

## CITY OF ROLLINGWOOD, TEXAS

## PAYMENT AUTHORIZATION

Date: 4/14/2021Budget Code: See Below

Vendor: K Friese & Associates, Inc.  
1120 South Capital of Texas Hwy  
City View 2, Suite 100  
Austin, TX 78746

Invoice No. See Below  
 Invoice Date See Below  
 Acct No. City of Rollingwood

Vendor Code: K FrieseNature of Expense/Expenditure: Engineering Services

Justification of Expense/Expenditure: \_\_\_\_\_

|              | Description   | Quantity | Unit Cost    | Extended Cost |
|--------------|---|----------|--------------|---------------|
| Inv #2103060 | 4/12/2021 100/5270/10 General Engineering             | 1        | \$ 5,637.00  | \$ 5,637.00   |
|              | 100/5332/10 RLWD Infrastructure Improve. Plan         | 1        | \$ -         | \$ -          |
|              | 702/5485/35 Rollingwood MS4                           | 1        | \$ -         | \$ -          |
|              | ✓ 100/5252/15 Zoning Reviews                          | 1        | \$ 1,255.00  | \$ 1,255.00 ✓ |
|              | 702/5270/35 Drainage                                  | 1        | \$ 2,706.53  | \$ 2,706.53   |
|              | ✓ 702/5321/35 Nixon-Pleasant Dainage Improv           | 1        | \$ 1,183.50  | \$ 1,183.50 ✓ |
|              | ✓ 702/5322/35 Hubbard-Hatley-Pickwick Drainage Improv | 1        | \$ 13,777.50 | \$13,777.50 ✓ |
|              |   | 1        | \$ -         | \$ -          |
|              |   | 1        | \$ -         | \$ -          |
|              |   | 1        | \$ -         | \$ -          |
|              |   | 1        | \$ -         | \$ -          |
| Total        |   |          |              | \$24,559.53   |

GE - 5889

D - 1255

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

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

City Secretary: AWDate: 04/14/21Finance Dept: [Signature]Date: 4/14/2021City Administrator: aalDate: 4.15.21



K Friese & Associates, Inc.  
1120 South Capital of Texas Highway  
CityView 2, Suite 100  
Austin, Texas 78746  
(512) 338-1704

April 12, 2021

Project No: 0764  
Invoice No: 2103060

Amber Lewis  
City of Rollingwood  
403 Nixon  
Rollingwood, TX 78746

Project 0764 Rollingwood General Engineering Services

**Professional Services from March 1, 2021 to March 31, 2021**

Task 100 General Engineering

**Professional Personnel**

|                      | Hours | Rate   | Amount   |
|----------------------|-------|--------|----------|
| Blackburn, Gregory   | 5.00  | 173.00 | 865.00   |
| LaFollette, Caroline | 4.50  | 138.00 | 621.00   |
| Murphy, Dale         | 12.50 | 210.00 | 2,625.00 |
| Reed, Brandon        | .50   | 85.00  | 42.50    |
| Winek, Lauren        | 10.75 | 138.00 | 1,483.50 |
| Totals               | 33.25 |        | 5,637.00 |

**Total Labor**

**5,637.00**

**Total this Task**

**\$5,637.00**

Task 201 WA02-Hubbard Cir, Hatley Dr, Pickwick Ln

**Professional Personnel**

|                        | Hours  | Rate   | Amount    |
|------------------------|--------|--------|-----------|
| Frias, Adrian          | 14.00  | 138.00 | 1,932.00  |
| Salinas, III, Abelardo | 3.00   | 210.00 | 630.00    |
| To, Kristen            | 34.00  | 106.00 | 3,604.00  |
| Winek, Lauren          | 16.75  | 138.00 | 2,311.50  |
| Zeeb, Hannah           | 50.00  | 106.00 | 5,300.00  |
| Totals                 | 117.75 |        | 13,777.50 |

**Total Labor**

**13,777.50**

**Total this Task**

**\$13,777.50**

Task 202 Nixon and Pleasant Drainage Ph1 Due Diligence

**Professional Personnel**

|                        | Hours | Rate   | Amount   |
|------------------------|-------|--------|----------|
| Salinas, III, Abelardo | 3.50  | 210.00 | 735.00   |
| Winek, Lauren          | 3.25  | 138.00 | 448.50   |
| Totals                 | 6.75  |        | 1,183.50 |

**Total Labor**

**1,183.50**

**Total this Task**

**\$1,183.50**

Task 300 Drainage Reviews General

**Professional Personnel**

|                    | Hours | Rate   | Amount |               |
|--------------------|-------|--------|--------|---------------|
| Hernandez, Aldo    | .50   | 106.00 | 53.00  |               |
| Winek, Lauren      | 1.25  | 138.00 | 172.50 |               |
| Zeeb, Hannah       | .25   | 106.00 | 26.50  |               |
| Totals             | 2.00  |        | 252.00 |               |
| <b>Total Labor</b> |       |        |        | <b>252.00</b> |

**Total this Task \$252.00**

Task 304 DR-4916 Timberline Drive

**Professional Personnel**

|                    | Hours | Rate   | Amount |               |
|--------------------|-------|--------|--------|---------------|
| Winek, Lauren      | 1.50  | 138.00 | 207.00 |               |
| Totals             | 1.50  |        | 207.00 |               |
| <b>Total Labor</b> |       |        |        | <b>207.00</b> |

**Total this Task \$207.00**

Task 310 DR-4701 Timberline Drive

**Professional Personnel**

|                    | Hours | Rate   | Amount |               |
|--------------------|-------|--------|--------|---------------|
| Winek, Lauren      | .50   | 138.00 | 69.00  |               |
| Zeeb, Hannah       | 1.00  | 106.00 | 106.00 |               |
| Totals             | 1.50  |        | 175.00 |               |
| <b>Total Labor</b> |       |        |        | <b>175.00</b> |

**Total this Task \$175.00**

Task 313 DR-2516 Timberline

**Professional Personnel**

|                    | Hours | Rate   | Amount |               |
|--------------------|-------|--------|--------|---------------|
| Winek, Lauren      | 1.50  | 138.00 | 207.00 |               |
| Totals             | 1.50  |        | 207.00 |               |
| <b>Total Labor</b> |       |        |        | <b>207.00</b> |

**Reimbursable Expenses**

|                            |  |  |            |            |
|----------------------------|--|--|------------|------------|
| Mileage                    |  |  | .39        |            |
| <b>Total Reimbursables</b> |  |  | <b>.39</b> | <b>.39</b> |

**Total this Task \$207.39**

Task 314 DR-3214 Pickwick Lane

**Professional Personnel**

|                    | Hours | Rate   | Amount |               |
|--------------------|-------|--------|--------|---------------|
| Winek, Lauren      | 2.00  | 138.00 | 276.00 |               |
| Totals             | 2.00  |        | 276.00 |               |
| <b>Total Labor</b> |       |        |        | <b>276.00</b> |

**Total this Task \$276.00**

Task 315 DR-4919 Timberline

**Professional Personnel**

|                        | Hours | Rate   | Amount |                 |
|------------------------|-------|--------|--------|-----------------|
| Winek, Lauren          | 1.00  | 138.00 | 138.00 |                 |
| Totals                 | 1.00  |        | 138.00 |                 |
| <b>Total Labor</b>     |       |        |        | <b>138.00</b>   |
| <b>Total this Task</b> |       |        |        | <b>\$138.00</b> |

Task 319 DR-2810 Pickwick Ln

**Professional Personnel**

|                        | Hours | Rate   | Amount |                |
|------------------------|-------|--------|--------|----------------|
| Winek, Lauren          | .50   | 138.00 | 69.00  |                |
| Zeeb, Hannah           | .25   | 106.00 | 26.50  |                |
| Totals                 | .75   |        | 95.50  |                |
| <b>Total Labor</b>     |       |        |        | <b>95.50</b>   |
| <b>Total this Task</b> |       |        |        | <b>\$95.50</b> |

Task 322 DR-Western Hills Athletic Club

**Professional Personnel**

|                        | Hours | Rate   | Amount |                 |
|------------------------|-------|--------|--------|-----------------|
| Winek, Lauren          | 1.00  | 138.00 | 138.00 |                 |
| Totals                 | 1.00  |        | 138.00 |                 |
| <b>Total Labor</b>     |       |        |        | <b>138.00</b>   |
| <b>Total this Task</b> |       |        |        | <b>\$138.00</b> |

Task 323 DR-4830 Rollingwood Drive

**Professional Personnel**

|                    | Hours | Rate   | Amount |               |
|--------------------|-------|--------|--------|---------------|
| Winek, Lauren      | 3.75  | 138.00 | 517.50 |               |
| Zeeb, Hannah       | .50   | 106.00 | 53.00  |               |
| Totals             | 4.25  |        | 570.50 |               |
| <b>Total Labor</b> |       |        |        | <b>570.50</b> |

**Reimbursable Expenses**

|                            |  |  |              |                 |
|----------------------------|--|--|--------------|-----------------|
| Mileage                    |  |  | 15.68        |                 |
| <b>Total Reimbursables</b> |  |  | <b>15.68</b> | <b>15.68</b>    |
| <b>Total this Task</b>     |  |  |              | <b>\$586.18</b> |

Task 324 Dr-4912 Rollingwood Drive

**Professional Personnel**

|                        | Hours | Rate   | Amount |                 |
|------------------------|-------|--------|--------|-----------------|
| Hernandez, Aldo        | .75   | 106.00 | 79.50  |                 |
| Winek, Lauren          | .75   | 138.00 | 103.50 |                 |
| Totals                 | 1.50  |        | 183.00 |                 |
| <b>Total Labor</b>     |       |        |        | <b>183.00</b>   |
| <b>Total this Task</b> |       |        |        | <b>\$183.00</b> |

Task 325 DR-304 Valle Street

**Professional Personnel**

|                    | Hours | Rate   | Amount                 |                |
|--------------------|-------|--------|------------------------|----------------|
| Winek, Lauren      | .25   | 138.00 | 34.50                  |                |
| Totals             | .25   |        | 34.50                  |                |
| <b>Total Labor</b> |       |        |                        | <b>34.50</b>   |
|                    |       |        | <b>Total this Task</b> | <b>\$34.50</b> |

Task 326 4 Randolph

**Professional Personnel**

|                    | Hours | Rate   | Amount |              |
|--------------------|-------|--------|--------|--------------|
| Winek, Lauren      | .25   | 138.00 | 34.50  |              |
| Totals             | .25   |        | 34.50  |              |
| <b>Total Labor</b> |       |        |        | <b>34.50</b> |

**Reimbursable Expenses**

|                            |  |  |                        |                |
|----------------------------|--|--|------------------------|----------------|
| Mileage                    |  |  | 3.98                   |                |
| <b>Total Reimbursables</b> |  |  | <b>3.98</b>            | <b>3.98</b>    |
|                            |  |  | <b>Total this Task</b> | <b>\$38.48</b> |

Task 327 305 Vale Street

**Reimbursable Expenses**

|                            |  |  |                        |               |
|----------------------------|--|--|------------------------|---------------|
| Mileage                    |  |  | 3.98                   |               |
| <b>Total Reimbursables</b> |  |  | <b>3.98</b>            | <b>3.98</b>   |
|                            |  |  | <b>Total this Task</b> | <b>\$3.98</b> |

Task 328 2500 Bettis Blvd

**Professional Personnel**

|                    | Hours | Rate   | Amount                 |                |
|--------------------|-------|--------|------------------------|----------------|
| Winek, Lauren      | .50   | 138.00 | 69.00                  |                |
| Zeeb, Hannah       | .25   | 106.00 | 26.50                  |                |
| Totals             | .75   |        | 95.50                  |                |
| <b>Total Labor</b> |       |        |                        | <b>95.50</b>   |
|                    |       |        | <b>Total this Task</b> | <b>\$95.50</b> |

Task 329 DR-304 Vale

**Professional Personnel**

|                    | Hours | Rate   | Amount                 |                |
|--------------------|-------|--------|------------------------|----------------|
| Winek, Lauren      | .50   | 138.00 | 69.00                  |                |
| Totals             | .50   |        | 69.00                  |                |
| <b>Total Labor</b> |       |        |                        | <b>69.00</b>   |
|                    |       |        | <b>Total this Task</b> | <b>\$69.00</b> |

Task 330 DR-3302 Gentry

**Professional Personnel**

|                    | Hours | Rate   | Amount                 |                |
|--------------------|-------|--------|------------------------|----------------|
| Winek, Lauren      | .25   | 138.00 | 34.50                  |                |
| Totals             | .25   |        | 34.50                  |                |
| <b>Total Labor</b> |       |        |                        | <b>34.50</b>   |
|                    |       |        | <b>Total this Task</b> | <b>\$34.50</b> |

|                               |      |  |             |                 |
|-------------------------------|------|--|-------------|-----------------|
| Project                       | 0764 | Rollingwood General Engineering Services | Invoice     | 2103060         |
| Task                          | 331  | DR-5003 Timberline Drive                 |             |                 |
| <b>Professional Personnel</b> |      |  |             |                 |
|                               |      | <b>Hours</b>                             | <b>Rate</b> | <b>Amount</b>   |
| Winek, Lauren                 |      | 1.25                                     | 138.00      | 172.50          |
| Totals                        |      | 1.25                                     |             | 172.50          |
| <b>Total Labor</b>            |      |  |             | <b>172.50</b>   |
| <b>Total this Task</b>        |      |  |             | <b>\$172.50</b> |
| Task                          | 600  | Zoning Review General                    |             |                 |
| <b>Professional Personnel</b> |      |  |             |                 |
|                               |      | <b>Hours</b>                             | <b>Rate</b> | <b>Amount</b>   |
| Hernandez, Aldo               |      | .25                                      | 106.00      | 26.50           |
| Winek, Lauren                 |      | 1.75                                     | 138.00      | 241.50          |
| Zeeb, Hannah                  |      | .25                                      | 106.00      | 26.50           |
| Totals                        |      | 2.25                                     |             | 294.50          |
| <b>Total Labor</b>            |      |  |             | <b>294.50</b>   |
| <b>Total this Task</b>        |      |  |             | <b>\$294.50</b> |
| Task                          | 606  | ZR-4916 Timberline Drive                 |             |                 |
| <b>Professional Personnel</b> |      |  |             |                 |
|                               |      | <b>Hours</b>                             | <b>Rate</b> | <b>Amount</b>   |
| Winek, Lauren                 |      | .50                                      | 138.00      | 69.00           |
| Totals                        |      | .50                                      |             | 69.00           |
| <b>Total Labor</b>            |      |  |             | <b>69.00</b>    |
| <b>Total this Task</b>        |      |  |             | <b>\$69.00</b>  |
| Task                          | 613  | ZR-4701 Timberline Drive                 |             |                 |
| <b>Professional Personnel</b> |      |  |             |                 |
|                               |      | <b>Hours</b>                             | <b>Rate</b> | <b>Amount</b>   |
| Winek, Lauren                 |      | .50                                      | 138.00      | 69.00           |
| Totals                        |      | .50                                      |             | 69.00           |
| <b>Total Labor</b>            |      |  |             | <b>69.00</b>    |
| <b>Total this Task</b>        |      |  |             | <b>\$69.00</b>  |
| Task                          | 616  | ZR-3214 Pickwick Lane                    |             |                 |
| <b>Professional Personnel</b> |      |  |             |                 |
|                               |      | <b>Hours</b>                             | <b>Rate</b> | <b>Amount</b>   |
| Winek, Lauren                 |      | .50                                      | 138.00      | 69.00           |
| Totals                        |      | .50                                      |             | 69.00           |
| <b>Total Labor</b>            |      |  |             | <b>69.00</b>    |
| <b>Total this Task</b>        |      |  |             | <b>\$69.00</b>  |
| Task                          | 617  | ZR-4919 Timberline                       |             |                 |
| <b>Professional Personnel</b> |      |  |             |                 |
|                               |      | <b>Hours</b>                             | <b>Rate</b> | <b>Amount</b>   |
| Winek, Lauren                 |      | 1.25                                     | 138.00      | 172.50          |
| Zeeb, Hannah                  |      | .50                                      | 106.00      | 53.00           |
| Totals                        |      | 1.75                                     |             | 225.50          |
| <b>Total Labor</b>            |      |  |             | <b>225.50</b>   |

|         |      |  |         |         |
|---------|------|--|---------|---------|
| Project | 0764 | Rollingwood General Engineering Services | Invoice | 2103060 |
|---------|------|--|---------|---------|

**Total this Task \$225.50**

Task 622 ZR-2810 Pickwick Ln

**Professional Personnel**

|                    | Hours | Rate   | Amount       |
|--------------------|-------|--------|--------------|
| Winek, Lauren      | .25   | 138.00 | 34.50        |
| Totals             | .25   |        | 34.50        |
| <b>Total Labor</b> |       |        | <b>34.50</b> |

**Total this Task \$34.50**

Task 625 625 - ZR-Western Hills Athletic Club

**Professional Personnel**

|                    | Hours | Rate   | Amount        |
|--------------------|-------|--------|---------------|
| Winek, Lauren      | 2.25  | 138.00 | 310.50        |
| Totals             | 2.25  |        | 310.50        |
| <b>Total Labor</b> |       |        | <b>310.50</b> |

**Total this Task \$310.50**

Task 626 ZR-4912 Rollingwood Drive

**Professional Personnel**

|                    | Hours | Rate   | Amount        |
|--------------------|-------|--------|---------------|
| Hernandez, Aldo    | .75   | 106.00 | 79.50         |
| Winek, Lauren      | .75   | 138.00 | 103.50        |
| Totals             | 1.50  |        | 183.00        |
| <b>Total Labor</b> |       |        | <b>183.00</b> |

**Total this Task \$183.00**

**Total this Invoice \$24,559.53**

|                         | Current          | Prior             | Total             |
|-------------------------|------------------|-------------------|-------------------|
| <b>Billings to Date</b> | <b>24,559.53</b> | <b>118,753.84</b> | <b>143,313.37</b> |

## Rollingwood General Engineering Services Monthly Progress Report

K Friese & Associates, Inc.

1120 S. Capital of Texas Highway, CityView 2, Suite 100, Austin, Texas 78746

**Client:** City of Rollingwood

**Invoice No.:** 2103060

**Project Description:** General Engineering Services

**Project Reporting Period:** March 1, 2021 – March 31, 2021

**Project Manager:** Lauren Winek, PE

| <u>Task No</u> | <u>Task Description</u>                                    | <u>Current Activity</u>  | <u>Next Steps</u>   |
|----------------|--|--|---|
| 100            | General Engineering  | <ul style="list-style-type: none"><li>• Project management</li><li>• Miscellaneous support</li><li>• Mtg with staff as directed</li><li>• Water data collection</li><li>• W/WW preliminary modeling</li><li>• Preparing W/WW memorandums</li><li>• W/WW maintenance RFP</li><li>• MS4 Annual Report support</li><li>• Platting support</li></ul> | <ul style="list-style-type: none"><li>• Project management</li><li>• Mtg with staff as directed</li><li>• Water CIP</li><li>• W/WW modeling</li></ul> |
| 201            | WA02-Hubbard, Hatley, & Pickwick Drainage Improvements PER | <ul style="list-style-type: none"><li>• Stakeholder meeting #1</li><li>• Incorporating survey into design</li><li>• Feasibility assessment of design alternatives</li></ul>  | <ul style="list-style-type: none"><li>• Stakeholder Meeting 2</li><li>• Finalize design alternatives</li><li>• Prepare draft PER</li></ul>            |
| 202            | Nixon and Pleasant Drainage Ph 1 Due Diligence             | <ul style="list-style-type: none"><li>• Scoping efforts for Ph 1</li><li>• Determining easement needs</li><li>• Coordinating with Landscape Architects on conceptual rendering of Channel</li></ul>  | <ul style="list-style-type: none"><li>• Finalize scope and fees</li><li>• City Council Presentation</li></ul>   |

### Pending Issues and Decisions

- None



## Abel Campos

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**From:** K Friese Accounting <accounting@kfriese.com>  
**Sent:** Monday, April 12, 2021 1:52 PM  
**To:** Ashley Wayman; Abel Campos  
**Cc:** Lauren Winek-Morin; K Friese Accounting  
**Subject:** City of Rollingwood - General Engineering Services - KFA 0764 Invoice 2103060  
**Attachments:** City of Rollingwood GES KFA 0764 Inv 2103060.pdf

Hello:

Please find attached your current invoice for **Rollingwood Development Reviews**.

Thank you,

Brandon Reed  
Billing Specialist

P 512.338.1704 F 512.338.1784  
1120 S. Capital of Texas Highway, CityView 2, Suite 100, Austin, Texas 78746

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AUSTIN | HOUSTON | ROUND ROCK | SAN ANTONIO



EXPERTS DRIVEN TO DO MORE FOR TEXAS

