

**MINUTES OF THE REGULAR MEETING
OF THE CITY COUNCIL
OF THE CITY OF BUNKER HILL VILLAGE, TEXAS
February 15, 2022 at 5:00 P.M.**

I. CALL TO ORDER

Mayor Robert Lord called the meeting to order at 5:02 p.m. on Zoom and in the Council Chambers of City Hall, 11977 Memorial Drive, Houston, Texas.

Those Present:

Mayor Robert Lord
Councilmember Susan Schwartz
Councilmember Jay Smyre
Councilmember Keith Brown
Councilmember Eric Thode
Councilmember Laurie Rosenbaum via Zoom

Those Absent

None

Also in Attendance:

Karen Glynn, City Administrator at City Council Chambers
Steve Smith, Dir. of Public Works/Bldg. Official at City Council Chambers
Loren Smith, City Attorney at City Council Chambers
Jennifer Namie, Assistant to the City Secretary via Zoom
Ray Schultz, MVPD, Chief of Police at City Council Chambers
Susan Grass, Finance Director at City Council Chambers

CLOSED EXECUTIVE SESSION

THE CITY COUNCIL WILL CONVENE INTO CLOSED EXECUTIVE SESSION PURSUANT TO SECTION 551.089 OF THE TEXAS GOVERNMENT CODE TO DELIBERATE AN ITEM CONCERNING CRITICAL INFRASTRUCTURE OF THE CITY: EMERGENCY PREPAREDNESS PLANS FOR THE CITY'S WATER SYSTEM

THE CITY COUNCIL WILL CONVENE INTO CLOSED EXECUTIVE SESSION PURSUANT TO SECTION 551.071 OF THE TEXAS GOVERNMENT CODE TO CONSULT WITH ITS ATTORNEY ABOUT PENDING OR CONTEMPLATED LITIGATION OR A MATTER IN WHICH THE DUTY OF THE ATTORNEY REQUIRES TO BE DISCUSSED IN PRIVATE.

Mayor Lord convened into closed executive session at 5:04 p.m.

Mayor Lord reconvened the meeting at 5:33 p.m.

II. PLEDGE OF ALLEGIANCE

Finance Director, Susan Grass, led the Pledge of Allegiance.

III. CITIZEN COMMENTS

There were no citizen comments.

IV. POLICE COMMISSIONER REPORT

- A. Update on Activities – Chief Ray Schultz and Commissioner, Jay Smyre gave an update on activities, including personnel, calls for service, the 2020 and the 2021 Budgets. Priscilla Gonzalez has joined the Department as Office Manager and HR Director.

The Department continues to work on the budget timeline for FY2023 and priority capital purchases to recommend during the budget development.

- B. Consideration and Possible Action to Approve a Budget Amendment as recommended by the Police Commission for the 2021 Year End Budget

Chief Schultz presented a budget amendment to reconcile line items for the 2021 Year End Budget. The Amendment resulted in no overall effect to the 2021 Budget.

A motion was made by Councilmember Thode and seconded by Councilmember Schwartz to approve budget amendment as recommended by the Police Commission for the 2021 Year End Budget.

The motion carried 5– 0.

- C. Consideration and Possible Action Regarding Employee Insurance Coverage for the Time Period of April 1, 2022 through March 31, 2023, Contracting for Health, Vision, and Dental Insurance and Ancillary Insurance in Partnership with the Memorial Villages Police Department and the City of Piney Point Village, Texas.

City Administrator Karen Glynn presented this item:

All full time City employees are eligible for employee insurance benefits as part of their compensation package. Insurance coverage has been provided through the Memorial Villages Police Department and includes health, dental, vision, life, and disability insurance. The City of Piney Point also participates in this group.

United Health Care, the current provider was the only proposal received for health insurance. United Health Care continued to offer a bundled package with dental and vision. The increase submitted for health insurance was 17%. Through negotiations, Alliant, MVPD's consultant was able to reduce this increase to 15%.

Although this is a significant increase, last year the contract approved resulted in a decrease of 12.6%. Historical Plan Rates and the Historical Contributions shows the success of managing the health care rates by changing to an HSA only plan in 2015. There have been increases and decreases over the 7 years; however, overall, the increase has been less than 2%. Alliant did provide options to lower the cost including a “no out of network plan” or a Memorial Hermann only plan. The Commission concurred that all alternative options significantly reduced the health care benefit for the employees.

Long term disability insurance also saw an increase which is 4.9%. All other benefits remain steady for the new plan year.

At the February 9, 2022 Commission Meeting, the Police Commission voted to contract with United Health Care for Health, Vision and Dental Insurance and the Standard for ancillary benefits not to exceed the submitted rates with Alliant continuing to negotiate with United Health Care.

A motion was made by Councilmember Schwartz and seconded by Councilmember Thode to approve Employee Insurance Coverage for the Time Period of April 1, 2022 through March 31, 2023, Contracting for Health, Vision, and Dental Insurance and Ancillary Insurance in Partnership with the Memorial Villages Police Department and the City of Piney Point Village, Texas.

The motion carried 5 to 0.

V. FIRE COMMISSION LIAISON REPORT

- A. Update on Activities - Fire Commission Liaison, Keith Brown provided a report on activities, staffing, calls for service and response times, and the 2022 Budget to date. The fuel pumps at the new station are now open and ready for business. The Department hired a new front office employee. The next Commission Meeting is Wednesday, February 23, 2022.

VI. MAYOR’S REPORT

- A. CONSIDERATION AND POSSIBLE ACTION TO ADOPT ORDINANCE NO. 22 - 570, AN ORDINANCE OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, EXTENDING A PUBLIC HEALTH EMERGENCY AND EXTENDING A STATE OF DISASTER DUE TO THE OUTBREAK OF COVID-19; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE

An Ordinance Declaring an Emergency was approved by the City Council on March 24, 2020 and later extended. The proposed ordinance includes an additional

extension through March 2022 and ensures that any support needed from other agencies would be available to the City.

A motion was made by Councilmember Thode and seconded by Councilmember Schwartz to adopt Ordinance Number 21-570 to extend the Public Health Emergency and State of Disaster due to the outbreak of COVID-19.

The motion carried 5– 0.

- B. Consideration and Possible Action to Appoint Resident Josh Pratt as Alternate to the City’s Zoning Board of Adjustment

A motion was made by Councilmember Smyre and seconded by Councilmember Brown to approve the appointment of Josh Pratt as an Alternate to the City’s Zoning Board of Adjustment.

The motion carried 5– 0.

- C. Report on Activities and Upcoming Events

- Birdies for Blue Golf Tournament – The Mayor noted he would be playing in the tournament and invited the public to participate as well.
- Community Conversation on Crime with the Memorial Village Mayors in March - This event will be put on by Crimestoppers and the Memorial Villages Police Department and has been moved to March.
- Primary Elections- Early Voting February 14-25; Election Day March 1
- Other Updates -The Mayor attended the Spring Branch ISD FFA Auction on February 12, 2022 and was a successful bidder. Mayor Lord also attended the HCMCA Meeting with Councilmember Schwartz and served on the speaker panel.

VII. CITY ADMINISTRATOR'S REPORT

- A. Report on Activities and Upcoming Events

- Planning and Zoning Commission Meetings - Paratus Memorial has called and shared that Paratus Memorial will be submitting a revised exhibit for the proposed fence and gate at a later date. Therefore, the February Meeting will be cancelled.
- Drainage Committee - February Meeting - The Drainage Committee met in February. The Committee reviewed a summary of the added detention in the City over the past 10 years. This included approximately 13 Acre Feet of

Detention which did include the Bunker Hill Elementary School Detention planned for the latter part of 2022. Approximately 3 Acre Feet of this Detention was added by new development through the City's drainage ordinance.

The Committee is also reviewing the City's criteria manual based on Atlas 14 to ensure the new development requirements continue to address the impact of new development in the City. Comparisons have also been made with the City of Houston as a benchmark since Houston is the only other city requiring residential detention.

- March City Council Meeting – March 8, 2022
The next City Council meeting has been moved up to March 8, 2022 to accommodate Spring Break.
- May 7, 2022 Election - The call for the Annual May Election was made in January. Friday, February 18, 2022 at 5:00 p.m. will be the last day for applicants to file. Incumbents for Position 1 and 2 have filed for their respective seats.
- Memorial Drive and Gessner Road Grant Application - Staff has met with the Mayor and Councilmember Rosenbaum to review the proposed design standards for the project and have submitted questions and comments to the City's Engineering Consultant. The emphasis is on safety improvements, in particular for pedestrians and Frostwood Elementary School Students.

B. Public Works Director - Report on Capital Projects:

- Chapel Belle and Tamerlaine Reconstruction - Work has started on Chapel Belle. This project is expected to take 6 or 7 months to complete.
- Water Well No. 5 Sitework, Transmission Main and School Progress - Site work is well underway. The City will begin to see vertical improvements soon. There is a mandatory pre-bid meeting this week for the transmission line from the new well to the Taylorcrest Water Plant with bids due on February 24, 2022. Staff expects to have a recommendation before the Council at the March Meeting.
- Winshire Circle Drainage Concerns – The Public Works Team has done some grinding on the gutter line to improve drainage; Staff and the Drainage Committee have recommended that the backflow preventers should be removed as this has become a maintenance issue and are not working properly without the regular maintenance. RPS has run an analysis showing the removal will not create a negative impact given other improvements in place for the area.

VIII. CONSIDERATION AND POSSIBLE ACTION TO AUTHORIZE THE MAYOR TO EXECUTE CONTRACT DOCUMENTS BETWEEN THE CITY OF BUNKER HILL VILLAGE AND JLA CONSTRUCTION SOLUTIONS LLC TO SERVE AS THE CITY’S CONSTRUCTION MANAGER-AT-RISK FOR DESIGN AND CONSTRUCTION OF THE NEW PUBLIC WORKS AND DISASTER OPERATIONS BUILDING – Karen Glynn, City Administrator and Steve Smith, Director of Public Works/ Building Official

In November 2021, the City Council approved Resolution No. 11-16-2021C selecting the Construction Management at Risk Option for the design and construction of the City’s Public Works and Disaster Operations Building. This allowed the City to select a contractor through a competitive process during the design process. The contractor knows and understands the budget and timeframe. The contractor then works with the City and the Architect during the design phase and provides input into constructability, provides value engineering and assists with scheduling. Should the City determine, during the design process, that the project should not proceed with the selected contractor, the contract can be cancelled, and the project proceed as the normal “design-bid-build” approach.

PGAL and Staff conducted the CMAR Proposal Process in December and January. Three contractors submitted proposals. Following interviews, review of proposals, and references, the team recommended the City Council award the contract to JLA Construction Solutions LLC.

JLA will charge a \$2000 per month fee for preconstruction services. The Construction Phase Service Fee is proposed at 4.75% of the proposed contract.

The City and PGAL have developed the project schedule. JLA Construction Solutions LLC commits to assisting the team to meet this schedule.

A motion was made by Councilmember Brown and seconded by Councilmember Smyre to authorize the Mayor to execute contract documents between the City of Bunker Hill Village and JLA Construction Solutions, LLC to serve as the City’s Construction Manager-at-Risk for design construction of the new Public Works and Disaster Operations Building upon finalization of contract and agreements.

The motion carried 5– 0.

IX. CONSIDERATION AND POSSIBLE ACTION TO AUTHORIZE A CHANGE ORDER TO THE CURRENT CONTRACT WITH METRO CITY, LLC FOR THE CONSTRUCTION OF A CONCRETE WALL FOR PUBLIC SAFETY PURPOSES AT THE INTERSECTION OF BUNKER HILL ROAD AND TAYLORCREST IN AN AMOUNT NOT TO EXCEED \$22,000.00 - Steve Smith, Director of Public Works/ Building Official

As discussed with the City Council in September 2021, there was another reported accident at the intersection of Bunker Hill Road and Taylorcrest in the early morning, of Saturday, August 7, 2021. The single vehicle involved went through the City's existing bollards, two fences and stopped on the resident's property on Williamsburg. The City's traffic engineer, Manu Isaac reviewed and analyzed the accident data. Staff met with the residents as well. Mr. Isaac developed options and the City Council authorized \$32,000 for improvements.

New traffic signals were ordered from the City's on-call traffic contractor, Southwest Signal Company, and materials are backordered. Staff requested that alternative manufacturers be considered to help reduce delivery time.

One new black Cobra streetlight was ordered from CenterPoint for the intersection. There is an existing City of Houston streetlight at the intersection. As a result, only one additional light on the Bunker Hill side was needed at the intersection.

Proposals were solicited for the construction of the concrete barrier and one of the three contractors replied with a proposed cost of \$98,000 which exceeded the budget and reasonable cost. Staff approached Metro City, the contractor who recently was awarded the Chapel Belle Project, for a cost to add the concrete barrier to the current Chapel Belle Contract. Metro City submitted a price of \$20,512.17. This amount exceeds the original expected cost of \$15,000; however, staff balanced the budget with the other items.

Staff recommended the City Council award a change order to the Chapel Belle Project to have Metro City construct the improvement.

Funding for this work was planned through the 2021 street maintenance and operations budget item (01-8830). It is recommended that these funds carryover into 2022. This will come as a budget amendment at a future meeting following the audit.

A motion was made by Councilmember Smyre and seconded by Councilmember Thode to authorize a change order to the current contract with Metro City, LLC for the construction of a concrete wall for public safety purposes at the intersection of Bunker Hill Road and Taylorcrest in an amount not to exceed \$22,000.00.

The motion carried 5– 0.

- X. CONSIDERATION AND POSSIBLE ACTION TO APPROVE RESOLUTION NO. 02-15-2022 A OF THE CITY COUNCIL OF THE CITY OF BUNKER HILL VILLAGE, TEXAS, AUTHORIZING THE MAYOR TO EXECUTE SETTLEMENT RELEASE DOCUMENTS WITH PHARMACEUTICAL MANUFACTURER ENDO HEALTH SOLUTIONS INC., ENDO PHARMACEUTICALS INC., ENDO INTERNATIONAL PLC, PAR PHARMACEUTICAL, INC., AND PAR PHARMACEUTICAL COMPANIES, INC. ("ENDO"), AS AN ADDITIONAL SETTLING PARTY WITHIN THE NATIONAL OPIOID SETTLEMENT**

PARTICIPATION PREVIOUSLY AUTHORIZED BY THE CITY – *Loren Smith, City Attorney*

In October 2021, the City approved a Resolution regarding the National Opioid Settlement. Since that time, the City was notified that pharmaceutical manufacturer Endo Health Solutions Inc., Endo Pharmaceuticals Inc., Endo International PLC, Par Pharmaceutical, Inc., and Par Pharmaceutical Companies, Inc. (“Endo”) has joined the proposed opioid settlement. Olson and Olson advised that the City should approve an additional resolution.

A motion was made by Councilmember Brown and seconded by Councilmember Schwartz to approve Resolution No. 02-15-2022A of the City Council of the City of Bunker Hill Village, Texas, authorizing the Mayor to execute settlement release documents with pharmaceutical manufacturer Endo Health Solutions, Inc., Endo-Pharmaceuticals, Inc., Endo International, PLC, PAR Pharmaceutical, Inc. and PAR Pharmaceutical Companies, Inc. (“ENDO”), as an additional settling party within the National Opioid Settlement participation previously authorized by the City.

The motion carried 5– 0.

- XI. CONSIDERATION AND POSSIBLE ACTION TO APPROVE RESOLUTION NO. 02-15-2022B OF THE CITY COUNCIL OF THE CITY OF BUNKER HILL VILLAGE, TEXAS REGARDING LINEBARGER GOGGAN BLAIR & SAMPSON, LLP AS BEING FULLY QUALIFIED AS SPECIAL COUNSEL TO PERFORM ALL LEGAL SERVICES NECESSARY TO COLLECT UNPAID FINES, FEES, COURT COSTS, FORFEITED BONDS, AND RESTITUTION AS PROVIDED IN TEXAS CODE OF CRIMINAL PROCEDURE, ARTICLE 103.0031**
- Karen Glynn, City Administrator

Items XI and XII were presented together and taken out of order.

The City has been under contract with Linebarger Goggan Blair & Sampson for Municipal Court Collections since 2010. The City's contract is currently considered year to year. Linebarger Goggan Blair & Sampson has asked that the City update the contract and make a 3-year contract. In addition, there are certain procedures that are now required that need to be approved.

Resolution No 02-15-2022 B was prepared and is required to be approved. In addition, a separate action is needed for the contract. All current provisions and costs remain in place. Linebarger Goggan Blair & Sampson have proposed a 3-year contract with the option to automatically renew for an additional two years and on an annual basis thereafter.

Staff looked into other collection needs such as tax collections and utility billing. Spring Branch ISD serves as the City's Tax Assessor Collector and also handles collections. The City's utility bill collections are approximately \$3,000 per year and staff is working to reduce this through other means. As a result, staff recommended a contract with Linebarger Goggan Blair & Sampson for court collections only.

A motion was made by Councilmember Thode and seconded by Councilmember Brown to approve Resolution No. 02-15-2022B of the City Council of the City of Bunker Hill Village, Texas regarding Linebarger Goggan Blair & Sampson, LLP as being fully qualified as Special Counsel to perform all legal services necessary to collect unpaid fines, fees, court costs, forfeited bonds and restitution as provided in Texas Code of Criminal Procedure, Article 103.0031.

The motion carried 5– 0.

XII. CONSIDERATION AND POSSIBLE ACTION TO APPROVE A CONTRACT BETWEEN THE CITY OF BUNKER HILL VILLAGE AND LINEBARGER GOGGAN BLAIR & SAMPSON TO PROVIDE COLLECTIONS FOR THE CITY’S MUNICIPAL COURT IN ACCORDANCE WITH STATE LAW PROVISIONS - Karen Glynn, City Administrator

This item was discussed under Item XI and out of order.

A motion was made by Councilmember Brown and seconded by Councilmember Schwartz to approve a contract between the City of Bunker Hill Village and Linebarger Goggan Blair & Sampson to provide collections for the City’s Municipal Court in accordance with state law provisions.

The motion carried 5– 0.

XIII. CONSIDERATION AND POSSIBLE ACTION TO APPROVE RESOLUTION NO. 02-15-2022 C OF THE CITY COUNCIL OF BUNKER HILL VILLAGE, TEXAS, AUTHORIZING STAFF TO REMOVE UNCOLLECTIBLE AMOUNTS OWED FOR UTILITY ACCOUNTS FROM THE CITY’S UTILITY BILLING SOFTWARE – Susan Grass, Finance Director

Susan Grass presented this item:

A resolution has been prepared and is recommended to authorize the removal of outstanding utility accounts from the utility billing software. This debt is owed to the Water, Irrigation, Wastewater and Solid Waste Funds. A total of 72 accounts totaling \$17,140.82 have been identified to be removed, representing 11 years of activity from 2009 – 2019. For information purposes, the City purchased and implemented the current software system in 2009.

Delinquent accounts are recommended for removal for various reasons, including:

1. The Statue of Limitations (six (6) years or older) has been met.
2. Bankruptcy (discharge of debt).
3. Death of debtor; and
4. Utility bills have been sent to payers and returned as undeliverable.

The large majority of the utility bills met the 6-year statute of limitations (48%) which relate to the billings from 2009-2015. The \$17,140.82 represented less than 1% (.52%) of the dollars budgeted for billing revenues in 2021.

It is recommended that uncollectible utility accounts identified be removed from the utility billing software with Council approval on an annual basis going forward. Removing this information does not forgive the debt obligation but is an accounting procedure to aid in accurately representing the City's financial position. The City will continue to try to collect unpaid utility bills, and some of this total may still eventually be paid to the City.

A motion was made by Councilmember Thode and seconded by Councilmember Schwartz to approve Resolution No. 02-15-2022C of the City of Bunker Hill Village, Texas, authorizing staff to remove uncollectible amounts owed for utility accounts from the City's utility billing software

The motion carried 5– 0.

XIV. DISCUSSION, CONSIDERATION AND POSSIBLE ACTION REGARDING BUNKER HILL VILLAGE'S RESPONSE TO THE OTHER VILLAGES REGARDING THE PROVISIONS OF THE INTERLOCAL AGREEMENT FOR FIRE AND EMERGENCY SERVICES BETWEEN THE CITIES OF BUNKER HILL VILLAGE, TEXAS, HILSHIRE VILLAGE, TEXAS, HEDWIG VILLAGE, TEXAS, HUNTERS CREEK VILLAGE, TEXAS, PINEY POINT VILLAGE, TEXAS, AND SPRING VALLEY VILLAGE, TEXAS AND THE VILLAGE FIRE DEPARTMENT DATED OCTOBER 2019 – Robert Lord, Mayor

In accordance with the Interlocal Agreement between the Cities of Bunker Hill Village, Texas, Hilshire Village, Texas, Hedwig Village, Texas, Hunters Creek Village, Texas, Piney Point Village, Texas, and Spring Valley Village, Texas and the Village Fire Department dated October 2019, the City's deadline to decide whether or not to rejoin the Fire Department is May of 2022. The Mayor received a letter regarding this topic and the interest in Bunker Hill Village becoming a full member in April 2022. The Mayor and City Council continued discussion. Many of the other cities are considering this item at the February Meetings.

No Action Taken

XV. CONSENT AGENDA

“ALL MATTERS LISTED UNDER CONSENT AGENDA ARE CONSIDERED TO BE ROUTINE BY THE CITY COUNCIL AND WILL BE ENACTED BY ONE MOTION, THERE WILL NOT BE SEPARATE DISCUSSION OF THESE ITEMS. IF DISCUSSION IS DESIRED, THAT ITEM WILL BE REMOVED FROM THE CONSENT AGENDA AND CONSIDERED SEPARATELY.”

A. Minutes of the January 18, 2022 Regular Council Meeting

- B. RPS, Invoice No. 1221038 in the amount of \$5,257.77 for professional services rendered from November 27, 2021 to December 31, 2021 under on-call services for Miscellaneous Services including Winshire Circle, Williamsburg Ditch Drainage Review, Bunker Hill Road Repairs and FEMA CRS application
- C. RPS, Invoice No. 1221039 in the amount of \$1,029.71 for professional services rendered from November 27, 2021 to December 31, 2021 under on-call services for Site Development Review for Drainage Impact
- D. RPS, Invoice No. 1221036 in the amount of \$16,917.50 for professional services rendered from November 27, 2021 to December 31, 2021, under on-call services for Bunker Hill Detention Services
- E. RPS, Invoice No. 921030 in the amount of \$39,131.00 for professional services rendered from August 28, 2021 to October 1, 2021, under on-call services for Street and Drainage Improvements for Chapel Belle and Tamerlaine
- F. RPS, Invoice No. 1221041 in the amount of \$9,800.00 for professional services rendered from November 27, 2021 to December 31, 2021, under on-call services for Street and Drainage Improvements for Chapel Belle and Tamerlaine
- G. Probstfeld & Associates, Invoice No. 64719 in the amount of \$455.00 for professional services rendered in December 2021 for engineering services for drainage site development review
- H. Probstfeld & Associates, Invoice No. 64720 in the amount of \$230.00 for professional services rendered in December 2021 for engineering services for drainage site development review
- I. Probstfeld & Associates, Invoice No. 64721 in the amount of \$150.00 for professional services rendered in December 2021 for engineering services for drainage site development review
- J. Probstfeld & Associates, Invoice No. 64774 in the amount of \$305.00 for professional services rendered in December 2021 for engineering services for drainage site development review Probstfeld & Associates, Invoice No. 64775 in the amount of \$305.00 for professional services rendered in December 2021 for engineering services for drainage site development review
- K. Probstfeld & Associates, Invoice No. 64776 in the amount of \$455.00 for professional services rendered in December 2021 for engineering services for drainage site development review
- L. McDonald Municipal and Industrial, Monthly Pay Estimate No. 1 for work performed December 22, 2021 to December 31, 2021 in the amount of \$60,300.00 for Construction of Water Well No. 5 Site Improvements
- M. Terracon Consultants, Inc., Invoice No. TG11515 in the amount of \$4,500.00 for professional services through December 31, 2021 for Geotechnical Services for the Public Works and Disaster Operations Building
- N. The Goodman Corporation, Invoice No. 12-2021-14 in the amount of \$155.00 for professional services rendered through December 31, 2021 for Memorial Drive and Gessner Road Grant Application - TIP Call for Projects
- O. Gauge Engineering, Invoice No. 1719 in the amount of \$13,750.00 for professional services rendered through January 7, 2022 for Memorial Drive and Gessner Road Preliminary Engineering and Grant Application - TIP Call for Projects

A motion was made by Councilmember Smyre and seconded by Councilmember Brown to approve the consent agenda.

The motion carried 5– 0.

XVI. ADJOURN

A motion was made by Councilmember Thode and seconded by Councilmember Schwartz to adjourn the meeting at 7:15 p.m.

The motion carried 5 - 0.

Approved and accepted on March 8, 2022.

Robert P. Lord, Mayor

ATTEST:

Karen H. Glynn, Acting City Secretary/City Administrator

Statement

Langford Engineering, Inc.
 1080 W. Sam Houston Pkwy. N.
 Suite 200
 Houston, TX 77043
 713-461-3530

City of Bunker Hill Village
 11977 Memorial Drive
 Houston, TX 77024

Statement date: 2/10/2022

	Invoice Number	Invoice Date	Amount
City of Bunker Hill Village			
200-009 Bunker Hill General Engineering Services ✓			
04-8001 2022	24904	1/28/2022	171.02
	Project Outstanding		171.02
200-012 City of Bunker Hill EPP ✓			
04-8001 2022	24903	1/28/2022	4,223.78
	Project Outstanding		4,223.78
200-025 Sanitary Sewer Cleaning and Televising - 2021 ✓			
Jan. 07-9180.02 2021	24900	1/28/2022	1,092.96
	Project Outstanding		1,092.96
200-026 City of Bunker Hill Village - Risk and Resilience Assessment 2021 ✓			
04-8001 2021	24902	1/28/2022	4,927.15
	Project Outstanding		4,927.15
200-027 Water Well No 5 Transmission Line			
04-8001 2022	24905	1/28/2022	423.91
16-7503	24901	1/28/2022	21,155.33
	Project Outstanding		21,579.24
	Client Outstanding		31,994.15

City of Bunker Hill Village						
Outstanding	Current	31-60 Days	61-90 Days	91-120 Days	121+ Days	Prepayment
31,994.15	31,994.15	0.00	0.00	0.00	0.00	0.00

Langford Engineering, Inc.
 1080 W. Sam Houston Pkwy. N.
 Suite 200
 Houston, TX 77043
 713-461-3530

City of Bunker Hill Village
 11977 Memorial Drive
 Houston, TX 77024

Invoice number 24904
 Date 01/28/2022

Project **200-009 Bunker Hill General
 Engineering Services**

Engineering Services through January 28,2022

2021 Misc. Assignments

Invoice Summary

Description	Current Billed
106 - 2021 Misc. Assignments	171.02
Total	171.02

106 - 2021 Misc. Assignments

Professional Fees

	Hours	Billed Amount
Senior Project Manager City Council	1.00	166.54

Reimbursables

	Units	Rate	Billed Amount
11/16/2021 Jacob M. Floyd	8.00	0.56	4.48
Phase subtotal			171.02
		Invoice total	171.02

Approved by:

John K. Davis
 President

For questions regarding this invoice, please call Sonya Castro at 713-461-3530 or email Sonya.C@langfordeng.com. Thank you.

Langford Engineering, Inc.
 1080 W. Sam Houston Pkwy. N.
 Suite 200
 Houston, TX 77043
 713-461-3530

City of Bunker Hill Village
 11977 Memorial Drive
 Houston, TX 77024

Invoice number 24903
 Date 01/28/2022

Project **200-012 City of Bunker Hill EPP**

Engineering Services through January 28,2022

SCOPE: Surface Water Discussions, Permit numbers for HGCSO and COH Plan Review

Invoice Summary

Description	Total Billed	Prior Billed	Current Billed
102 - 2022 Emergency Preparedness Plan	6,698.65	2,474.87	4,223.78
Total	6,698.65	2,474.87	4,223.78

102 - 2022 Emergency Preparedness Plan
 Professional Fees

	Hours	Billed Amount
Engineer II (EIT)	22.00	2,231.68
<i>Address comments, combine attachments and exhibits</i>		
<i>Revise fuel calculations, revise process schematic</i>		
<i>Address comments, finalize draft version</i>		
<i>Revise EPP</i>		
<i>Finalize draft version, prepare hard copy</i>		
<i>Revise the latest draft, update fuel consumption</i>		
<i>Revise and update progress</i>		
<i>Address comments</i>		
<i>Revise and wrap up final draft</i>		
<i>Address comments</i>		
<i>Wrap up final draft for review</i>		
<i>Revise draft</i>		
<i>Revise fuel calculations</i>		
<i>Revise fuel calculation</i>		
<i>Address comments</i>		
<i>Produce approval letter for the city</i>		
Project Designer	0.50	54.12
<i>Exhibit updates</i>		
Clerical I	1.50	102.17
<i>printed set copies</i>		
<i>Folded drawings</i>		
<i>Binder clipped set copies</i>		
<i>Flagged set copies for signature</i>		
Senior Project Manager	11.00	1,831.89
<i>Review EPP</i>		
<i>Review and Submit Items to CBHV for Upcoming City Council Meeting</i>		
<i>Submit items to CBHV</i>		
<i>Plan Coordination</i>		
<i>Pick up Plans, Review Comments</i>		
<i>Review and Submit to City</i>		
Professional Fees subtotal	35.00	4,219.86

102 - 2022 Emergency Preparedness Plan
Reimbursables

	<u>Rate</u>	<u>Billed Amount</u>
Mileages		
Jacob M. Floyd	0.56	<u>3.92</u>
Phase subtotal		4,223.78
		<u><u>4,223.78</u></u>
	Invoice total	<u><u>4,223.78</u></u>

Approved by:

John K. Davis
President

For questions regarding this invoice, please call Sonya Castro at 713-461-3530 or email Sonya.C@langfordeng.com. Thank you.

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1080 W. Sam Houston Pkwy. N.
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Houston, TX 77043
713-461-3530

City of Bunker Hill Village
11977 Memorial Drive
Houston, TX 77024

Invoice number 24900
Date 01/28/2022

Project **200-025 Sanitary Sewer Cleaning and
Televising - 2021**

Engineering Services through January 28, 2022

Design and Construction Phase Services for Sanitary Sewer Cleaning and Televising - 2021

Invoice Summary

Description	Contract Amount	Total Billed	Prior Billed	Current Billed
012 - Design Phase Services	6,200.00	3,262.96	2,170.00	1,092.96
013 - Construction Phase Services	9,200.00	0.00	0.00	0.00
014 - Observation of Construction	8,600.00	0.00	0.00	0.00
017 - Engineering Report	8,800.00	0.00	0.00	0.00
018 - Review of TV	10,700.00	0.00	0.00	0.00
019 - Reimbursable Expenses	0.00	0.00	0.00	0.00
Total	43,500.00	3,262.96	2,170.00	1,092.96

Invoice total **1,092.96**

Approved by:

John K. Davis
President

For questions regarding this invoice, please call Sonya Castro at 713-461-3530 or email Sonya.C@langfordeng.com. Thank you.

Langford Engineering, Inc.
 1080 W. Sam Houston Pkwy. N.
 Suite 200
 Houston, TX 77043
 713-461-3530

City of Bunker Hill Village
 11977 Memorial Drive
 Houston, TX 77024

Invoice number 24902
 Date 01/28/2022

Project **200-026 City of Bunker Hill Village - Risk and Resilience Assessment 2021**

Engineering Services through January 28, 2022

Provide Engineering Services for Risk and Resilience Assessment

Invoice Summary

Description	Total Billed	Prior Billed	Current Billed
102 - Emergency Response Plan - 2021	6,136.63	1,209.48	4,927.15
Total	6,136.63	1,209.48	4,927.15

102 - Emergency Response Plan - 2021

Professional Fees

	Hours	Billed Amount
Principal	1.00	180.00
<i>ERP review</i>		
<i>ERP to City for signature</i>		
<i>Final ERP and requirements to Staff on submittal to EPA</i>		
Executive Assistant	1.00	93.68
<i>Print Out, Bind, and Assemble ERP</i>		
Engineer II (EIT)	34.75	3,618.51
<i>ERP Review with Staff.</i>		
<i>Progress meeting with PM, ERP template revise</i>		
<i>Coord. with Staff.</i>		
<i>Resilience strategies</i>		
<i>Coordination Meeting</i>		
<i>Address comments</i>		
<i>Emergency Plans and Procedures + Meeting with PM</i>		
<i>ERP Review.</i>		
<i>ERP Template review</i>		
<i>Finalize draft version of ERP</i>		
<i>Work on guidance, procedures, executive summary, tables</i>		
<i>Finalize final draft version, prepare hard copy</i>		
<i>Revise and update progress</i>		
<i>ERP Review with Staff.</i>		
<i>Address comments</i>		
<i>Revise and wrap up final draft</i>		
<i>ERP Review.</i>		
<i>Address comments, calculate capacity of WP</i>		
<i>Wrap up final draft for review</i>		
<i>Address comments, wrap up final document</i>		
<i>Acknowledgement form</i>		
<i>Produce hard copies for records</i>		
Project Designer	0.75	81.19
<i>Water distribution map</i>		
Clerical I	3.00	204.34

102 - Emergency Response Plan - 2021

Professional Fees

	<u>Hours</u>	<u>Billed Amount</u>
<i>GBC binded set copies</i>		
<i>printed set copies</i>		
<i>Folded drawings</i>		
<i>Binder clipped set copies</i>		
<i>Flagged set copies for signature</i>		
<i>Printed set copies</i>		
<i>GBC punched and binded set copies</i>		
Senior Project Manager	4.50	749.43
<i>ERP Submittal</i>		
<i>Submittal to CBHV, coordination with Attorney.</i>		
<i>ERP Submittal</i>		
<i>Pick up items from CBHV, Make Revisions</i>		
Professional Fees subtotal	<u>45.00</u>	<u>4,927.15</u>
Phase subtotal		<u>4,927.15</u>
Invoice total		<u><u>4,927.15</u></u>

Approved by:

John K. Davis
President

For questions regarding this invoice, please call Sonya Castro at 713-461-3530 or email Sonya.C@langfordeng.com. Thank you.

Langford Engineering, Inc.
1080 W. Sam Houston Pkwy. N.
Suite 200
Houston, TX 77043
713-461-3530

City of Bunker Hill Village
11977 Memorial Drive
Houston, TX 77024

Invoice number 24905
Date 01/28/2022

Project **200-027 Water Well No 5 Transmission Line**

Engineering Services through January 28, 2022

Taylorcrest W.P. on Site Improvements for the Transmission line and Well #5 Treatment

Invoice Summary

Description	Contract Amount	Total Billed	Prior Billed	Current Billed
Water Plant Construction	54,700.00	423.91	0.00	423.91
Total	54,700.00	423.91	0.00	423.91

Professional Fees

	Hours	Billed Amount
Engineer II (EIT) <i>Coordination Meeting and information review for plans production Forms for plans production</i>	4.00	423.91
Invoice total		423.91

Approved by:

John K. Davis
President

For questions regarding this invoice, please call Sonya Castro at 713-461-3530 or email Sonya.C@langfordeng.com. Thank you.

Langford Engineering, Inc.
 1080 W. Sam Houston Pkwy. N.
 Suite 200
 Houston, TX 77043
 713-461-3530

City of Bunker Hill Village
 11977 Memorial Drive
 Houston, TX 77024

Invoice number 24901
 Date 01/28/2022

Project **200-027 Water Well No 5 Transmission Line**

Engineering Services through January 28, 2022

Provide Engineering Services for the Design and Construction of the Transmission Line for Water Well No 5

Invoice Summary

Description	Contract Amount	Total Billed	Prior Billed	Current Billed
Water Line Construction	320,660.00	72,579.67	51,424.34	21,155.33
Total	320,660.00	72,579.67	51,424.34	21,155.33

Professional Fees

	Hours	Billed Amount
Executive Assistant <i>Set up Spec Updates to Spec</i>	11.00	1,030.52
Engineer II (EIT) <i>Project coordination and Utility Maps request Internal construction plan review</i>	1.25	130.20
Engineer I (EIT)	116.75	13,786.99

Professional Fees

	Hours	Billed Amount
CAD		
<i>CAD. Plan Production.</i>		
<i>Design. Plan Production.</i>		
<i>Plan Production. CAD. Design.</i>		
<i>Plan Production. Design.</i>		
<i>Plan Set Production. CAD. Design.</i>		
<i>Plan Production. CAD.</i>		
<i>Plan Set Production. Design. CAD.</i>		
<i>Plan Set Production. Design. CAD.</i>		
<i>Plan Set Production. CAD.</i>		
<i>Plan Production (CAD). Addressing Comments.</i>		
<i>QAQC of Plan Set.</i>		
<i>Plan Production. CAD. Design.</i>		
<i>Plan production. Design. CAD.</i>		
<i>Plan Production. CAD.</i>		
<i>Plan Production. CAD.</i>		
<i>Addressing Comments.</i>		
<i>QAQC on Plans. Addressing Comments.</i>		
<i>QAQC on Plans. Addressing Comments.</i>		
<i>Design. CAD. Addressing Comments.</i>		
<i>Design. Addressing Comments. CAD.</i>		
<i>Reviewing plans.</i>		
<i>Design. Reviewing Plans.</i>		
<i>Design. CAD. Addressing Comments.</i>		
<i>Design. Plan Set Production. CAD.</i>		
<i>Design - Plan Review.</i>		
<i>Plan Review.</i>		
<i>Plan Review.</i>		
<i>Design. Addressing Comments.</i>		
<i>Technical Specifications.</i>		
<i>Construction Specifications.</i>		
<i>Addressing Comments. CAD</i>		
<i>Design. Addressing Plan Review Comments.</i>		
<i>Specs. Contract Docs.</i>		
<i>Specs. Addressing Comments. CAD.</i>		
<i>Specs. Correspondence.</i>		
Project Designer	23.50	2,543.84
<i>Plan set production</i>		
<i>Plan set production</i>		
<i>Plan set production</i>		
<i>Plan set production</i>		
<i>Plan set production</i>		
<i>Plan set production</i>		
<i>Plan set production</i>		
<i>Plan set production</i>		
<i>Plan set production</i>		
<i>Plan set production</i>		
<i>Plan set production</i>		
<i>Plan set production</i>		
Senior Project Manager	22.00	3,663.78

Professional Fees

	<u>Hours</u>	<u>Billed Amount</u>
<i>Review Construction Plans</i>		
<i>Review Plans</i>		
<i>Plan Review</i>		
<i>Plan Review</i>		
<i>Plan Review</i>		
<i>Plan Submittal</i>		
<i>CBHV Meeting</i>		
<i>Plan Meeting</i>		
<i>Contract Review</i>		
<i>Contracts</i>		
<i>Contract Review</i>		
<i>Contract</i>		
<i>Contract</i>		
Professional Fees subtotal	<u>174.50</u>	<u>21,155.33</u>
	Invoice total	<u>21,155.33</u>

Approved by:

John K. Davis
President

For questions regarding this invoice, please call Sonya Castro at 713-461-3530 or email Sonya.C@langfordeng.com. Thank you.

ARCHITECTURE
ENGINEERING
INTERIORS
PLANNING



February 10, 2022
Project No: R1005980.00
Invoice No: 10055173

Karen Glynn
City Administrator
Bunker Hill Village
11977 Memorial Drive
Bunker Hill Village, TX 77024

Project R1005980.00 Bunker Hill Village - Municipal Facilities
Professional Services from December 1, 2021 to December 31, 2021

Phase 00 Concept Services
Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Billing	Current Billing
Elevation Studies	1,500.00	100.00	1,500.00	1,500.00	0.00
Schematic Design	15,000.00	100.00	15,000.00	0.00	15,000.00
Design Development	20,000.00	50.00	10,000.00	0.00	10,000.00
Construction Documents	40,000.00	0.00	0.00	0.00	0.00
Bid/Permit	5,000.00	0.00	0.00	0.00	0.00
Construction Administration	20,000.00	0.00	0.00	0.00	0.00
Total Fee	101,500.00		26,500.00	1,500.00	25,000.00
	Total Fee			25,000.00	
		Total this Phase		\$25,000.00	
		Total this Invoice		\$25,000.00	

06-9191 - 12500
07-9191 12500

Approval _____

ARCHITECTURE
ENGINEERING
INTERIORS
PLANNING



Karen Glynn
City Administrator
Bunker Hill Village
11977 Memorial Drive
Bunker Hill Village, TX 77024

February 10, 2022
Project No: R1005980.01
Invoice No: 10055174

Project R1005980.01 Bunker Hill Village - Municipal Facilities RE

Professional Services from December 1, 2021 to December 31, 2021

Phase RE Reimbursable Expenses

Reimbursable Expenses

ARC

	8.42	
Total Reimbursables	1.1 times	8.42
		9.26
	Total this Phase	\$9.26
	Total this Invoice	\$9.26

06-9191 4.63
07-9191 4.63

Approval

Billing Backup

Thursday, February 10, 2022

PGAL, Inc.

Invoice 10055174 Dated 2/10/2022

4:23:36 PM

Project	R1005980.01	Bunker Hill Village - Municipal Facilities RE
Phase	RE	Reimbursable Expenses

Reimbursable Expenses

ARC				
AP 189477	11/30/2021	ARC	8.42	
	Total Reimbursables		1.1 times	8.42
				9.26
			Total this Phase	\$9.26
			Total this Project	\$9.26
			Total this Report	\$9.26

ARC Premier Accounts

ARC S TX Stafford
12603 Executive Dr #806
Stafford, TX 77477

PRODUCTION
LOCATION

PROJECT EXPENSE

ARC INVOICE # 10965ARC111921
ARC INVOICE DATE 11/19/21
PROJECT EXPENSE # PE8029097

BILL TO PGAL HOUSTON
 3131 Briarpark, Suite 200
 Houston, TX 77042

SHIP TO PGAL HOUSTON
 3131 Briarpark, Suite 200
 Houston, TX 77042

Page 1

ORDER DATE	WORK ORDER	SHIP VIA	PURCHASE ORDER		REQUESTED BY				
11/15/21	AFM8029097	FM			On-Site Services				
PROJECT #		PROJECT NAME			PHASE	DEPT			
P1005980.00		Bunker Hill Village Municipal Facilities							
LI#	PROD CODE	DESCRIPTION	ORIG	COPY QTY	SHEET SIZE	TOTAL UNITS	UM	UNIT PRICE	EXTENSION
1	3066.03	BW 11X17 COPIES - RECYCLED	1	1		1	EACH	0.180	0.18
2	3067.01	DIGITAL COLOR PRINTS 8.5X11	42	1		42	EACH	0.181	7.60
SUBTOTAL					SALES TAX		INVOICE TOTAL		
			7.78		0.64		8.42		

PROJECT
EXPENSE



Mr. Steve Smith
 Director of Public Works/Building Official
 City of Bunker Hill Village
 11977 Memorial Drive
 Houston, TX 77024

February 8, 2022

Project No:

008089

Invoice No:

122023

City of Bunker Hill Village - Street and Drainage Improvements for Chapel Belle Lane
For Professional Services rendered from January 1, 2022 to January 28, 2022:

Description	Contract Amount	Percent Complete	Billed to Date	Previously Invoiced	Current Invoice
Task 1 - Data Verification	10,600.00	100.00	10,600.00	10,600.00	0.00
Task 2 - Topographic Survey (Landpoint)	3,245.00	100.00	3,245.00	3,245.00	0.00
Task 3 - Geotechnical Services (QC Labs)	4,818.00	100.00	4,818.00	4,818.00	0.00
Task 4 - Project Management/Design Coord	26,900.00	100.00	26,900.00	26,900.00	0.00
Task 5 - Final Design	98,200.00	100.00	98,200.00	98,200.00	0.00
Task 6 - Bid Phase	9,800.00	100.00	9,800.00	9,800.00	0.00
Public Involvement	2,100.00	0.00	0.00	0.00	0.00
Construction Phase Services	37,425.00	5.00	1,871.25	0.00	1,871.25
Materials Testing Management Services	20,553.00	0.00	0.00	0.00	0.00
Total Fee	213,641.00		155,434.25	153,563.00	1,871.25
					1,871.25
					\$1,871.25

Recap:	Current	Previous	To-Date
Total Billings	1,871.25	153,563.00	155,434.25
Contract Amount			213,641.00
Balance			58,206.75
		Total Due This Invoice:	\$1,871.25

Remit Payment:
 RPS Infrastructure, Inc.
 575 N. Dairy Ashford, Suite 700, Houston, Texas, 77079
 T: (281) 589-7257 - Routing # 111000614 Bank # 697856677

06-9184.02



575 N Dairy Ashford
Suite 700
Houston, TX 77079
T +1 281 589 7257

PROGRESS REPORT

Date: January 27, 2022

Job No.: 008089

Report Period: Activities Completed in the Month of January

Reviewed By: Mike McClung, P.E.

Project: Chapel Belle Street and Drainage Improvements

- Prepare contracts for execution.
- Coordinated with Contractor on RFP for concrete wall.
- Began preparing administration for submittals.



Progress Report

To: Ms. Karen Glynn & Mr. Steve Smith
Date: January 27, 2022
Project: Bunker Hill Village: Progress Report
RPS Project No.: 004067 – On-Call Services
007054 – Site Development Review
008071 – On-Call Drainage Committee Services
008072 – On-Call BHE Detention Services

Work performed from January 1, 2022 to January 28, 2022

004067: On-Call Services (TOTAL = \$1,744.92)

- Winshire Grinding Site Visit (\$487.49)
 - Luis Dinarte – 4.5 hrs
- 11702 Winshire Drainage Issue (\$613.68)
 - Mike McClung – 2 hrs
- Prep and Attend City Council Meeting (\$613.68)
 - Mike McClung – 2 hrs

01-7503

007054: Site Development Reviews (TOTAL = \$1,674.49)

- Completed HGL calculations based on existing XP-SWMM model and Atlas 14: 215 Plantation, 11918 Doncaster, 302 Chapel Belle (\$624.05)
 - Fasil Worku – 1.5 hr
 - Mike McClung – 1.5 hr
- 24 Valley Forge Drainage Review (\$1,050.44)
 - Mike McClung – 2 hrs
 - Fasil Worku – 4 hrs

01-7503

008072: On-Call BHE Detention Services (TOTAL = \$9,882.50)

- Review and coordination with project team
- Prepare final drawings and details
- Review contractor change order and provide questions and comments
- Answer questions from contractor

15-7503



Mr. Steve Smith
 Director of Public Works/Building Official
 City of Bunker Hill Village
 11977 Memorial Drive
 Houston, TX 77024

February 8, 2022
 Project No: 004067
 Invoice No: 122039
 Legacy Project No: 0159.019.003

Bunker Hill Village On-Call
For Professional Services rendered from January 1, 2022 to January 28, 2022:

General On-Call Services

Professional Personnel

	Hours	Rate	Amount	
Dinarte, Luis	4.50	108.33	487.49	
McClung, Michael	4.00	306.84	1,227.36	
Totals	8.50		1,714.85	
Total Labor				1,714.85
				\$1,714.85

Reimbursable Expenses

Reim Exp-Mileage			30.07	
Total Reimbursables		1.0 times	30.07	30.07
				\$30.07

Total Due This Invoice: \$1,744.92

Remit Payment:
 RPS Infrastructure, Inc.
 575 N. Dairy Ashford, Suite 700, Houston, Texas, 77079
 T: (281) 589-7257 - Routing # 111000614 Bank # 697856677

Billing Backup

Friday, January 28, 2022

RPS Infrastructure Inc. (Live)

Invoice 122039 Dated 2/8/2022

2:14:58 PM

Professional Personnel

			Hours	Rate	Amount
001143	20 - Dinarte, Luis Site Visit and pre for questions	1/18/2022	4.00	108.33	433.32
001143	20 - Dinarte, Luis	1/25/2022	.50	108.33	54.17
000392	22 - McClung, Michael 11702 Winshire	1/13/2022	2.00	306.84	613.68
000392	22 - McClung, Michael City Council Meeting	1/18/2022	2.00	306.84	613.68
	Totals		8.50		1,714.85
	Total Labor				1,714.85

\$1,714.85

Reimbursable Expenses

Reim Exp-Mileage					
EX	000000025335	12/8/2021	McClung, Michael / Drive to BHV City Hall / Meeting to discuss FEMA Discount Program / 14.00 miles @ 0.56		7.84
EX	000000025373	1/11/2022	Dinarte, Luis / Bunker Hill Village street gutter grinding / 24.00 miles @ 0.585		14.04
EX	000000025351	1/12/2022	McClung, Michael / Drive to BHV / Field Meeting / 14.00 miles @ 0.585		8.19
	Total Reimbursables		1.0 times		30.07

\$30.07

\$1,744.92

Total this Report

\$1,744.92



Progress Report

To: Ms. Karen Glynn & Mr. Steve Smith
Date: January 27, 2022
Project: Bunker Hill Village: Progress Report
RPS Project No.: 004067 – On-Call Services
007054 – Site Development Review
008071 – On-Call Drainage Committee Services
008072 – On-Call BHE Detention Services

Work performed from January 1, 2022 to January 28, 2022

004067: On-Call Services (TOTAL = \$1,744.92)

- Winshire Grinding Site Visit (\$487.49)
 - Luis Dinarte – 4.5 hrs
- 11702 Winshire Drainage Issue (\$613.68)
 - Mike McClung – 2 hrs
- Prep and Attend City Council Meeting (\$613.68)
 - Mike McClung – 2 hrs

007054: Site Development Reviews (TOTAL = \$1,674.49)

- Completed HGL calculations based on existing XP-SWMM model and Atlas 14: 215 Plantation, 11918 Doncaster, 302 Chapel Belle (\$624.05)
 - Fasil Worku – 1.5 hr
 - Mike McClung – 1.5 hr
- 24 Valley Forge Drainage Review (\$1,050.44)
 - Mike McClung – 2 hrs
 - Fasil Worku – 4 hrs

008072: On-Call BHE Detention Services (TOTAL = \$9,882.50)

- Review and coordination with project team
- Prepare final drawings and details
- Review contractor change order and provide questions and comments
- Answer questions from contractor



City of Bunker Hill Village
11977 Memorial Drive
Houston, TX 77024

February 8, 2022
Project No: 007054
Invoice No: 122025
Legacy Project No: 0159.019.029

Bunker Hill Village On-Call - Site Development Review for Drainage Impacts
For Professional Services rendered from January 1, 2022 to January 28, 2022:

Professional Personnel

	Hours	Rate	Amount	
McClung, Michael	3.50	306.84	1,073.94	
Worku, Fasil	5.50	109.19	600.55	
Totals	9.00		1,674.49	
Total Labor				1,674.49

1,674.49

\$1,674.49

Total Due This Invoice: \$1,674.49

Remit Payment:
RPS Infrastructure, Inc.
575 N. Dairy Ashford, Suite 700, Houston, Texas, 77079
T: (281) 589-7257 - Routing # 111000614 Bank # 697856677

01-7503

Billing Backup

Thursday, January 27, 2022

RPS Infrastructure Inc. (Live)

Invoice 122025 Dated 2/8/2022

6:27:55 PM

Professional Personnel

			Hours	Rate	Amount	
000392	22 - McClung, Michael	1/12/2022	.50	306.84	153.42	
	HGL					
000392	22 - McClung, Michael	1/24/2022	1.00	306.84	306.84	
	24 Valley Forge					
000392	22 - McClung, Michael	1/26/2022	1.00	306.84	306.84	
000392	22 - McClung, Michael	1/26/2022	1.00	306.84	306.84	
	HGLs					
001135	20 - Worku, Fasil	1/11/2022	1.00	109.19	109.18	
	- Download rainfall intensities from Harris County FWS and calculate their ARIs					
001135	20 - Worku, Fasil	1/12/2022	.50	109.19	54.60	
	- Extract HGL for 302 Chapele Belle					
001135	20 - Worku, Fasil	1/24/2022	1.50	109.19	163.79	
	- Provide HGLs					
	- Review					
001135	20 - Worku, Fasil	1/25/2022	1.50	109.19	163.79	
	- Review					
001135	20 - Worku, Fasil	1/26/2022	1.00	109.19	109.19	
	- Provide HGLs					
	Totals		9.00		1,674.49	
	Total Labor					1,674.49
						\$1,674.49
						\$1,674.49
				Total this Report		\$1,674.49



Progress Report

To: Ms. Karen Glynn & Mr. Steve Smith
Date: January 27, 2022
Project: Bunker Hill Village: Progress Report
RPS Project No.: 004067 – On-Call Services
007054 – Site Development Review
008071 – On-Call Drainage Committee Services
008072 – On-Call BHE Detention Services

Work performed from January 1, 2022 to January 28, 2022

004067: On-Call Services (TOTAL = \$1,744.92)

- Winshire Grinding Site Visit (\$487.49)
 - Luis Dinarte – 4.5 hrs
- 11702 Winshire Drainage Issue (\$613.68)
 - Mike McClung – 2 hrs
- Prep and Attend City Council Meeting (\$613.68)
 - Mike McClung – 2 hrs

007054: Site Development Reviews (TOTAL = \$1,674.49)

- Completed HGL calculations based on existing XP-SWMM model and Atlas 14: 215 Plantation, 11918 Doncaster, 302 Chapel Belle (\$624.05)
 - Fasil Worku – 1.5 hr
 - Mike McClung – 1.5 hr
- 24 Valley Forge Drainage Review (\$1,050.44)
 - Mike McClung – 2 hrs
 - Fasil Worku – 4 hrs

008072: On-Call BHE Detention Services (TOTAL = \$9,882.50)

- Review and coordination with project team
- Prepare final drawings and details
- Review contractor change order and provide questions and comments
- Answer questions from contractor



Mr. Steve Smith
 Director of Public Works/Building Official
 City of Bunker Hill Village
 11977 Memorial Drive
 Houston, TX 77024

February 8, 2022
 Project No: 008072
 Invoice No: 122026

City of Bunker Hill Village - On-Call BHE Detention Services
For Professional Services rendered from January 1, 2022 to January 28, 2022:

Description	Contract Amount	Percent Complete	Billed to Date	Previously Invoiced	Current Invoice
Final Design Services	33,500.00	92.00	30,820.00	20,937.50	9,882.50
Construction Phase Services	6,000.00	0.00	0.00	0.00	0.00
Total Fee	39,500.00		30,820.00	20,937.50	9,882.50
					9,882.50
					\$9,882.50
			Total Due This Invoice:		\$9,882.50

Remit Payment:
 RPS Infrastructure, Inc.
 575 N. Dairy Ashford, Suite 700, Houston, Texas, 77079
 T: (281) 589-7257 - Routing # 111000614 Bank # 697856677



City of Bunker Hill Village
Attn: Accounts Payable
11977 Memorial Drive
Houston, Texas 77024

Please send payments to:
S&G Engineering Consultants, LLC
1796 Avenue D, Suite B
Katy, TX 77493

Invoice No: #2
Invoice Date: 2/3/2022
Invoice Amount: **\$8,000.00**

Project Name: Detention Facility - BHES
Project Manager: Mr. Steve Smith
S&G Project #: CBHV-001-00

Basic Services

For Services Rendered through : 2/3/2022

Description	Contract Value	% Complete	Amount Earned to Date	Previous Amount Billed	Current Amount Due
Construction Drawings	32,000.00	100.00%	32,000.00	24,000.00	8,000.00
Permitting	8,000.00	0.00%	0.00	0.00	0.00
Construction Admin (Hourly not to exceed \$10,000)	10,000.00	0.00%	0.00	0.00	0.00
Subtotal	50,000.00		32,000.00	24,000.00	8,000.00

Amount Due on This Invoice: \$8,000.00

15-7503



INVOICE FOR SPONSORSHIP OF THE WATER CONSERVATION EDUCATION PROGRAM

01/31/2022

Bill To: Steve Smith, Director of Public Works
City of Bunker Hill Village
11977 Memorial Drive
Houston TX 77024
713-467-9762
ssmith@bunkerhilltx.gov

GWB2022-3018
Bunker Hill, City of

Fee No.: 320193

For Sponsorship of Students:

Total :	204
Total Amount Due:	\$7,752.00
Due Date:	03/02/2022
School:	Robinson Elementary, St. Catherine's Montessori, Timberwood Middle School

Make checks payable to:

Harris-Galveston Subsidence District
ATTN: Water Conservation Program
1660 West Bay Area Boulevard
Friendswood, Texas 77546

For billing questions contact:

Allison Swann-Davis
Water Conservation Program Manager
Ph. 281-486-1105 Fax. 281-218-3716
Email: ASwann-Davis@subsidence.org



INVOICE FOR SPONSORSHIP OF THE WATER CONSERVATION EDUCATION PROGRAM

01/31/2022

Bill To: Steve Smith, Director of Public Works
City of Bunker Hill Village
11977 Memorial Drive
Houston TX 77024
713-467-9762
ssmith@bunkerhilltx.gov

GWB2022-3018
Bunker Hill, City of

Fee No.: 320193

For Sponsorship of Students:

Total :	204
Total Amount Due:	\$7,752.00
Due Date:	03/02/2022
School:	Robinson Elementary, St. Catherine's Montessori, Timberwood Middle School

Make checks payable to:

Harris-Galveston Subsidence District
ATTN: Water Conservation Program
1660 West Bay Area Boulevard
Friendswood, Texas 77546

For billing questions contact:

Allison Swann-Davis
Water Conservation Program Manager
Ph. 281-486-1105 Fax. 281-218-3716
Email: ASwann-Davis@subsidence.org



City of Bunker Hill Village
 Attn: Accounts Payable
 11977 Memorial Drive
 Houston, Texas 77024

Please send payments to:
 S&G Engineering Consultants, LLC
 1796 Avenue D, Suite B
 Katy, TX 77493

Invoice No: #1
 Invoice Date: 12/20/2021
 Invoice Amount: **\$24,000.00**

Project Name: Detention Facility - BHES
 Project Manager: Mr. Steve Smith
 S&G Project #: CBHV-001-00

Basic Services

For Services Rendered through : 12/20/2021

Description	Contract Value	% Complete	Amount Earned to Date	Previous Amount Billed	Current Amount Due
Construction Drawings	32,000.00	75.00%	24,000.00	0.00	24,000.00
Permitting	8,000.00	0.00%	0.00	0.00	0.00
Construction Admin (Hourly not to exceed \$10,000)	10,000.00	0.00%	0.00	0.00	0.00
Subtotal	50,000.00		24,000.00	0.00	24,000.00

Amount Due on This Invoice: \$24,000.00

PROBSTFELD & ASSOCIATES

PROFESSIONAL LAND SURVEYORS | PROFESSIONAL CIVIL ENGINEERS

515 PARK GROVE DRIVE ▲ SUITE 102 ▲ KATY, TEXAS 77450

Invoice

DATE	INVOICE NO.
1/18/2022	64894

RECEIVED FEB 10 2022

BILL TO:

City of Bunker Hill Village
 Attn: Steve Smith
 11977 Memorial Drive
 Houston, TX 77024

Balance Due	\$230.00
DUE DATE	1/18/2022
PAYMENT TERMS	Due on recpt

P.O. NO.	STATUS	JOB NO.
	Completed	1901-065

DESCRIPTION	QTY	RATE	JOB COMPLETION	AMOUNT
DRAINAGE PLAN REVIEW & LETTER #2 ~ For City of Bunker Hill Village • For New Home • Grading & Drainage Plans • Detention Worksheet	1.5	150.00	1/18/2022	225.00
EMAIL PDF OF MARKUPS & LETTER TO CITY	1	5.00	1/18/2022	5.00

FOR: JAMESTOWN ESTATE HOMES
 AT: 11633 Monica Street ~ City of Bunker Hill Village
 LGL: Lot 18, Block 2, Holly Hill, Section One

ORDERED BY: STEVE SMITH

01-7503

Thank you for the privilege to serve you!

Subtotal	\$230.00
Sales Tax (8.25%)	\$0.00
Total	\$230.00
Payments/Credits	\$0.00

**PROFESSIONAL LAND SURVEYING
 CIVIL ENGINEERING • PLATTING SERVICES**

PHONE: 281.829.0034

FAX: 281.829.0233

LandSurveys@Probstfeld.com

www.probstfeld.com

PROBSTFELD & ASSOCIATES

PROFESSIONAL LAND SURVEYORS | PROFESSIONAL CIVIL ENGINEERS

515 PARK GROVE DRIVE ▲ SUITE 102 ▲ KATY, TEXAS 77450

Invoice

DATE	INVOICE NO.
1/25/2022	65017

RECEIVED FEB 10 2022

BILL TO:

City of Bunker Hill Village
 Attn: Steve Smith
 11977 Memorial Drive
 Houston, TX 77024

Balance Due	\$305.00
DUE DATE	1/25/2022
PAYMENT TERMS	Due on recpt

P.O. NO.	STATUS	JOB NO.
	Completed	1901-068

DESCRIPTION	QTY	RATE	JOB COMPLETION	AMOUNT
DRAINAGE PLAN REVIEW & LETTER #1 ~ For City of Bunker Hill Village • For New Home • Grading & Drainage Plans • Detention Worksheet	2	150.00	1/25/2022	300.00
EMAIL PDF OF MARKUPS & LETTER TO CITY	1	5.00		5.00

FOR: RR DEVELOPMENT LLC
 AT: 11918 Doncaster Road ~ City of Bunker Hill Village
 LGL: Lot 9, Chateau Place

ORDERED BY: STEVE SMITH

Thank you for the privilege to serve you!

Subtotal	\$305.00
Sales Tax (8.25%)	\$0.00
Total	\$305.00
Payments/Credits	\$0.00

**PROFESSIONAL LAND SURVEYING
 CIVIL ENGINEERING • PLATTING SERVICES**

PHONE: 281.829.0034

FAX: 281.829.0233

LandSurveys@Probstfeld.com

www.probstfeld.com

PROBSTFELD & ASSOCIATES

PROFESSIONAL LAND SURVEYORS | PROFESSIONAL CIVIL ENGINEERS

515 PARK GROVE DRIVE ▲ SUITE 102 ▲ KATY, TEXAS 77450

Invoice

DATE	INVOICE NO.
1/31/2022	65016

BILL TO:

City of Bunker Hill Village
 Attn: Steve Smith
 11977 Memorial Drive
 Houston, TX 77024

Balance Due	\$75.00
DUE DATE	1/31/2022
PAYMENT TERMS	Due on recpt

DESCRIPTION	P.O. NO.		STATUS	JOB NO.
	QTY	RATE	JOB COMPLETION	AMOUNT
DRAINAGE PLAN REVIEW & LETTER #5 ~ For City of Bunker Hill Village • For New Home • Grading & Drainage Plans • Detention Worksheet NO OBJECTIONS FOR: FAWZIA JAVAD & OMAR ALVI AT: 347 Bunker Hill Road ~ City of Bunker Hill Village LGL: TR 50-3, ABST 72 • JD TAYLOR (1.08 ACRE) ORDERED BY: STEVE SMITH	0.5	150.00	1/31/2022	75.00

Thank you for the privilege to serve you!

**PROFESSIONAL LAND SURVEYING
 CIVIL ENGINEERING • PLATTING SERVICES**

Subtotal	\$75.00
Sales Tax (8.25%)	\$0.00
Total	\$75.00
Payments/Credits	\$0.00

PHONE: 281.829.0034

FAX: 281.829.0233

LandSurveys@Probstfeld.com

www.probstfeld.com

PROBSTFELD & ASSOCIATES

PROFESSIONAL LAND SURVEYORS | PROFESSIONAL CIVIL ENGINEERS

515 PARK GROVE DRIVE ▲ SUITE 102 ▲ KATY, TEXAS 77450

Invoice

DATE	INVOICE NO.
1/24/2022	65015

BILL TO:

City of Bunker Hill Village
 Attn: Steve Smith
 11977 Memorial Drive
 Houston, TX 77024

Balance Due	\$155.00
DUE DATE	1/24/2022
PAYMENT TERMS	Due on recpt

P.O. NO.	STATUS	JOB NO.
	Completed	790-007

DESCRIPTION	QTY	RATE	JOB COMPLETION	AMOUNT
DRAINAGE PLAN REVIEW & LETTER #3 ~ For City of Bunker Hill Village • For New Home • Grading & Drainage Plans • Detention Worksheet	1	150.00	1/24/2022	150.00
EMAIL PDF OF MARKUPS & LETTER TO CITY	1	5.00	1/24/2022	5.00

FOR: ZORA & BRADLEY SPEVAK
 AT: 11702 Winshire Circle ~ City of Bunker Hill Village
 LGL: Lot 9, Winshire (.56 ACRE)

ORDERED BY: STEVE SMITH

Thank you for the privilege to serve you!

**PROFESSIONAL LAND SURVEYING
 CIVIL ENGINEERING • PLATTING SERVICES**

Subtotal	\$155.00
Sales Tax (8.25%)	\$0.00
Total	\$155.00
Payments/Credits	\$0.00

PHONE: 281.829.0034

FAX: 281.829.0233

LandSurveys@Probstfeld.com

www.probstfeld.com

~~07-9182.01~~
16-9054

Langford Engineering, Inc.
1080 West Sam Houston Parkway North, Suite 200
Houston, Texas 77043

MONTHLY ESTIMATE NO. 2
200-020, Contract No. 1B

Bunker Hill Village

Construction of Water Well No. 5, Site Improvements

01-Jan-22

Thru

31-Jan-22

Owner: City of Bunker Hill Village
11977 Memorial Drive
Houston, Texas 77024

Contractor: McDonald Municipal and Industrial, a Division of C. F. McDonald Electric, Inc.
5044 Timber Creek
Houston, Texas 77017

Contract Time: 180 Calendar Days Extensions: 0 Calendar Days

Total Time: 180 Calendar Days Time Used: 40 Calendar Days

Contract Dated: 19-Oct-2021

Work Order Dated: 22-Dec-2021

Completion Date: 20-Jun-2022 (Scheduled)

Percent Time Used: 22%

Percent Complete: 31%

Current Contract: \$1,527,469.00

Item No.	Description	Bid Qty	Unit Meas.	Work Prior Period	Work This Period	Qty To Date	Unit Price	Total Amount
1.	Mobilization, Not to Exceed 5% of Base Bid	1	L.S.	0.00	1.00	1.00	\$ 67,000.00	\$67,000.00
2.	All Work, Materials and Labor Associated with the Installation of Proposed Well Header, from Existing Water Well No. 5 Discharge Elbow to Proposed 12" Yard Piping, Including, but not Limited to, Above Ground Piping, Meters, Valves, Fittings, Supports, Sample Ports, Gauges and Coated with a Final Color as Selected and Approved by Owner, As Per Plans and Specifications, Complete in Place	1	L.S.	0.00	0.00	0.00	\$ 150,000.00	\$0.00
3.	All Work, Materials, and Labor Associated with the Installation of 12" (DIPS CL200 DR11 HDPE or C900 Certa-Lok CL235 PVC) Water Main by Open Cut Construction, All Depths and Soil Types, Including Fittings, Within Designated Waterline Easement, Including Testing and Disinfection, as Approved by Owner, As Per Plans and Specifications, Complete in Place	100	L.F	0	5	5	\$ 200.00	\$1,000.00
4.	All Work, Materials, and Labor Associated with Electrical Work for Water Well No. 5 at Well Site, Including But Not Limited to the Installation of CT/PT Enclosure, Main Breaker, Automatic Transfer Switches, 500 kW, 60 Hz, 1800 RMP Natural Gas Emergency Generator with Custom Sound Enclosure Rated for 63 dB(A) (Painted Beige, As Selected and Approved by Owner) with Maximum Sound Enclosure Footprint To Be No Greater than 31 ft x 11 ft, Reinforced Concrete Generator Foundation (Sized Accordingly), Connection to Gas Service for a Fully Functioning Generator, Motor Control Center, Water Well Soft Start, Transformer, Low Voltage Panel, Conduit, Conductors, and Electrical Junction Boxes, per Plans and Specifications, Complete in Place	1	L.S.	0%	40%	40%	\$ 615,904.00	\$246,361.60

5.	All Work and Materials and Labor Associated with the Installation of One (1) Motor Control Center Building, Including But Not Limited to Painted Doors (Color as Selected and Approved by Owner), Roof Structure, Painted Roof Trimming (Color as Selected and Approved by Owner), Reinforced Concrete Foundation, Brick Façade (As Approved by Owner), Windows, Lighting, Warning Beacon and AC System, As Per Plans and Specifications, Complete in Place	1	L.S.	0%	40%	40%	\$	200,000.00	\$80,000.00
6.	Allowance for SCADA Applications Development and Implementation Per Section 13325 System Programming, As Approved by The Owner, Complete in Place	1	L.S.	0%	0%	0%	\$	8,500.00	\$0.00
7.	Natural Gas Service Allowance – Allow for Gas Service By The Local Utility Provider. Exact Amount Will Be Reimbursed To The Contractor Upon Providing An Invoice From the Service Provider, Complete in Place	1	L.S.	0%	0%	0%	\$	8,000.00	\$0.00
8.	All Work, Materials and Labor Associated with Installation of Temporary Power Pole, Including Temporary Yard Underground Duct Banks from New Permanent CenterPoint Power Pole, Electrical Panels and Equipment per Local and State Regulations, Including Coordination with Owner's Utility Provider, as Shown and Described on Plans, Complete in Place	1	L.S.	0%	90%	90%	\$	20,000.00	\$18,000.00
9.	Electrical Service Allowance – Allowance For Electrical Service By The Local Utility Provider. Exact Amount Will Be Reimbursed To The Contractor Upon Providing An Invoice From The Service Provider, Complete in Place	1	L.S.	0%	0%	0%	\$	5,000.00	\$0.00
10.	All Work, Materials and Labor to perform Site Grading to Final Elevation, Including Cut and Fill Efforts, as Per Plans and Specifications, Complete in Place	1	L.S.	0%	0%	0%	\$	20,000.00	\$0.00
11.	Preparation, Manipulation and Compaction of 6" Thick Cement Stabilized Sand Subgrade Under Driveway and Site Pavement, Including Excavation and Grading, As Per Plans and Specifications, Complete in Place	295	S.Y.	0%	0%	0%	\$	117.00	\$0.00

12.	8" Thick (4000 PSI Compressive Strength) Concrete Driveway and Site Pavement with No. 4 Rebar, Grade 60, Spaced 18" EWOC, Including Expansion and Construction Joints (Joint Sealer Color Approved by Owner), As Per Plans and Specifications, Complete in Place	275	S.Y.	0%	0%	0%	\$	130.00	\$0.00
13.	Furnish and Install 240 Linear Feet of Concrete Cinder Block Perimeter Wall (8' Tall Min.) with Brick Façade Face Along Exterior View, with Interior Concrete Wall Surface Painted (Color As Selected and Approved By Owner) Including Foundation System, Columns and 15 Foot Wide Lockable Manual Sliding Trex Gate, As Approved by Owner, Complete in Place	1	L.S.	0%	40%	40%	\$	125,000.00	\$50,000.00
14.	Furnish and Install Storm Drainage System, Including Excavation and Backfill, Inlets, Pressure Piping of Types and Sizes Shown on Plan Drawings and Connection to Storm System to be Constructed by Others, as per Plans and Specifications, Complete in Place	1	L.S.	0%	5%	5%	\$	20,000.00	\$1,000.00
15.	Furnish and Install 6" Pipe Bollards with Barco Products Sliding Flat-Top Reflective Post Sleeves (Yellow with Red Reflective Stripes) at Locations as Approved by Owner, as per Plans and Specifications	11	Ea.	0%	0%	0%	\$	1,200.00	\$0.00
16.	Trench Safety System for all Pipe Sizes, all Depths, all Soil Types, Complete in Place	100	L.F.	0%	0%	0%	\$	1.00	\$0.00
17.	All Work, Materials, and Labor to Install and Maintain Proposed Temporary Security Fencing with Screen surrounding Well Site Perimeter, As Per Plans and Specifications, Complete in Place	1	L.S.	0%	60%	60%	\$	10,000.00	\$6,000.00
18.	Spring Branch ISD (SBISD) Background Check Allowance – Allowance For Any Fees To Be Paid By The Contractor, or It's Subcontractors, In Order to Obtain Required Background Checks and Access Badges for All Employees That Intend to Work or Access the Project Area, As Required By SBISD. Exact Amount Will Be Reimbursed To The Contractor Upon Providing Invoices of Paid Fees, As per Project Contract, Complete in Place	1	L.S.	0%	0%	0%	\$	1,500.00	\$0.00

Alternate Items

A1.	All Work, Materials, and Labor Associated with Removing and Replacing Existing Generator at Water Plant No. 1 (Taylorcrest WP) with Same or Approved-Equal 150kW, 60 Hz, 1800 RPM, Natural Gas Emergency Generator, Including But Not Limited to Custom Sound Enclosure Rated for 63 dB(A) (Painted Beige, As Selected and Approved By Owner), Reinforced Concrete Generator Foundation (Sized Accordingly), Electrical Controls, Wiring, and Conduit, Automatic Transfer Switches, Connection to Existing VT SCADA and Low Voltage Panel, and Connection to Gas Service for a Fully Functioning Generator, Complete in Place	1	L.S.	0%	0%	0% \$	142,000.00	\$0.00
A2.	All Work, Materials and Labor Associated with the Installation of Radio Communication Equipment, Including But Not Limited to Trio JR900 Radio TBURJR900, LMR 400 Cable from Antenna To A Polyphaser Type N F/F Lightning Arrestor, N Style Connectors For The LMR 400 and PC Tel BOA-9025 Omni Antenna, Antenna Mounting System, and Installation of LMR 400 Internally of Approximately 60 Foot Flag Pole (As Produced by Federal Flags) to Make Well Site Fully Operational and Able to Communicate via Radio, As Approved by Owner, As Per Plans and Specifications, Complete in Place	1	L.S.	0%	0%	0% \$	15,000.00	\$0.00
A3.	All Work, Materials and Labor Associated with the Installation of Cellular Communication Equipment, Including But Not Limited to Modem(s), Antenna, Ethernet Cables, and Ethernet Switch to Make Well Site Fully Operational and Able to Communicate via Cellular, As Approved by Owner, Per Plans and Specifications, Complete in Place	1	L.S.	0%	0%	0% \$	2,500.00	\$0.00

Supplemental Items

a.	Extra Concrete, As Approved by Engineer	10	C.Y.	0%	0%	0% \$	200.00	\$0.00
b.	Extra Reinforcing Steel or Extra Welded Wire Fabric, as Approved by Engineer	250	C.Y.	0%	0%	0% \$	20.00	\$0.00

c.	Extra Bank Sand Bedding and/or Backfill, as Approved by Engineer	25	C.Y.	0%	0%	0%	\$	20.00	\$0.00
d.	Extra Aggregate Bedding, as Approved by Engineer	25	C.Y.	0%	0%	0%	\$	20.00	\$0.00
e.	Extra Cement-Stabilized Sand Backfill, as Approved by Engineer	25	C.Y.	0%	0%	0%	\$	20.00	\$0.00
f.	Additional Underground 1" Electrical Conduit without conductors, as necessary, in place as Approved by Engineer, Complete in Place	100	L.F.	0%	0%	0%	\$	50.00	\$0.00

Summary of Work to Date

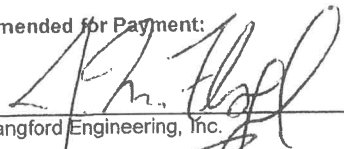
Work Performed to Date	\$469,361.60
Less 10% Retainage	<u>\$46,936.16</u>
Net Amount Earned to Date	\$422,425.44
Add: Materials Stored at Close of Period	\$0.00
Less 10% Retained on Hand	<u>\$0.00</u>
Subtotal Work Completed and Materials Stored	\$422,425.44
Less Previous Payments	<u>\$60,300.00</u>
AMOUNT DUE THIS ESTIMATE	<u>\$362,125.44</u>

Summary of Adjusted Contract

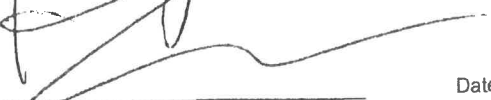
CURRENT CONTRACT AMOUNT **\$1,527,469.00**

Note: There are no known disputes between the Contractor and Owner/Engineer Concerning the Quantities shown hereon

Recommended for Payment:

By:  _____ Date: 2/15/22

Langford Engineering, Inc.

Accepted:  _____ Date: 02/16/22

By: _____

McDonald Municipal & Industrial
a Division of C. F. McDonald Electric, Inc.
Wayne Berkenmeier

Approved:  _____ Date: 2-17-22

By: _____

Bunker Hill Village

Distribution: Bunker Hill Village (1)
McDonald Municipal & Industrial
a Division of C. F. McDonald Electric, Inc. (1)
Langford Engineering, Inc. (1)

AFFIDAVIT OF BILLS PAID

STATE OF TEXAS

COUNTY OF HARRIS

BEFORE ME, the undersigned authority, on this day personally appeared Wayne Berkenmeier party to that certain Contract entered into between City of Bunker Hill Village (Owner) and C. F. McDonald Electric, Inc. (Contractor) for the erection, construction, and completion of certain improvements and/or additions upon the following described premises, to wit

Construction of Water Well #5 Site Improvements

Said party being by me duly sworn states upon oath that the said improvements have been erected and completed in full compliance with the above referred to Contract and the agreed plans and specifications therefore.

Deponent further states that he has paid all bills and claims for materials furnished and labor performed on said Contract and that there are no outstanding unpaid bills or legal claims for labor performed or materials furnished upon said job.

This affidavit is being made by the undersigned realizing that it is in reliance upon the truthfulness of the statements contained therein that final and full settlement of the balance due on said Contract is being made, and in consideration of the disbursement of funds by Owner, deponent expressly waives and releases all liens, claims and rights to assert a lien on said premises and agrees to indemnify, defend, and hold Owner safe and harmless from and against all losses, damages, costs and expenses of any character whatsoever specifically including court costs, bonding fees and attorney fees, arising out of or in any way relating to claims for unpaid labor or material used or associated with construction of improvements on the above described premises.

C. F. McDonald Electric, Inc.

Wayne Berkenmeier,
Vice President Special Projects

Subscribed and sworn to before me, the undersigned authority, on this the 19th day of January, 2022



Notary Public in and for Harris County
My Commission Expires: 8/9/25

PARTIAL WAIVER OF LIEN

THE STATE OF TEXAS
COUNTY OF HARRIS

The undersigned contracted with City of Bunker Hill Village to furnish labor and materials in connection with certain improvements to real property located in Harris County, Texas and owned by City of Bunker Hill Village which improvements are described as follows:

Construction of Water Well #5 Site Improvements

In consideration of Pay Estimate No. 2 in the amount of Three Hundred Sixty Two Thousand One Hundred Twenty Five Dollars 80/100 (\$362,125.80) and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged and confessed, the undersigned does hereby waive and release any mechanics' lien or materialmen's lien or claims of lien that the undersigned has or hereafter has on the above mentioned real property of accounts of any labor performed or materials furnished or to be furnished or labor performed and materials furnished by the undersigned pursuant to the above mentioned contract or any constitutional lien that the undersigned may have.

Undersigned hereby guarantees that all bids for labor performed and/or materials furnished in the erection and construction of such improvements on the Property have been fully paid and satisfied and Undersigned does further guarantee that if for any reason a lien or liens are filed for material or labor against said Property arising out of any bills for material or labor in connection with the erection or construction of said improvements thereon, Undersigned will obtain a settlement of such lien or liens and a proper release thereof shall be obtained.

C. F. McDonald Electric, Inc.
Contractor

Wayne Berkenmeier

Signature

Vice President Special Projects

SWORN TO AND SUBSCRIBED BEFORE ME, on this the 19th day of January, 2022,
to certify which witness my hand and seal of office.



Notary Public in and for the State Of Texas

Michelle Gutierrez
My Commission Expires: 8/9/25



REQUEST FOR EXTENSION OF TIME

PROJECT NO.: 200-020

PROJECT NAME: Construction of Water Well #5 Site Improvements

2
Request No.

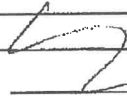
OWNER: City of Bunker Hill Village

CONTRACTOR: C.F. McDonald Electric, Inc.

We request extension of completion time on our Contract for the month of January in the amount of 0 calendar days specified as follows: (Please circle day of month)

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31

Reasons for Request: _____



By _____
Date 1/19/22

ENGINEER: Langford Engineering, Inc.

_____ Recommend approval for extension of _____ calendar days.

_____ Recommend disapproval (see following comments)

_____ Recommend disapproval of _____ calendar days.

By _____
Date _____

OWNER:

Approved as recommended:

By _____
Date _____

Distribution: Engineer
Owner
Contractor

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

TO OWNER: City of Bunker Hill Village

PROJECT: Construction of Water Well #5 Site Improvements

APPLICATION NO: 2
 APPLICATION DATE: 1/19/22
 PERIOD TO: 1/31/22
 PD PROJECT NO: 200-020
 CONTRACT DATE:

Distribution to:
 OWNER
 ENGINEER
 CONTRACTOR

FROM CONTRACTOR: C.F. McDonald Electric, Inc.
 5044 Timber Creek
 Houston, TX 77017

VIA ENGINEER: Langford Engineering

CONTRACT FOR: CONTRACT NO. _____

CONTRACTOR'S APPLICATION FOR PAYMENT

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

1. ORIGINAL CONTRACT SUM \$ 1,527,469.00
2. Net Change by Change Orders \$ 0.00
3. CONTRACT SUM TO DATE (LINE 1 + 2) \$ 1,527,469.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$ 469,362.00

469,362.00

5. RETAINAGE:
 - a. 10% of Completed Work \$ 46,936.20 (Column D + E on G703)
 - b. 5% of Stored Material \$ _____ (Column F on G703)
- Total Retainage (Lines 5a + 5b or Total in Column I of G703) \$ 46,936.20

6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total) \$ 422,425.80
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from Prior Certificate) \$ 60,300.00
8. CURRENT PAYMENT DUE \$ 362,125.80
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 Less Line 6) \$ 1,105,043.20

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by the 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: C.F. McDonald Electric, Inc.

By: Wayne Berkenmeier Date: 1/19/22

State of Texas
 County of Harris
 Subscribed and sworn to before me on: January 19, 2022

Notary Public
 My Commission expires: 8/9/2025



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.

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).
 ENGINEER: Langford Engineering

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.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total Changes approved in previous months by Owner	\$0.00	\$0.00
Total approved this Month	\$0.00	\$0.00
TOTALS	\$0.00	\$0.00
NET CHANGES by Change Order		\$0.00

INVOICE



**C.F. McDONALD
ELECTRIC, INC.**
CONTRACTORS • ENGINEERS

5044 Timber Creek • Houston, TX 77017 • (713) 921-1368

Sold To:

• City of Bunker Hill Village
C/O Langford Engineering
1080 W. Sam Houston Pwky. N., Ste. 200
Houston, TX 77043

Date: 1/19/22

Invoice No.

W023211-2

P.O. NO.	PROJECT NAME AND / OR ADDRESS	Construction of Water Well #5 Site Improvements	SUBCONTACT NO. 200-020
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*NOTICE: Invoice due upon receipt. A Service charge equal to the maximum legal rate of Interest allowable per month will be charged on any payment not received within 30 days after date of this invoice.
"Regulated by The Texas Department of Licensing and Regulations, License #18338, P.O. Box 12157, Austin, TX 78711, 1-800-803-9202, 512-463-6599, website: www.license.state.tx.us/complaints"*

Base Contract Amount ----- \$1,527,469.00

Progress Billing - Tax Exempt

↑ \$469,362.00 469,361.60

Less 10% Retained

\$46,936.20 46,936.16
\$422,425.80 422,425.44

Less Previous Billings

\$60,300.00

TOTAL THIS INVOICE -----

\$362,125.80 362,125.44

Thank You!

Application No: 2
 Application Date: 1/19/22
 Period To: 1/31/22
 Project No: 200-020

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached. In tabulations below, amounts are stated to the nearest dollar. Use Column 1 on Contracts where retainage for the items may apply.

A ITEM NO.	B DESCRIPTION OF WORK 0.00	C SCHEDULED VALUE		D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED	G TOTAL COMPLETED AND STORED TO DATE	PERCENT COMPLETED %	H BALANCE TO FINISH	I RETAINAGE 10%
		FROM PREVIOUS APPLICATIONS	FROM PREVIOUS APPLICATIONS	FROM PREVIOUS APPLICATIONS							
1	Mobilization	\$ 67,000.00	\$ 67,000.00	\$ -	\$ -	\$ -	\$ -	\$ 67,000.00	100%	\$ -	\$ 6,700.00
2	Installation of well header	\$ 150,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ 150,000.00	\$ -
3	Installation of 12" water main by open cut construction	\$ 20,000.00	\$ -	\$ 1,000.00	\$ -	\$ 1,000.00	\$ -	\$ 1,000.00	5%	\$ 19,000.00	\$ 100.00
4	Electrical work	\$ 615,904.00	\$ -	\$ 246,362.00	\$ -	\$ 246,362.00	\$ -	\$ 246,362.00	40%	\$ 369,542.00	\$ 24,636.20
5	Installation of motor center building	\$ 200,000.00	\$ -	\$ 80,000.00	\$ -	\$ 80,000.00	\$ -	\$ 80,000.00	40%	\$ 120,000.00	\$ 8,000.00
6	ALLOWANCE: SCADA applications development	\$ 8,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ 8,500.00	\$ -
7	ALLOWANCE: Natural Gas	\$ 8,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ 8,000.00	\$ -
8	Installation of temporary power pole	\$ 20,000.00	\$ -	\$ 18,000.00	\$ -	\$ 18,000.00	\$ -	\$ 18,000.00	90%	\$ 2,000.00	\$ 1,800.00
9	ALLOWANCE: Electrical service by local utility provider	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ 5,000.00	\$ -
10	Site grading to final elevation	\$ 20,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ 20,000.00	\$ -
11	Preparation, manipulation and compaction of 6" thick cement	\$ 34,515.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ 34,515.00	\$ -
12	8" thick concrete driveway and site pavement	\$ 36,750.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ 36,750.00	\$ -
13	perimeter wall	\$ 125,000.00	\$ -	\$ 50,000.00	\$ -	\$ 50,000.00	\$ -	\$ 50,000.00	40%	\$ 75,000.00	\$ 5,000.00
14	Furnish and install storm drainage system	\$ 20,000.00	\$ -	\$ 1,000.00	\$ -	\$ 1,000.00	\$ -	\$ 1,000.00	5%	\$ 19,000.00	\$ 100.00
15	Furnish and install 6" pipe bollards	\$ 13,200.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ 13,200.00	\$ -
16	Trench safety system	\$ 100.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ 100.00	\$ -
17	Install and maintain temporary security fencing	\$ 10,000.00	\$ -	\$ 6,000.00	\$ -	\$ 6,000.00	\$ -	\$ 6,000.00	60%	\$ 4,000.00	\$ 600.00
18	Spring Branch ISD background check allowance	\$ 1,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ 1,500.00	\$ -
19	Remove and replace generator at Water Plant #1	\$ 142,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ 142,000.00	\$ -
20	Installation of radio communication equipment	\$ 15,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ 15,000.00	\$ -
21	Installation of cellular communication equipment	\$ 2,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ 2,500.00	\$ -
22	EXTRA: Concrete	\$ 2,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ 2,000.00	\$ -
23	EXTRA: Reinforcing steel or welded wire fabric	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ 5,000.00	\$ -
24	EXTRA: Bank-sand bedding or backfill	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ 500.00	\$ -
25	EXTRA: Aggregate bedding	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ 500.00	\$ -
26	EXTRA: Cement-stabilized sand backfill	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ 500.00	\$ -
27	EXTRA: Additional underground 1" electrical conduit without conductors	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ 5,000.00	\$ -
TOTALS		\$ 1,527,469.00	\$ 67,000.00	\$ 427,362.00	\$ 427,362.00	\$ 427,362.00	\$ -	\$ 427,362.00	28%	\$ 1,058,107.00	\$ 69,936.20
Change Items		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -
1		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -
2		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -
3		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -
4		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -
5		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -
Subtotal Change Items		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -
GRAND TOTAL		\$ 1,527,469.00	\$ 67,000.00	\$ 427,362.00	\$ 427,362.00	\$ 427,362.00	\$ -	\$ 427,362.00	31%	\$ 1,058,107.00	\$ 46,936.20

X 244,361.60 469,361.60