ 6.40	\$ 61,879.20					590	\$ 3,780.00	4	\$ 25.60			489.5	\$ 3,136.00			898	9%	8753.5	\$ 56,098.20	
17	021706	IRRIGATION SYSTEM REPAIR AND ADJUSTMENT, COMPLETE IN PLACE	LS	1	\$ 15,000.00	\$ 15,000.00	0.1	\$ 1,500.00			0.1	\$ 1,500.00	0.1	\$ 1,500.00			0.1	\$ 1,500.00	0.1	\$ 1,500.00	0.7	70%	0.3	\$ 4,500.00	
SUBTOTAL						\$ 724,029.20																			
ROADWAY ITEMS																									
18	012706	TYPE A, B OR C PRECAST CURB	EA	14	\$ 500.00	\$ 7,000.00	0	\$ -			0	\$ -	0	\$ -			0	\$ -	0	\$ -	0	0%	14	\$ 7,000.00	
19	012706	POURING SELECTIVE BOLLARD	EA	96	\$ 650.00	\$ 62,400.00	0	\$ -			0	\$ -	0	\$ -			0	\$ -	0	\$ -	0	0%	96	\$ 62,400.00	
20	012706	RETAINING WALL	LF	315	\$ 200.00	\$ 63,000.00	0	\$ -			0	\$ -	0	\$ -			0	\$ -	0	\$ -	0	0%	315	\$ 63,000.00	
21	012706	TRENCH DRAIN (SCOTTED - ADA COMPLIANT)	SF	225	\$ 300.00	\$ 67,500.00	0	\$ -			0	\$ -	190	\$ 57,000.00			0	\$ -	0	\$ -	190	84%	30	\$ 9,000.00	
22	012706	INSTALL BOLLARD (INCLUDING ALL NECESSARY ITEMS)	EA	25	\$ 3,200.00	\$ 80,000.00	0	\$ -			0	\$ -	21	\$ 67,200.00			0	\$ -	0	\$ -	21	84%	4	\$ 4,800.00	
23	02221	REMOVE AND DISPOSE CONC. SIDEWALK, DRIVEWAY AND RAMPS, ALL THICKNESS	SF	17328	\$ 11.70	\$ 202,737.60	1903.66	\$ 22,272.82	1572.38	\$ 18,396.85	2096	\$ 24,523.30	1783	\$ 20,884.50	1078	\$ 12,612.60	1244	\$ 14,554.80	1157	\$ 13,536.90	10836.04	63%	6495.96	\$ 75,955.93	
24	02221	REMOVE EXISTING POLE FOUNDATION (BOLLARDS)	EA	6	\$ 200.00	\$ 1,200.00	0	\$ -			0	\$ -	0	\$ -			0	\$ -	0	\$ -	0	0%	6	\$ 1,200.00	
25	02221	REMOVE AND DISPOSE EXISTING SIGNAL CABINET. REMOVE POST TO 6" BELOW GRADE	LS	1	\$ 1,000.00	\$ 1,000.00	0	\$ -			0	\$ -	0	\$ -			0	\$ -	0	\$ -	0	0%	1	\$ 1,000.00	
26	03336	LIME STABILIZED SUBGRADE, 6-INCH	SF	440	\$ 13.50	\$ 5,940.00	0	\$ -			0	\$ -	0	\$ -			364	\$ 4,914.00	0	\$ -	364	83%	76	\$ 1,026.00	
27	02462	TYPE B INLET (CAST IN PLACE)	EA	5	\$ 6,000.00	\$ 30,000.00	0	\$ -			0	\$ -	0	\$ -			0	\$ -	0	\$ -	0	0%	5	\$ 30,000.00	
28	02711	TYPE A HOT MIX ASPHALTIC BASE COURSE, 6-INCH	SF	244	\$ 30.00	\$ 7,320.00	0	\$ -			0	\$ -	244	\$ 7,320.00			0	\$ -	0	\$ -	244	100%	0	\$ -	
29	02741	TYPE D HOT MIX ASPHALTIC CONCRETE SURFACING, 2-INCH	SF	244	\$ 22.00	\$ 5,368.00	0	\$ -			0	\$ -	244	\$ 5,368.00			0	\$ -	0	\$ -	244	100%	0	\$ -	
30	02741	ASPHALT MILL & OVERLAY (1.5-INCH)	SF	33653	\$ 21.00	\$ 706,713.00	0	\$ -			0	\$ -	0	\$ -			13935	\$ 292,635.00	4800	\$ 100,800.00	24339	72%	9449	\$ 199,374.00	
31	02751	REINFORCED CONCRETE PAVEMENT - (MATCH DEPTH)	SF	35	\$ 90.00	\$ 3,150.00	0	\$ -			0	\$ -	0	\$ -			0	\$ -	0	\$ -	0	0%	35	\$ 3,150.00	
32	02751	8" REINFORCED CONCRETE PAVEMENT	SF	138	\$ 90.00	\$ 12,420.00	0	\$ -			0	\$ -	120	\$ 10,800.00			0	\$ -	0	\$ -	120	100%	0	\$ -	
33	02754	7" HIGH EARLY STRENGTH CONCRETE DRIVEWAY, INCLUDING EXCAVATION AND BASE	SF	76863	\$ 10.00	\$ 768,630.00	6189	\$ 61,890.00	6411	\$ 64,110.00	7077.9	\$ 70,779.60	7547.4	\$ 75,474.00	4954.5	\$ 49,545.00	7584	\$ 75,840.00	6169	\$ 61,690.00	45932.88	60%	30930.14	\$ 309,301.40	
34	02771	6" CONCRETE CURB (NEW)	LF	697	\$ 6.00	\$ 4,182.00	0	\$ -			0	\$ -	0	\$ -			0	\$ -	0	\$ -	0	0%	697	\$ 4,182.00	
35	02771	6" SCOTTED CURB	LF	218	\$ 15.00	\$ 3,270.00	0	\$ -			0	\$ -	0	\$ -			0	\$ -	0	\$ -	0	0%	218	\$ 3,270.00	
36	02771	6" CONCRETE CURB AND GUTTER	LF	68	\$ 30.00	\$ 2,040.00	0	\$ -			0	\$ -	0	\$ -			0	\$ -	0	\$ -	0	0%	68	\$ 2,040.00	
37	02771	REMOVE AND REPLACE EXISTING CURB	LF	774	\$ 15.00	\$ 11,610.00	0	\$ -			0	\$ -	774	\$ 11,610.00			0	\$ -	0	\$ -	0	0%	774	\$ 11,610.00	
38	02771	REMOVE AND REPLACE EXISTING CURB AND GUTTER	LF	7405	\$ 30.00	\$ 222,150.00	380	\$ 9,900.00	595.5	\$ 17,865.00	1905	\$ 58,950.00	562.5	\$ 16,875.00	987	\$ 29,610.00	1575	\$ 47,250.00	1293	\$ 37,590.00	7268	98%	1127	\$ 4,110.00	
39	02772	CONCRETE DIRECTIONAL ISLAND	SF	226	\$ 63.00	\$ 14,238.00	0	\$ -			0	\$ -	0	\$ -			0	\$ -	0	\$ -	0	0%	226	\$ 14,238.00	
40	02775	4-12 INCH CONCRETE SIDEWALK	SF	103018	\$ 6.50	\$ 669,617.00	11303	\$ 73,209.50	12288.3	\$ 79,838.95	10222	\$ 66,443.00	10818	\$ 70,317.00	5788	\$ 37,687.00	3314	\$ 21,541.00	5981	\$ 38,875.00	59094.3	59%	43123.7	\$ 286,604.05	
41	02775	CONSTRUCT ADA COMPLIANT WHEELCHAIR RAMP, INCLUDING ADA TRUNCATED DOMES (COMPLETE IN PLACE)	SF	19498	\$ 15.00	\$ 292,470.00	842	\$ 14,130.00	993.55	\$ 14,903.25	1218	\$ 18,270.00	785	\$ 11,775.00	1226	\$ 18,397.50	187	\$ 2,805.00	7952.05	\$ 119,455.00	7952.05	43%	11545.95	\$ 173,189.21	
42	03505	REMOVE AND REPLACE SPEED CUSHIONS	EA	31	\$ 1,500.00	\$ 46,500.00	0	\$ -			0	\$ -	0	\$ -			0	\$ -	0	\$ -	0	0%	31	\$ 46,500.00	
SUBTOTAL						\$ 3,263,023.66																			
SIGNING ITEMS																									
43	01554	REMOVE SIGN	EA	25	\$ 75.00	\$ 1,875.00	0	\$ -			0	\$ -	0	\$ -			0	\$ -	0	\$ -	13	52%	12	\$ 900.00	
44	01554	RELOCATE SIGN	EA	11	\$ 120.00	\$ 1,320.00	0	\$ -			0	\$ -	4	\$ 480.00	2	\$ 240.00	0	\$ -	2	\$ 240.00	8	73%	3	\$ 360.00	
45	01554	PLACEMENT OF PERMANENT SIGN	EA	133	\$ 200.00	\$ 26,600.00	0	\$ -			0	\$ -	0	\$ -			0	\$ -	0	\$ -	0	0%	133	\$ 26,600.00	
SUBTOTAL						\$ 41,795.00																			
PAVEMENT MARKING ITEMS																									
46	02764	Recess Pavement Markings Type 1 A-A Yellow, Reflective	EA	124	\$ 9.00	\$ 1,116.00	0	\$ -			0	\$ -	0	\$ -			0	\$ -	0	\$ -	0	0%	124	\$ 1,116.00	
47	02767	Thermoplastic Traffic Paint Striping, solid yellow line (4-inch-wide)	LF	2466	\$ 0.70	\$ 1,726.20	0	\$ -			0	\$ -	0	\$ -			0	\$ -	0	\$ -	0	0%	2466	\$ 1,726.20	
48	02767	Thermoplastic Traffic Paint Striping, solid white line (4-inch-wide)	LF	461	\$ 0.85	\$ 391.85	0	\$ -			0	\$ -	0	\$ -			0	\$ -	0	\$ -	0	0%	461	\$ 391.85	
49	02767	Thermoplastic Traffic Paint Striping, solid white (6-inch-wide)	LF	368	\$ 0.95	\$ 349.60	0	\$ -			0	\$ -	0	\$ -			0	\$ -	0	\$ -	0	0%	368	\$ 349.60	
50																									

BALANCE TO FINISH	\$ 2,321,116.03
TOTAL RETAINED	\$ 120,419.70
TOTAL PAID	\$ 2,287,974.27
RETAINED + PAID	\$ 2,408,393.97
PROGRESS	50.92%

**Montrose/Tax Increment Reinvestment Zone 27**

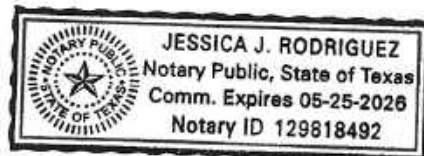
**Affidavits of Payment and  
Unconditional Waivers of Liens**

R. Miranda trucking and Construction LLC has been paid and has received a progress payment in the sum of \$ 621,350.35 for services, equipment or material furnished to Montrose / Tax Increment Reinvestment Zone 27 for the Hawthorne St. & Woodhead St. Neighborhood Safe Street Improvements Project - WBS No. N-T27000-0002-7 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 Montrose / Tax Increment Reinvestment Zone 27 through September 30, 2022 only, and does not cover any retention if any labor, services, equipment or materials furnished after that date. The undersigned warrants that all undisputed amount 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 Montrose/Tax Increment Reinvestment Zone 27 against any loss arising from the nonpayment thereof.

[Signature]  
Signature of Contractor Representative

RUBEN MIRANDA  
Print of Type Name of Contractor representative

11-2-2022  
Date



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

November 2, 2022  
Notary Public in and for the State of Texas

My Commission Expires: 5/25/26  
Expiration Date

[Signature]  
Print of Type Name of Notary Public

CITY OF HOUSTON  
STANDARD DOCUMENT

MONTHLY SUBCONTRACTOR  
PAYMENT REPORTING FORM

Document 00642

MONTHLY SUBCONTRACTOR PAYMENT REPORTING FORM

Legal Project Name: Hawthorne St and Woodhead St Neighborhood Safe Street Improvements Project.

Outline Agreement No.: \_\_\_\_\_ WBS No.: N-T27000-0002-7

Contractor's Company Name: R. Miranda Trucking and Construction LLC

Address: 6326 Perch Creek Dr. Houston, TX 77049

CERTIFICATION

Roberto Miranda

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.

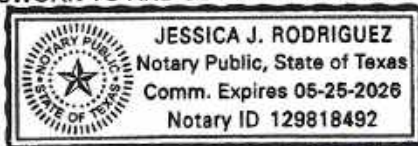
EXCEPTION: Contractor sent Payment Notifications to the following subcontractors explaining why Contractor withheld payment. Copies are attached.

Subcontractor Name: <u>NONE</u>	Subcontractor Name: <u>NONE</u>
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]  
(Signature of Contractor's Representative)

ROBERTO MIRANDA  
(Print or Type Name of Contractor's Representative)

SWORN TO AND SUBSCRIBED before me on:



My Commission Expires: 05-25-2026  
Expiration Date

11-2-2022  
Date  
[Signature]  
Notary Public in and for the State of Texas

Jessica J. Rodriguez  
Print or Type Name of Notary Public

00642  
02-01-2010



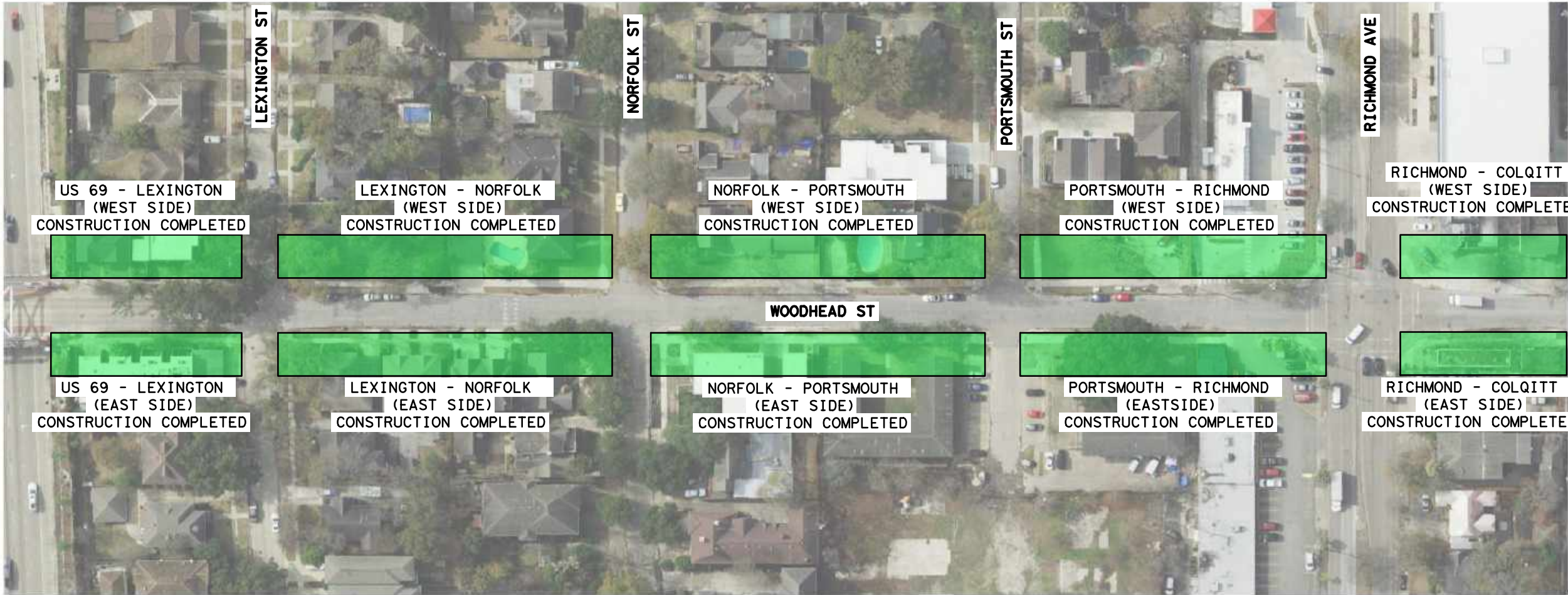
# MWSDBE Utilization Schedule

Status as of:	Oct-22
Project Name:	Hawthorne St and Woodhead St Neighborhood Safe Street Improvements
WBS Number	N-T27000-0002-7
Company Name	R. MIRANDA TRUCKING AND CONSTRUCTION LLC

Month	Total	Miranda Trucking and Services Inc.	Reliable Signal & Lighting Solutions, LLC	Vaca Underground Utilities Inc.	TS&L
Mar-22	\$0	\$0	\$0	\$0	\$0
Apr-22	\$0	\$0	\$0	\$0	\$0
May-22	\$0	\$0	\$0	\$0	\$0
Jun-22	\$0	\$0	\$0	\$0	\$0
Jul-22	\$0	\$0	\$0	\$0	\$0
Aug-22	\$0	\$0	\$0	\$0	\$0
Sep-22	\$0	\$0	\$0	\$0	\$0
Oct-22	\$240,000	\$0	\$0	\$240,000	\$0
Nov-22	\$0	\$0	\$0	\$0	\$0
Dec-22	\$0	\$0	\$0	\$0	\$0
Jan-23	\$0	\$0	\$0	\$0	\$0
Feb-23	\$0	\$0	\$0	\$0	\$0
Mar-23	\$0	\$0	\$0	\$0	\$0
Apr-23	\$0	\$0	\$0	\$0	\$0
(continue adding months)	\$0	\$0	\$0	\$0	\$0
\$	\$240,000	\$0	\$0	\$240,000	\$0
%	5.07%	0.00%	0.00%	5.07%	0.00%

**Contract Amount:** \$4,729,510.00  
**Goal %** 18.00%  
**Goal \$** \$851,312





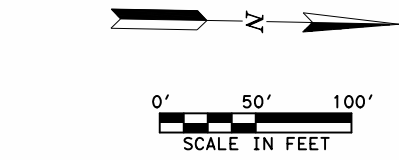
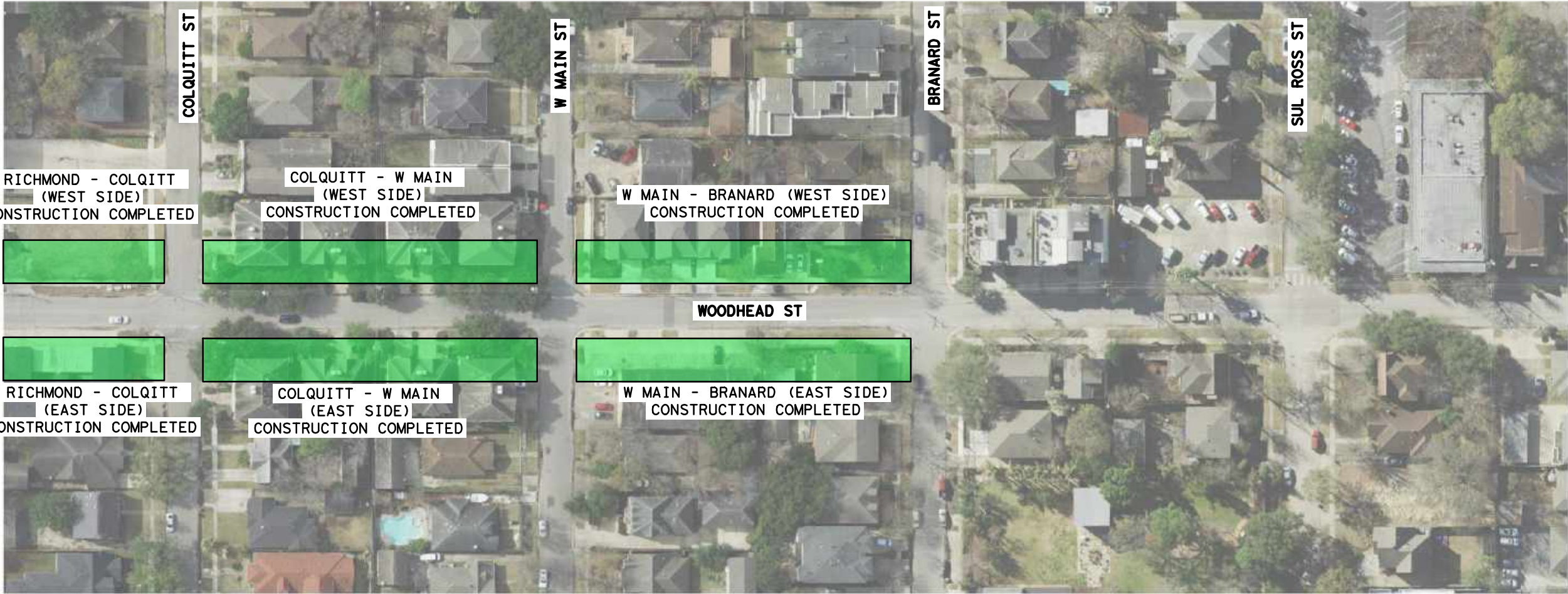
LEGEND

SIDEWALK INSTALLATION COMPLETED

SIDEWALK INSTALLATION IN PROGRESS

SIDEWALK FUTURE PLAN

MILL & OVERLAY COMPLETED



Gauge

ENGINEERING

11750 KATY FREEWAY, Suite 400  
Houston, TX 77079  
www.GaugeEngineering.com  
Texas P.E. Firm Reg. #F-20017

SURVEYED BY:

CITY OF HOUSTON

HOUSTON PUBLIC WORKS

HAWTHORNE ST. & WOODHEAD ST.  
NEIGHBORHOOD SAFE STREET  
IMPROVEMENTS

WOODHEAD STREET  
CONSTRUCTION SCHEDULE

SHEET 1 OF 4

WBS NUMBER

N-T27000-002-7

DRAWING SCALE

AS NOTED

CITY OF HOUSTON PM

SHAPOOR GOLSHAN

SHEET NO.

OF

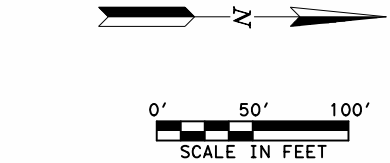
FOR CITY OF HOUSTON USE ONLY

Design File name: P:\TIRZ 27\1090-TO-4-Hawthorne-Woodhead\4-0-Production-Working\4-1-CAD\Exhibits\WOODHEAD- EXHBIT-01.dgn





- LEGEND**
- SIDEWALK INSTALLATION COMPLETED
  - SIDEWALK INSTALLATION IN PROGRESS
  - SIDEWALK FUTURE PLAN
  - MILL & OVERLAY COMPLETED



**Gauge**  
ENGINEERING  
11750 KATY FREEWAY, Suite 400  
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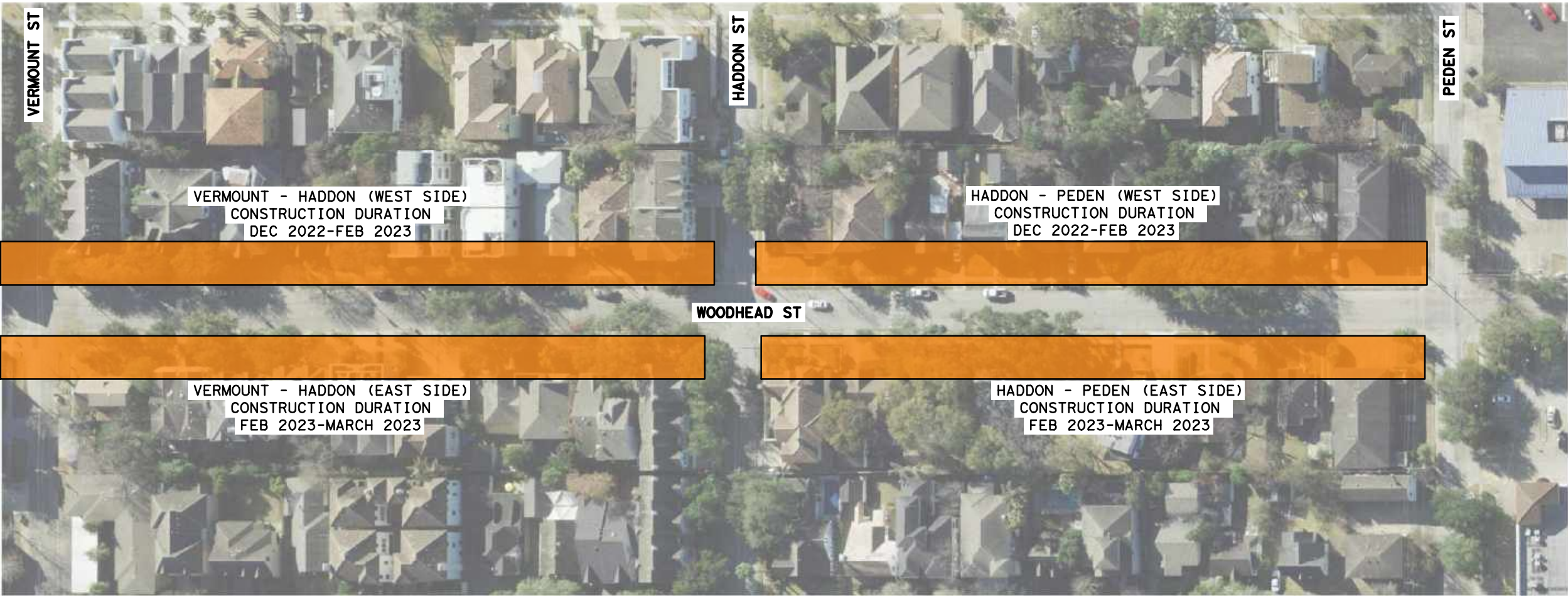
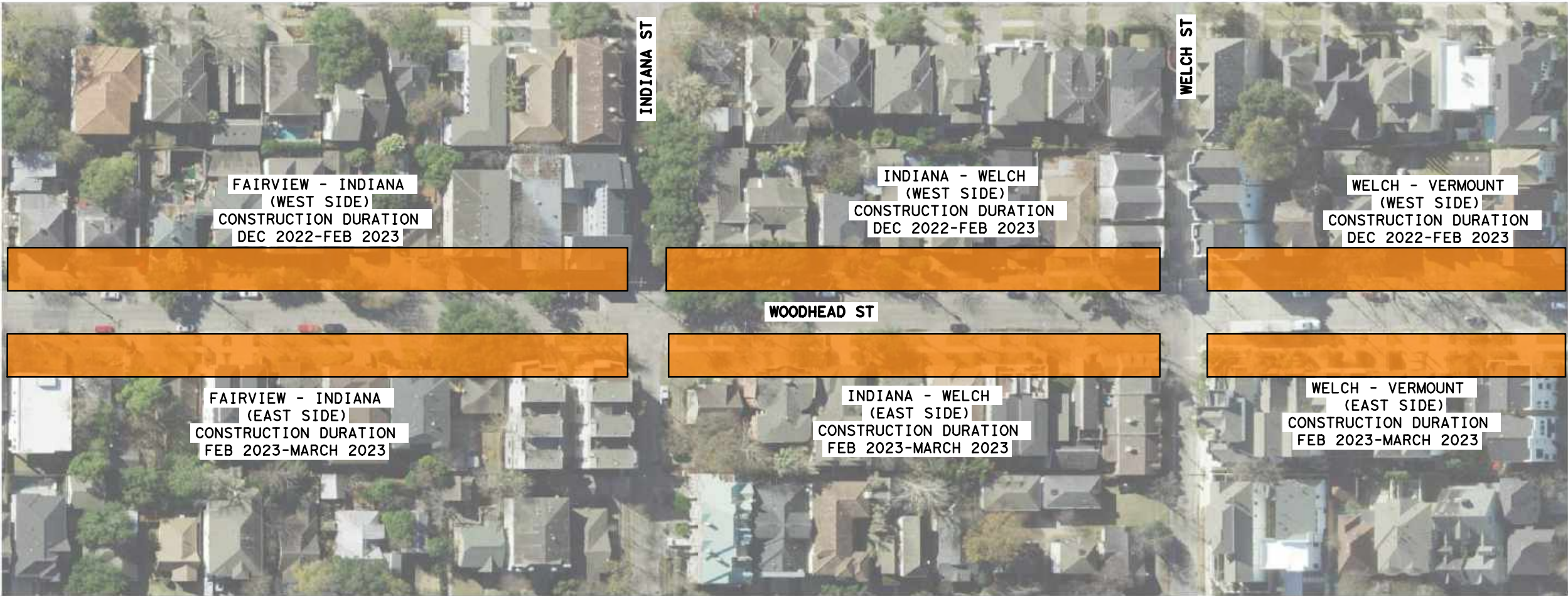
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**CITY OF HOUSTON**  
HOUSTON PUBLIC WORKS  
HAWTHORNE ST. & WOODHEAD ST.  
NEIGHBORHOOD SAFE STREET  
IMPROVEMENTS  
WOODHEAD STREET  
CONSTRUCTION SCHEDULE

SHEET 2 OF 4

WBS NUMBER	FOR CITY OF HOUSTON USE ONLY
N-T27000-002-7	
DRAWING SCALE	
AS NOTED	
CITY OF HOUSTON PM	
SHAPOOR GOLSHAN	
SHEET NO.	OF





**LEGEND**

- SIDEWALK INSTALLATION COMPLETED
- SIDEWALK INSTALLATION IN PROGRESS
- SIDEWALK FUTURE PLAN
- MILL & OVERLAY COMPLETED

SCALE IN FEET

ENGINEERING  
11750 KATY FREEWAY, Suite 400  
Houston, TX 77079  
www.GaugeEngineering.com  
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SURVEYED BY:

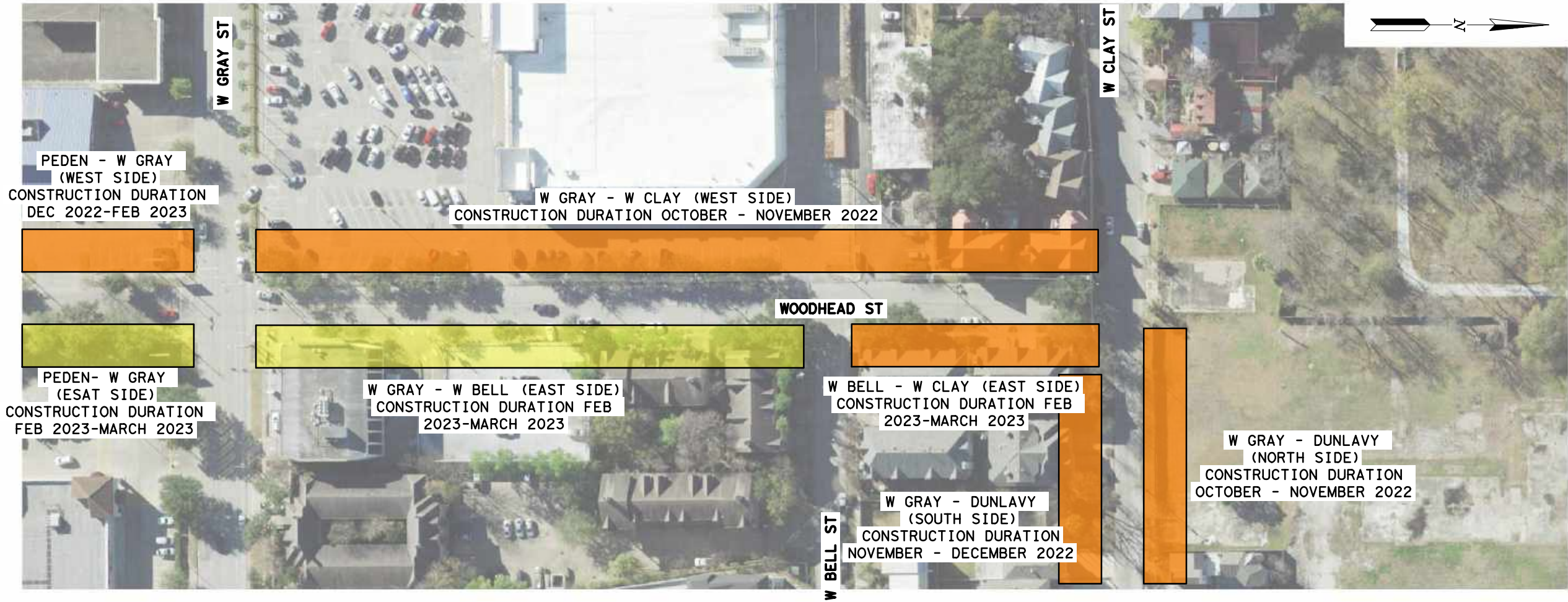
CITY OF HOUSTON  
HOUSTON PUBLIC WORKS

HAWTHORNE ST. & WOODHEAD ST.  
NEIGHBORHOOD SAFE STREET  
IMPROVEMENTS  
WOODHEAD STREET  
CONSTRUCTION SCHEDULE

SHEET 3 OF 4

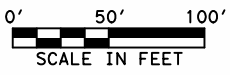
WBS NUMBER	FOR CITY OF HOUSTON USE ONLY
N-T27000-002-7	
DRAWING SCALE	
AS NOTED	
CITY OF HOUSTON PM	
SHAPOOR GOLSHAN	
SHEET NO.	OF





**LEGEND**

- SIDEWALK INSTALLATION COMPLETED
- SIDEWALK INSTALLATION IN PROGRESS
- SIDEWALK FUTURE PLAN
- MILL & OVERLAY COMPLETED



**Gauge**  
ENGINEERING  
11750 KATY FREEWAY, Suite 400  
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Texas PE Firm Reg. #F-20017

SURVEYED BY:

**CITY OF HOUSTON**  
HOUSTON PUBLIC WORKS

**HAWTHORNE ST. & WOODHEAD ST.  
NEIGHBORHOOD SAFE STREET  
IMPROVEMENTS**

**WOODHEAD STREET  
CONSTRUCTION SCHEDULE**

SHEET 4 OF 4

WBS NUMBER	FOR CITY OF HOUSTON USE ONLY
N-T27000-002-7	
DRAWING SCALE	
AS NOTED	
CITY OF HOUSTON PM	
SHAPOOR GOLSHAN	
SHEET NO.	OF



# MONTROSE BLVD IMPROVEMENTS



November 8, 2022

Joe Webb, Chairman  
Montrose Tax Increment Reinvestment Zone No. 27  
c/o ABHR  
3200 Southwest Freeway, Suite 2600  
Houston, Texas 77027

**Re: Proposal for Montrose Blvd Improvements – Allen Parkway to W Clay Street**

Dear Mr. Webb,

Gauge Engineering, LLC (Gauge) is pleased to submit this proposal for professional engineering design services to fully reconstruct Montrose Boulevard from Allen Parkway to W Clay Street into a corridor that will better accommodate all modes of transportation which includes motorists, pedestrians, bicyclists, and buses. Improving drainage conditions by reducing flooding with in-line detention is another goal. The scope will cover the following:

- Drainage Impact Analysis
- Detailed Design (Plans, Specifications and Estimates)
- Public Meeting
- Bid Phase

The Schedule is as follows:

- Drainage Impact Analysis: January 2023
- Detailed Design: Finish in September 2023
- Bid Phase: October 2023

We propose to perform this work for a lump sum amount of **\$1,213,500.00**. A detailed breakdown of the scope items and fee can be found under Exhibits A through J. We are prepared to begin this work immediately. Please feel free to contact me at (713) 318-8802 if you have any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read "Muhammad Ali", written over a horizontal line.

Muhammad Ali, P.E.  
Principal

Accepted for  
Montrose Tax Increment Reinvestment Zone No. 27

Signature

Date

Attachments:

- Exhibit A – Scope
- Exhibit B – Level-of-Effort
- Exhibit C – Phase II ESA
- Exhibit D – Geotechnical Investigation
- Exhibit E – Traffic Signal Design & Public Engagement
- Exhibit F – CCTV Inspection
- Exhibit G – Landscape Architecture
- Exhibit H – Urban Forestry
- Exhibit I – Structural Design
- Exhibit J – Subsurface Utility Engineering

Print

Accepted for  
City of Houston:

Signature

Date

Print

**EXHIBIT A**  
**SCOPE OF SERVICES**  
**MONTROSE BLVD IMPROVEMENTS**  
**FROM CLAY STREET TO ALLEN PARKWAY**  
**DRAINAGE IMPACT ANALYSIS, DESIGN PHASE, BID PHASE, AND PUBLIC ENGAGEMENT**

Montrose Redevelopment Authority (TIRZ 27) proposes to fully reconstruct Montrose Boulevard into a corridor that will accommodate all modes of transportation which includes motorists, pedestrians, bicyclists, and buses. Improving drainage conditions by reducing flooding with in-line detention is another goal. Project limits are from Allen Parkway to just south of W Clay Street, approximately 2,200 LF. The plans will be submitted through the City's traditional delivery process to Houston Public Works. The proposed improvements include:

- Concrete pavement boulevard section: four travel lanes with a raised median and left turn lanes at median openings. The roadway will have sidewalks and shared use path.
- Design Traffic Control Plans to phase construction while maintaining traffic flow.
- Conduct a drainage impact analysis to determine box sizes, slopes, restrictors, and determine no adverse impact.
- Design of a storm sewer system based on ATLAS 14 analysis with the objective to reduce area flooding.
- Replace/Upgrade existing traffic signals with new City compliant traffic signals (Pole and mast arm).
- Replace/Upgrade dilapidated public utilities that have exceed their useful service life.
- Design signing and pavement markings.
- Design storm water pollution prevention plan.
- Design to preserve some of the existing trees while widening the sidewalks.
- Intersection best practices will be evaluated in alignment with Houston Vision Zero Action Plan
- Street lighting will also be added.
- Bid phase services
- Public engagement with one public meeting

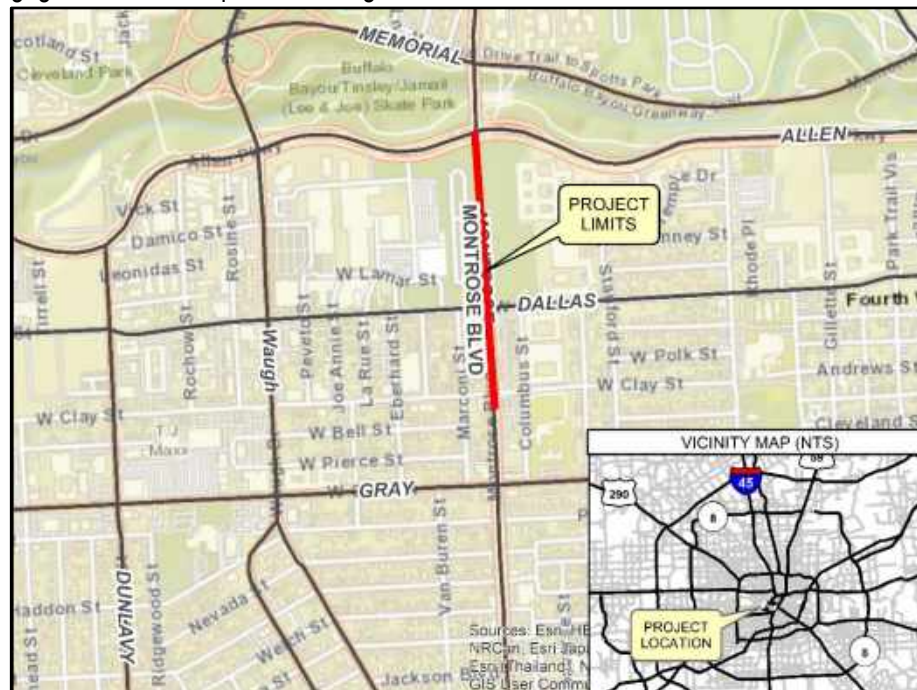


Figure 1. Approximate Project Limits

## **I. DRAINAGE IMPACT ANALYSIS**

### **A. Data Collection**

Gauge will conduct a site visit, review previous drainage studies, coordinate with on-going projects in the area, and review topographic survey.

### **B. Drainage Impact Analysis**

#### **1. Existing Conditions Analysis**

The existing conditions model from previous TIRZ 27 drainage studies that Gauge performed will be used as the starting point for the existing conditions analysis. Survey collected for the DCR phase will be incorporated into the updated model for existing conditions. This will include the incorporation of a survey tin into the model terrain, as well as updating the land use within the right of way to be reflective of the latest survey data.

#### **2. Storm Sewer Design and Proposed System Analysis**

A previous drainage study for TIRZ 27 identified the need for large storm sewer trunklines to accommodate future projects tying into the storm sewers on Montrose Blvd and to reduce area flooding. The proposed storm sewer system will be refined to optimize the box sizes based on survey. A terrain will be included from the Power Geopak roadway corridor that will be developed during the design phase.

Inlets and laterals will be designed and analyzed to confirm ponding depth and capacity. The proposed drainage system will be designed to function independently as a stand-alone project and in concert with future improvements on Montrose Blvd and W Alabama St. A model of the proposed storm sewer system(s) will be constructed and analyzed for the 2-year and 100-year frequencies.

#### **3. Drainage Impact Assessment and Mitigation**

Drainage impacts associated with the proposed roadway improvement were quantified as part of the Design Concept Report. This analysis will be updated based on the Phase 1 project area as well as any design changes in the Phase 1 project area from Buffalo Bayou to W. Clay St. Mitigation measures necessary to ensure no adverse impacts will be proposed. Potential drainage impacts associated with the proposed improvements include the effects of additional increased impervious cover, a reduction in storm water storage, and modifications to overland sheet flow patterns. Task 3 will show that the proposed storm drain causes no impacts in discharge to the surrounding areas in the 100-year Atlas 14 storm event. Per City of Houston criteria, the 100-year storm event will utilize a 10-year tailwater at the Buffalo Bayou outfall.

#### **4. Drainage Impact Analysis Report**

A drainage impacts analysis report will be prepared. This report will be provided to the City for their review and approval as the owner of the facility receiving discharge from the project limits. The report will document the existing conditions and proposed improvements and will address the potential for adverse impacts including necessary mitigation measures.

## **II. DESIGN PHASE (60%, 90%, 100%, and Final)**

### **A. Data Collection**

Gauge will perform site visits, review previous studies, geotechnical, and environmental reports, coordinate with on-going projects in the area, and review topographic survey.

### **B. General Plan Sheets**

Title sheet, an index of drawings, general construction notes, private utility notes, and symbols sheets will be developed. Typical Sections for proposed and existing roadway will be developed. Typical sections shall



include width of travel lanes, sidewalks, outer separations, border widths, curb offsets, and right-of-way (ROW). The typical section shall also include centerline, pavement design, side slopes, sodding/seeding limits, station limits, etc. Overall project layout sheets will also be developed.

**C. Traffic Control Plans**

Construction Sequencing and Traffic Control Plans (TCP) will be prepared in accordance with City guidelines. It will show detailed construction sequences and the necessary traffic control phases, complete with all barricades, signing, striping, delineation, detours, temporary traffic signals and any other devices, to protect the traveling public and provide safety to the construction forces.

**D. Roadway Design**

**1. Survey Control Maps:**

In coordination with the surveyor survey control maps will be developed and incorporated into the plans.

**2. Horizontal Curve Data:**

The baseline properties will be outlined with the tangent and curve information output from Geopak.

**3. Vertical Curve Data:**

The top of curb profile properties will be outlined with the tangent and curve information output from Geopak.

**4. Demolition Plan**

Demolition plans will include the removal of all roadway, drainage, and miscellaneous components.

**5. Roadway Plan Sheets (6 Sheets – 1-in=40-ft) and Roadway Profile Sheets (6 Sheets – 1-in=40-ft)**

Detailed roadway plan and roadway profile sheets depicting existing features and the proposed improvements. Plans will also show pedestrian facilities and shall be designed in accordance with the American with Disabilities Act Accessibility Guidelines (ADAAG) and the Texas Accessibility Standards (TAS). The plans will be submitted to the Texas Department of Licensing and Regulation (TDLR) or representative thereof for review, approval, and inspection

The plan view shall contain the following design elements:

- Horizontal alignment.
- Indicated pavement edges, lane and pavement widths for all improvements
- Direction of traffic flow arrows.
- Indicate existing and proposed ROW/Easement lines.
- Begin/end of cross slope transitions.
- Existing major utilities and structures.
- Any necessary callouts to clarify details.
- Drainage design components, such as existing and proposed storm sewers will be shown.
- Water and sanitary design components will be shown.
- Drawings horizontal scale 1-in. = 40-FT

The profile shall contain the following design elements:

- The approximate existing profile grade
- The existing north and south ROW profiles
- Proposed profile grade
- The location of intersections
- Drainage design components, such as storm sewer profiles, will be shown.
- Water and sanitary design components, such as water and sanitary profiles, will be shown.

- Drawing vertical scale 1-in. = 4-FT

**6. Horizontal Geometry Sheets:**

Horizontal roadway geometry sheets will include stations, offsets, PCs, PTs, etc. for curb components.

**7. Intersection Layouts:**

Intersection layout and grading plan will be developed detailing the pavement design and drainage design at the intersections of Montrose Boulevard with W Clay Street and W Dallas Street. The layout shall include the curb returns, geometrics, transition to existing pavement, stationing, pavement and drainage details.

**8. Driveway Schedule and Details:**

The Driveway schedule will show the location, size and type of proposed driveways to be reconstructed. Driveways shall typically be reconstructed to the ROW line using standard County details.

**9. Miscellaneous Roadway Details:**

This effort includes the development of any non-standard details required to for the curbs, sidewalks, curb walls, or other special features to help provide better data to the contractor for construction.

**10. Corridor Modeling for Roadway Design:**

A roadway corridor model will be developed using Power Geopak to iterate the design. This shall be used to develop an earthwork analysis to determine cut and fill quantities and provide final design cross sections at 50 feet intervals.

**11. Tree Aeration Design**

In order to preserve existing trees, coordination and design with the urban forester will be needed.

**12. Closed Median Details**

This effort includes the development of details for the closed medians.'

**13. Standard Roadway, Sidewalk, and METRO Details:**

All the necessary standard roadway, sidewalk, and METRO details will be included in the design set.

**14. Sidewalk Tree Well Details**

This effort includes the development of details for the tree wells.

**15. Roadway Standards**

Standard city roadway sheets will be added to the set.

**E. Drainage Design**

Prepare the PS&E package in accordance with the applicable City of Houston requirements, specifications, standards, and manuals. Include the following sheets and documents, as appropriate:

- Existing Overall Drainage Area Map
- Proposed Overall Drainage Area Map
- Drainage Area Maps
- Storm Sewer Calculations
- Storm Sewer Plan and Profile
- Storm Sewer Lateral Sheets
- Storm Sewer Details (Misc.)

- Storm Sewer Standards

1. **Existing Overall Drainage Area Map:**

Overall drainage area map extents including off-site drainage areas contributing the project limits for existing and proposed conditions, including peak discharge rates to outfalls based on H&H study results.

2. **Proposed Overall Drainage Area Map:**

The proposed overall Drainage Area map will reflect any changes in drainage patterns and outfalls from the existing conditions.

3. **Drainage Area Maps:**

Detailed Drainage Area maps for each inlet along the project and data tables.

4. **2-year Storm Sewer Calculations:**

This effort includes the creation of sheets to convey the results of the storm sewer analysis (see item 9 below), and the conversion of the model data to the City's standard tabular output.

5. **100-year Storm Sewer Calculations:**

See item 4

6. **Storm Sewer Plan Sheets (6 Sheets – 1-in=40-ft) and Drainage Profile Sheets (6 Sheets – 1-in=40-ft)**

Detailed drainage plan and drainage profile sheets depicting existing features and the proposed improvements. Plans will also show storm sewer pipes, manholes, junction boxes, and inlets.

The plan view shall contain the following design elements:

- Horizontal alignment.
- Proposed storm sewers, manholes, junction boxes, and inlets.
- Indicated pavement edges for all improvements.
- Indicate existing and proposed ROW/Easement lines.
- Existing major utilities and structures.
- Any necessary callouts to clarify details.
- Roadway design components will be shown.
- Water and sanitary design components will be shown.
- Drawings horizontal scale 1-in. = 40-FT

The profile shall contain the following design elements:

- The approximate existing profile grade
- The existing north and south ROW profiles
- Storm sewer profiles
- Proposed profile grade
- Drainage design components, such as storm sewer profiles and hydraulic grade lines, will be shown
- Water and sanitary design components, such as water and sanitary profiles, will be shown.
- Drawing vertical scale 1-in. = 4-FT

7. **Storm Sewer Lateral Sheets:**

All horizontal storm sewer laterals will be shown with cross-sections to better show utilities and special grading considerations as needed.

**8. Storm Sewer Details (Misc.):**

This effort includes the development of any non-standard details required to collect drainage along the project corridor. These designs can be special inlets, grading details, or other special features to help provide better data to the contractor for construction.

**9. Storm Sewer Standards:**

This includes selecting City of Houston drainage standards that are appropriate to support the proposed storm drainage design.

**10. Storm Sewer Analysis – Traditional:**

This effort includes the analysis of the drainage network with standard Steady State analysis tools such as Geopak Drainage. The analysis will be used to properly size the drainage network to meet City standard criteria.

**F. Water and Sanitary Plans**

Prepare the PS&E package in accordance with the applicable City of Houston requirements, specifications, standards, and manuals. Include the following sheets and documents, as appropriate:

- Existing Utility Plan & Profile
- Water and Sanitary Plan & Profile
- Water & Sanitary Sewer Crossing
- Water & Sanitary Sewer Standard Details

**1. Existing Utility Plan & Profile:**

The existing utility plan & profile sheets depict existing utilities.

**2. Water & Sanitary Plan Sheets (6 Sheets – 1-in=40-ft) and Water & Sanitary Profile Sheets (6 Sheets – 1-in=40-ft)**

Detailed water & sanitary plan and water & sanitary profile sheets depicting existing features and the proposed improvements. Plans will also show storm sewer pipes, manholes, junction boxes, and inlets.

The plan view shall contain the following design elements:

- Horizontal alignment.
- Proposed sanitary sewers, manholes, service leads, etc.
- Proposed water lines, valves, wet connections, etc.
- Indicated pavement edges for all improvements.
- Indicate existing and proposed ROW/Easement lines.
- Existing major utilities and structures.
- Any necessary callouts to clarify details.
- Roadway design components will be shown.
- Drainage design components will be shown.
- Drawings horizontal scale 1-in. = 40-FT

The profile shall contain the following design elements:

- The approximate existing profile grade
- The existing north and south ROW profiles
- Sanitary sewer profiles
- Water line profiles
- Proposed profile grade

- Drainage design components, such as storm sewer profiles and hydraulic grade lines, will be shown
- Roadway design components, such as profile grade lines, will be shown.
- Drawing vertical scale 1-in. = 4-FT

**3. Water & Sanitary Crossings:**

All water & sanitary crossings will be shown with cross-sections to better show utilities and special grading considerations as needed.

**4. Water & Sanitary Standards:**

This includes selecting City of Houston water & sanitary standards that are appropriate to support the proposed water & sanitary design.

**G. Signing and Pavement Markings**

Drawings, specifications and details will be prepared for all regulatory signs and pavement markings on combined layout sheets. All plans shall follow City standards. A summary signs list will be provided. The proposed regulatory signs shall be illustrated and numbered on plan sheets. Permanent and temporary pavement markings and channelization devices on plan sheets shall be prepared. The following information will be shown on sign/pavement markings layouts:

- Roadway layout.
- Center line with station numbering.
- ROW/Easement lines.
- Culverts and other structures that present a hazard to traffic.
- Existing signs to remain, to be removed, or to be relocated.
- Proposed regulatory signs (illustrated and numbered).
- Proposed markings (illustrated and quantified) which include pavement markings and delineation.
- Quantities of existing pavement markings to be removed.
- Proposed delineators and object markers.
- The number of lanes in each section of proposed road and the location of changes in the numbers of lanes.
- Direction of traffic flow on all roadways.

**H. Storm Water Pollution Prevention Plan (SWPPP)**

The following items will be prepared in accordance with County Standard Details and Standard Specifications.

- Storm Water Pollution Prevention Plan drawings will show all existing and proposed streets, Project alignments, applicable notes, proposed storm water conveyance systems, overland flow arrows, and pollution prevention measures.
- Storm Water Pollution Prevention Plan miscellaneous details
- Storm Water Pollution Prevention Plan standard details.
- Pollution Prevention Plan construction quantities.

**I. Cross Sections and Cut and Fill Quantities**

- Earthwork Quantities worksheet will be developed using Power Geopak.
- Earthwork analysis will be conducted to determine cut and fill quantities and provide final design cross sections at 50 feet intervals. Drawing scale shall be H: 1" = 20'; V: 1" = 10'.
- A project sign sheet will be developed.

**J. Street Lighting**

Street lighting standards will be coordinated with CenterPoint and the City. Street lighting layout plans/exhibits will be developed for light pole locations, lighting ground boxes, and routing of lighting underground circuits/conduits.

**K. Private Utility Coordination**

A thorough private utility evaluation will be conducted to determine existing utilities that will be in conflict with proposed improvements. Utility companies include, but are not limited to CenterPoint Energy Gas, CenterPoint Energy Electric, AT&T, and cable TV. Conflict matrix will be developed for each milestone.

**1. Utility Engineering Investigation**

Utility engineering investigation includes utility investigations subsurface and above ground prepared in accordance with ASCE/CI Standard 38-02 [(<http://www.fhwa.dot.gov/programadmin/asce.cfm>)] and Utility Quality Levels.

- a. The Utility Engineer must:
  - i. Compile "as-built" information from plans, plats, and other location data as provided by the utility owners.
  - ii. Coordinate with utility owner when utility owner's policy is to designate their own facilities at no cost for preliminary survey purposes. The Engineer shall examine utility owner's work to ensure accuracy and completeness.
  - iii. Correlate utility owner records with designating data and resolve discrepancies using professional judgment. The Utility Engineer must prepare and deliver to City a color-coded composite utility facility plan with utility owner names, quality levels, line sizes, and subsurface utility locate (test hole) locations. The Utility Engineer and City acknowledge that the line sizes of designated utility facilities detailed on the deliverable will be from the best available records and that an actual line size is normally determined from a test hole vacuum excavation. A note must be placed on the designate deliverable that states "lines sizes are from best available records". All above-ground utility feature locations must be included in the deliverable to the City.
  - iv. Determine and inform the City of the approximate electronic utility depths at critical locations as determined by the City. The limits of this additional information should be determined prior to the commencement of work. This depth indication is understood by both the Engineer and the City to be approximate only and is not intended to be used preparing the right of way and construction plans.
  - v. Clearly identify all utilities that were discovered from Quality Levels C and D investigation but cannot be depicted in Quality Level B standards. These utilities must have a unique line style and symbology in the designate (Quality Level B) deliverable.
  - vi. Create composite utility drawing of information gathered.
- b. Utility Investigation Quality Level D - The Engineer shall:
  - i. Perform records research from all available resources. Sources include, but are not limited to: Texas811, Railroad Commission of Texas (Texas RRC), verbal recollection, as-built information from plans, plats, permits, and any other applicable information provided by the utility owners or other stakeholders.
  - ii. Document utility owners and contact information.
- c. Utility Investigation Quality Level C - The Engineer shall:
  - i. In combination with existing Quality Level D information, utilize surveyed above-ground utility features and professional judgement to upgrade Quality Level D information to Quality Level C. For those utilities unable to be upgraded, retain as Quality Level D.

- ii. Overhead utilities information must be gathered and depicted. Sag elevations of lowest utility must be documented at road crossings, per best practices document.
- iii. Storm and sanitary sewer information must be gathered from Level D and upgraded to Level C as possible.
- iv. Mapping of underground vaults as applicable.

## **2. Utility Coordination**

- a. Utility Adjustment Coordination includes communicating, coordinating, and conducting meetings with any one, combination, or all of the following: individual utility companies, Local Public Agencies (LPAs), City Project Manager, City Utility Staff, City Right of Way, Project Delivery, design engineer, and subconsultant staff. The Engineer's utility coordination duties include, but are not limited to:
  - i. Perform utility coordination and liaison activities with involved utility owners, their consultants, and the City to achieve timely project notifications
  - ii. In conjunction with formal coordination meetings, the Utility Coordinator must create meeting minutes, create, and update the utility conflict matrix, create action item log, perform document control, and assist with conflict analysis and resolution
- b. Provide a monthly summary, with weekly updates, of work completed and in process with adequate detail to verify compliance with agreed work schedule.

## **3. Utility Adjustment Deliverables**

- a. The Utility Coordinator must provide the City and all affected utility companies and owners with a contact list, Utility Conflict Matrix (UCM), and utility conflict layout for each project with information such as:
  - i. Owner's name;
  - ii. Contact person;
  - iii. Telephone numbers;
  - iv. Emergency contact number;
  - v. E-mail addresses; and
  - vi. pertinent information concerning their respective affected utilities and facilities, including but not limited to: size, number of poles, material, and other information that readily identifies the utilities companies' facilities.
- b. The utility Coordinator is responsible for updating the UCM and utility conflict layout throughout the project and at each milestone.
- c. The Utility Coordinator must advise utility companies and owners of the general characteristics of the Project and provide an illustration of the project footprint for mark-up of the utility facility locations that occupy the project area by distributing the Subsurface Utility Engineering (SUE) plan sheets or project layout sheets.

## **L. Project Management/Specs/Agencies & Team Coordination/Quantities/Misc**

### **1. Overall Project Management/Team Coordination/ Project Controls**

During each phase of the project, the Project Manager (PM) will oversee all work and will be responsible for directing and coordinating activities and assigned personnel. The PM will manage the project scope, schedule, budget, and quality to ensure that the project progresses as agreed. The PM will submit monthly invoices, status reports, and schedules. The PM will conduct regular coordination meetings as needed with the City, private utilities, and others.



**2. Coordination - Stakeholders**

Engineer is prepared to participate in meetings with stakeholders to coordinate new driveway locations, widths, right-of-way acquisition, and modifications related to the proposed work.

**3. TIRZ 27/City of Houston Coordination/meetings/approvals/signatures**

- Regular coordination and monthly meetings with the TIRZ 27/City will be held to review the progress of the engineering effort, or to address other issues which may arise. The PM will prepare and document meeting record memorandum of decisions and action items.
- The design team will obtain required signatures or approvals from other governmental agencies, public utilities, and private utilities, which may impact the Project prior to final approval by City. Governmental agencies include but are not limited to TxDOT. Utility signatures include, but are not limited to CenterPoint Energy Gas, CenterPoint Energy Electric, AT&T, and cable TV.

**4. Variance Applications**

If a design exception or variance is needed during design, Gauge will prepare the variance application and attending meetings with the City to obtain their approval.

**5. Quantities**

The design team will develop and report quantities for the different deliverables.

**6. Opinion of Probable Construction Costs**

The design team will submit Opinion of Probable Construction Costs for the different deliverables.

**7. Project Manual & Specifications**

Design team will furnish the project manual containing the necessary front-end documents and specifications. Each Standard Specification will be reviewed and supplemented as necessary to suit Project-specific requirements and to meet the design intent of the Project and if needed will prepare additional nonstandard specifications necessary for bidding and construction of the project.

**M. Permitting and Bid Phase**

**1. Prepare Advertisement for Bid Document**

Team will prepare the legal notice advertising the project bidding and have an advertisement placed in the Houston Business Journal and CivCast.

**2. Conduct Pre-bid Conference Meeting**

Team will schedule and conduct a pre-bid conference meeting to provide bidders with project overview and answer questions regarding the project.

**3. Prepare Necessary Addenda to Address Issues or Clarifications**

Team will prepare any necessary addenda to the bidding documents to address issues or make clarifications.

**4. Conduct Bid Opening Meeting & Tabulation of Bids**

Team will conduct the bid opening and prepare bid tabulation sheets comparing all bids received.

**5. Evaluate the Bid Proposals & Make Award Recommendation**

Team will evaluate the bids received for accuracy and any bid irregularities. An award recommendation will be made to TIRZ 27 based on the evaluation of bids. Engineer's Recommendation of Award Letter will include the following:

- a. Check for math errors and reconcile any mathematical discrepancies

- b. Review for unbalanced bid items
- c. Certified Bid Tabulation including adding Engineer's estimate to Bid Tab
- d. Review of contractor's financial standing and references provided and past performance on projects
- e. Explanation of discrepancies between the Engineer's estimate and bids
- f. Recommendation to award

**6. Assist in the preparation of the Contract between TIRZ 27 & Successful Bidder**

Team will work with ABHR in final contract preparation including obtaining necessary forms and signatures from the successful low bidder, printing and compiling the final contract documents, and delivery of signed contracts to ABHR and the contractor. Team will also prepare a Notice to Proceed for the contractor to begin the Construction Phase of the project.

**N. Quality Assurance / Quality Control:**

A thorough Quality Assurance/Quality Control (QA/QC) Plan will be implemented to ensure overall project constructability, cost estimate accuracy, and design conformance with industry standards and client-specific requirements and preferences. Effort for QA/QC is reflected for each section in the LOE.

**III. PUBLIC ENGAGEMENT**

Gauge anticipates the need for one public meeting associated with the design and approval of Montrose Boulevard Improvements. This task covers all time and effort associated with the meeting, including preparation of a schematic, a presentation, exhibits, any anything else necessary. It may also include meetings with property owners, if necessary.

**IV. SUBCONTRACTED/ADDITIONAL ENGINEERING SERVICES**

See Exhibit B and individual exhibits for each sub-consultant.

**EXHIBIT B**  
**MONTROSE BLVD IMPROVEMENTS**  
**FROM CLAY STREET TO ALLEN PARKWAY**  
**DRAINAGE IMPACT ANALYSIS, DESIGN PHASE, BID PHASE, AND PUBLIC ENGAGEMENT- LEVEL OF EFFORT**



**I. DRAINAGE IMPACT ANALYSIS**

DESCRIPTION OF WORK TASKS	PRINCIPAL	PROJECT MANAGER	PROF ENGINEER	GRAD ENGINEER	SR. DESIGN TECH	ADMIN ASST	TOTAL HOURS	LABOR COSTS
<b>A. DATA COLLECTION</b>								
1 Site Visit		4	4	4			12	\$1,900.00
2 Review Studies		6	6	8			20	\$3,120.00
3 Review / Coordinate with On-Going Planned Projects in the Area	1	8		4			13	\$2,230.00
4 Review Topographic Survey		2	6	6			14	\$2,130.00
<b>Total</b>	<b>1</b>	<b>20</b>	<b>16</b>	<b>22</b>	<b>0</b>	<b>0</b>	<b>59</b>	<b>\$9,380.00</b>
<b>B. DRAINAGE IMPACT ANALYSIS</b>								
1 Existing Storm Sewer System Analysis	1	8	12	16	6		43	\$6,580.00
2 Storm Sewer Design and Proposed System Analysis	4	16	24	32	12		88	\$13,660.00
3 Drainage Impact Assessment and Mitigation	2	8	16	12	4		42	\$6,660.00
4 Drainage Impact Analysis Report	4	12	26	42	8	2	94	\$14,260.00
<b>Total</b>	<b>11</b>	<b>44</b>	<b>78</b>	<b>102</b>	<b>30</b>	<b>2</b>	<b>267</b>	<b>\$41,160.00</b>
<b>TOTAL HOURS</b>	<b>12</b>	<b>64</b>	<b>94</b>	<b>124</b>	<b>30</b>	<b>2</b>	<b>326</b>	
Contract Labor Rate	\$250.00	\$180.00	\$160.00	\$135.00	\$135.00	\$95.00		
<b>TOTAL LABOR COSTS BASIC ENGINEERING SERVICES</b>	<b>\$3,000.00</b>	<b>\$11,520.00</b>	<b>\$15,040.00</b>	<b>\$16,740.00</b>	<b>\$4,050.00</b>	<b>\$190.00</b>		<b>\$50,540.00</b>

**II. DESIGN PHASE (60%, 90%, 100%, Final)**

DESCRIPTION OF WORK TASKS	PRINCIPAL	PROJECT MANAGER	PROF ENGINEER	GRAD ENGINEER	SR. DESIGN TECH	ADMIN ASST	TOTAL HOURS	LABOR COSTS
<b>A. DATA COLLECTION</b>								
1 Site Visits	2	8		24	12		46	\$6,800.00
2 Review Studies/Geotechnical & Environmental Reports		6		8			14	\$2,160.00
3 Review / Coordinate with On-Going Planned Projects in the Area		8		4			12	\$1,980.00
4 Review Topographic Survey		4		8	8		20	\$2,880.00
<b>Total</b>	<b>2</b>	<b>26</b>	<b>0</b>	<b>44</b>	<b>20</b>	<b>0</b>	<b>92</b>	<b>\$13,820.00</b>
<b>B. GENERAL PLAN SHEETS</b>								
1 Title Sheet 1 (Sheet)		2	3	4	12		21	\$3,000.00
2 Index of Drawings (1 Sheet)		2	3	4	12		21	\$3,000.00
3 General Construction Notes (2 Sheets)		2		8	4		18	\$2,620.00
4 Private Utility Notes (1 Sheet)		2	2	4	3		11	\$1,625.00
5 Symbols (1 Sheet)		2	2	4	2		10	\$1,490.00
6 Overall Project Layout Sheet (2 sheets)	1	2	4	8	12		27	\$3,950.00
7 Existing Typical Sections (2 Sheets)	1	4	8	16	12		41	\$6,030.00
8 Proposed Typical Sections (2 Sheets)	1	4	12	16	20		53	\$7,750.00
9 QC 4 Submittals	2	8	12				22	\$3,860.00
<b>Total</b>	<b>5</b>	<b>28</b>	<b>50</b>	<b>64</b>	<b>77</b>	<b>0</b>	<b>224</b>	<b>\$33,325.00</b>
<b>C. TRAFFIC CONTROL PLANS</b>								
1 Sequence of Construction (2 sheets)	1	4	8	12	20		45	\$6,570.00
2 TCP Phase 1 (1 Sheet)	1	4	8	12	8		33	\$4,950.00
3 TCP Phase 2 (1 Sheet)	1	4	8	12	8		33	\$4,950.00
4 TCP Phase 3, Step 1 (3 Sheets)	1	4	24	36	24		89	\$12,910.00
5 TCP Phase 3, Step 2 (3 Sheets)	1	4	24	36	24		89	\$12,910.00
6 W Dallas Intersection (6 Sheets)	1	4	48	60	48		161	\$23,230.00
7 W Clay Intersection Detour (2 Sheets)	1	1	16	24	16		58	\$8,390.00
8 TCP Standard Details (6 Sheets)		1	4	8	4		17	\$2,440.00
9 QA/QC up to 4 Submittals	4	8	12				24	\$4,360.00
<b>Total</b>	<b>11</b>	<b>34</b>	<b>152</b>	<b>200</b>	<b>152</b>	<b>0</b>	<b>549</b>	<b>\$80,710.00</b>
<b>D. ROADWAY DESIGN</b>								
1 Survey Control Maps		4		4			8	\$1,260.00
2 Horizontal Curve Data (1 Sheet)		1	2	6	4		13	\$1,850.00
3 Vertical Curve Data (1 Sheet)		1	2	6	4		13	\$1,850.00
4 Demolition Plan (4 Sheets)	2	8	16	32	24		82	\$12,060.00
5 Roadway Plan & Profile (12 Sheets)	4	24	40	100	140		308	\$44,120.00
6 Horizontal Geometry Layout (4 Sheets)	1	8	16	32	24		81	\$11,810.00
7 Intersection Layout (2 Sheets)	2	4	12	24	16		58	\$8,540.00
8 Driveway Tabulation Details (1 Sheet)	1	2	4	12	4		23	\$3,410.00
9 Miscellaneous Details (2 Sheet)		2	8	24	16		50	\$7,040.00
10 Corridor Modeling for Roadway Design		4	24	12	40		80	\$11,580.00
11 Tree Aeration Design	2	12	24	40	60		138	\$20,000.00
12 Closed Median Details		2	4	16	8		30	\$4,240.00
13 Metro BOOST Bus Stop Details		1	4	8	4		17	\$2,440.00
14 Sidewalk Tree Well Detail		2	4	16	24		46	\$6,400.00
15 Roadway Standards (8 Sheets)		1	4	12	12		29	\$4,060.00
16 QA/QC up to 4 Submittals	4	16	24	32	40		116	\$17,440.00
<b>Total</b>	<b>16</b>	<b>92</b>	<b>188</b>	<b>376</b>	<b>420</b>	<b>0</b>	<b>1092</b>	<b>\$158,100.00</b>

DESCRIPTION OF WORK TASKS	PRINCIPAL	PROJECT MANAGER	PROF ENGINEER	GRAD ENGINEER	SR. DESIGN TECH	ADMIN ASST	TOTAL HOURS	LABOR COSTS
<b>E. DRAINAGE DESIGN</b>								
1 Existing Overall Drainage Area Map (1 Sheet)	1	2	8	16	8		35	\$5,130.00
2 Proposed Overall Drainage Area Map (1 Sheet)	1	2	8	16	8		35	\$5,130.00
3 Drainage Area Map (4 Sheets)	2	4	16	48	24		94	\$13,500.00
4 2-year Storm Sewer Computations		2	4	8	4		18	\$2,620.00
5 100-year Storm Sewer Computations		2	4	8	4		18	\$2,620.00
6 Storm Sewer Plan and Profile (12 Sheets)	4	24	40	100	120		288	\$41,420.00
7 Storm Sewer Laterals (5 Sheets)		8	32	64	32		136	\$19,520.00
8 Modified "A" Inlet Detail (1 Sheet)		1	4	8	4		17	\$2,440.00
9 Miscellaneous Drainage Details (1 Sheet)		1	4	8	4		17	\$2,440.00
10 Conflict Manhole Details (1 Sheet)		1	4	8	4		17	\$2,440.00
11 Junction Box Plan, Sections, and Schedule		4		4			8	\$1,260.00
12 Geopak Drainage Model		2	80	8			90	\$14,240.00
13 Storm Sewer Standards (8 Sheets)		1	4	12	8		25	\$3,520.00
14 QA/QC up to 4 Submittals	4	16	18	24	32		94	\$14,320.00
<b>Total</b>	<b>12</b>	<b>70</b>	<b>226</b>	<b>332</b>	<b>252</b>	<b>0</b>	<b>892</b>	<b>\$130,600.00</b>
<b>F. WATER &amp; SANITARY IMPROVEMENTS</b>								
1 Existing Utility Plan & Profile (6 Sheets)	2	4	8	32	16		62	\$8,980.00
2 Water & Sanitary Plan & Profile (12 Sheets)	2	16	32	60	80		190	\$27,400.00
3 Water & Sanitary Sewer Crossing (1 Sheet)	1	2	4	12	16		35	\$5,030.00
4 Water & Sanitary Sewer Standard Details (13 Sheets)		1	4	12	8		25	\$3,520.00
5 QA/QC up to 4 Submittals	4	16	24				44	\$7,720.00
<b>Total</b>	<b>9</b>	<b>39</b>	<b>72</b>	<b>116</b>	<b>120</b>	<b>0</b>	<b>356</b>	<b>\$52,650.00</b>
<b>G. SIGNING &amp; PAVEMENT MARKING PLANS</b>								
1 Signing & Pavement Marking Plan (4 Sheets)	2	8	12	40	18		80	\$11,690.00
2 Small Sign Summary (2 Sheets)		2	4	16	8		30	\$4,240.00
3 Signing & Pavement Marking Standard Details (16 Sheets)		1	4	8	4		17	\$2,440.00
4 QA/QC up to 4 Submittals	2	8	12	16	40		78	\$11,420.00
<b>Total</b>	<b>4</b>	<b>19</b>	<b>32</b>	<b>80</b>	<b>70</b>	<b>0</b>	<b>205</b>	<b>\$29,790.00</b>
<b>H. STORM WATER POLLUTION PREVENTION PLANS</b>								
1 Storm Water Pollution Prevention Plan Sheets (4 Sheets)	1	2	16	40	20		79	\$11,270.00
2 SWPPP Miscellaneous Detail (1 Sheet)		1	4	8	4		17	\$2,440.00
3 Storm Water Pollution Prevention Standard Details (2 Sheets)		1		4	6		11	\$1,530.00
4 QA/QC up to 4 Submittals	1	8	12				21	\$3,610.00
<b>Total</b>	<b>2</b>	<b>12</b>	<b>32</b>	<b>52</b>	<b>30</b>	<b>0</b>	<b>128</b>	<b>\$18,850.00</b>
<b>I. CROSS SECTIONS</b>								
1 Earthwork Quantities	1	6		12	16		35	\$5,110.00
2 Cross Sections (11 Sheets)	2	16	18	40	60		136	\$19,760.00
3 Project Sign (1 Sheet)		1		2	6		9	\$1,260.00
4 QA/QC up to 4 Submittals	2	8	12	12	16		50	\$7,640.00
<b>Total</b>	<b>5</b>	<b>31</b>	<b>30</b>	<b>66</b>	<b>98</b>	<b>0</b>	<b>230</b>	<b>\$33,770.00</b>
<b>J. LIGHTING DESIGN</b>								
1 Street Lighting Plans - (4 Sheets)	1	8		24	32		65	\$9,250.00
2 QA/QC up to 4 Submittals	1	8	12				21	\$3,610.00
<b>Total</b>	<b>2</b>	<b>16</b>	<b>12</b>	<b>24</b>	<b>32</b>	<b>0</b>	<b>86</b>	<b>\$12,860.00</b>
<b>K. PRIVATE UTILITIES</b>								
1 Records Research, including utility owners and contact information	4			16		6	26	\$3,730.00
2 Gather and document Quality Level D	4	8		16			28	\$4,600.00
3 Gather and document Quality Level C	4	8		16			28	\$4,600.00
4 Compile As-built information provided by the utility owners	4	4		16			24	\$3,880.00
5 Prepare and submit utility drawing(s) of information gathered	4			16	32		52	\$7,480.00
6 Coordinate, communicate, & conduct meetings concerning adjustments			8	8			16	\$2,360.00
7 Schedule and attend milestone meetings and prepare meeting minutes	8		12	8			28	\$5,000.00
8 Private Utility Coordination - Public Entity requirements			4	4			8	\$1,180.00
9 Private Utility Coordination - Utility Owners	8		16	24			48	\$7,800.00
10 Utility Inventory/Conflict Matrix		8	40	48			96	\$14,320.00
11 Assist with utility conflict analysis and resolution	4		16	12			32	\$5,180.00
12 Monthly COH Coordination Meetings from 90% to bid			9				9	\$1,440.00
<b>Total</b>	<b>40</b>	<b>28</b>	<b>105</b>	<b>184</b>	<b>32</b>	<b>6</b>	<b>395</b>	<b>\$61,570.00</b>
<b>L. Project Management/Specs/Agencies &amp; Team Coordination/Quantities/Misc</b>								
1 Overall Project Management/Team Coordination/ Project Controls	24	40		16		10	90	\$16,310.00
2 Coordination - Stakeholders	12	24			12		48	\$8,940.00
3 COH/Coordination/meetings/approvals/signatures	12	18		12			42	\$7,860.00
4 Variance Applications	2	8		16			26	\$4,100.00
5 Quantities	3	16		60			79	\$11,730.00
6 Opinion of Probable Construction Costs	3	12		32			47	\$7,230.00
7 Project Manual & Specifications	4	16		32			52	\$8,200.00
<b>Total</b>	<b>60</b>	<b>134</b>	<b>0</b>	<b>168</b>	<b>12</b>	<b>10</b>	<b>384</b>	<b>\$64,370.00</b>
<b>M. Bid Phase</b>								
1 Prepare Advertisement For Bid Document	1	2		6			9	\$1,420.00
2 Conduct Pre-bid Conference Meeting	1	2		8			11	\$1,690.00
3 Prepare Necessary Addenda To Address Issues or Clarifications	1	8		16	4		29	\$4,390.00
4 Conduct Bid Opening Meeting & Tabulation of Bids	1	6		12			19	\$2,950.00
5 Evaluate the Bid Proposals & Make Award Recommendation	1	4		6			11	\$1,780.00
6 Assist in preparation of Contract b/w TIRZ & Successful Bidder	2	6					8	\$1,580.00
<b>Total</b>	<b>7</b>	<b>28</b>	<b>0</b>	<b>48</b>	<b>4</b>	<b>0</b>	<b>87</b>	<b>\$13,810.00</b>
<b>TOTAL HOURS</b>	<b>175</b>	<b>557</b>	<b>899</b>	<b>1754</b>	<b>1319</b>	<b>16</b>	<b>4720</b>	
Contract Labor Rate	\$250.00	\$180.00	\$160.00	\$135.00	\$135.00	\$95.00		
<b>TOTAL LABOR COSTS BASIC ENGINEERING SERVICES</b>	<b>\$43,750.00</b>	<b>\$100,260.00</b>	<b>\$143,840.00</b>	<b>\$236,790.00</b>	<b>\$178,065.00</b>	<b>\$1,520.00</b>		<b>\$704,225.00</b>

### III. PUBLIC ENGAGEMENT

DESCRIPTION OF WORK TASKS	PRINCIPAL	PROJECT MANAGER	PROF ENGINEER	GRAD ENGINEER	SR. DESIGN TECH	ADMIN ASST	TOTAL HOURS	LABOR COSTS
<b>A. PUBLIC ENGAGEMENT</b>								
1 Public Meeting	2	4	4	6		4	20	\$3,050.00
2 Roadway Schematic and Exhibits	2	6		12	24		44	\$6,440.00
3 Presentation Development	2	4		20	8		34	\$5,000.00
<b>Total</b>	<b>6</b>	<b>14</b>	<b>4</b>	<b>38</b>	<b>32</b>	<b>4</b>	<b>98</b>	<b>\$14,490.00</b>
<b>TOTAL HOURS</b>	<b>6</b>	<b>14</b>	<b>4</b>	<b>38</b>	<b>32</b>	<b>4</b>	<b>98</b>	
Contract Labor Rate	\$250.00	\$180.00	\$160.00	\$135.00	\$135.00	\$95.00		
<b>TOTAL LABOR COSTS BASIC ENGINEERING SERVICES</b>	<b>\$1,500.00</b>	<b>\$2,520.00</b>	<b>\$640.00</b>	<b>\$5,130.00</b>	<b>\$4,320.00</b>	<b>\$380.00</b>		<b>\$14,490.00</b>

### IV. SUBCONTRACTED/ADDITIONAL ENGINEERING SERVICES

DESCRIPTION OF WORK TASKS	COST	SUB MGMT	TOTAL
1 Phase II ESA - Cypress Environmental (Exhibit C)	\$25,936.00	10%	\$28,529.60
2 Geotechnical Investigation - Aviles Corporation (Exhibit D)	\$34,599.00	10%	\$38,058.90
3 Traffic Signal Design & Public Engagement - TEI (Exhibit E)	\$154,287.00	10%	\$169,715.70
4 CCTV Inspection - AIMS Companies (Exhibit F)	\$7,380.00	10%	\$8,118.00
5 TDLR Inspection	\$3,500.00	10%	\$3,850.00
6 Landscape Architect - SWA (Exhibit G)	\$129,450.00	10%	\$142,395.00
7 Urban Forestry - CN Koehl (Exhibit H)	\$7,730.00	10%	\$8,503.00
8 Structural Design - Aurora Technical Services (Exhibit I)	\$24,000.00	10%	\$26,400.00
9 SUE - Midtown Engineers, Inc. (Exhibit J)	\$13,546.00	10%	\$14,900.60
<b>TOTAL SUBCONTRACTED ENGINEERING SERVICES</b>			<b>\$440,470.80</b>

### V. EXPENSES

EXPENSES	QUANTITY	UNIT	COST	TOTAL
1 Printing and Reproduction	1	LS	\$1,024.200	\$1,024.20
2 Mileage	400	MILE	\$0.625	\$250.00
3 Civcast & Houston Business Journal Advertisement (2 weeks)	1	LS	\$2,500.000	\$2,500.00
<b>TOTAL REIMBURSABLE EXPENSES</b>				<b>\$3,774.20</b>

GRAND TOTAL	
I. DRAINAGE IMPACT ANALYSIS	\$50,540.00
II. DESIGN PHASE (60%, 90%, 100%, Final)	\$704,225.00
III. PUBLIC ENGAGEMENT	\$14,490.00
IV. SUBCONTRACTED/ADDITIONAL ENGINEERING SERVICES	\$440,470.80
V. EXPENSES	\$3,774.20
<b>PROJECT TOTAL</b>	<b>\$1,213,500.00</b>

November 5, 2022

David Greaney, P.E., CFM  
 Gauge Engineering  
 11750 Katy Freeway, Suite 400  
 Houston, TX 77079

**Subject: Proposal for Phase II Environmental Site Assessment (ESA)  
 Montrose Blvd Enhancements – Segment 1 - Clay St to Allen Pkwy PS&E  
 Houston, Harris County, Texas  
 CEC Proposal No. 022338.1P**

Dear Mr. Greaney,

Cypress Environmental Consulting LLC (CEC) herein submits for your consideration this proposal outlining our scope and cost estimate for a Phase II Environmental Site Assessment (ESA) investigation for the Montrose Boulevard Enhancements – Segment 1 Project, as described below.

#### **BACKGROUND**

The project includes roadway reconstruction including storm sewer system improvements, medians, sidewalks, and intersection improvements along approximately 2,150 linear feet of Montrose Boulevard in Houston, Harris County, Texas. The project location extends within the existing right-of-way along Montrose Boulevard from Clay Street to Allen Parkway (Segment 1).

The Phase I ESA report identified two (2) Historical Recognized Environmental Conditions (HRECs) located on adjacent parcels within the Segment 1 project area. These HREC locations and a proposed number of sample locations to explore these HRECs are detailed in the table below. It is anticipated that a total of 7 soil borings would be included in this scope of work (**Attachment 1**).

HREC Site	Name	Concern	Sample Analysis	# Borings
2320 W Dallas Ave / 2323 Allen Pkwy	CenterPoint Energy Houston Electric LLC / HLP Underground Service Center / Underground Service Center / Robinson Public Warehouse	LPST, GWCC	TPH, BTEX	4
1002 Montrose Blvd	Timewise Chevron Foodstore / Chevron 60108126 / Montrose Chevron Car Care Center Inc / Timewise Food Store 073 00 / Montrose Gulf	LPST	TPH, BTEX	3

## SCOPE OF WORK

### Task 2: Phase II ESA Investigation

The Phase II ESA investigation will be completed in accordance with the City of Houston Design Manual Chapter 11 requirements. Since the project excavations are anticipated to be up to 19-20 feet deep, CEC proposes to include soil sample collection at soil boring locations within the Montrose Boulevard right-of-way to a maximum depth of 25 feet to explore the adjacent HREC. If groundwater is encountered at an HREC, one temporary monitor well will be installed to collect groundwater at one location maximum per HREC. A maximum of two temporary groundwater wells is included in this scope of work. All borings and abandoned temporary wells will be plugged with unused soils and capped with bentonite. Samples will be transported to a laboratory to selectively analyze for: TPH (Method 1005) and BTEX (Method 8260).

A Street Cut Permit from Houston Public Works for soil boring locations at improved surfaces (e.g. sidewalks, roadway) will be acquired if necessary. It is anticipated that no traffic control plan will be required for the field investigation, and that one City of Houston Peace Officer will be contracted for traffic control. CEC will utilize a local certified groundwater well drilling company and an EPA approved laboratory for sample analysis.

A Phase II ESA report will be generated with a site map, boring logs, photographs, and laboratory results, conclusions, and recommendations. An electronic shapefile of the boring locations will be provided with the report.

## SCHEDULE AND COST

The scope of work can be completed with the following anticipated schedule:

Task	Activity	Target Date
2	Phase II ESA – Coordination and Field Effort	8 weeks
	Draft Phase II ESA Report	4 weeks following completion of field effort
	Final Phase II ESA Report	2 weeks after receipt of comments on draft report

### Cost Estimate

This project is anticipated to be completed on a lump-sum basis. Detailed information regarding the budget is included in **Attachment 2**.

Task 2. Phase II ESA Investigation (Montrose Blvd Segment 1)..... \$25,936.00  
**TOTAL COST .....** **\$25,936.00**

### Requested Information and Property Access

CEC requests that the client or other agent for the subject property ensure legal and physical access to the site. Additionally, CEC requests that any readily available schematics for the project such as plot plans, blueprints, or survey plats be provided to aid in the performance of this assessment.



### **Proposal Acceptance & Authorization to Proceed**

Thank you for the opportunity to provide this proposal to assist you with this project. The total cost for the Phase II ESA described above is \$25,936.00, to be billed to the client monthly, on a lump-sum, percent-complete basis.

A work authorization from an agent for the client will be required for CEC's authorization to proceed with the assessment. Please contact me directly at (832) 661-5639 should you have any questions or comments regarding this proposal.

Sincerely,

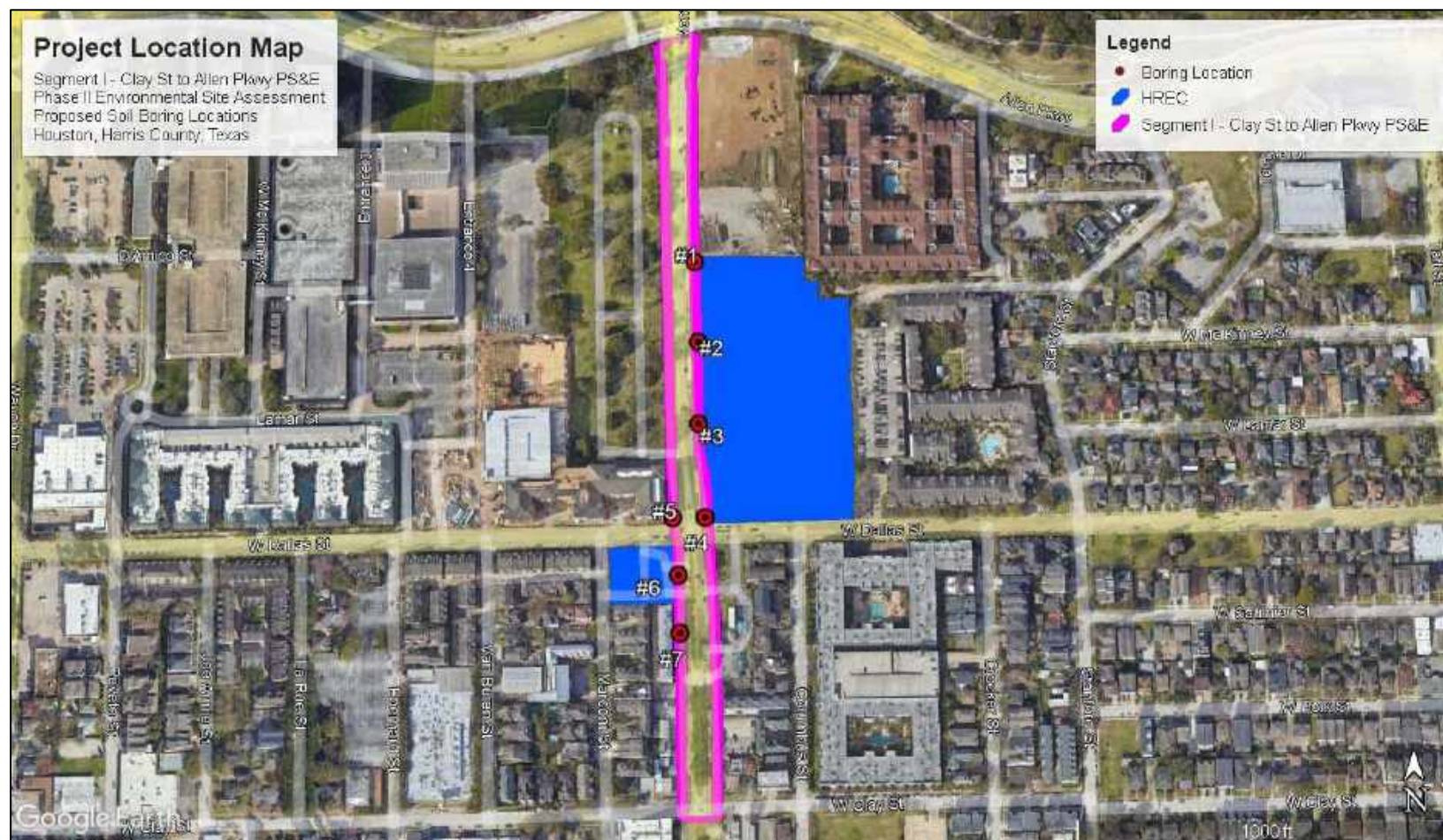


Melissa Fontenot  
President  
Cypress Environmental Consulting LLC

Attachments

## **Attachment 1**

### **Proposed Boring Locations**



## Attachment 2

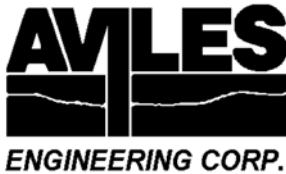
### Budget Table

**Cypress Environmental Consulting LLC**  
 10605 Grant Road, Suite 106, Houston, TX 77070  
 November 5, 2022



**Montrose Blvd - Segment 1 (Allen Parkway to Clay St)**

<b>TASK 2. Phase II ESA</b>				
<b>POSITIONS</b>	<b>Quantity</b>	<b>Unit</b>	<b>Rate</b>	<b>Cost</b>
Project Manager	8	hour	\$150.00	\$1,200.00
Professional Geoscientist	24	hour	\$135.00	\$3,240.00
Scientist 3	60	hour	\$125.00	\$7,500.00
Scientist 1	56	hour	\$80.00	\$4,480.00
GIS/CADD Operator	12	hour	\$85.00	\$1,020.00
Clerical	8	hour	\$50.00	\$400.00
<b>Subtotal Labor</b>				<b>\$17,840.00</b>
<b>DIRECT COSTS</b>				
Laboratory Analysis - Soil (TPH)	1	each	\$50.00	\$50.00
Laboratory Analysis - Soil (VOCs)	7	each	\$75.00	\$525.00
Laboratory Analysis - Water (TPH)	1	each	\$50.00	\$50.00
Laboratory Analysis - Water (VOCs)	7	each	\$75.00	\$525.00
Laboratory TerraCore Kit	7	each	\$15.00	\$105.00
Laboratory Environmental / Disposal Fee	1	each	\$25.00	\$25.00
Equipment Rental (PID Meter, Peristaltic Pump)	2	day	\$250.00	\$500.00
City of Houston - Street Cut Permit Fee	2	each	\$205.00	\$410.00
City of Houston - Peace Office/Traffic Control	2	day	\$400.00	\$800.00
Drilling Contractor	2	day	\$2,553.00	\$5,106.00
<b>Subtotal Direct Costs</b>				<b>\$8,096.00</b>
<b>TASK 2 TOTAL</b>				<b>\$25,936.00</b>
<b>MAXIMUM AMOUNT PAYABLE</b>				<b>\$25,936.00</b>



November 1, 2022

Mr. Muhammad Ali, P.E.  
Principal  
Gauge Engineering  
11750 Katy Freeway, Suite 400  
Houston, Texas 77079

Re: Revised Geotechnical Investigation Proposal  
Montrose Tax Increment Reinvestment Zone (TIRZ 27)  
Montrose Blvd Improvements  
Segment 1 - from W. Clay to Allen Parkway  
WBS No. N-T27000-0005-7  
Houston, Texas  
AEC Proposal No. G2021-05-07R4a

Dear Mr. Ali,

Aviles Engineering Corporation (AEC) is pleased to present this revised geotechnical investigation proposal for the Montrose Tax Increment Reinvestment Zone's (TIRZ 27) proposed Montrose Boulevard Improvements - Segment 1 project, from W. Clay to Allen Parkway, in Houston, Texas (Houston/Harris County Key Map No.: 493 J, N, S, &W). As directed by Gauge, this proposal covers the Montrose alignment for Segment 1 from W. Clay to Allen Parkway only. A separate proposal (G2021-05-07R4b) covers the Montrose Segment 2 alignment from Woodrow Street to W. Clay.

Based on schematic drawings provided by Gauge Engineering to AEC, the project improvements include: (i) installation of RCB storm sewers along the project alignment by open cut methods; (ii) installation of 8 to 12 inch diameter waterlines by a combination of open cut and trenchless methods; (iii) installation of 8 to 12 inch diameter sanitary sewers by trenchless methods at various intersections; (iv) curb-to-curb reconstruction of the roadway with concrete pavement; and (v) installation of a 600 foot long by 8 foot high cantilever retaining wall along the west side of Montrose adjacent to the proposed Ismaili Center Houston (ICH), between W. Dallas Street and Allen Parkway.

Based on information provided, the storm sewers along Montrose: (i) from W. Gray Street to Allen Parkway will have an invert depth ranging from 16 to 22 feet; and (ii) at Allen Parkway have a junction box that will have a depth between 21 and 41 feet.

According to Chapter 11 of the 2021 COH Infrastructure Design Manual (IDM), AEC proposes to drill a total of 7 soil borings (Borings B-19 through B-25) ranging from 30 to 60 feet deep. The boring locations are shown on the attached Proposed Boring Location Plan. The total drilling footage is 240 feet. AEC also proposes to install one piezometer (Piezometer PZ-5) to 35 feet to monitor ground water levels for up to 30 days along the alignment. We will perform a site reconnaissance prior to drilling and mark the boring locations. We will contact the Texas 811 System to confirm utility locations; however, Texas 811 does not locate water, sanitary, or storm sewer lines. We request that drawings showing existing underground utilities along the project alignment be provided to AEC prior to starting field work.

Based on Google Earth, AEC anticipates that all of the borings can be access using a truck-mounted drill rig, and all of the borings will require traffic control, since Montrose Boulevard is a major thoroughfare with heavy traffic. Pavement coring will be required for all of the borings. We will use a traffic control





company to provide traffic control during drilling. We will collect samples continuously in the top 20 feet of the borings and then at 5 foot intervals thereafter to the boring termination depths. Undisturbed samples will be obtained of cohesive soils by pushing a Shelby tube (ASTM D-1587). Standard Penetration Test samples will be obtained of granular soils (ASTM D-1586). Representative portions of all soil samples will be sealed, packaged, and transported to our laboratory. We will note any visual evidence or odor indicating hazardous materials if encountered in the samples. Water level readings will be noted during drilling and obtained upon completion of drilling; boreholes located on pavement will be grouted with cement-bentonite upon completion of drilling and the pavement patched with non-shrink grout. We will obtain 24-hour and 30-day water level readings in the piezometers; the piezometers will be plugged once the water readings are completed (piezometer installation and plugging report will be provided).

Laboratory testing may consist of moisture contents, Atterberg limits, percentage passing No. 200 sieve, sieve analysis, and unconfined compression, and unconsolidated-undrained (UU) triaxial tests depending on the soil types encountered. We will also perform 2 consolidated-undrained (CU) triaxial tests for the retaining wall along the ICH property. As part of our services, we will perform a preliminary fault study, which includes reviewing in-house published fault maps to identify documented faults crossing the alignment, and we will also visit the site to observe fault-related features that are evident along the alignment and immediate vicinity.

We will analyze the field and laboratory data to provide a geotechnical engineering report that includes: (i) boring logs with existing pavement and base thicknesses, subsurface soils and ground water depth encountered in the borings; (ii) preliminary fault study; (iii) recommendations for installation of underground utilities by open cut and trenchless methods; (iv) recommendations for pavement reconstruction, including thickness design and subgrade preparation; (v) recommendations for cantilever retaining walls, including wall footing and lateral earth pressure soil parameters; and (vi) construction and groundwater control guidelines for the proposed improvements.

The estimated total lump sum fee for our services for Segment 1 based on the current scope is **\$34,599.00**, as presented on the Itemized Fee Estimate in the Attachments. The fees are based on the following assumptions: The fee assumes a truck rig can reach the boring locations and the field personnel will use Level D during the field exploration; (ii) any right-of-way for private property access for drilling will be provided to AEC at no charge; (iii) buggy rig mobilization, standby time, safety training, surveying, tree clearing, fence removal/restoration, working with hazardous materials, environmental sampling/testing/evaluation, and plan/specification review are not included in the above fee.

We will mark the boring locations, contact Texas 811 to locate and clear utilities, and apply for COH lane closure permits within 1 to 2 weeks after we receive notice to proceed. We will mobilize the drill rig within 2 to 3 weeks after the boring locations are marked, utilities are cleared, and lane closure permits are provided. Drilling will take approximately 1 week to complete. The laboratory soil testing will require approximately 5 weeks after completion of drilling (due to the CU tests). We will provide a draft geotechnical report approximately 2 weeks after laboratory testing is completed and necessary project drawings are provided to AEC. We will provide the final geotechnical report and trench safety letter approximately 2 weeks after review comments from COH are received. The geotechnical reports will be provided as an electronic copy. The provided time frame is an estimate based on AEC's current schedule at the time this proposal was written and will remain valid for 60 days from the date of the proposal. If project authorization is received after 60 days, then the schedule estimated herein may be subject to change.

If any of the project details described in this proposal are incorrect or the scope described or the assumptions listed need to be revised, please inform us immediately so we can revise the proposal as necessary. To

TIRZ 27  
Montrose Blvd Improvements from US59 to Allen Parkway - Segment 1  
WBS No. N-T27000-0005-7  
Houston, Texas  
AEC Proposal No. G2021-05-07R4a

Page 3 of 3



authorize us to proceed with the proposed geotechnical services, please issue us an updated Subconsultant agreement or Professional Services Contract to proceed with the services clearly reflecting the scope of services to be performed and referencing this proposal.

We appreciate the opportunity to present this proposal, and look forward to working with you.

Respectfully Submitted,  
**AVILES ENGINEERING CORPORATION**  
(TBPELS FIRM REGISTRATION NO. F-42)

A handwritten signature in dark ink, appearing to read "W. Wang", is positioned above the printed name of the signatory.

Wilber L. Wang, P.E.  
Senior Engineer

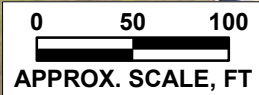
Attachments: Itemized Fee Estimate and Boring Location Plan

## ITEMIZED FEE ESTIMATE - SEGMENT 1

**7 Borings total (B-19 through B-25): 6@30', 1@60'; 1 Piezometers total: 1@35'**

<b>A. FIELD EXPLORATION</b>	<b>QTY</b>	<b>UNIT</b>		<b>RATE</b>	<b>AMOUNT</b>
Truck Rig Mobilization/Demobilization	1	LS	@	\$400.00	\$400.00
Field Coordination and Utility Checking (Staff Geologist)	8	hrs.	@	\$105.00	\$840.00
Mark Borings & Site Reconnaissance (Staff Geologist)	8	hrs.	@	\$105.00	\$840.00
Fault Evaluation (Project Geologist)	3	hrs.	@	\$133.00	\$399.00
Pavement Coring (6" dia, 6" thick core, min charge \$600)	7	ea.	@	\$102.00	\$714.00
Pavement Coring (6" dia, 6"-12")	42	inch	@	\$9.00	\$378.00
Pavement Coring (6" dia, over 12")	0	inch	@	\$11.00	\$0.00
Soil Drilling and Continuous Sampling (0 to 20 ft)	140	ft.	@	\$24.00	\$3,360.00
Soil Drilling and Intermittent Sampling (20 to 50 ft)	90	ft.	@	\$20.00	\$1,800.00
Soil Drilling and Intermittent Sampling (50 to 100 ft)	10	ft.	@	\$24.00	\$240.00
Grouting Holes (Cement-bentonite)	205	ft.	@	\$8.00	\$1,640.00
Install Piezometers	35	ft.	@	\$18.00	\$630.00
Metal Piezometer Covers	1	ea.	@	\$68.00	\$68.00
Piezometer Monitoring (Technician)	4	hrs.	@	\$80.00	\$320.00
Plug and Abandon Piezometers	35	ft.	@	\$16.00	\$560.00
On-site Standby Time, if incurred (2-man Crew)	0	hrs.	@	\$200.00	\$0.00
Vehicle Charge (Maximum 8 hours/day)	40	hrs.	@	\$9.00	\$360.00
	<b>SUBTOTAL</b>				<b>\$12,549.00</b>
<b>B. ALLOWANCE</b>					
Coordination for Traffic Control (Staff Geologist)	4	hrs.	@	\$105.00	\$420.00
Traffic Control (Off-Duty Officer for Piezometer Readings/Plugging)	4	hrs.	@	\$50.00	\$200.00
Traffic Control along COH Streets (including Tax)	4	days	@	\$915.00	\$3,660.00
	<b>SUBTOTAL</b>				<b>\$4,280.00</b>
<b>C. GEOTECHNICAL LABORATORY TESTING</b>					
Atterberg Limits (ASTM D-4318)	23	ea.	@	\$68.00	\$1,564.00
Passing No. 200 Sieve (ASTM D-1140)	23	ea.	@	\$52.00	\$1,196.00
Sieve Analysis w/o Hydrometer (ASTM D-422)	4	ea.	@	\$62.00	\$248.00
Moisture Content (ASTM D-2216)	90	ea.	@	\$10.00	\$900.00
Unconfined Compression (ASTM D-2166)	7	ea.	@	\$50.00	\$350.00
Unconsolidated-Undrained Triaxial (ASTM D-2850)	16	ea.	@	\$69.00	\$1,104.00
Consolidated-Undrained Triaxial (ASTM D-4767)	2	ea.	@	\$1,800.00	\$3,600.00
	<b>SUBTOTAL</b>				<b>\$8,962.00</b>
<b>D. PROJECT MANAGEMENT, ENGINEERING ANALYSES, &amp; REPORT</b>					
Principal Engineer, P.E.	3	hrs.	@	\$210.00	\$630.00
Senior Engineer, P.E.	10	hrs.	@	\$170.00	\$1,700.00
Project Engineer, P.E.	20	hrs.	@	\$133.00	\$2,660.00
Staff Engineer, EIT	28	hrs.	@	\$105.00	\$2,940.00
Drafting	4	hrs.	@	\$68.00	\$272.00
Reproduction (electronic copies only)		copies	@	\$40.00	\$0.00
	<b>SUBTOTAL</b>				<b>\$8,202.00</b>
<b>E. MEETINGS/CONFERENCE CALLS</b>					
Senior Engineer, P.E.	2	hrs.	@	\$170.00	\$340.00
Project Engineer, P.E.	2	hrs.	@	\$133.00	\$266.00
	<b>SUBTOTAL</b>				<b>\$606.00</b>
	<b>TOTAL ESTIMATED FEE</b>				<b>\$34,599.00</b>





MATCH LINE SEGMENT 2

MATCH LINE 'G'

**B-19 (30')**

**B-20 (30')**

**B-21 (30')**

**B-22 (30')**


**B-23 (30')**

Max 8' Cantilever wall by COH (approximate)

Perimeter wall by ICH (approximate)

Future Ismaili Center Houston

**LEGEND**

**B-# (X')** BORING NO. AND (DEPTH IN FEET)  
 APPROXIMATE BORING LOCATION

Notes:  
1) Boring locations may be adjusted as necessary in field due to traffic or utility conflicts.

**AVILES ENGINEERING CORPORATION**

**PROPOSED BORING LOCATION PLAN**  
MONTROSE BLVD IMPROVEMENTS – SEGMENT 1  
FROM W. CLAY TO ALLEN PARKWAY  
WBS NO. N-T27000-0005-7  
HOUSTON, TEXAS

AEC PROPOSAL NO.: <b>G2021-05-07R4a</b>	DATE: <b>11-01-22</b>	SOURCE DRAWING PROVIDED BY: <b>GOOGLE EARTH</b>
APPROX. SCALE: <b>1" = 100'</b>	DRAFTED BY: <b>BpJ/WLW</b>	PLATE NO.: <b>PLATE 1a</b>





**LEGEND**

B-# (X')

BORING NO. AND (DEPTH IN FEET)  
APPROXIMATE BORING LOCATION

Notes:

1) Boring locations may be adjusted as necessary in field due to traffic or utility conflicts.

**AVILES ENGINEERING CORPORATION**

PROPOSED BORING LOCATION PLAN  
MONTROSE BLVD IMPROVEMENTS – SEGMENT 1  
FROM W. CLAY TO ALLEN PARKWAY  
WBS NO. N-T27000-0005-7  
HOUSTON, TEXAS

AEC PROPOSAL NO.: G2021-05-07R4a	DATE: 11-01-22	SOURCE DRAWING PROVIDED BY: GOOGLE EARTH
APPROX. SCALE: 1" = 100'	DRAFTED BY: BpJ/WLW	PLATE NO.: PLATE 1b





712 Main Street, Suite 950  
Houston, TX 77002  
(713) 270-8145  
[www.teiconnects.com](http://www.teiconnects.com)  
TX Registration F-003158

November 3, 2022

Muhammad Ali, PE  
Gauge Engineering  
11750 Katy Freeway, Suite 400  
Houston, TX 77079

RE: Proposal for Montrose Boulevard PS&E Design Phase – Segment I

Dear Mr. Ali:

TEI Planning + Design (TEI) is pleased to submit this proposal to provide professional engineering services for traffic signal design and support Gauge Engineering is the PS&E phase of the Montrose Boulevard Segment I reconstruction project within TIRZ 27. The reconstruction of Montrose Boulevard will be split up into two segments, Segment I – W. Clay Street to Allen Parkway, and Segment II – Woodrow Street to W. Clay Street. This proposal is for services related to Montrose Boulevard Segment I.

## **Task 1: Project Management and Coordination**

TEI will support Gauge in the successful completion of this project. TEI will assign an internal Project Manager (PM) to oversee all work and will be responsible for directing and coordinating activities and assigning personnel. The PM will manage the project scope, schedule, budget, and quality to ensure that the project progresses as agreed. The PM will attend project team status meetings as required by Gauge. TEI will attend coordination meeting with other project stakeholders including, but not limited to, TIRZ 27, City of Houston, and METRO, as needed.

TEI will help Gauge in the preparation of meeting materials including figures and presentation slides.

## **Task 2: Montrose Boulevard Design Segment I**

Montrose Boulevard Design Segment I is the PS&E package for Montrose Boulevard reconstruction from W. Clay Street to Allen Parkway. The following subtasks will support Gauge in the submittal of PS&E packages for 60%, 90%, 100%, and Final.

### **Subtask 2.1: Multimodal Design Review**

TEI will support Gauge in the design of the multimodal infrastructure for Montrose Boulevard. TEI will review all plans and details to make sure they align with the design features outlined in the

Montrose DCR as well as all standards recommended or required by the reviewing agencies, City of Houston, METRO, etc.

### **Subtask 2.2: Temporary Traffic Signal Design**

TEI will prepare PS&E design documents for the installation of temporary traffic signals matching the Traffic Control Plan for Montrose Boulevard Segment I construction at the following intersections:

- Allen Parkway – Existing Mast Arm Signal
- W. Dallas Street – Existing Mast Arm Signal

The design will be based upon roadway design plans and traffic control plans prepared by others. The temporary traffic signal design will follow the approved traffic control plans and will support any shifts in traffic through the various phase and sequences of construction.

### **Subtask 2.3: Permanent Traffic Signal Design**

TEI will prepare full PS&E design documents for installation of complete traffic signal hardware assembly for Montrose Boulevard Segment I at the following intersections:

- Allen Parkway
- W. Dallas Street

The permanent signal design will be prepared to the design specifications of the City of Houston. The permanent signal design assumes all signal equipment will be replaced and any salvageable equipment will be returned to the City of Houston.

### **Subtask 2.4: Rectangular Rapid Flashing Beacon Enhanced Crossing Design**

Through the Montrose DCR process, locations for median crossing improvements were proposed. These crossings were proposed with the design feature of a Rectangular Rapid Flashing Beacon (RRFB) to accompany other crossing improvements. TEI will prepare full PS&E design documents for the installation of complete RRFB hardware assembly for Montrose Boulevard Segment I at the following locations:

- W. Clay Street

The permanent RRFB design will be prepared to the design specifications of the City of Houston.



## Task 3: Public Engagement

TEI anticipates the need for one public meeting associated with the design and approval of the Montrose Boulevard Segment I reconstruction project. This task covers all necessary time and effort associated with those public meetings including preparation of meeting materials (presentation, boards, etc.), meeting prep and the public meeting. This task is separate from meeting with agencies and stakeholders, such as COH, METRO, TIRZ 27 board.

## Project Assumptions

1. Gauge will provide all base files including topo, roadway alignment, traffic control plan, border file, basis of estimate files, etc. TEI will need final base files for each submission four weeks prior to the scheduled submittal date in order to prepare PS&E documents to the latest design.
2. The design will be prepared to Houston Public Works design standards, as applicable.
3. TEI will coordinate with CenterPoint Energy to obtain electrical service data statements and service outlet location(s) for each permanent signal location included in the scope. The standard Power Service Outlet and Data Statement will be submitted along with the 60% set for review and approval.
4. The submittals shall be at the 60%, 90%, 100% and Final complete levels within electronic PDF files. The final submittal will be final deliverable plan sheets and associated documents (specifications, estimates, etc.) and prepared in PDF electronic file format.
5. If the project is awarded TIP funding, the design will need to be updated to align with TxDOT standards. These design updates are not covered under this current proposal. A new proposal would be submitted for these services.

## SCHEDULE AND FEE

A detailed breakdown of proposed fee for the Montrose Boulevard PS&E Segment I Design is include in Attachment A. The table below summarizes the proposed fee and schedule for each task. This schedule does not include review time by Client and City.

Task	Minimum Schedule	Fee
Task 1: Project Management and Coordination	Throughout Project	\$21,090.00
Task 2: Montrose Boulevard PS&E Design Segment I	per Gauge design schedule	\$125,889.00
Task 3: Public Engagement	As Required	\$7,308.00
<b>Total Cost</b>		<b>\$154,287.00</b>

This proposal is valid for 45-day from the date of this letter. If you have any questions, or need additional information, please e-mail me at [brad.eaves@teiconnects.com](mailto:brad.eaves@teiconnects.com) or call me at (281) 606-0269.

Sincerely,



Bradley G. Eaves, PE, PTOE, PTP, RSP1

Senior Principal

Attachment

November 3, 2022

**ATTACHMENT A****COST SPREADSHEET**SUMMARY OF MANHOURS BY CLASSIFICATION  
AND MAJOR TASK ANALYSIS**TEI - TRAFFIC ENGINEERS, INC.****Montrose Boulevard PS&E Design Phase - Segment I**

DESCRIPTION OF WORK TASK**	SENIOR PRINCIPAL	PRINCIPAL	PRINCIPAL ASSOCIATE	SENIOR ASSOCIATE	ASSOCIATE	TOTAL HOURS	COST PER
	<b>COST/HR</b>	<b>COST/HR</b>	<b>COST/HR</b>	<b>COST/HR</b>	<b>COST/HR</b>	PER TASK	TASK
Billing Rates 2022	\$255.00	\$210.00	\$180.00	\$150.00	\$126.00		
<b>Task 1: Project Management and Coordination</b>							
Internal Project Management	4.0		16.0	16.0	16.0	52.0	\$8,316.00
Coordination with Gauge	2.0		16.0	10.0		28.0	\$4,890.00
Agency Meetings and Coordination	4.0		16.0	10.0	4.0	34.0	\$5,904.00
Coordination with Centerpoint	4.0		2.0	4.0		10.0	\$1,980.00
<b>Task 1 Subtotal</b>	<b>14.0</b>	<b>0.0</b>	<b>50.0</b>	<b>40.0</b>	<b>20.0</b>	<b>124.0</b>	<b>\$21,090.00</b>
<b>Task 2: Montrose Boulevard Design Segment I</b>							
Subtask 2.1: Multimodal Design Review	8.0	16.0	16.0	8.0	8.0	56.0	\$10,488.00
Subtask 2.2: Temporary Traffic Signal Design	11.0		22.0	82.5	40.0	155.5	\$24,180.00
Subtask 2.3: Permanent Traffic Signal Design	75.0		27.5	260.0	165.0	527.5	\$83,865.00
Subtask 2.4: RRFB Enhanced Crossing Design	4.0		4.0	24.0	16.0	48.0	\$7,356.00
<b>Task 2 Subtotals</b>	<b>98.0</b>	<b>16.0</b>	<b>69.5</b>	<b>374.5</b>	<b>229.0</b>	<b>787.0</b>	<b>\$125,889.00</b>
<b>Task 4: Public Engagement</b>							
Public Meeting Segment I	4.0		16.0	16.0	8.0	44.0	\$7,308.00
<b>Task 4 Subtotals</b>	<b>4.0</b>	<b>0.0</b>	<b>16.0</b>	<b>16.0</b>	<b>8.0</b>	<b>44.0</b>	<b>\$7,308.00</b>
<b>PROJECT TOTALS</b>	116.0	16.0	135.5	430.5	257.0	955.0	<b>\$154,287.00</b>
PERCENT OF TOTAL HOURS	12.15%	1.68%	14.19%	45.08%	26.91%	100.00%	
<b>DIRECT COSTS</b>			<b>COST</b>				<b>\$154,287.00</b>
None			<b>\$0.00</b>				<b>\$0.00</b>
<b>DIRECT EXPENSES TOTAL</b>			<b>\$0.00</b>	<b>REQUESTED CONTRACT AMOUNT</b>			<b>\$154,287.00</b>

Houston Office:  
3405 Alameda Genoa Rd.  
Houston, TX 77047  
Office: 281-485-8816  
Toll Free: 844-283-0469  
www.AIMSCompanies.com



Dallas/Ft. Worth Office:  
1938 Josh Road  
Ft. Worth, TX 76177  
Office: 817-201-1742  
Toll Free: 844-283-0469  
www.AIMSCompanies.com

**Mr. Greaney**

<b>Morose rehab</b>					<b>11/4/2022</b>
	Description	Unit	Quantity		
	CL & TV 8" san swr	LF	1170	\$ 4.00	\$ 4,680.00
	CL & TV 24" san swr	LF	300	\$ 9.00	\$ 2,700.00
			1470	\$	7,380.00

1. Manhole or access provided by others
2. Water/meter to be provided throughout jobsite by others.
3. Traffic control (beyond cones) and any required permits by others or P.O.R.
4. Delays beyond our control, stand by, or other work \$300.00 per hour.
5. Videos will be available within two weeks after completion of project. Expedited videos will require additional charges.
6. Pricing is valid for 60 days.

**Aims Companies will provide the cleaning and televising for the listed sanitary sewer pipe sizes located along Montrose Blvd. This will include basic traffic control as needed, line plugging as required, and Aims will provide videos and inspection reports upon completion of our processing. Aims will make every effort to complete the project based on pipe and field conditions that are encountered, including reverse set ups when needed. No obstruction removals will be included in our scope or LOE as described.**

**SAFE, RELIABLE, SECURE**

**SWA Houston**

November 2, 2022

The Jones on Main  
712 Main Street, 6<sup>th</sup> Floor  
Houston, Texas  
77002  
+1.713.868.1676  
www.swagroup.com

Gauge Engineering  
11750 Katy Freeway, Suite 400  
Houston, Texas 77079  
Tel. 832.318.8800

Attention: David Greaney, PE, CFM, Project Manager

Re: Montrose Boulevard Segment I – Clay Street to Allen Parkway  
Streetscape Improvements  
(SWA Project GGEt202)

Gentlemen:

We are pleased to submit the following proposal for Professional Services in connection with the project referenced above.

This Agreement is by and between SWA Group ("SWA"), a California corporation, and Gauge Engineering ("Client"), Houston, Texas.

SWA shall provide professional services and coordination with the Client on the project referenced above, the extents of which are Segment I, and as further depicted in Exhibit A, 2022-10-19 Montrose Blvd. Roadway Schematic received from the Client on 27 October 2022, and attached by reference.

**I. SCOPE OF SERVICES**

SWA shall provide landscape architectural design services within the public ROW of the street segment noted above. The focus of SWA's work scope will be the integration of urban streetscape improvements in coordination with related engineering, drainage and mobility enhancements. Design considerations will include public pedestrian infrastructure such as multi-use sidewalks, METRO bus facilities, accessibility, as well as irrigation, urban soil enhancements, storm-water mitigation, tree mitigation, landscape permit plans, street trees and related landscape enhancements. Proposed improvements will be developed in coordination with associated road reconfigurations, site access modifications, drainage improvements, street lighting and related traffic mobility infrastructure by and through the Client.

Site investigations shall be conducted to verify existing site conditions and develop a design that addresses and conforms with adjacent site conditions. The design shall seek to preserve and enhance existing site and community assets while establishing a standard that can be implemented within the overall corridor.

The scope of services shall include:

- A. SWA shall provide design development, and construction documentation as later described for the following scope items:
  - 1. Tree mitigation tabulation and analysis.
  - 2. Tree mitigation variance, if required.

3. Planting of street trees and groundcovers.
4. Irrigation downstream from mainline point-of-connection.
5. Finish grading and surface drainage of planting areas.
6. Special pavements (if any).
7. Soil testing and analysis.
8. Planting and soil amendment including integration of structural soil and/or below grade soil cells, and tree aeration systems (design by others).
9. Landscape walls, steps, railings and related site structural elements not a part of the adjacent buildings or civil infrastructure (if any).
10. Seating devices (if any).
11. Standard selections for site furniture including planting barriers, raised planters, tree grates, and related street scape furnishing systems (if any).

SWA will provide coordination with the Client on other, non-landscape streetscape features:

1. Coordination with the Client on traffic infrastructure, including light signals, light signal boxes and pedestrian crossing signals.
  2. Coordination with the Client on site utility infrastructure including manholes, meters, valves, utility poles and street lighting.
  3. Coordination with the Client on site electrical outlets, charging ports and/or related improvements (if any).
  4. Coordination with the Client on pedestrian pavement alignments.
  5. Coordination with Client on accessibility ramps and street crossings.
  6. Coordination with Client on storm water storage infrastructure from face of curb to face of curb within the ROW. (Calculations of sub-surface storm water requirements are not included and shall be by the Client, as required.)
  7. Coordination with Client on bus shelter locations and shelter type selection per Owner and / or METRO.
  8. Coordination with Client on street lighting installation (if any).
- B. SWA will retain and direct the service required for Irrigation Design. In addition, SWA will retain the services of a soil analyst and testing laboratory.
- The contribution of SWA to these consultants shall be limited to areas of design and aesthetics and SWA does not assume responsibility for the work of others in the production of construction documents or the sufficiency thereof necessary to the execution of the work.
- C. The Client will retain all other sub-consultants including but not limited to: Arboriculture

consultant (for review of existing trees, tree removal and protection plans, or advance tree procurement package), Electrical and Structural Engineering.

- D. SWA's scope of services shall not include structural provisions for items in the structure of a building, if any, such as basements and penetrations of the structure of the building for structural, mechanical, electrical or plumbing connections.

## **II. PROCEDURE**

### **A. Design Development (60% Construction Drawings)**

1. Upon Client's authorization to commence design development, SWA shall prepare design development drawings and a preliminary estimate of probable construction cost for SWA's portion of the work. The schedule for this portion of work shall align with the schedule with Client's key submission dates. The design development plans will define the character and essentials of the project, including selection of materials.
2. Deliverables are to include:
  - a. Work through Segment I scope areas relative to design approaches and design responses based on specific site conditions;
  - b. Plans with proposed landscape features associated with the project scope area;
  - c. Enlargement plans, as needed;
  - d. Design sections, as needed; and,
  - e. Images of selected landscape design palette.
3. SWA shall assist Client in filing the appropriate plans and documents which are required to secure the necessary design approvals from the various governmental agencies having jurisdiction over the project, but Client shall be solely responsible for securing all such approvals.
4. SWA will submit one (1) set of documents to the client for QA/QC prior to submission to Owner.

### **B. Construction Documentation (90 & 100%, and Final Construction Documents)**

1. Upon Client's approval of the design development plans and preliminary cost estimate, SWA will develop working drawings and technical sections of specifications to construct the work and shall prepare a final estimate of probable construction cost. Technical sections of specifications shall be prepared in Construction Specifications Institute (CSI) Master Format. Client shall be responsible for Bidding and Contract Requirements and General Requirements divisions of the specifications.
2. SWA shall prepare working drawings and technical sections of specifications to reasonably conform to applicable codes and regulations of governmental bodies having jurisdiction over the work at the time of preparation.



3. SWA will submit one (1) set of documents to the client for QA/QC for each milestone (90%, 100% and Final) prior to final submission to Owner. Each milestone shall be submitted to and reviewed by the City of Houston. All submissions shall be coordinated by Client.
4. In developing working drawings and technical sections of specifications, SWA shall use its best efforts to coordinate its services with those of other consultants and to maintain a construction budget in accordance with the preliminary design estimate of probable construction cost accepted by Client at the end of the preliminary design phase. When the final estimate of probable construction cost is one hundred ten percent (110%) of the preliminary design budget estimate, or less, the final estimate will be acceptable to Client.

**C. Construction Observation**

1. Construction Phase services are not a part of this scope of work and shall be the subject of a future agreement.

**III. DEVELOPMENT BUDGETS**

- A. As part of the Design Development Phase (60%), a proposed development budget for items of work under the Scope of Services shall be established and approved.
- B. This development budget shall be revised and approved at the completion of Construction Document Phase (90%).
- C. In the event that this development budget is reduced or increased by more than 10% between the time of approval of the landscape concept phase and the time of award of a construction contract, cost of modification of drawings and specifications to meet the changed project budget shall be considered Additional Services.

**IV. DESIGN APPROVAL**

Client and Owner shall provide SWA written approval at each stage of the project prior to SWA proceeding to the next phase. In the event that the design, as approved by the Client and Owner is rejected by others, and re-design is required, such re-design services shall be compensated as Additional Services.

**V. MEETINGS AND SITE VISITS**

This proposal includes Professional Service time for up to 22 meetings for coordination with Client, agencies, consultants and Owner, allocated approximately as follows:

TIRZ #27 Board Meetings	6
Client Coordination Meetings	16
Total	22

Additional meetings shall be billed as Additional Services. Public meetings with stakeholders and residents are not included as part of this fee proposal. Travel expenses shall be billed as Reimbursable Expenses.

## **VI. EXCLUSIONS TO SCOPE OF SERVICES**

Client shall provide the following information or services as required for performance of the work. SWA assumes no responsibility for the accuracy of such information or services and shall not be liable for error or omissions therein. Should SWA be required to provide services in obtaining or coordinating compilation of this information, such services shall be charged as Additional Services.

- A. Topography and boundary surveys.
- B. Legal descriptions of property.
- C. Existing site engineering and utility base information.
- D. Overhead aerial photographs at controlled scale.
- E. Engineering of any kind.
- F. Any work outside of the public Rights-of-Way (ROW) including adjacent parks or other City of Houston or publicly owned properties.
- G. Coordination and/or documentation regarding on-structure design related to below grade elements.
- H. Portal elements designed to provide access to facilities beyond the ROW.
- I. Public meetings and coordination with adjacent land owners.
- J. Renderings associated with marketing and public engagement including, but not limited to perspective drawings, videos, photo realistic renderings, etc.
- K. LEED, Sites or equivalent rating (including sustainability narrative) requiring additional documentation not required for design and implementation.
- L. Extensions of time beyond the design team's control including lengthy reviews by governing agencies. SWA assumes a 10-month design period.
- M. Re-design due to changes in previously approved design directives or unforeseen conditions.
- N. More than one (1) bid package.
- O. TXDOT documentation procedures and formats for design, bidding and construction.
- P. Forensic studies of existing structures.
- Q. Phasing plans and drawings.
- R. Wayfinding and interpretive signage.
- S. Lighting design and or fixture selection.

- T. Transit shelter design.
- U. Texas Accessibility, TDLR, or ADA submissions, fees or meetings.
- V. Bidding negotiations.
- W. Record and/or As-Built drawings.
- X. Arboriculture consultant for review of existing trees, tree removal and tree protection plans.
- Y. Advance tree procurement package(s).
- Z. Permitting/plan review fees and meetings with the permit office.

## VII. FEES AND TERMS

Services described above shall be provided for the fixed sum of \$129,450. in accordance with the terms and conditions in Appendix A attached hereto and which is incorporated and made part of this Agreement by reference.

We estimate the following fee breakdown by phase (SWA shall invoice based on time spent month to month to complete all tasks):

<b><u>Phase</u></b>	<b><u>Fee</u></b>
60% Construction Drawings:	\$34,200.
90% Construction Drawings:	\$64,300.
100% + Final Construction Drawings:	\$27,700.
Bidding Phase:	3,250.
Construction Observation:	NIC
<b>Fee Total</b>	<b>\$129,450.</b>

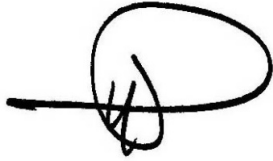
An allowance for Reimbursable Expenses as identified in Appendix A has been stipulated to SWA in the amount of \$3,200. This amount will not be exceeded without written authorization from the Client. Expenses are not included in the fee above.

We would be pleased to answer questions you may have or to clarify the various points above.

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

Sincerely yours,

SWA GROUP



James Vick, AIA  
Principal  
Architect, TX License #10477  
Architects are licensed by the State of Texas.



Michael Robinson, PLA, ASLA  
Associate Principal  
Landscape Architect, TX License #3056  
Landscape Architects are licensed by the State of Texas

Accepted: Gauge Engineers

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

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

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

Accepted: City of Houston

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

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

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

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## Appendix A

Appended to and part of Agreement for Professional Services between SWA Group (SWA) and Gauge Engineers (Client), dated 2 November 2022.

### FEES FOR PROFESSIONAL SERVICES

Services outlined under the Scope of Services shall be provided for the fixed sum stipulated in the Agreement for Professional Services.

### REIMBURSABLE COSTS

The following costs shall be reimbursed at cost plus ten percent (10%) and are not included in the Fee for Professional Services:

- B. Cost of copies of drawings, specifications, reports and cost estimates; xerography and photographic reproduction of drawings and other documents furnished or prepared in connection with the work of this contract.
- C. Cost of commercial carrier and public transportation, lodging, car rental and parking, subsistence and out-of-pocket expenses. Private automobile travel at the IRS-allowable rate at the time of traveling. International flights shall be business class.
- D. Cost of postage and shipping expenses other than first class mail.
- E. Long distance telephone charges.
- F. Photographic services.
- G. Cost of models, special renderings, promotional photography, special process printing, special equipment, special printed reports or publications, maps and documents approved in advance by Client.
- H. Fees for additional consultants retained with the approval of Client.

### ADDITIONAL SERVICES

Additional Services shall be provided on a time basis computed by number of hours spent in connection with referenced project. The following is a list of principal(s) committed to this project:

Principals	Rate / Hour
Baumgardner	\$310
Vick	\$260
McCready	\$225
Rentrop	\$225

Other principals, if used on this project, have rates ranging from \$200 to \$355 an hour. These rates are applicable for six months from the date of the Agreement for Professional Services, but may be increased subsequently without written notice.

Other employee time shall be charged at a multiple of two and one-half (2.5) times Direct Personnel Expense.

Additional Services include but are not limited to:

- A. Making planning surveys, feasibility studies, and special analyses of Client's needs to clarify requirements for project programming.
- B. Master planning.
- C. Site planning.
- D. Preparation of technical sections of specifications in other than Construction Specifications Institute (CSI) format.
- E. Revisions and changes in drawings, specifications or other documents when such revisions are inconsistent with approvals or instructions previously given by the Client; required by the enactment or revision of codes, laws or regulations subsequent to the preparation of such documents; or the preparation of alternates or deductive change orders requested by Client.
- F. Plan preparation for and construction observation of portions of a project let on a segregated bid basis or to be phased during construction.
- G. Services with respect to replacement of any work damaged during construction.
- H. Services required as a result of the default or insolvency of contractor.
- I. Preparation of record drawings or of measured drawings of existing conditions.
- J. Providing prolonged construction observation should the construction time be substantially extended through no fault of SWA.
- K. Providing services if, in Guaranteed Maximum Price (GMP) projects, the construction budget for SWA scope items is reduced through no fault of SWA.
- L. Providing services if, in "fast-track" projects, revisions to design or construction documents are required because of prior construction commitments or changes required in the construction process outside the control of SWA.
- M. Cost of review as to form of lenders documents, certifications and consents to assignment requested of SWA during the term of this Agreement.

#### **STATEMENTS**

Fees for Professional Services shall be billed monthly for progress payment based upon percentage of work complete. Reimbursable Costs shall be billed with fee invoices.

#### **ACCOUNTS**

Accounts are payable net thirty (30) days from date of invoice at our office in Sausalito, California. A cash discount of 1% of invoice amount may be taken on accounts paid within thirty (30) days of invoice date. A service charge of 1.25% of invoice amount per month (15% annual rate) will be applied to all accounts not paid

within sixty (60) days of invoice date.

## **INSURANCE**

At all times during the performance of its services under this Agreement, SWA shall maintain in full force and effect the following insurance, with the coverages and limits specified:

- A. Workers' compensation insurance, including occupational disease, in accordance with the statutory requirements set forth by the state in which the work is to be performed, and employer's liability insurance covering all of SWA's employees engaged in the performance of this Agreement, in the sum of \$1,000,000.00.
- B. Commercial general liability insurance, including Landscape Architect protective liability and contractual liability insurance, covering death or bodily injury and property damage of \$1,000,000.00 for any one accident, bodily injury and property damage combined single limit.
- C. Commercial automobile liability insurance covering SWA for claims arising from hired and non-owned vehicles covering death or bodily injury and property damage with limits of \$1,000,000.00 for any one accident, bodily injury and property damage combined single limit.
- D. Professional liability (errors and omissions) insurance, on a claims-made basis, with limits of \$2,000,000.00 per claim and \$4,000,000.00 in the aggregate.
- E. Certificates of insurance covering any or all of the above insurance required to be maintained by SWA shall be provided to the Client upon written request.
- F. Should the Client request in writing that modifications be made to the stated policy limits or deductibles, SWA shall use its best efforts to have its insurers accommodate such modifications. All charges and additional premiums levied by insurers for such modifications shall be paid by the Client in advance.
- G. Upon written request by the Client, SWA shall use its best efforts to have the Client named as an additional insured on the Commercial general liability and Commercial automobile liability policies described above, subject to acceptance by the insurer.

## **INDEMNIFICATION**

- H. To the extent of available coverage under the insurance coverage as provided in this Agreement, SWA shall indemnify and save harmless (but not defend) the Client against any and all loss, liability and damages arising out of any claim, suit or legal proceeding to recover damages for wrongful death, bodily injury, illness or disease, or injury to, or destruction of property to the extent caused by the negligent errors or omissions or willful misconduct of SWA, its subcontractors, agents or employees.
- I. The Client shall indemnify and save harmless SWA from and against any and all loss, liability and damage arising out of any claim, suit or legal proceeding to recover damages for wrongful death, bodily injury, illness or disease, or injury to, or destruction of property, to the extent caused by or attributable to:
  - 1. The negligent errors or omissions or willful misconduct of the Client, its contractors, subcontractors, agents or employees.
  - 2. Any hazardous substance, condition, element or material, or any combination of the foregoing, produced by the Client; or emitted intentionally or unintentionally from the property on which the



project is located or from the facilities to be designed; or specifically required by the Client to be used or incorporated by SWA into the work to be performed by SWA. SWA shall not be under any duty or obligation to investigate for the existence of such conditions, and shall not be responsible for any failure to discover such conditions.

3. Failure of the Client to provide information or services required to be provided by the Client under the terms of this Agreement or from any inaccuracy, error or omission in such information or services.
4. Any claim asserted by an individual Home Owner or a Homeowners' Association formed for or associated with this project or any portion of this project, except to the extent caused by the negligence of SWA, its subcontractors, agents or employees. The Client's obligation to indemnify SWA under this clause shall include (without limitation) reimbursement to SWA for all reasonable costs incurred in the defense of such claims, including attorneys' fees incurred in connection with any appeal of a legal action, and all reasonable settlement costs, unless SWA is found to be negligent with respect to such claim under the dispute resolution procedures agreed to in this Agreement, upon which finding the Client shall have no duty to reimburse SWA for any such damages or costs which are attributable to SWA's negligence.

#### **STANDARD OF CARE**

The standard of care applicable to this Agreement shall be that level of care and skill ordinarily practiced by professionals practicing in the same discipline, location, and at the same time as the services provided by SWA.

#### **LIMITATION OF LIABILITY**

The Client agrees, to the fullest extent permitted by law, to limit the liability of the SWA and SWA's officers, directors, partners, employees, shareholders, owners and subconsultants (the SWA Parties) for any and all claims, losses, costs, damages of any nature whatsoever or claims expenses from any cause or causes, including attorneys' fees and costs and expert-witness fees and costs, so that the total aggregate liability of the SWA Parties shall not exceed \$50,000.00, or one half (½) of the Architect's total stipulated fee for the services rendered under this Agreement, whichever amount may be greater. It is intended that this limitation apply to any and all liability or cause of action however alleged or arising, unless otherwise prohibited by law.

#### **CONFIDENTIALITY**

SWA will take reasonable precautions to protect and maintain the confidentiality of any information supplied by the Client during the course of this Agreement which is identified in writing by the Client as being confidential information, except to the extent that disclosure of such information to third parties is necessary in the performance of SWA's services. This clause shall not apply to any information which is in the public domain, or which was acquired by SWA prior to the execution of this Agreement, or obtained from third parties under no obligation to the Client.

#### **RIGHT TO SUSPEND SERVICES**

SWA shall have the right to suspend services on this project if (a) the parties have not executed a written contract for SWA's services and unpaid invoices have been rendered with an aggregate balance exceeding \$5,000.00; or (b) unpaid project invoices over ninety (90) days old exceed \$5,000.00 in the aggregate.

#### **AUTHORIZATION TO PROCEED**

If SWA is authorized to commence and/or continue providing its services on the project, either verbally or in writing, prior to the full execution of a written contract, such authorization shall be deemed an acceptance of this proposal, and all such services shall be provided and compensated for in accordance with the terms and conditions contained herein as though this proposal were fully executed by the Client.

#### **OWNERSHIP OF DOCUMENTS**

Original drawings and other documents, as instruments of professional service, are the property of SWA. None of them is to be used on other projects except by written agreement of SWA. One reproducible set of final documents will be furnished to the Client upon request. The Client has license to use/reproduce for purposes of this project provided payments are made to SWA when due.

#### **ESTIMATES OF PROBABLE COST**

As SWA has no control over construction costs or contractor's prices, any construction cost estimates are made on the basis of the SWA's experience and judgment as a design professional; but SWA cannot and does not warrant or guarantee that contractor's proposals, bids or costs will not vary from its estimates.

#### **DOCUMENTS FURNISHED IN ELECTRONIC MEDIA**

Drawings and data provided to SWA in digital format must be in a form acceptable to SWA. Drawing files shall be in AutoCAD dwg format version 2004 or higher, or an SWA-approved alternative. All files must be created with a legal license. As restricted by copyright law, SWA cannot accept any dwg or other file generated under an educational AutoCAD software license.

Instruments of professional service provided by SWA in electronic media form, once released by SWA, may be subject to inaccuracies, anomalies and errors due to electronic translation, formatting or interpretation. SWA is not responsible for errors and omissions because of these conditions, nor for those resulting from conversion, modification, misinterpretation, misuse or reuse by others after electronic media is released by SWA.

#### **CURRENCY**

All payments to SWA will be made in lawful United States currency, free and clear of any taxes, liens or deductions of any type. The Client will reimburse SWA if any such assessments occur.

#### **CREDITS/ACKNOWLEDGMENTS**

SWA shall be given proper credit and acknowledgments for all services rendered including, but not limited to, planning, design and implementation. Proper credit shall be defined as being named by the Client (or their agent/client) in project identification boards, published articles, promotional brochures, social media and similar communications.

#### **FORCE MAJEURE**

SWA shall not be responsible for any delay in the performance or progress of the work, or liable for any costs or damages sustained by the Client resulting from such delay, caused by any act or neglect of the Client or the Client's representatives, or by any third person acting as the agent, servant or employee of the Client, or by changes ordered in the work, or as a result of compliance with any order or request of any federal, state or municipal government authority or any person purporting to act therefore, or by acts of declared or undeclared war or by public disorder, riot or civil commotion, or by any other cause beyond the reasonable

control and without the fault or negligence of SWA. In the event of any such delay, SWA shall proceed with due diligence to alleviate such delay and continue the performance of all obligations under this Agreement. The time during which SWA is delayed in the performance of the work, shall be added to the time for completion of its services to the extent such time is specified in this Agreement. All additional costs or damages resulting from any delay in the performance or progress of the work caused by any act or neglect of the Client, its agents or representatives, shall be borne entirely by the Client.

#### **LAW**

This Agreement shall be interpreted and enforced according to the laws of the State of Texas.

#### **VALIDITY**

Should any provision herein be found or deemed to be invalid, this Agreement shall be construed as not containing such provision, and all other provisions which are otherwise lawful shall remain in full force and effect, and to this end the provisions of the Agreement are declared to be severable.

#### **DISPUTE RESOLUTION**

Any controversy, claim or dispute arising out of or relating to the interpretation, construction, or performance of this Agreement, or breach thereof, shall be referred to voluntary, nonbinding mediation to be conducted by a mutually acceptable mediator prior to resorting to arbitration pursuant to the JAMS Arbitration Rules then in effect. Arbitration through JAMS shall be the sole and exclusive venue for any dispute and the Client waives any right to challenge such jurisdiction. The Prevailing Party—defined as the party ultimately more successful relative to the final offer or demand—shall be entitled to recover its reasonable attorneys' fees and costs. All disputes shall be governed by the law of the jurisdiction where the project is located.

#### **SUCCESSORS AND ASSIGNS**

It is mutually understood and agreed that this Agreement shall be binding upon the Client and its successors and assigns and upon SWA, its successors and assigns. Neither party shall assign nor transfer its interest in this Agreement or any part thereof without the written consent of the other party.

#### **TERMINATION AND WORK STOPPAGE**

It is understood that these services may be terminated upon ten (10) days' written notice for good reason by either party. In this event, SWA shall be compensated for all work performed prior to date of termination at the rates set forth above. Additionally, in the event that the Client stops the project for longer than thirty (30) days, SWA will be compensated for all work which has been performed by SWA prior to the date of work stoppage and payment shall be paid by the Client for such work to SWA within thirty (30) days of SWA's invoice to the Client for those services rendered.

If the Project is suspended or not active for more than nine (9) months, SWA may, at its discretion, re-negotiate with the Client its compensation hereunder.

If the Project is suspended or not active for more than twelve (12) months, this Agreement will be closed without notice.

#### **REVOCATION**

This proposal shall be considered revoked if acceptance is not received within ninety (90) days of the date hereof. If SWA does not receive a signed copy within this period, SWA reserves the right to revise the fees.

Montrose Blvd.

Segment I – Clay St. to Allen Pkwy.

2 November 2022

GGEt202

Page 14 of 14

#### **ENTIRE AGREEMENT**

This Agreement supersedes any and all other agreements, either oral or in writing, between the parties with respect to the subject matter herein. Each party to this Agreement acknowledges that no representations, by any party which are not embodied herein and that no other agreement, statement or promise not contained in this Agreement shall be valid and binding. Any modification of this Agreement will be effective only if it is in writing signed by the parties.

#### **JURISDICTION**

The Texas Board of Architectural Examiners (TBAE) has jurisdiction over complaints regarding the professional practices of persons registered as Landscape Architects in Texas. TBAE may be reached at:

P.O. Box 12337

Austin, Texas 7871102331

512-305-9000

[www.tbae.state.tx.us](http://www.tbae.state.tx.us)

**END**



November 2, 2022

Mr. David G. Greaney, P.E., CFM  
Project Manager  
Gauge Engineering  
11750 Katy Freeway, Suite 400  
Houston, Texas 77079

Re: Proposal for Urban Forestry Consulting Services on the City of Houston, Montrose Blvd, W Clay to Allen Parkway, Project.

Dear Mr. Greaney,

As per your request, C.N. Koehl Urban Forestry, Inc. proposes to provide Urban Forestry Consulting services for design phase of the Montrose Blvd, W Clay to Allen Parkway Project. Approximately 2,260 linear feet of project right of way will be evaluated for proposed storm, pavement, sidewalk, and utility construction. Based on your request for proposal, and our most recent experience on past projects working with consulting civil engineers and the City of Houston's Street Tree Ordinance and Urban Forestry department, we propose to provide the following Urban Forestry services:

**Phase II – Services for Project Design**  
**Field Evaluation/Site Visit**

We will walk each side of every street on which construction is proposed and evaluate the species, size, condition, and preservation feasibility of each tree. We will confirm the surveyed location of each tree and approximately locate any trees that may be impacted that were not picked up by surveyor. Proposed construction activity adjacent to each tree will be evaluated to determine impacts on long-term tree survival and compliance with City of Houston Street Tree Ordinance. The field evaluation will be scheduled in conjunction with the 60% submittal Tree Protection Plan development. The data collected will be used in development of the 60%, 90%, 95% and final Tree Protection Plans.

**Fee for Field Evaluation/Site Visit**

-Degreed Urban Forester	
8.0 hours @ \$130.00/hour.....	\$1,040.00
- Field Tech accompany for personal safety concerns	
8.0 hours @ \$95.00/hour.....	\$760.00

**Tree Protection Plan for 60% Submittal**

The plan and profile drawings, provided by the engineer, will be reviewed between the 30 and 60 percent submittals, to determine treatment for each tree. Each tree will be numbered on the drawings. A tree treatment schedule will list each tree by number, species, diameter, condition, anticipated treatment, and mitigation required by ordinance for trees to be removed. Each tree (public and private) adjacent to construction activity will be evaluated to ensure that construction activity will not destroy too much of the structural root system. Should we find any conflicts with proposed construction we will make recommendations for minor design changes or

for removal of the tree. Recommendations for minor design changes, such as shifting bends, a ts&v, vertical offset, or a fire hydrant, will be redlined on plan and profile drawings copied to our Tree Submittal Form with a brief description of recommended changes and emailed to your office. Design change recommendations can then be reviewed by engineer and client to determine feasibility.

Minor design changes may reduce the number of trees needing to be removed and reduce the cost of replacement plantings required by ordinance. The design review and comment process is typically the most value added aspect of our services, because the changes will preserve trees rather than requiring removal and replacement to comply with Street Tree Ordinance. If our recommendations preserve one 24" diameter ordinance tree the cost savings to the project, in removal and replacement costs, is approximately \$12,000.00.

After we receive your comments on our design change recommendations we will develop an AutoCAD drawn tree protection plan which will identify the mitigative and protective treatments needed to ensure long term tree survival and compliance with the City's Street Tree Ordinance. Plan and profile drawings, provided by the engineer, will be used to indicate each tree by number, and exact location of preservation treatments (protection fencing, root pruning trench, zero curb cutback, water line augers, etc.). The plan will also include the number of inches of replacement tree plantings required to comply with the Street Tree Ordinance, for reference by project landscape architect to incorporate plantings into their drawings. Details for tree treatments will be included in the tree protection plan. Quantity totals and cost estimates for each tree treatment will be provided. The tree protection plan and quantity totals and cost estimates will be emailed to you so that your staff may use the files as needed and plot the tree protection plan as it is needed. The tree protection plan will include our logo with a signature line, which we sign at the mylar stage. The tree protection plan and quantity/cost estimate can be included in your 60% submittal so that the City's Urban Forestry staff can review our plan and provide comments prior to the final submittal. We will need 10-12 business days to schedule and complete the field evaluation and 60% submittal tree protection plan.

Fee for 60% Tree Protection Plan

12.0 hours @ \$130.00/hour .....\$1,560.00

#### Construction Feasibility Meeting

We will attend an on-site meeting with Gauge, City of Houston PWE and City of Houston Urban Forestry to review proposed project construction and tree protection. If City of Houston Forestry has not already identified the "Arboriculturally Significant" trees, they will need to be identified in the meeting so that the TPP and construction design can respond to trees that City will not allow to be removed or pruned for construction equipment access.

Fee for Construction Feasibility Meeting and TPP update resulting from meeting

7.0 hours @ \$130.00/hour.....\$910.00

#### Tree Protection Plan for 90% submittal

We will review the construction design between the 60% and 90% submittal, following comments from the City on recommendations made in the 60% submittal, to ensure that any design changes that may have been made are incorporated into the tree protection plan. Changes necessary to the tree protection plan will be completed in the DWG drawings and resubmitted to engineer for submittal. Quantity/Cost estimates will be updated and forwarded to engineer. We will need 7-10 business days to complete the 90% Tree Protection Plan.

Fee for 90% Tree Protection Plan  
8.0 hours @ \$130.00/hour.....\$1,040.00

Tree Protection Plan for 95% submittal

We will review the construction design between the 90% and 95% submittal, following comments from the City on recommendations made in the 90% submittal, to ensure that any design changes that may have been made are incorporated into the tree protection plan. Changes necessary to the tree protection plan will be completed in the DWG drawings and resubmitted to engineer for submittal. Quantity/Cost estimates will be updated and forwarded to engineer. We will need 7-10 business days to complete the 95% Tree Protection Plan.

Fee for 90% Tree Protection Plan  
8.0 hours @ \$130.00/hour.....\$1,040.00

Tree Protection Plan for Final submittal

We will review the construction design between the 95% and final submittal, following comments from the City on recommendations made in the 95% submittal, to ensure that any design changes that may have been made are incorporated into the tree protection plan. Changes necessary to the tree protection plan will be completed in the DWG drawings and resubmitted to engineer for submittal. Quantity/Cost estimates, and specifications will be updated and forwarded to engineer. We will sign the mylar set of the Tree Protection Plans prior to final submittal. We will need 7-10 days to complete the Final Tree Protection Plan.

Fee for Final Tree Protection Plan  
6.0 hours @ \$130.00/hour.....\$780.00

Drafting AutoCAD (DWG) files of Tree Preservation Plan

We do have AutoCAD capabilities and will provide a CAD drawn document. We will need the electronic files of proposed construction in DWG format. We will use the project title block and insert plan drawings at a 1:40 scale, double banked on each sheet, similar to most traffic control plans. Tree treatment schedule will be included on each sheet which will call out treatments for each specific tree. This format typically allows us to fit approximately 1,200-1,500 l.f. per plan sheet, which would give us 2-3 sheets on this project. Two sheets with project details will also be included, which would give us a total of 4 to 5 sheets. The drawings will be emailed or ftp transferred to you, so that you may plot the files as you need them. CAD drafting will be completed in conjunction with the Preliminary and Final Plans. No additional time required.

Drafting Services Fee for DWG files of the Tree Preservation Plan  
10.0 hours @ \$60.00/hour.....\$600.00

**Total Phase II Services Fees**

**Urban Forestry Services for development of Tree Protection Plan.....\$7,130.00**  
**Drafting Services Fee for DWG files.....\$600.00**  
**Total Fee for CAD drawn Tree Protection Plan.....\$7,730.00**



We have utilized the services contained in this proposal on similar projects for The City of West University Place Infrastructure Replacement Program, City of Houston Neighborhood Street Reconstruction Program, City of Houston Surface Water Transmission Program, Houston Storm Water Management Program, City of Missouri City Street Reconstruction, City of Friendswood Street Reconstruction, City of Piney Point Street Reconstruction, City of Sugarland Street Reconstruction, City of Texas City Street Reconstruction, and numerous City of Houston waterline and sewer projects in the past. It is our goal to provide you the most effective, efficient, and value added services we can provide. We are willing to provide services in whatever capacity you deem appropriate.

If this proposal meets with your approval and you would like to retain our services, please forward your standard agreement or a notice to proceed, and we will schedule the work as soon as we receive the plan and profile sheets. We greatly appreciate the opportunity to present this proposal and look forward to working with you on this project. If you have any questions or would like to make any changes, please do not hesitate to call me at 281-391-0022.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'SKL', is positioned above the printed name and title.

Sarah Koehl  
President

# EXHIBIT I

## Gauge Engineering Level of Effort

### Structural Design of Storm Sewer Junction Boxes and Retaining Wall (from Allen Pkwy to W Clay St)

	Proj Manager /Sr. Tech Engr	Sr./ Structural Engineer	Graduate Engr	Admin Asst	Total Hours	Total Cost
HOURLY RATE	\$ 250.00	\$ 174.00	\$ 132.00	\$ 90.00		
<b>1. Structural Design of Two CIP Storm Sewer Junction Boxes</b>						
1.1 Conceptual design	1	2	4		7	\$ 1,126.00
1.2 Structural analyss of junction box based on P&P sheets and dimensions provided.	1	2	8		11	\$ 1,654.00
1.3 Prepare construction drawings for the junction box	2	4	28	2	36	\$ 5,072.00
1.4 Revisions due to civil drawing revisions	0.5	4	12	2	18.5	\$ 2,585.00
1.5 Cost estimate	0.5	2	4		6.5	\$ 1,001.00
<b>2. Structural Design of 675 ft Retaining Wall</b>						
2.1 Conceptual design	1	2	4		7	\$ 1,126.00
2.2 Structural analyss of Retaining Wall based on P&P sheets and dimensions provided.	1	2	4		7	\$ 1,126.00
2.3 Prepare construction drawings for the retaining wall	2	4	36	2	44	\$ 6,128.00
2.4 Revisions due to civil drawing revisions	1	4	16	2	23	\$ 3,238.00
2.5 Cost estimate	0.5	1	4		5.5	\$ 827.00
				<b>Subtotal</b>	166	<b>\$ 23,883.00</b>
<b>3. Expenses</b>						
Mileage						\$ 67.00
Deilveries & Miscellaneous Expenses						\$ 50.00
<b>Total Expenses</b>						<b>\$ 117.00</b>
<b>TOTAL HOURS</b>	10.5	27	120	8		-
<b>TOTAL HOURLY COST</b>	\$ 2,625.00	\$ 4,698.00	\$ 15,840.00	\$ 720.00	-	<b>\$ 23,883.00</b>
<b>TOTAL EFFORT COST</b>						<b>\$ 24,000.00</b>





November 1, 2022

Mr. Muhammad Ali, P.E., ENV SP  
Gauge Engineering  
11750 Katy Freeway, Suite 400  
Houston, TX 77079

Re: Subsurface Utility Engineering Services Proposal for Montrose Blvd – Segment 1 (Allen Parkway to Clay)

Dear Mr. Ali:

Midtown Engineers is pleased to present this proposal to provide the above-mentioned services to Gauge Engineering. The specific tasks and locations of the services are detailed in the proposal text below. A Fee Estimate is included as Attachment A. Specific work tasks associated with this proposal include:

### **SCOPE**

1. Review existing utility records as they are provided by Gauge Engineering.
2. Two Quality Level A (QL A) test holes will be completed by Midtown Engineers upon determination of final locations by the project team. The following tasks will be completed as part of the QL A effort.
  - Traffic Control Implementation – Limited to single lane closure (TCP Design per standard or by others)
  - Pavement Coring – Single 12” diameter pavement core per location and resetting core with epoxy
  - Vacuum Excavating
  - Backfill – Compacted select fill or pea grave
  - Surveying – Tie found elevations to project control
3. All SUE to be completed per ASCE 38-02 criteria.

### **DELIVERABLE**

Documents provided will include:

- QL A test hole data sheets on all requested test holes

### **SCHEDULE**

It is estimated that QL A test holes can be completed within 4 weeks after identification of the requested locations. However, City of Houston coordination and permitting timing is beyond our control and will be required prior to beginning work efforts.



## **BUDGET**

The above services will be invoiced according to the itemized estimate included as Attachment A. The Coordination and initial services will be billed as a lump sum amount of \$2,546.00. Quality Level A SUE work will be invoiced as a Unit Cost based on the number of performed test holes for a total estimated cost of \$13,546.00.

Please call if additional information is required.

Sincerely,

**Midtown Engineers, LLC**

A handwritten signature in blue ink that reads 'Joel R. Colwell'.

Joel R. Colwell, P.E.  
Principal

Attachments: Attachment A – Fee Schedule

# Attachment A

Project Name	Montrose Blvd
Consultant	Midtown Engineers, LLC
Project No.	0
Date	2022-11-01

## BASIC SERVICES

TASK DESCRIPTION	Project Manager	Senior Engineer	Project Engineer	Design Engineer	Engineer In Training	Senior Engineering Tech	Engineering Technician	Senior Cadd Operator	Cadd Operator	Admin/ Clerical	SUE Technician with EM Locator	TOTAL LABOR HRS. & COSTS
OTHER												
SUBSURFACE UTILITY ENGINEERING												
Coordination with Gauge Engineering for QL A Test Hole locations and needs	2		2		2		2					8
Coordination with City of Houston for permitting, pavement coring, traffic control	2		2		2							6
Project Controls, Project Management, QA/QC, Scheduling, Invoicing, etc.	2				2							4
												0
SUBSURFACE UTILITY ENGINEERING	6	0	4	0	6	0	2	0	0	0	0	18
HOURS SUB-TOTALS	6	0	4	0	6	0	2	0	0	0	0	18
CONTRACT RATE PER HOUR (INCLUDE AVG HOURLY RATE TIME OVERHEAD AND FF)	\$ 192.00	\$ 155.00	\$ 142.00	\$ 135.00	\$ 105.00	\$ 104.00	\$ 98.00	\$ 94.00	\$ 91.00	\$ 68.00	\$ 125.00	
TOTAL LABOR COSTS	\$ 1,152.00	\$ -	\$ 568.00	\$ -	\$ 630.00	\$ -	\$ 196.00	\$ -	\$ -	\$ -	\$ -	\$ 2,546.00
% DISTRIBUTION OF STAFFING	45.25%	0.00%	22.31%	0.00%	24.74%	0.00%	7.70%	0.00%	0.00%	0.00%	0.00%	100%

BASIC SERVICES SUBTOTAL	\$ 2,546.00
-------------------------	-------------

OTHER DIRECT EXPENSES	QTY	UNIT	RATE	COST
Level A Test Hole (All Depths)				\$ 11,000.00
Traffic Control Implementation	2	Each	\$ 2,400.00	
Pavement Coring/Resetting	2	Each	\$ 500.00	
Vacuum Excavating (Attempt to find top and bottom of utility)	8	Hours	\$ 400.00	
Backfill ( Labor & materials)	2	Each	\$ 500.00	
Survey Test Hole locations into project control provided by Gauge Engineering	2	Each	\$ 500.00	

ODE SUBTOTAL	\$ 11,000.00
--------------	--------------

OTHER SUMMARY	
TOTAL BASIC SERVICES	\$ 2,546.00
TOTAL OTHER DIRECT EXPENSES	\$ 11,000.00
TOTAL	\$ 13,546.00



# Mandell Neighborhood Safe Street Project

MONTROSE

November 14, 2022



MONTROSE  
TAX INCREMENT REINVESTMENT ZONE 27







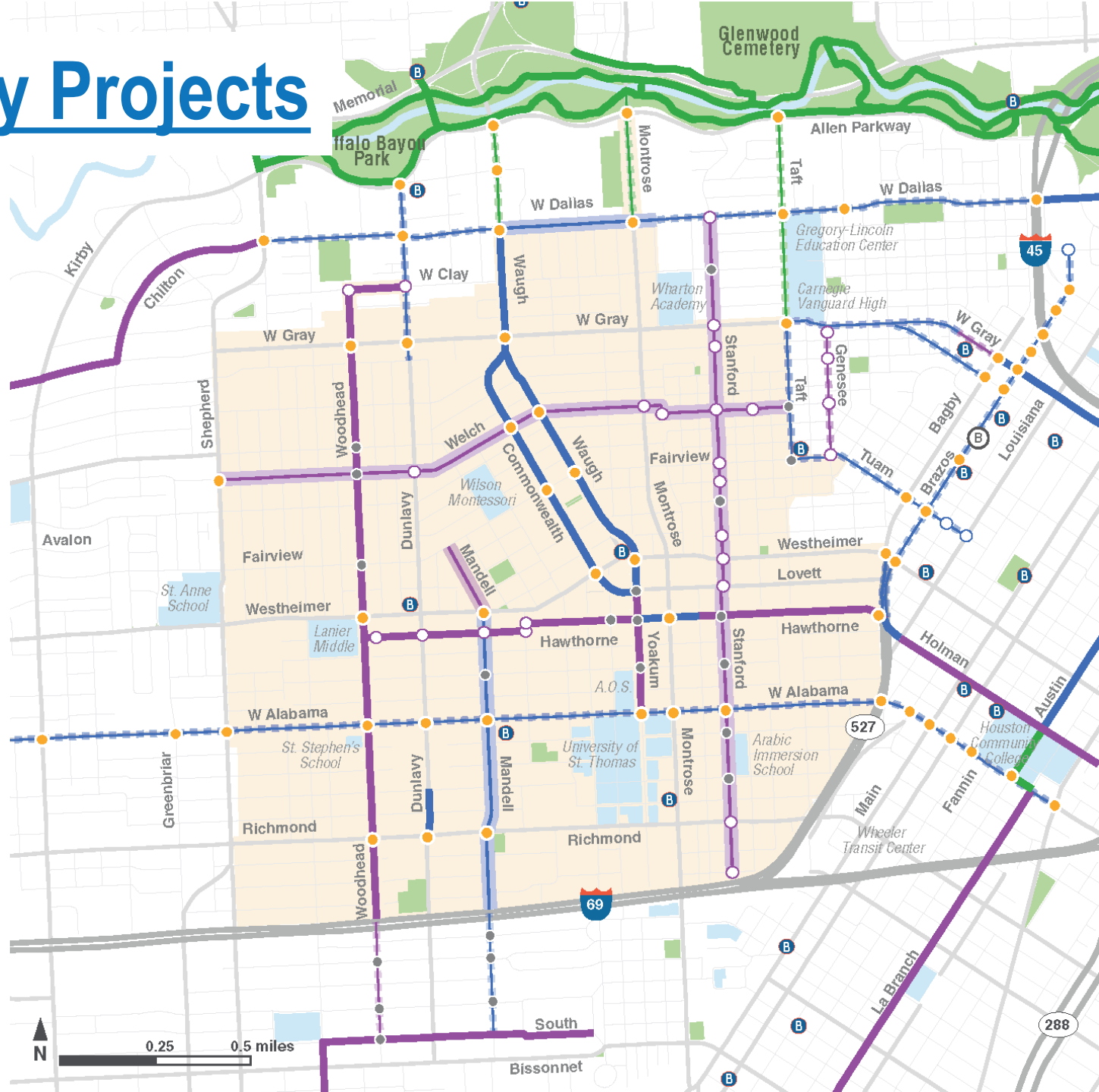


# TIRZ 27 Walk/Bike Priority Projects

W Dallas St and Mandell St are part of the Neighborhood Safe Streets Initiative, developed through the *Walk+Bike Montrose* Study, providing safe infrastructure for bicyclists, pedestrians, transit riders, and drivers within TIRZ 27.



- Signalized Intersection
- Stop-Controlled Intersection
- Local Street
- Major Street
- Highway
-  Houston BCycle Station
-  Study Area
-  School
-  Park
-  Buffalo Bayou





# Project Status Update

Safe Street projects are being implemented through a partnership between the Montrose TIRZ (TIRZ 27) and Harris County Precinct One.

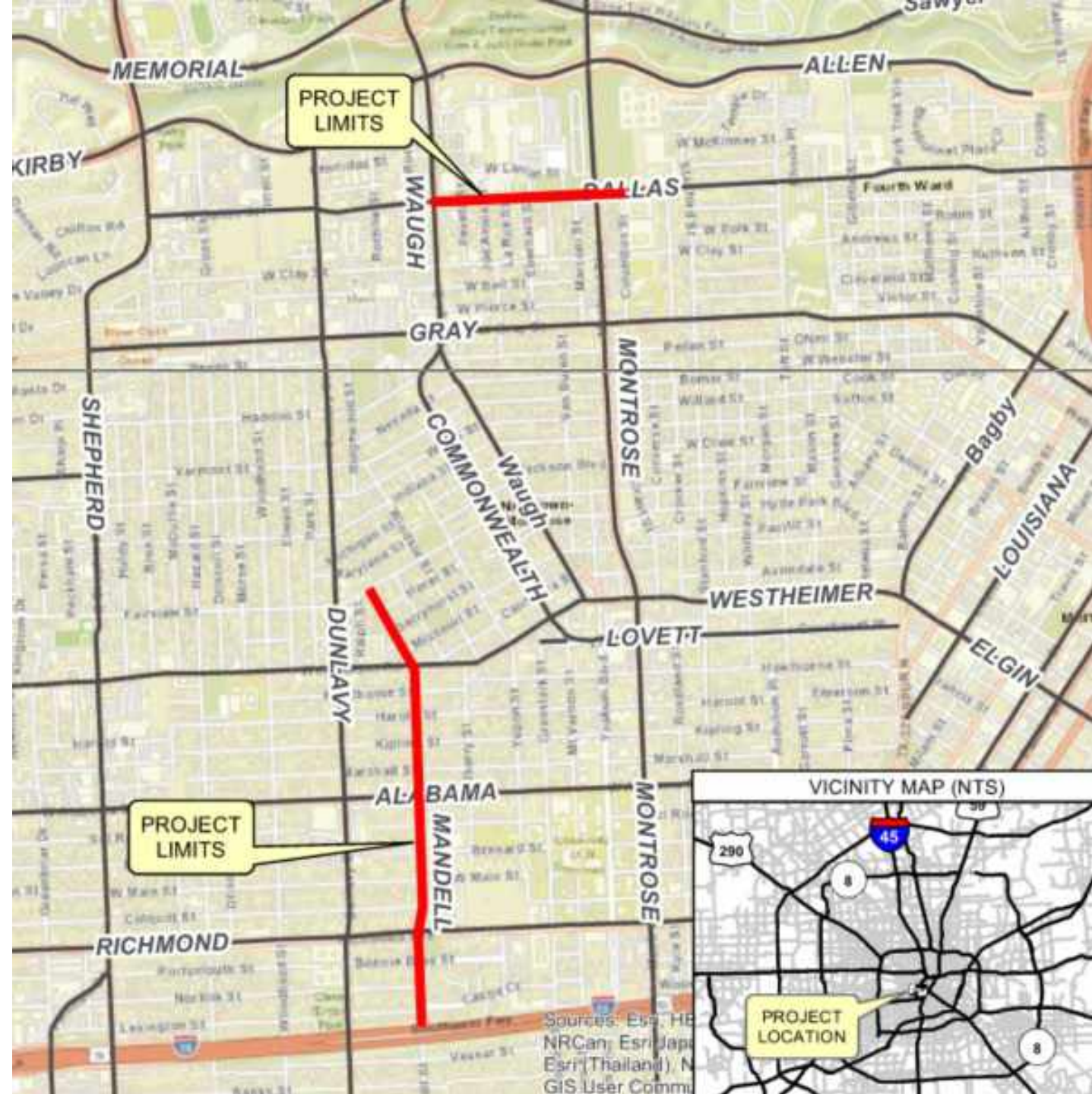
## Project Status

- 1) Waugh/Commonwealth/Yoakum – Construction Complete
- 2) Woodhead & Hawthorne – In Construction; Expected Completion Spring 2023
- 3) Mandell & W. Dallas – In Design
- 4) Stanford & Welch – Future Design



# Project Location

- **Mandell Street:** IH-69 Bridge to Fairview Street
- **W Dallas Street:** Waugh Dr to East of Montrose Boulevard





A photograph of a suburban street scene. In the foreground, there is a concrete sidewalk and a large, dense bush. A tree with several thin trunks stands behind the bush. To the right, a white sedan and the rear of a white SUV are parked on a paved area. In the background, there is a residential street with more trees and a green trash bin. The text "Project Objectives" is overlaid in the center of the image.

# Project Objectives



# Project Objectives

- **Improve Safety & Mobility:**
  - Mill and overlay existing deteriorated asphalt pavement
  - Design updates to encourage safe driving speeds
  - Provide high comfort bikeway treatments
- **Improve Pedestrian Facilities:**
  - Continuous, uninterrupted, wider sidewalks
  - Improved pedestrian accommodations at intersections with ADA ramps







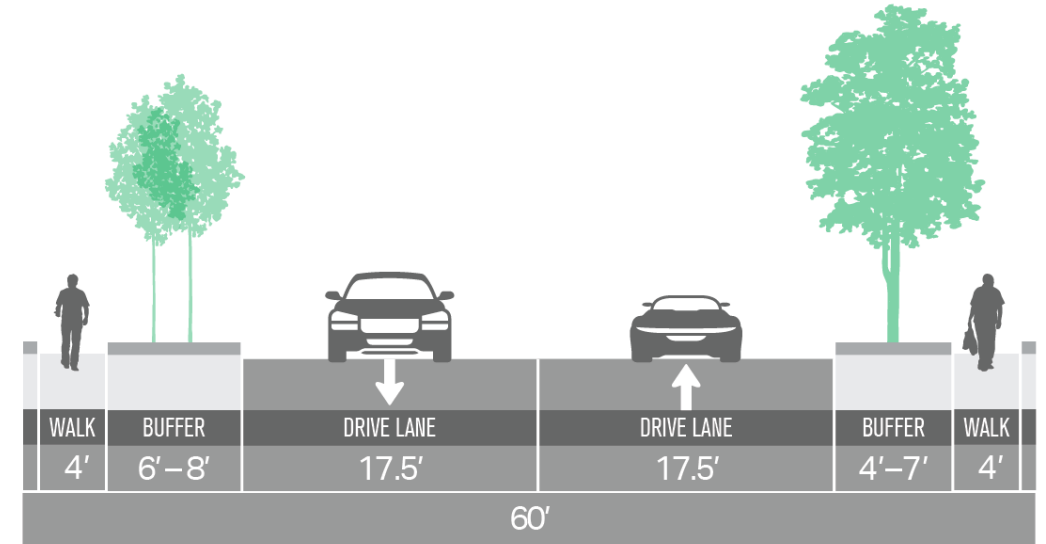
# Mandell Street



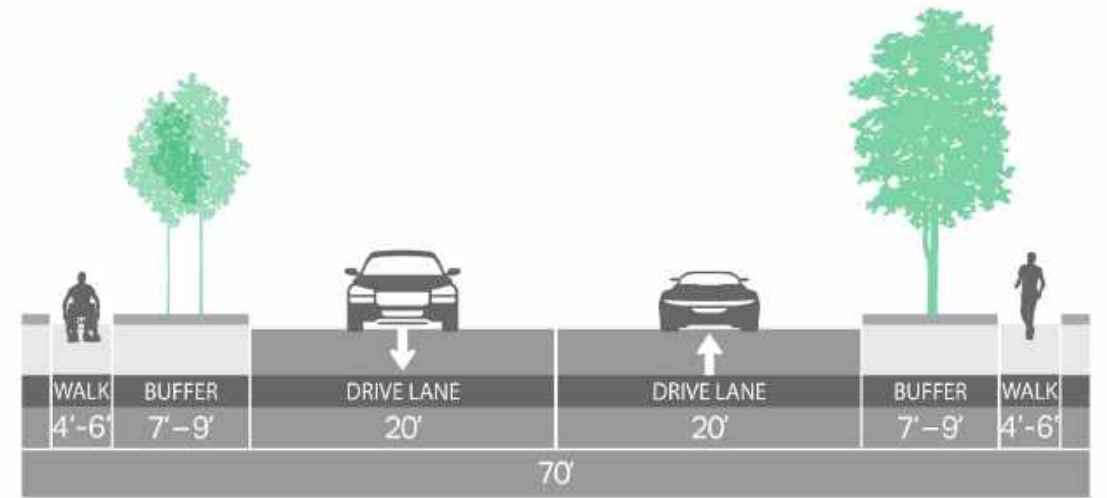
# Mandell St Existing Conditions

## IH-69 to Fairview St

- 30 MPH Speed Limit
- 45-70 FT Right of Way
- Approx. 3,500 Vehicle per Day
- Undivided 22 to 40 FT Asphalt Roadway
  - COH recently resurfaced Colquitt to W Alabama



*Existing Typical Section between IH-69 Bridge and Richmond Ave*



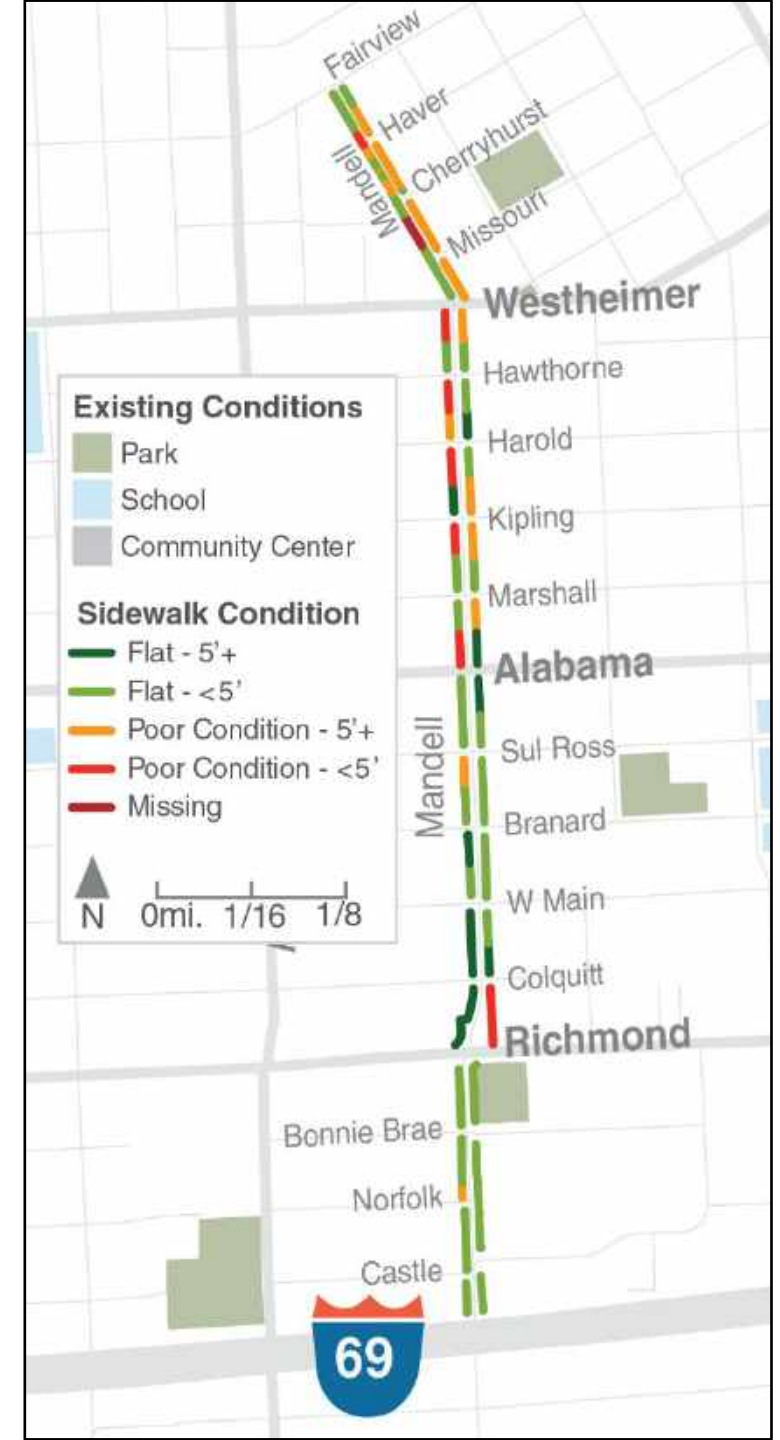
*Existing Typical Section between Richmond Ave and Westheimer Rd*



# Mandell St Existing Conditions

## IH-69 to Fairview St

- 4-6 FT sidewalks
  - Many blocks with poor, missing or narrow sidewalks
  - Some non-ADA compliant curb ramps
- Bikeway
  - Not in current Houston Bike Plan
  - Identified as key connection between Montrose and Rice area in Walk/Bike Montrose Plan
- Key Connections
  - Menil Collection
  - Mandell Park
  - Cherryhurst Park
  - Hawthorne Neighborhood Safe Street
  - US 59/IH 69 Bridge Crossing





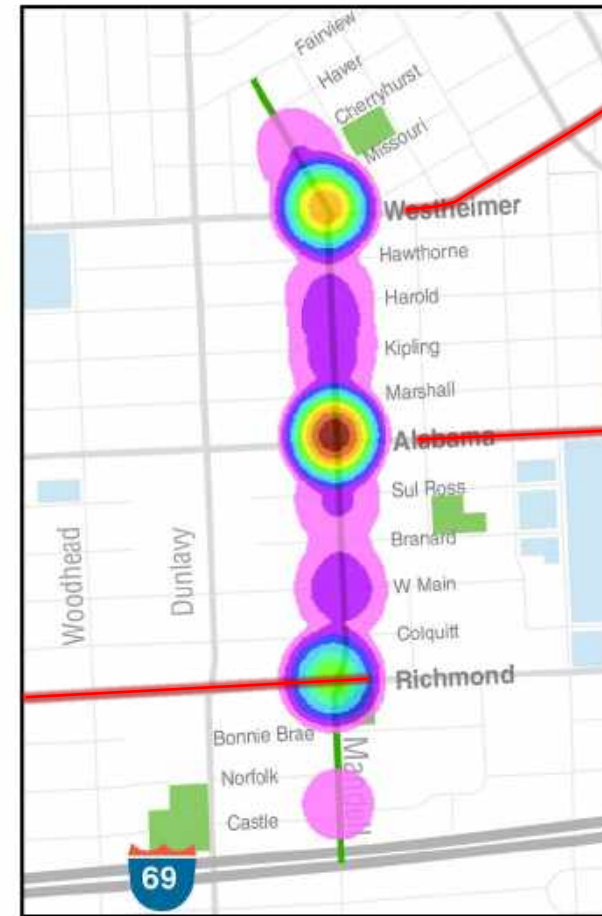
# Mandell St Existing Conditions





# Mandell St Crash

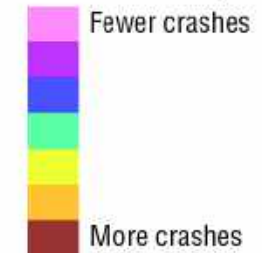
- Crashes are concentrated at the major intersection
  - Westheimer
  - Alabama
  - Richmond
- These intersections are also the location where pedestrian crashes are concentrated including several injuries and a fatality.
- Segments of each of these crossing corridors are on the City of Houston's Vision Zero High Injury Network (red lines on map)



Mandell 5-year Crash Analysis  
(2016–2020)

- Mandell Study Corridor
- Park
- School

## Crash Density



# Mandell St Improvements

Proposed improvements to roadway and sidewalk infrastructure on Mandell Street from IH-69 Bridge to Fairview Street.

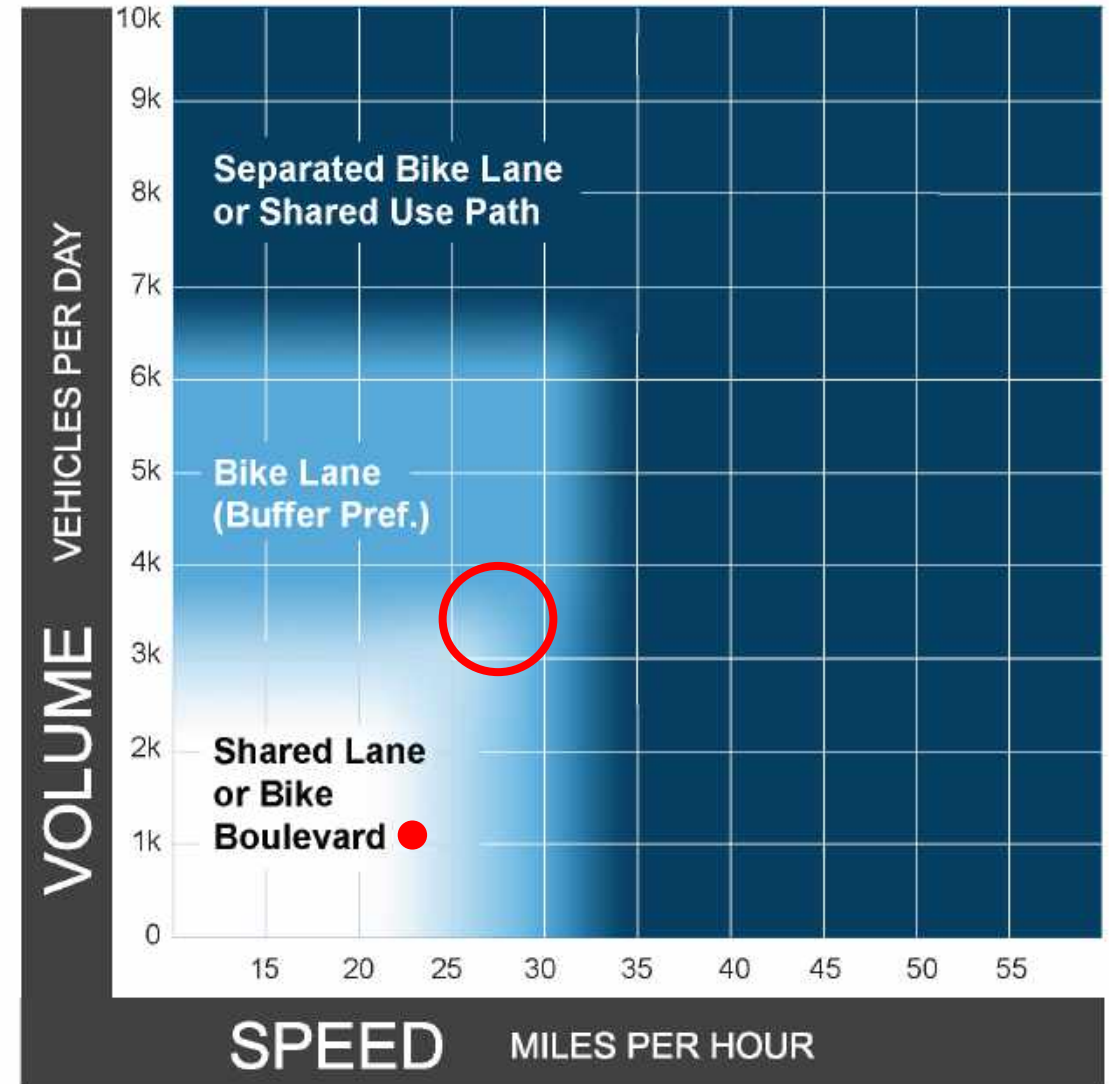
Improvements include:

- New 6 FT sidewalks with consideration of existing trees and newly paved sidewalks
- Pavement resurfacing and updated speed cushions
- High comfort bike design including both dedicated bike lanes and shared street segments
- Intersection modifications focused on safe pedestrian and bicycle connections and safe vehicle speeds
- Proposed all-way stop at Mandell St and W. Main St



# Mandell St Bikeway Facility Selection

Count Location	ADT (2021)	85 <sup>th</sup> Percentile Speed (mph)
4400 Mandell, south of Bonnie Brae	3,395	29.5
3900 Mandell, south of Sul Ross	3,704	29.9
3500 Mandell, south of Harold	3,340	27.5
2500 Mandell, south of Haver	1,154	23.5



*FHWA Bikeway Selection Chart*



# Mandell St Parking Study

- Observed on-street parking utilization along Mandell Street and adjacent blocks on cross-streets over 3 days
- Along Mandell Street, 60% of available space was utilized at the peak times - weekday overnight and weekend mid-day
- Along cross-streets, 30% of available spaces were utilized at the peak times - weekday overnight and weekend mid-day
- All parking demand affected by the bikeway design can be absorbed into unutilized spaces along Mandell and adjacent cross-streets

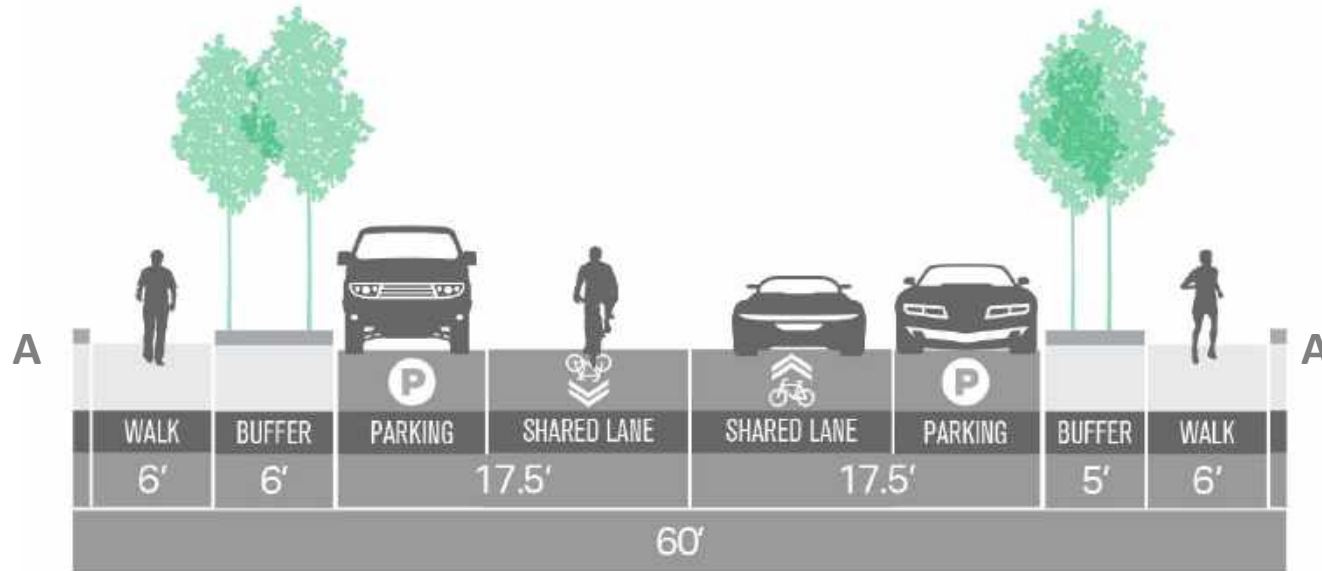




# Proposed Typical Sections – Mandell St

## IH-69 to Richmond Ave: 35' street width

- Shared street with improve sidewalks and traffic calming
- Maintains parking on both sides
- Intersection of Richmond Ave is on the COH High-Injury Network; dedicated bike lanes are proposed for the Mandell approaches



*Typical Cross-Section of Mandell St between IH-69 and Richmond Ave*

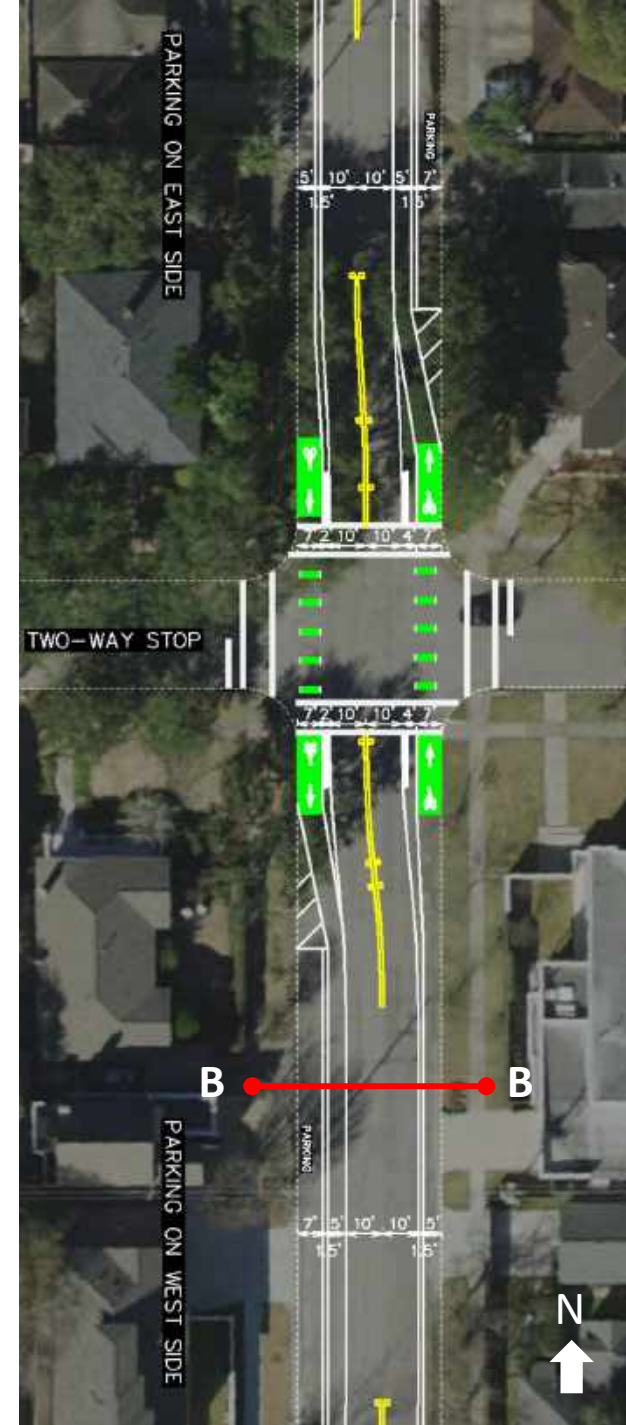
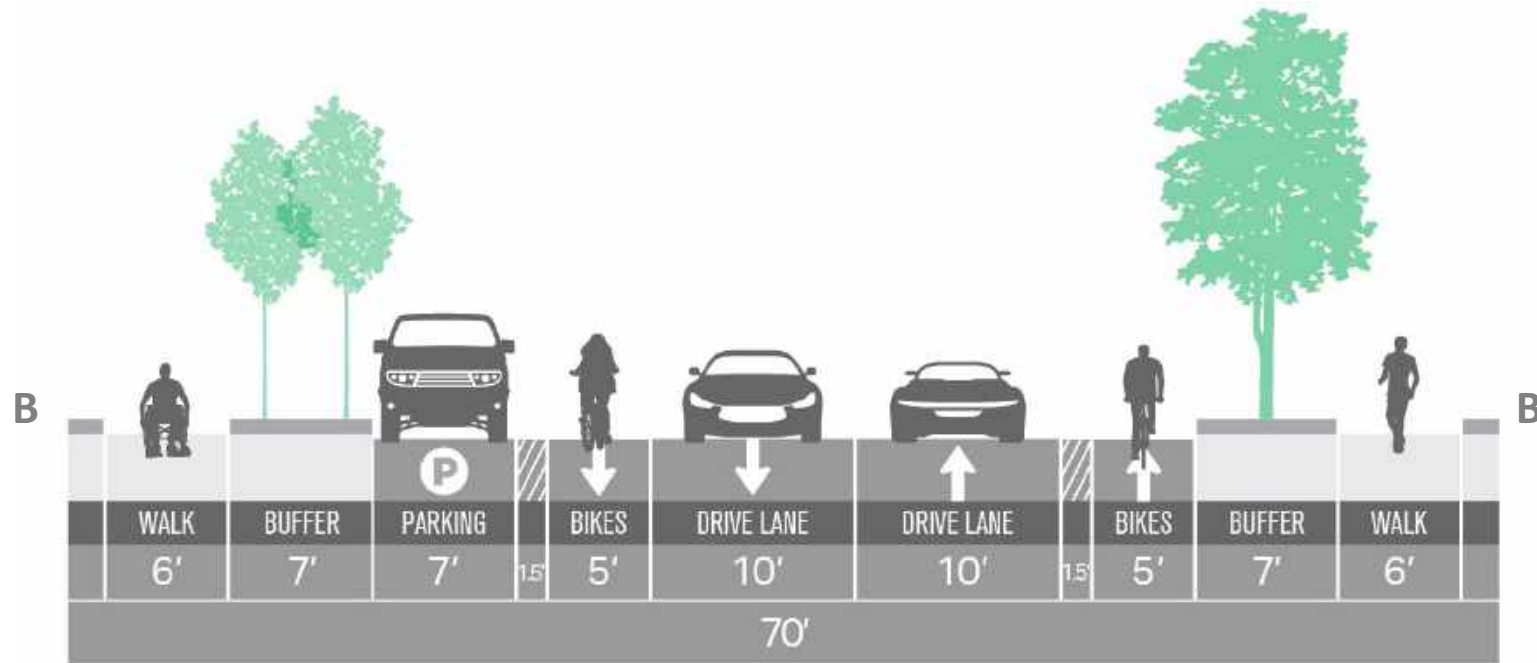


*Mandell St at  
Richmond Ave*

# Proposed Typical Sections – Mandell St

## Richmond Ave to Westheimer Rd: 40' street width

- Improved sidewalks and curb ramps
- Dedicated bike lanes with increased protection for bikes at intersections
- Maintains on-street parking on one side of the street on several blocks, dependent on driveways, curb usage, and destinations

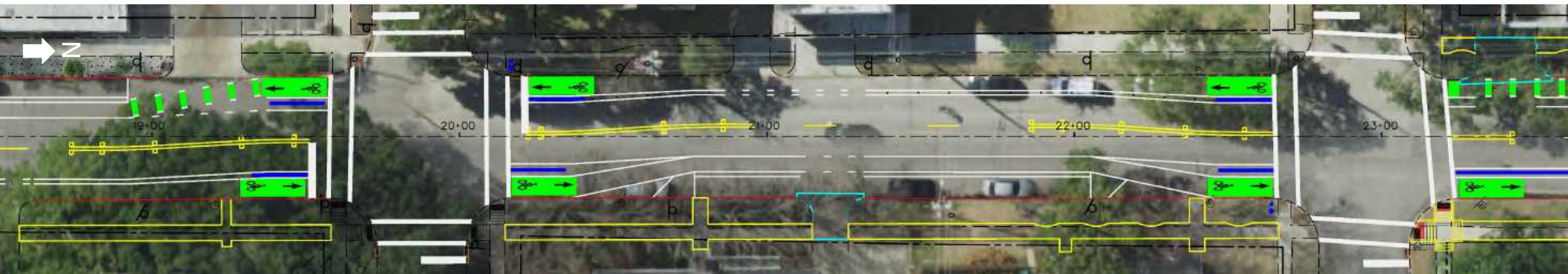




# Proposed Typical Sections – Mandell St

## Richmond Ave to Westheimer Rd

- Parking reduced from 10 blocks (both sides) to 5 blocks (single side)
- Parking provided near commercial land uses such as restaurants or adjacent to currently active parking locations
  - Approx. 114 existing parking spaces between Richmond and Westheimer
  - Proposed design reduces available on-street spaces to 19 spaces
  - Parking study shows demand for on-street parking can be absorbed by adjacent side streets



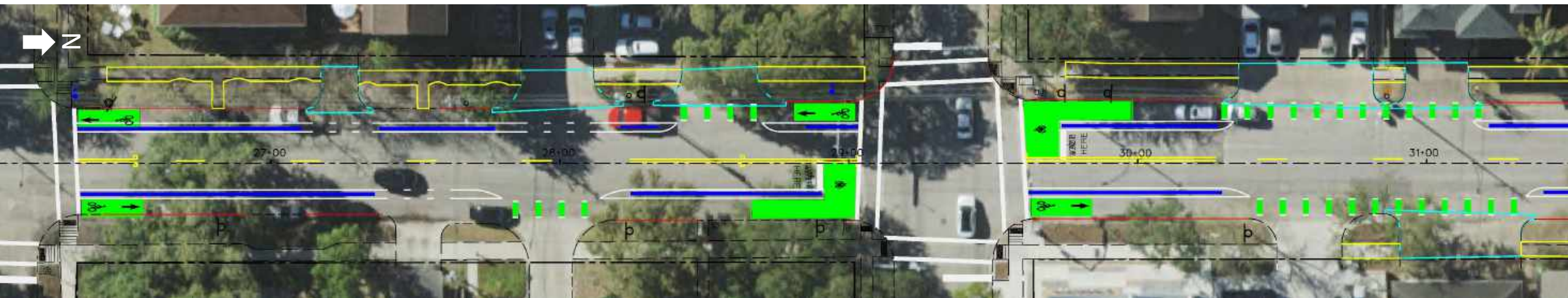
*Mandell St Block with On-Street Parking on One Side*



# Proposed Typical Sections – Mandell St

## Richmond Ave to Westheimer Rd

- Parking reduced from 10 blocks (both sides) to 5 blocks (single side)
- Parking provided near commercial land uses such as restaurants or adjacent to currently active parking locations
  - Approx. 114 existing parking spaces between Richmond and Westheimer
  - Proposed design reduces available on-street spaces to 19 spaces
  - Parking study shows demand for on-street parking can be absorbed by adjacent side streets



*Mandell St Block with No On-Street Parking*

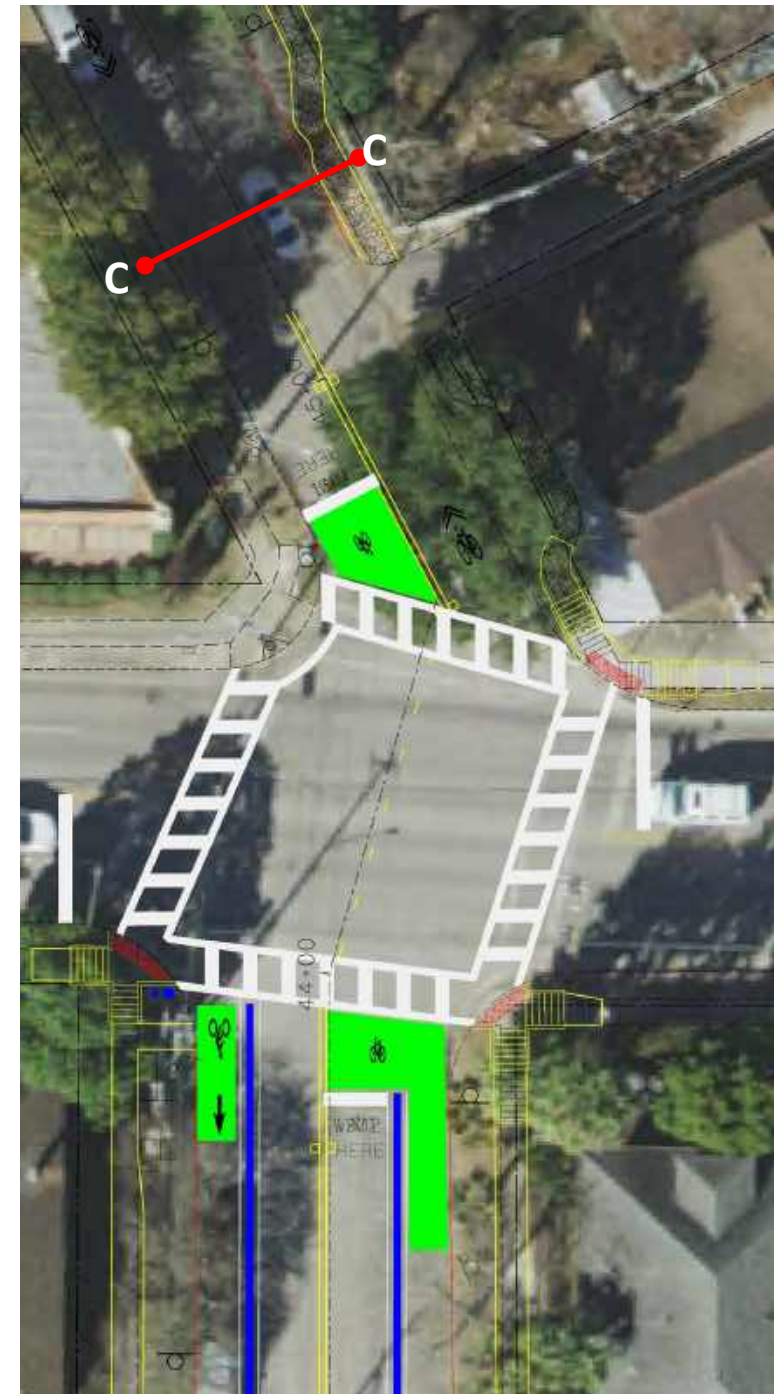
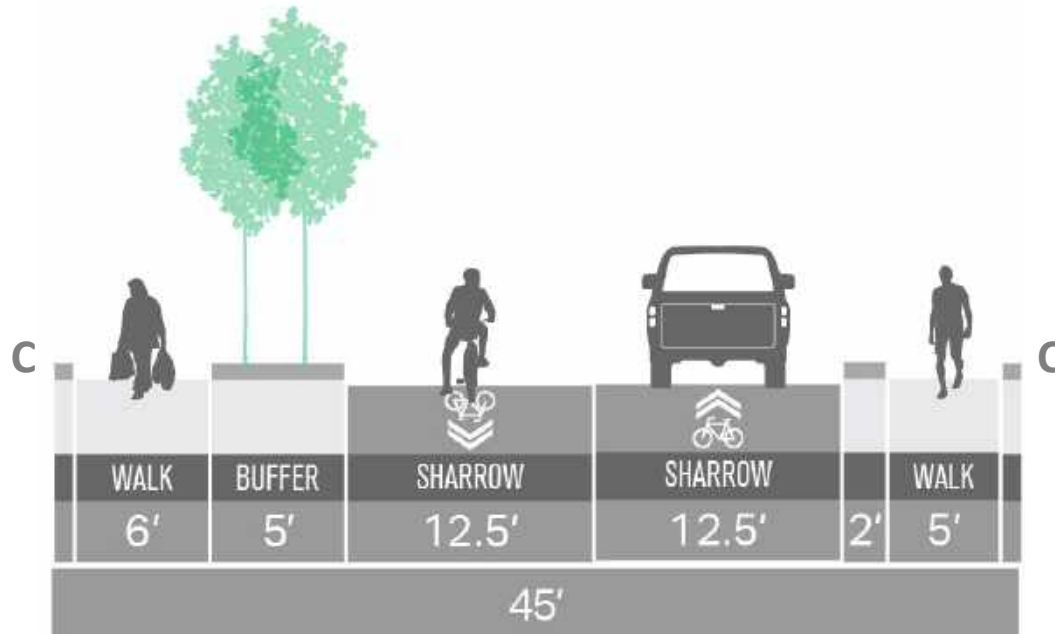




# Proposed Typical Sections – Mandell St

## Westheimer Rd to Fairview St – 25' street width

- Shared street with improved sidewalks and traffic calming
- High visibility crossings
- Bike box designed for the approaches to Westheimer Rd to increase visibility and safety



# Questions and Next Steps

- This Presentation and Mandell Corridor Schematic Design PDF will be posted to the Montrose TIRZ website: <https://MontroseHTX.org/>
- Opportunity for comments/question during the public comment session at the end of today's board meeting
- Additional project comments can be provided via email: [Info@MontroseHTX.org](mailto:Info@MontroseHTX.org)



**Tax Increment Reinvestment Zone (TIRZ) #27 – Montrose  
Committee Report Form**

**Committee Name:** Public Engagement Committee  
Meeting

**Date of Meeting:** 10/21/2022

**Chairperson:** Lisa Hunt

**Attendees:**

Lisa Hunt	Joe Webb
Muhammad Ali	Patti Joiner
Walter Morris	

**Meeting Report**

**Agenda**

- Discuss the RFQ process for a public engagement consultant

**Notes**

- The Committee discussed a recent Houston Chronicle article and discussion points
- The Committee discussed the RFQ process regarding the recent RFQ sent out by the Committee
- Knudson to draft talking points for Newspaper article
- The Public Engagement Committee recommended to separate the Montrose Blvd meeting from the RFQ and continue with the RFQ process while having a consultant work the Montrose Blvd Public Meeting





&  
MONTROSE REDEVELOPMENT AUTHORITY

## Public Engagement Firm REQUEST FOR QUALIFICATIONS (“RFQ”)

September 21, 2022

ISSUE DATE:

**4:00 P.M. on October 7, 2022** (“Submission Deadline”)

DUE DATE:

INSTRUCTIONS:

One (1) electronic copy of the Request for Qualifications (“RFQ”) via email at the e-mail address listed below. Submittals must be delivered via e-mail. Please ensure the subject line is “Public Engagement RFQ Response for Montrose Redevelopment Authority.” Submittals received by email after the Submission Deadline will be rejected.

SUBMIT TO:

Walter Morris via e-mail at: [wmorris@knudsonlp.com](mailto:wmorris@knudsonlp.com)

CONTACT INFO:

Any questions concerning this RFQ must be submitted by e-mail to [wmorris@montrosehtx.org](mailto:wmorris@montrosehtx.org), no later than **10:00 a.m. on October 4, 2022**. Questions will be answered collectively in the form of a Letter of Clarification and made available at [Montrosehtx.org](http://Montrosehtx.org).

### PURPOSE for the RFQ

**Montrose Redevelopment Authority (“MRA”)** is requesting firms to submit their qualifications to provide public engagement services and assistance in communicating proposed projects for the MRA community including areas within and contiguous to the zone boundaries. The engagement process will include MRA communications recommendations, special initiatives relating to the annual public meetings for MRA projects, and special meetings for individual MRA Projects. The engagement process will also require recommendations on communication practices during any public meetings regarding active and future projects as well as an annual public meeting to review the CIP and gain input from the community on what projects to pursue in the following year.

MRA operates with a series of Committees. The Projects and Planning Committee reviews all projects submitted to the Board for consideration. The Housing Committee reviews housing initiatives and has drafted a policy for Housing initiatives. The Public Engagement Committee reviews the engagement process.

The successful proposer will assist the Public Engagement Committee and the Board in the development of a transparent public communication process to keep property owners and residents informed on proposed MRA projects and to facilitate discussion to receive community input and feedback on MRA projects. Additionally, the proposer will assist as needed with special events.

Essential responsibilities include the development of communications goals, messaging and the outreach

process to inform Montrose community members about proposed and ongoing MRA projects as well as engaging the community in the planning of future projects. Currently, MRA conducts an annual meeting in the fall to gauge input into the annual CIP planning for MRA. In addition, project improvements such as the Walk/Bike Montrose Program are ongoing. Planning of construction projects have been developed as a result of the studies conducted by the Board and ongoing community engagement over the last 7 years. Lessons learned over the last two years includes expanding neighborhood contacts to snail mail and not rely simply on HOA's and neighborhood organization email addresses. Meetings with the community reflect the unique Montrose vibe and diversity of opinions on construction improvements.

## **DESCRIPTION OF QUALIFICATIONS AND GOALS**

For a Proposer to be successful the RFQ response should provide a detailed outline of the Proposer's qualifications and how they would guide the MRA to gain input for all CIP projects, design, and implementation recommendations. Examples of proposed engagement types can range anywhere from in-person meetings to digital and print media. i.e. stakeholder interviews, community workshops, design charrettes, in-person public meetings, print and signage information, community surveying, and website and social media activity. A description of how to measure success of engagement during each meeting must be provided after each meeting. The proposer must describe what the potential fees may be for each engagement type during the public meeting process. An additional goal of this RFQ is to find a consultant who will be able to review the Public Engagement Policy and offer recommendations on how to improve its effectiveness.

The goal of the MRA is to foster a higher level of engagement with the Montrose residents, business owners, and stakeholders. This includes improving the quality and breadth of engagement. The proposer must act with the MRA as an explainer, translator, mediator, and advocate to the residents of the Montrose area. All material must be bi-lingual in English and Spanish.

The engagement process must be informative and meaningful to the residents. The MRA wants to help the residents learn all the information they will need to make informed decisions on the CIP projects and know that the MRA is here at the service of the Montrose residents. The process must be inclusive and accessible to all residents of Montrose regardless of possible disabilities, lack of internet, etc. The MRA would like to be transparent in all matters and believes that the engagement process should be handled in a similar manner. MRA would like to focus on engagement allowing for a dynamic and interactive process both in the public meetings and through the [info@montrosehtx.com](mailto:info@montrosehtx.com) help-email.

## **PRE-PROPOSAL CONFERENCE**

A pre-bid conference has not been scheduled for the solicitation and MRA does not anticipate that such a meeting will be held.

## PROPOSAL FORMAT

Proposers are asked to review the following criteria/information requests and respond, in order, to the best of their ability:

- a. **Transmittal Letter:** Proposers are asked to write a letter communicating effectively why their company should be selected to perform the services specified herein. The letter must be signed by a person authorized to make representations on behalf of the Proposer and include their direct phone number and email address.
- b. **Experience:** Describe the Proposer's history in meeting the needs of its clients. Provide three references in the field of community, civic and/or public engagement industry public relations; please include a contact name, phone number, and email address for each such reference.
- c. **Project Team:** Identify the essential personnel who would provide the services, such as the account manager, responsible corporate executive and any probable subcontractors (with any diversity certifications noted); include a brief summary of their qualifications.
- d. **Pricing:** Please submit Proposer's pricing for services as a flat fee or hourly rates with a not-to-exceed amount. All potential fees and charges to MRA must be fully disclosed. Any expenses related to publishing costs, PSA, room rental, AV equipment etc. will be paid for by the MRA.
- e. **Diversity Commitment:** Proposers should indicate how they intend to make good faith efforts to utilize diverse companies in performing the services described above.

All information provided by Proposers should be organized, clear and concise. Although there are no page limits, Proposers are asked to avoid excessive graphics, title pages, or other extraneous information in their proposal other than requested by MRA.

## EVALUATION

**MRA** will review and rank every proposal received in response to this RFQ based on the following criteria: Experience, including references; Project Team; Pricing; and Diversity Commitment.

MRA reserves the right to interview the top-ranked Proposers, not to exceed three, prior to making a selection.

MRA intends to award the contract to the Proposer offering the best value, utilizing the foregoing evaluation criteria, including the right to award the contract by criteria other than the lowest price proposed. MRA reserves the right to select or reject all or part of any proposal, waive minor technicalities, and select proposals in the manner and to the extent that they serve the best interests of MRA. This RFQ does not commit MRA to award a contract, issue a purchase order, or to pay any costs incurred in the preparation of a proposal in response to this RFQ. MRA reserves the right to request proposal clarifications/additional information from some or all Proposers.

**LETTERS OF CLARIFICATION**

Responses to all material questions timely submitted by potential Proposers, as well as revisions incorporated into this RFQ by MRA, if any, will be confirmed in a letter and made available online at [Montrosehtx.org](http://Montrosehtx.org) ("Letter of Clarification"). When issued, Letters of Clarification become part of this RFQ and automatically supersede any previous specifications or provisions in conflict therewith. By submitting their proposal, Proposers shall be deemed to have received all Letters of Clarification and to have incorporated them into their submittal. Verbal responses will not otherwise alter the specifications, terms and conditions as stated herein. It is the responsibility of Proposers to monitor the foregoing link and ensure they receive any such Letters of Clarification and incorporate them in their proposal.

**FORM OF AGREEMENT**

By submitting a response to this RFQ, Proposer agrees, upon notice of selection, to enter into a contract with MRA. Pre-printed forms or standard terms submitted by a Proposer shall be disregarded and may result in a Proposal being deemed, in MRA's discretion, as non-responsive.

**DIVERSITY COMMITMENT**

The Proposer selected will be required to use good-faith efforts to award subcontracts to diversity participants certified by the City of Houston. Proposers should note if they are certified as a diversity participant in their submittal; however, such certification shall not lessen or otherwise alter the requirement to use good faith efforts to award subcontracts to diversity participants.

**RESTRICTIONS ON COMMUNICATIONS**

Throughout the selection process, commencing with the Issue Date, Proposers are directed not to communicate with any MRA Board members or consultants regarding their Proposal, or any matter relating to this RFQ. Proposers are solely responsible for observation and compliance with such restrictions, and MRA reserves the right to reject any proposal due to violation of this provision.

**VENDOR CODE OF CONDUCT**

Proposers who do business or seek to do business with MRA expected to interact



with MRA with high ethics and integrity.

### **CONFLICTS OF INTEREST**

Proposers are advised that they have an affirmative obligation to disclose any affiliation or business relationship with a MRA employee, officer, or director creating a conflict of interest (or appearing to a reasonable person to potentially exist).

### **PUBLIC INFORMATION**

MRA is subject to the Texas Public Information Act ("TPIA"). Information submitted by Proposers is subject to release under the provisions of the TPIA set forth in Chapter 552 of the Texas Government Code. Each page where confidential or proprietary information appears must be labeled as such clearly and unambiguously. Proposers will be advised of any request for public information that implicates their materials and may, in accordance with applicable law, elect to assert objections to disclosure with the Texas Attorney General at their cost and expense.

### **RFQ PACKETS**

A complete copy of this RFQ, including exhibits, necessary forms and other relevant information is available on-line at MRA website; [Montrosehtx.org](http://Montrosehtx.org). This RFQ provides the information necessary to prepare and submit a statement of qualifications for consideration and ranking by MRA.

### **WITHDRAWAL; ERROR**

Proposals may be withdrawn due to errors or for any other reason by a written request received by TIRZ 27 [info@montrosehtx.org](mailto:info@montrosehtx.org) prior to the Submission Deadline.



## Agreement for Consulting Services

11/10/2022

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**11/10/2022**

Patricia Joiner  
President & CEO  
Knudson LP  
8588 Katy Fwy, Suite 441  
Houston, TX 77024

Subject: **Agreement for Consulting Services**  
For Knudson  
Montrose TIRZ 27  
Gensler Project Number TBD

Dear Patricia:

This Agreement for Consulting Services ("Agreement") is between Knudson LP ("Client") and M. Arthur Gensler Jr. & Associates, Inc. ("Gensler"), located at 909 Fannin St #200, Houston, TX 77010, for consulting services.

### **A. PROJECT**

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A.1. Description of Consulting Services ("Consulting Services"). Gensler will plan and facilitate two community engagement town halls on behalf of Montrose TIRZ 27. Gensler's consulting services include: one in-person, 2-hour townhall for up to 50 participants; one virtual, 2-hour townhall for up to 50 participants; presentation development for both townhalls. The Consulting Services will proceed in 2 phases as described in section B ("Basic Services"). Client shall provide complete information necessary for Gensler to perform the Consulting Services, which Gensler shall be entitled to rely upon.

A.2. Schedule. Gensler anticipates that the Consulting Services will commence on December 1st and proceed continuously by phase as described below for 8 weeks. Modifications to the Consulting Services or scheduling conflicts due to the collaboration required by the Consulting Services may necessitate an adjustment to the Schedule. If the Consulting Services are suspended, Gensler shall be compensated for expenses incurred due to the interruption and resumption of the Consulting Services, and the Parties shall mutually agree upon an equitable adjustment of Gensler's fees for the remaining Consulting Services and the Schedule.

### **B. SCOPE OF WORK**

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B.1. DESCRIPTION OF BASIC SERVICES. Gensler Basic Services include:

#### **Workstream 1: Discovery/Coordination**

Goals:

- Understand engagement needs for upcoming Montrose Boulevard Reconstruction project and create public presentation collateral for garnering resident and community feedback.

Tasks:

- Gensler Attendance at Public Meeting, December 1st, 2022
- TIRZ Kickoff/Coordination Meeting (1)
- GAUGE Coordination Meeting (1)
- Project Document Review (Provided by TIRZ, GAUGE)
- Coordinate Meeting dates with adjacent TIRZ (Client to specify which TIRZ and point of contact)

## Agreement for Consulting Services

11/10/2022

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- Meeting Announcement eFlyer & Communications Plan (Client to Distribute via Website, HOA's, and Other points of contact)
  - Announcement dates ideally are a minimum of two (2) weeks prior to date of engagement

### Deliverables:

- Event Communications Collateral (Distribution by client)

## Workstream 2: Facilitation/Synthesis

### Goals:

- Introduce preliminary proposed design to the community
- Leverage community expertise and identify potential pain-points or barriers
- Gather feedback and ideas; cultivate community and stakeholder awareness and buy-in, build trust with the community

### Tasks:

- Presentation Creation/Formatting
- Client Presentation Review meeting (1)
- Virtual Town Hall Facilitation (1), up to 2-hours with anticipated 50 participants
- In Person Town Hall Facilitation (1), up to 2-hours with anticipated 50 participants
- Summary of comments surfaced during each meeting
- Synthesis of both meetings to develop design feedback

### Deliverables:

- Virtual Format Presentation
- In-Person Format Presentation
- Virtual Town Hall Summary Document
- In-Person Town Hall Summary Document
- Overall Synthesis Document of Feedback (to be presented to Client and Engineering Consultant)

## C. TERMS AND CONDITIONS FOR CONSULTING SERVICES

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C.1. Ownership of Documents/Tools. Intellectual property developed by Gensler and utilized in the performance of the Consulting Services, including but not limited to Gensler's proprietary software, databases, proprietary WPI tool, surveys, other tools, studies, research documents, and white papers ("Documents/Tools") is and shall remain Gensler's property. Gensler shall be deemed the author of them and shall retain all common law, statutory and other reserved rights, including any copyrights embodied therein. After completion or termination of Gensler's services and after all payments due Gensler have been made, Client may retain and use copies of any Deliverable or project-specific data generated by the Documents/Tools.

C.2. Indemnity. Client agrees to indemnify, defend and hold Gensler, and its consultants, harmless from and against any and all claims, liabilities, suits, demands, losses, damages, costs and expenses, including, but not limited to, reasonable attorneys' fees and all legal expenses and fees incurred through appeal, and all interest thereon, accruing to or resulting from any and all persons, firms or any other legal entities on account of any damages or losses to property or persons, including, but not limited to, injuries or death, or economic losses arising out of (1) the unauthorized use or reuse by Client or others, of the Documents/Tools, (2) the performance or non-performance of the Consulting Services except to the extent that such damages or losses are found by a court or forum of competent jurisdiction to be caused by Gensler's negligent errors or omissions.

## Agreement for Consulting Services

11/10/2022

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C.3. Standard of Care. Consulting Services provided by Gensler will be performed consistent with the applicable professional standard of care. Notwithstanding any language to the contrary, under no circumstances does Gensler warrant or guarantee a specific outcome as a result of the Consulting Services.

C.4. Limitation of Liability. Client hereby agrees that Gensler's total liability to Client for any and all injuries, claims, liabilities, losses, costs, expenses or damages whatsoever arising out of or in any way related to the Consulting Services from any cause or causes including, but not limited to, Gensler's and/or its consultants' negligence, errors, omissions and/or breach of contract shall not exceed the total compensation received by Gensler and/or its consultants for the Consulting Services.

## D. COMPENSATION

---

Compensation to Gensler for Consulting Services, Additional Services, and Reimbursable Expenses shall be as described below. When Gensler's compensation is based on hourly rates, the rates shall be those set forth in Gensler's Standard Hourly Billing Rates.

D.1. Basic Services. Compensation for Basic Services shall be the lump sum of forty-three thousand dollars (\$43,000).

D.2. Additional Services. Compensation for Additional Services (if not agreed upon as a lump sum amount) shall be based on Gensler's Standard Hourly Billing Rates.

D.3. Reimbursable Expenses. Compensation for Reimbursable Expenses incurred by Gensler in connection with the Project shall be based on amounts invoiced to Gensler, plus fifteen percent (15%).

D.4. Consultants. Gensler's fees shall be compensated based on amounts invoiced to Gensler, plus fifteen percent (15%).

D.5. Progress Payments. Progress payments shall be made monthly. Where Gensler's fee is based on a lump sum, progress payments for Basic Services shall be based on the percentage of services provided during the previous month.

D.6. Fees to be compensated on an hourly basis shall be computed by multiplying the hours directly spent on the Project by the hourly billing rates of Gensler's standard rate schedule, which rates are subject to adjustment periodically, plus 1.1 times any consultants' invoices, unless otherwise stated in the Letter of Agreement. Fees to be compensated on a lump sum or percentage basis shall be based upon Gensler's determination of the proportion of its services completed through the billing period.

D.7. The following Reimbursable Expenses incurred by Gensler in connection with the Project are not included in the Fee, unless specifically stated in the Letter of Agreement: models and renderings, photography, printing, reproductions, reproducible, telecommunications, data communications, facsimile, long distance telephone calls, travel, out-of-town living expenses, shipping, delivery and messenger service, sales taxes and other transactional taxes, and the like, and shall be billed at 1.15 times the amounts invoiced to Gensler, or where incurred as in-house hourly costs, at Gensler's standard hourly billing rates, unless otherwise stated in the Letter of Agreement.

D.8. Payment for fees and expenses, normally billed monthly, shall be due upon receipt of Gensler's invoice. Disputes or questions regarding an invoice shall be brought to Gensler's attention within ten days following receipt of invoice and shall not be cause for withholding payment for the undisputed portion of the invoice. A service charge of 1.5% per month, in addition to reasonable collection expenses, shall be added to balances unpaid 30 days after invoice date. Gensler reserves the right to suspend or terminate its services, or withhold its



**Agreement for Consulting Services**

11/10/2022

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documents without notice, if payment in full is not received within 60 days after invoice date, and Gensler shall not be held liable for any claims or losses that may result therefrom.

D.9. If the scope of Gensler's services, or schedule time is increased, compensation shall be increased accordingly. If the scope of the Project or Gensler's services is decreased, fees for the balance of Gensler's services not yet performed shall be adjusted accordingly.

**E. MISCELLANEOUS PROVISIONS**

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E.1. Client shall designate a representative authorized to act in its behalf to provide decisions, communicate with Gensler, and approve reports, presentations and other documents and data. Gensler's services and Client's written decisions, approvals and authorizations shall be provided promptly in order to meet the mutually agreed upon schedule. Out-of-sequence services, if requested, shall be compensated as Additional Services.

E.2. "Gensler" includes Gensler's officers, directors, shareholders, employees and agents. This Agreement shall not create a contractual relationship or duty to any third party.

E.3. This Agreement shall be governed by the law of the location of Gensler's office identified in the Letter of Agreement.

E.4. Neither party shall assign this Agreement or any right or cause of action arising out of this Agreement or the performance of obligations hereunder without the written consent of the other.

E.5. This Agreement represents the entire and integrated agreement between Client and Gensler and supersedes all prior negotiations, representations, or agreements.

**F. AGREEMENT AND ACCEPTANCE**

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F.1. Agreement. This Agreement is comprised of and incorporates the following documents, in order of precedence:

- a) Amendments and modifications signed by both parties;
- b) This Letter of Agreement;
- c) Exhibits referenced in this Letter of Agreement;

F.2. Where a portion of one document is amended by another of higher precedence, all unmodified portions shall remain in effect.

F.3.

Effective Date. The effective date of this Agreement is December 1, 2022.

By Gensler

By Client

Dean Strombom

\_\_\_\_\_  
(Printed Name of Signatory)

By \_\_\_\_\_  
(Signature)

By \_\_\_\_\_  
(Signature)

Principal,  
(Title)

(Date)

(Title)

(Date)



# MONTROSE

## TAX INCREMENT REINVESTMENT ZONE 27

Proposal for Public Engagement Services

November 10, 2022

# PROJECT TEAM

We're interior designers, strategists, architects, and graphic designers. Bringing together diverse viewpoints allows us to uncover more possibilities, troubleshoot more designs, and exhaust more options on your behalf.



**DEAN STROMBOM**

Principal in Charge



**ELLYN WULFE**

Client Advocate &  
Montrose Resident



**GABBY DAZET**

Primary Contact /  
Community  
Engagement Strategist



**KEVIN TURNER**

Community  
Engagement Lead



**MARIA EDMUNDSON**

Community  
Engagement  
Strategist

# MONTROSE BLVD. ENGAGEMENT

## Proposal and Work Products

### WORKSTREAM 1 DISCOVERY / COORDINATION | \$14,000

**Goals:**

- Understand engagement needs for upcoming Montrose Boulevard Reconstruction project and create public presentation collateral for garnering resident and community feedback.

**Tasks:**

- Gensler Attendance at Public Meeting, December 1st, 2022
- TIRZ Kickoff/Coordination Meeting (1)
- GAUGE Coordination Meeting (1)
- Project Document Review (Provided by Client TIRZ, GAUGE)
- Coordinate Meeting dates with adjacent TIRZ Districts (Client to specify which districts and point of contact)
- Meeting Announcement eFlyer & Communications Plan (Client to Distribute via Website, HOA's, and Other points of contact)
  - Announcement dates ideally are a minimum of two (2) weeks prior to date of engagement

**Deliverables:**

- Event Communications Collateral (Distribution by client)

### WORKSTREAM 2 FACILITATION / SYNTHESIS | \$29,000

**Goals:**

- Introduce preliminary proposed design to the community
- Leverage community expertise and identify potential pain-points or barriers
- Gather feedback and ideas; cultivate community and stakeholder awareness and buy-in, build trust with the community

**Tasks:**

- Presentation Creation/Formatting
- Client Presentation Review meeting (1)
- Virtual Town Hall Facilitation (1)
- In Person Town Hall Facilitation (1)
- Summary of comments surfaced during each meeting
- Synthesis of both meetings to develop design feedback

**Deliverables:**

- Virtual Format Presentation
- In-Person Format Presentation
- Virtual Town Hall Summary Document
- In-Person Town Hall Summary Document
- Overall Synthesis Document of Feedback (to be presented to Client and Engineering Consultant)

**TOTAL****\$43,000**



# ENGAGEMENT MEETING TYPE DESCRIPTIONS

## ***In-Person Town Hall Meeting***

These large-scale meetings are meant to inform and educate the public on project status, limitations, and opportunities. The meeting will also solicit feedback on design and planning issues.

The purpose of this meeting in the context of Montrose Boulevard Redevelopment is to share initial project design work (by other) to date and guide the public through a series of activities around project design aspects.

In-Person activities are to be decided during Discovery, after document review of material and in conjunction with Client.

Public comments are collected, synthesized and conveyed to the design team for incorporation and adjustment.

### **Attributes**

- 12-50+ participants
- 2 hour duration
- \$20,000
- Gensler team will plan and facilitate one (1) Town Hall meeting in coordination with the client.
- In-person facilitation for a large group will require adequate space outfitted with presentation equipment - tentatively identified for St. Stevens.
- Sample Deliverables:  
Required graphics, banners, activity toolkit, survey tools, interactive polls, etc. needed to convey proposed design and elicit feedback; Meeting Facilitation (with support from client and/or project design representatives); Summary and Insights Document

## ***Virtual Town Hall Meeting***

These large-scale meetings are meant to inform and educate the public on project status, limitations, and opportunities. The meeting will also solicit feedback on design and planning issues.

The purpose of this meeting in the context of Montrose Boulevard Redevelopment is to share initial project design work (by other) to date and guide the public through a series of activities around project design aspects.

Virtual content and activities are meant to be adapted from content for the In-Person Town Hall Meeting, and made interactive and accessible in a digital setting.

Public comments are collected, synthesized and conveyed to the design team for incorporation and adjustment.

### **Attributes**

- 12-50+ participants
- 2 hour duration
- \$9,000
- Gensler team will plan and facilitate one (1) Town Hall meeting in coordination with the client.
- Virtual facilitation requires a digital video conferencing platform. Gensler's preference is Zoom, but final choice to be coordinated with Client.
- Sample Deliverables:  
Required graphics, virtual activity toolkit, survey tools, interactive polls, etc. needed to convey proposed design and elicit feedback; Meeting Facilitation (with support from client and/or project design representatives); Summary and Insights Document

**Committee Report Form**

**Committee Name:** Housing Committee Meeting **Date of Meeting:** 10/21/2022

**Chairperson:** Lisa Hunt

**Attendees:**

<u>Lisa Hunt</u>	<u>Joe Webb</u>
<u>Jeff Reichman</u>	<u>Patti Joiner</u>
<u>Walter Morris</u>	<u></u>
<u></u>	<u></u>
<u></u>	<u></u>
<u></u>	<u></u>

**Meeting Report****Agenda**

- Discussion to review the language of the RDA agreement
- Discussion regarding the proposal to the City of Houston and corresponding meetings
- Discussion to review the timeline for the economic approval and scheduling of the Board
- Discussion to review the future path of the Housing Committee

**Notes**

- The Committee reviewed the RDA agreement
  - The Committee discussed potential edits to the RDA agreement
- The Committee discussed what meetings needed to be scheduled with the City in the future
- The Committee discussed the standards of all future housing agreements with the TIRZ
- The Committee discussed what minimum housing standards need to be set

# **Montrose Redevelopment Authority / TIRZ No. 27**

## **Cash Management Report**

October 31, 2022

**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, 2023

### **Summary**

<u>Current Activity</u>	<u>General Operating Fund</u>	<u>Harris County Project Fund</u>	<u>Debt Service Fund</u>	<u>Total</u>
Beginning Balance	9,862,815.98	1,624,793.43	0.00	11,487,609.41
Revenue	334,490.93	3,518.57	0.00	338,009.50
Expenditures	765,591.97	310,675.18	0.00	1,076,267.15
Ending Balance	9,431,714.94	1,317,636.82	0.00	10,749,351.76

### **NOTES:**

October 31, 2022

## General Operating Fund

**BEGINNING BALANCE:** 9,862,815.98

**REVENUE:**

Allegiance Bank Interest	20.40	
TexPool Interest	23,795.35	
Due from HC Precinct One	310,675.18	
Voided Check (s)	0.00	
Total Revenue:		<b>334,490.93</b>

**DISBURSEMENTS:**

Checks Presented At Last Meeting	765,591.97	
Checks Written at/after Last Meeting	0.00	
Bank Charges	0.00	
Total Expenditures		<b>765,591.97</b>

**Ending Balance:** 9,431,714.94

**Location of Assets:**

Institution	Investment Number	Interest Rate	
Allegiance Bank	*5200	0.1000	25,797.46
TexPool	*0001	2.9336	9,405,917.48
		<b>Total</b>	<b>9,431,714.94</b>



**TIRZ 27 - Montrose RDA**  
**Checks Presented**  
**November 14, 2022**

<b>Num</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
2130	Allen, Boone, Humphries, Robinson LLP	Legal Fee	-7,463.18
2131	Equi-Tax Inc.	Tax Roll Management	-634.20
2132	ETI Bookkeeping Services	Bookkeeping Fee	-1,550.00
2133	Gauge Engineering, LLC	Engineering Fee	-189,410.84
2134	Knudson, LP	Professional Consultant	-6,011.73
2135	McCall Gibson Swedlund Barfoot PLLC	Auditing Fee	-2,000.00
2136	R. Miranda Trucking & Construction, LLC	Hawthorn & Woodhead Safe Streets	-323,612.18
2137	St. Stephen's Episcopal Church	Meeting Room Rental	-125.00
2138	The Goodman Corporation	Planning Consulting	-4,610.00
<b>Total</b>			<b>-535,417.13</b>

**Projects Fund  
Joint Project Account**

**BEGINNING BALANCE** **1,624,793.43**

**REVENUE**

Due from GOF	0.00	
TexPool Interest	3,518.57	
Voided Check(s)	0.00	
<b>Total Revenue</b>		<b>3,518.57</b>

**EXPENDITURES**

Checks Presented at Last Meeting	0.00	
Checks Written at/after Last Meeting	0.00	
Due to GOF	310,675.18	
<b>Total Expenditures</b>		<b>310,675.18</b>

**ENDING BALANCE** **1,317,636.82**

**Location of Assets:**

Institution	Investment Number	Interest Rate	Current Balance
TexPool HC Precinct One	*0003	2.9336	1,317,636.82
		<b>Total</b>	<b>1,317,636.82</b>

**Montrose Redevelopment Authority / TIRZ 27**  
**Investment Report**  
**October 31, 2022**

**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	2.9336	9,832,701.30	0.99942	9,838,446.95	23,795.35	(456,324.82)	9,399,897.69	0.99936	9,405,917.48
CPF	TexPool	2.9336	1,623,844.55	0.99942	1,624,793.43	3,518.57	(310,675.18)	1,316,793.53	0.99936	1,317,636.82

Demand Accounts

Fund	Location Of Assets	Interest Rate	Purchase Date	Beginning Balance	Interest Earned	Deposits or (Withdrawals)	Ending Balance
GOF	Allegiance Bank	0.10	8/1/2021	4,319,386.28	20.40	(4,293,609.22)	25,797.46

Collateral Pledged in Addition to FDIC

Depository Institution	Total Funds On Deposit	Custodial Institution	Securities Pledged	Collateral Description	Par Value	Market Value
Allegiance Bank	25,797.46	FHLB-Dallas	6,000,000	LOC	6,000,000	6,000,000

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	1/13/2020	10/14/2020

**TIRZ 27 - Montrose RDA**  
**Profit & Loss Budget vs. Actual**  
**October 2022**

	October			Year to Date (4 Months)			Annual
	Actual	Budget	Variance	Actual	Budget	Variance	Budget
<b>Income</b>							
6-4320 · Increment Collections	0	0	0	4,480,128	5,434,654	-954,526	5,434,654
6-4330 · Interest	27,334	4,167	23,167	86,559	16,667	69,892	50,000
6-4336 · Grants	0	230,338	-230,338	0	921,352	-921,352	2,764,056
6-4340 · Bond Proceeds	0	0	0	0	0	0	40,000,000
<b>Total Income</b>	<b>27,334</b>	<b>234,505</b>	<b>-207,171</b>	<b>4,566,687</b>	<b>6,372,673</b>	<b>-1,805,986</b>	<b>48,248,710</b>
<b>Expense</b>							
6-6300 · Salaries and Benefits	6,012	6,000	12	24,140	24,000	140	72,000
6-6320 · Legal Fees	7,463	10,000	-2,537	30,249	40,000	-9,751	120,000
6-6321 · Auditing Fees	2,000	0	2,000	11,000	10,000	1,000	10,000
6-6322 · Engineering Fees	189,411	4,167	185,244	661,152	16,667	644,485	50,000
6-6323 · Planning Consultants	4,610	4,167	443	23,010	16,667	6,343	50,000
6-6324 · Affordable Housing Consultant	0	5,833	-5,833	0	23,333	-23,333	70,000
6-6333 · Accounting	1,550	1,583	-33	7,115	6,333	782	19,000
6-6334 · Tax Roll Management	634	667	-33	1,903	2,667	-764	8,000
6-6353 · Insurance / Bonds	0	0	0	0	5,000	-5,000	5,000
6-6370 · Board Meeting Expense	125	0	125	375	0	375	0
6-6410 · Montrose Collective Reimburse	0	0	0	118,849	0	118,849	0
6-6420 · City of Houston Admin Fee	0	0	0	0	271,733	-271,733	271,733
6-6430 · COH Municipal Services	0	0	0	189,746	196,546	-6,800	196,546
6-6450 · Public Engagement Expenses	0	1,250	-1,250	0	5,000	-5,000	15,000
6-6460 · Board Development	0	417	-417	0	1,667	-1,667	5,000
6-7000 · Capital Expenditure							
6-7202 · Waugh/Commonwealth	0	5,417	-5,417	58,944	21,667	37,277	65,000
6-7203 · Localized Micro-Improvement	0	15,017	-15,017	0	60,070	-60,070	180,209
6-7206 · Workforce/Affordable Housing	0	41,667	-41,667	0	166,667	-166,667	500,000
6-7212 · Hawthorne Safe Street	161,806	214,771	-52,965	717,811	859,085	-141,274	2,577,256
6-7213 · Woodhead Safe Street	161,806	215,813	-54,007	717,811	863,252	-145,441	2,589,756
6-7214 · Dallas Bikeway	0	22,500	-22,500	0	90,000	-90,000	270,000
6-7216 · BCycle	0	2,917	-2,917	0	11,667	-11,667	35,000
6-7217 · Sidewalk Program/ Safe	0	50,000	-50,000	0	200,000	-200,000	600,000
6-7218 · Montrose Blvd - Reconstruction	0	100,000	-100,000	0	400,000	-400,000	1,200,000
6-7219 · Welch Safe Street	0	10,417	-10,417	0	41,667	-41,667	125,000
6-7220 · Stanford Safe Street	0	10,417	-10,417	0	41,667	-41,667	125,000
6-7221 · Mandell Bikeway	0	55,417	-55,417	0	221,667	-221,667	665,000
6-7222 · Safe Route to School Sidewalk	0	20,833	-20,833	0	83,333	-83,333	250,000
6-7223 · W Alabama Street	0	15,833	-15,833	0	63,333	-63,333	190,000
6-7224 · West Gray - Dallas to Allen Pky	0	29,167	-29,167	0	116,667	-116,667	350,000
<b>Total 6-7000 · Capital Expenditure</b>	<b>323,612</b>	<b>810,186</b>	<b>-486,574</b>	<b>1,494,566</b>	<b>3,240,742</b>	<b>-1,746,176</b>	<b>9,722,221</b>
<b>Total Expense</b>	<b>535,417</b>	<b>844,270</b>	<b>-308,853</b>	<b>2,562,105</b>	<b>3,860,355</b>	<b>-1,298,250</b>	<b>10,614,500</b>
<b>Net Income</b>	<b>-508,083</b>	<b>-609,765</b>	<b>101,682</b>	<b>2,004,582</b>	<b>2,512,318</b>	<b>-507,736</b>	<b>37,634,210</b>

October 31, 2022





## **Montrose TIRZ 27 Board Meeting November 14<sup>th</sup>, 2022: Knudson Report**

Knudson Activity with the Montrose TIRZ:

### **General Board:**

- Checked the City of Houston Plat Report for new plats within the TIRZ boundaries
  - None to report within or adjacent to the TIRZ boundaries;
- Took meeting minutes and created agendas for all Committee meetings;
- Helped with information sharing between the Montrose TIRZ and the City of Houston;
- Efforts to make updates to the Montrose TIRZ website with the help of the Webmaster;
- Updated and populated the Montrose TIRZ #27 Shared Folder use for simplified information sharing;
- Managed the Montrose info email;
- Provided Knudson reports for the TIRZ Board Book.

### **Affordable Housing Committee:**

- Attended 1 Committee meeting and multiple Housing Committee related meetings;
- Correspondence with outside groups/agencies looking to work/partner with the Affordable Housing Committee;

### **Projects and Planning Committee:**

- Attended 1 Committee meetings;

### **Finance Committee:**

- No Board action.

### **Public Engagement Committee:**

- Managed the Montrose info email;
- Attended 1 Committee meeting and multiple Public Engagement Committee related meetings