



August 15, 2025

Mayor and City Council  
City of Hilshire Village  
8301 Westview Drive  
Houston, Texas 77055

Re: Engineer's Report for August 19, 2025, Council Meeting  
HDR Job No. 10420677

Dear Mayor and Council Members:

HDR Engineering, Inc. (HDR) is pleased to submit this report on engineering related issues from July 12, 2025, to August 15, 2025:

1) On-Going Services (10420677):

a) 8002 Anadell Street –

- On July 22, 2025, HDR reviewed and returned the 2<sup>nd</sup> Drainage Plan submittal for 8002 Anadell Street. However, the Drainage Plan requires corrections (e.g. perimeter elevation changes and ditch graded incorrectly); therefore, the plan needs to be revised and resubmitted.
- On July 30, 2025, HDR conducted a silt fencing inspection for 8002 Anadell Street. The inspection failed due to filter fabric not being installed in the rear of the property.
- On August 12, 2025, HDR reviewed and returned the 3<sup>rd</sup> Drainage Plan submittal for 8002 Anadell Street. However, the Drainage Plan requires corrections (e.g. perimeter elevation changes and ditch graded incorrectly); therefore, the plan needs to be revised and resubmitted.

b) 8013 Anadell Street –

- On August 14, 2025, HDR conducted a silt fencing inspection for 8013 Anadell Street. The inspection failed due to the fencing not being installed as per the detail and City standards.

c) 1201 Archley Drive –

- On July 14, 2025, HDR conducted an As-Built inspection for 1201 Archley Drive. The inspection failed due to sod being incomplete, debris in the front ditch, and an exposed outfall pipe.

- On July 22, 2025, HDR reviewed and returned the 1<sup>st</sup> As-Built Submittal for 1201 Archley Drive. However, the Drainage Plan requires corrections (e.g. incorrect benchmark, differences from approved drainage plan, incorrect impervious coverage, incomplete topographic survey, not demonstrating positive drainage, etc.); therefore, the plan needs to be revised and resubmitted.

d) 8205 Burkart Road –

- On August 13, 2024, HDR reviewed and returned the 1<sup>st</sup> Drainage Plan submittal for 8205 Burkart Road. However, the Drainage Plan requires corrections (e.g. missing elevations, not demonstrating positive drainage, encroachments into ravine without mitigation, no impervious area calculations, missing labels for storm sewers, trees not shown on plan, missing notes, insufficient SWPPP plan, missing culvert information, etc.); therefore, the plan needs to be revised and resubmitted.

e) 1119 Guinea Drive –

- On July 17, 2025, HDR conducted a cover inspection for 1119 Guinea Drive. The inspection failed due to filter fabric fencing not being installed around the entire property.
- On July 31, 2025, HDR conducted a cover inspection for 1119 Guinea Drive. The inspection failed again due to filter fabric fencing not being installed around the entire property.
- On August 4, 2025, HDR conducted a cover inspection for 1119 Guinea Drive. The inspection passed.
- On August 14, 2025, HDR received redlines to the original drainage plan for 1119 Guinea Drive, requesting additional drain inlets around the pool area. After discussion with the City, HDR approved the additional inlets on August 15, 2025.

f) 8 Hilshire Oaks Court –

- On August 1<sup>st</sup>, 2025, HDR met with the residents at 8 Hilshire Oaks Court to discuss the scope of work of their proposed drainage improvements.
- On August 22, 2025, HDR reviewed and returned the 1<sup>st</sup> Drainage Plan submittal for 8 Hilshire Oaks Court. However, the Drainage Plan requires corrections (e.g. property and fence lines not being delineated correctly); therefore, the plan needs to be revised and resubmitted. HDR has been in contact with the Engineer of Record (Dunaway – Karl Breckon, P.E.) to discuss remediation.

g) 1319 Pine Chase Drive –

- On July 17, 2025, HDR reviewed and returned the 2<sup>nd</sup> As-Built Plan submittal for 1319 Pine Chase Drive. The As-Built plan was approved with exceptions as noted.

h) 1214 Ridgeley Drive –

- On July 17, 2025, HDR conducted a retaining wall cover inspection for 1214 Ridgeley Drive. The inspection passed.
- On July 31, 2025, HDR reviewed and returned the 3<sup>rd</sup> Pool Drainage Plan Submittal for 1214 Ridgeley Drive. The Drainage Plan was approved with exceptions as noted.

i) 1226 Glourie Drive –

- On July 29, 2025, HDR reviewed and returned the 5<sup>th</sup> Pool As-Built Plan submittal for 1226 Glourie Drive. The Pool As-Built plan was approved with exceptions as noted.

j) 1241 Ridgeley Drive –

- On July 28, 2025, HDR reviewed and returned the 1<sup>st</sup> As-Built Plan submittal 1241 Ridgeley Drive. However, the As-Built Plan requires corrections (e.g. missing aspects of the topographic survey, raised perimeter elevations, and missing impervious calculations and As-Built Certification Letter); therefore, the plan needs to be revised and resubmitted.

k) 1246 Ridgeley Drive –

- On July 22, 2025, HDR conducted a silt fencing inspection for 1246 Ridgeley Drive. The inspection failed due to fencing not being installed around entire perimeter.
- On August 1, 2025, HDR conducted a silt fencing inspection for 1246 Ridgeley Drive. The inspection passed.

l) 1323 Ridgeley Drive –

- On July 15, 2025, HDR conducted a pool cover inspection for 1323 Ridgeley. The inspection passed.

m) 1326 Ridgeley Drive –

- On August 6, 2025, HDR reviewed and returned the 1<sup>st</sup> Drainage Plan submittal for 1326 Ridgeley Drive. However, the Drainage Plan requires corrections (e.g. not demonstrating positive drainage on the lot or in ditch, missing elevations, needs concurrent review from COH, incorrect drainage calculations, downspouts connected to storm sewer, pool drain lines not connected to sanitary, mislabeling of sheets, etc.); therefore, the plan needs to be revised and resubmitted.

n) 1209 Pine Chase Dr & 1307 Friarcreek Ln Drainage Easement Improvements –

- 1209 Pine Chase Drive Drainage Easement – As previously reported, in the April 15, 2025 City Council Meeting, the City awarded the 1209 Pine Chase Drainage Easement improvements work (e.g. installation of a concrete headwall for the 24-inch and 30-inch pipes at the outfall entrance, regrading of the existing ditch, removal and replacement of deteriorating concrete slope paving in the upstream area, and installation of uniform mortar coating of the recently stabilized slope paving in the area) to Infrastructure Construction Services (ICS) for a total cost of \$13,350.00. HDR coordinated with ICS (Contractor) and issued the Notice to Proceed on April 30, 2025. ICS will complete the work on the Pine Chase Grove Cul-De-Sac Site & Drainage Improvements Project before they begin work at the 1209 Pine Chase Drainage Easement. On August 4, 2025, HDR met with the Contractor to discuss the work being done. It was determined that the original slope paving was not appropriately reinforced or anchored to the ground and it is falling/breaking apart, therefore, it needs to be replaced. HDR is currently working with the Contractor on getting a supplemental proposal for replacing the concrete slope paving. Additionally, it was noticed that the ditch has significantly eroded in a short period of time, as well as at the entrance of the outfall pipes. Therefore, HDR is coordinating and requesting a supplemental proposal from the Contractor to install an erosion control mat system for the ditch (e.g. geotextile matting, Flexamat, InstaTurf, etc.). Once the Contractor submit these supplemental proposals, HDR will present them to the City for review, consideration and possible approval.
- 1307 Friarcreek Lane Drainage Easement – As previously reported, in order to better assess the existing conditions and constraints within the site, HDR presented a topographic survey proposal from Landtech, Inc during the May 20, 2025, City Council Meeting. The City authorized the survey work and the Notice to Proceed was issued on June 5, 2025, and work began on June 16, 2025. Landtech completed the field surveying services and HDR has processed the survey. HDR is currently coordination with our structural engineering, Jeff Mitchell, on evaluation of alternatives and preparation of exhibits for recommended drainage improvements along the drainage easement and creek outfall and will update Council accordingly.

o) Hilshire Green Paving, Drainage & Utility Improvements –

**ANTICIPATED PROJECT TIMELINE:**

Construction NTP: Monday, January 27, 2025  
Construction Completion: Thursday, June 26, 2025

- As previously reported, a preliminary walkthrough was conducted on June 11, 2025 with HDR and the Contractor. A preliminary punch list was created and sent to the Contractor on June 12, 2025. Once the preliminary punch list was completed, a substantial completion walkthrough was scheduled for July 9, 2025.
- The Substantial Completion walkthrough occurred on July 9, 2025. Punchlist items included cleaning joint sealant, monitoring minor hairline cracks in driveway, adding risers to water valve boxes and painting them blue, cleaning inlet block outs and sealing joints, and smoothing the top of the storm sewer at one of the manhole locations. HDR will re-inspect the project area with the Contractor a month before the project 1-year warranty expires to determine if corrective measures will be required (e.g. repair or replacement of concrete panels/driveways due to excessive cracking, etc.)
- The Contractor has completed all the work associated with this project. HDR coordinated with the Contractor on the preparation of closeout documentation, as well as the Final Pay Estimate #5 for the project. These documents will be presented to the City at the August 19, 2025 Council Meeting for acceptance, final payment and close-out of the project.

p) Wirt Road Safety Project –

**ANTICIPATED PROJECT TIMELINE:**

Approval from COH: March 18, 2025 (*Updated*)  
Construction NTP: TBD with Harris County Precinct 3

- As previously reported, on April 10, 2025, the City transmitted to HDR the executed Sidewalk Easement Dedication documents from The School of The Woods to the City of Houston (COH). HDR coordinated with Mr. Jordan Fairchild (COH Real Estate Group) on the preliminary review of these documents and the required procedures to submit these documents for final review and approval by the COH. Mr. Fairchild noted that electronic copies of the documents will need to be submitted through the City's Permitting Group and upon request, the original documents will need to be submitted as well.
- HDR formally submitted the relevant information to the City of Houston (i.e. Form 548, Metes and Bounds, Survey, and Deed) on July 10, 2025. On August 13, 2025, HDR received notice that the Easement Dedication would be approved; however, on August 14, 2025, the City informed us that the project would require a ROW encroachment permit. HDR is currently coordinating with Shapoor Golshan (COH) to request clarification on these issues and how to proceed.

- As previously reported, Ms. Cassie Stephens informed HDR that Council Member Gordy spoke with Harris County Director of Engineering (Mr. Eric Heppen), and that there is potential that the Wirt Road Sidewalk project could be deferred from this year's fiscal year due to issues with the Contractor selection.
- HDR followed up again with Mr. Jason Hains (Project Manager at Harris County Precinct 3). on August 5, 2025 to request an update from the County; however, no response has been received to date.

q) Hickory Shadows Paving, Drainage & Water Line Improvements Project –

**ANTICIPATED PROJECT TIMELINE:**

70% Submittal:	<i>Tuesday, April 22, 2025 (Completed)</i>
Public Meeting:	<i>Wednesday, May 14, 2025 (Completed)</i>
100% Submittal:	<i>Thursday, June 4, 2025 (Completed)</i>
City Council (Authorization to Bid):	<i>Tuesday, June 17, 2025 (Completed)</i>
Advertisements (2 weeks):	<i>Weeks of July 9/16, 2025 (Completed)</i>
Pre-Bid Meeting:	<i>Thursday, July 17, 2025 (Completed)</i>
Bid Opening:	<i>Thursday, August 7, 2025 (Completed)</i>
Recommendation to Award:	<i>Thursday, August 14, 2025</i>
City Council (Contract Award):	<i>Tuesday, August 19, 2025</i>
Construction NTP:	<i>Monday, September 15, 2025</i>

- The Project was advertised in the local paper on July 9, 2025, and was simultaneously uploaded to CivCast for Contractors to access. Additionally, on July 9, 2025, HDR informed previously used Contractors of the upcoming project (e.g. Experts Underground Solutions, Tandem Services, OnPar Civil Services, etc).
- The Pre-Bid Meeting was held at City Hall on July 17, 2025.
- The Bid Opening was held at City Hall on Thursday, August 7, 2025, as planned. The lowest apparent bidder was CAAN Construction, with a total cost of \$1,106,335.00. However, upon calling references, it appears that CAAN Construction does not have significant and relevant experience on similar residential projects within the last three years. A significant amount of their experience relevant to our project is with projects they performed for the City of Houston over 10+ years ago, and we are not able to reach their references to verify their qualifications and performance on these projects.
- After discussion with City Staff, HDR also began reaching out to the second low bidder, Arnold & Co., LLC to request information on their qualifications for review. Their bid came to \$1,141,879.15. HDR is currently reaching out to these references.
- Due to the qualification issues with CAAN Construction, HDR is not able to issue a recommendation to award at this time.

- HDR will request that the City schedule a Special Council Meeting with CAAN Construction to present their qualifications, experience and commitment to the project, in order for the City and HDR to make a decision on whether to award the project to them, or select the next apparent low bidder.

r) Pine Chase Grove Water Meters –

- As previously reported, Infrastructure Construction Services (ICS) was awarded the contract for the Pine Chase Grove Water Meters for a total amount of \$23,900.00 at the January 28, 2025, Council Meeting. HDR coordinated with ICS (Contractor) and issued the Notice to Proceed on April 30, 2025.
- The Contractor began work on June 6, 2025. The Contractor has installed the conduit, backfilled the trench, re-graded the area, and installed the enclosure over the existing water valve and hose bib. Low profile fencing was chosen by the residents, and the Contractor has ordered the chosen option. The City, HDR, Contractor, City of Houston, and residents met on site on August 4, 2025, to discuss what needed to be done for the project to be completed; this includes further site regrading and adjustments of the conduit. The Contractor is also coordinating separately with the resident at 1324 Pine Chase Grove for regrading on their property as well as the replacement of a section of their fencing.
- During the August 5, 2024 site visit, due to forecasted rain for that day, the COH was only able to partially paint the meter vault covers, install some of the safety corner bumpers on the meter vault covers, and set the new control panels by the brick wall. The COH asked the City, HDR and Contractor to change the configuration of the conduit stub-out at the meters from what was previously requested, to which the Contractor agreed to make the changes. Once this change is completed, the COH will come back and pull the special cable through the conduit and complete the relocation of the control panels. On August 14, 2025, HDR received confirmation that the painting and installation of rubber bumpers have been completed; however, the control panel relocation work is still pending.

s) City-Wide Ditch Cleaning –

- As previously reported, Experts Underground Solutions was awarded the contract for the City-Wide Ditch Cleaning for a total amount of \$52,135.00 at the May 20, 2025, Council Meeting. HDR coordinated with Experts US (Contractor) and issued the Notice to Proceed on May 30, 2025.
- On August 1, 2025, HDR met in the field with the Contractor and their Surveyor to discuss the survey information performed for the project. The Surveyor provided the survey data points to HDR for review and processing.
- HDR is currently confirming and working with the Contractor on recommended ditch cleaning cuts/reggrading and culvert cleaning, prior to beginning construction.

If there are any questions concerning the information contained in this report, we will be glad to discuss them with you.

Sincerely,

HDR Engineering, Inc.

A handwritten signature in blue ink, appearing to read 'Efrain Him', is positioned above the printed name.

Efrain Him, P.E.

City Engineer for City of Hilshire Village

cc: Files (10420677)