

## Waller County Check Request/Reimbursement Form

Employee submitting request:

Julie Adams

Department:

Road and Bridge

Total Amount Due:

\$68,398.35

Please make check payable to:

Name: GFT Infrastructure, Inc.

Address: PO Box 829160

Philadelphia, PA 19182-9160

Please mail check to:

Name: GFT Infrastructure, Inc.

Address: PO Box 829160

Philadelphia, PA 19182-9160

Purpose of check: Invoice # 81708-01-04 Waller County - Owens Rd

For Professional Services Rendered For September 1, 2025 through October 31, 2025

Charge to GL line:

605-605-545405

Signature of Person Submitting Request

Date

Signature of Official/Department Head Submitting Request

Date



**GANNETT  
FLEMING**

**Check Payment Information:**

Gannett Fleming, Inc. | GFT Infrastructure, Inc.  
PO Box 829160, Philadelphia, PA 19182-9160 Federal EIN: 25-1613591

**ACH/EFT Payment Information:**

Account Name: Gannett Fleming, Inc. | GFT Infrastructure, Inc. ABA: 031312738 Account No.: 5003165655  
Wire Routing No.: 043000096 SWIFT: PNCCUS33 (required for international payments)

Send Remit Info: AccountsReceivable@gftinc.com

Send Audit Inquiries: GovtContractAudit@gftinc.com

All Other Inquires Contact the Project Team

**Attention: J. Ross McCall  
Waller County  
775 Business US 290 East  
Hempstead, TX 77445  
UNITED STATES**

**Invoice :** 081708-01-04  
**Invoice Date :** 11/21/2025  
**Due Date :** 12/21/2025  
**Project :** 081708  
**Project Name :** Waller Cty Owens Rd - Mobility  
Bond Eng.  
**Bill Term :** 01

**For Professional Services Rendered For 9/1/2025 Through 10/31/2025**

**Contract :** GFC756078  
**Contract Name :** Waller County-GFC756078  
**Contract Date :** 4/10/2025

Waller County 2023 Mobility Bond Program - Project No. 23310

Waller Cty Owens Rd - Mobility Bond Eng. - 23310

	Fee	% Complete	Billings		
			To Date	Previous	Current
1 - Project Management	51,130.00	60.00	30,678.00	25,565.00	5,113.00
2 - Preliminary Engineering	123,130.00	95.00	116,973.50	86,191.00	30,782.50
3 - Final Design	260,320.00	0.00	0.00	0.00	0.00
4 - SUE - Utility Engineering	63,667.00	71.90	45,777.95	34,710.35	11,067.60
5 - Geotechnical Investigation	41,111.00	68.66	28,228.63	28,228.63	0.00
6 - Environmental	23,320.00	48.02	11,198.48	11,198.48	0.00
7 - Right-of-Way Survey	170,525.00	60.49	103,145.75	82,110.50	21,035.25
Total :	733,203.00	45.83	336,002.31	268,003.96	67,998.35

	Fee	Available	Billings		
			To Date	Previous	Current
8 - Expenses	3,500.00	2,600.00	1,300.00	900.00	400.00
9 - Construction Phase Services	67,860.00	67,860.00	0.00	0.00	0.00
Total :	71,360.00	70,460.00	1,300.00	900.00	400.00

**Current Billings** 68,398.35  
**Amount Due This Bill** **US** 68,398.35

**Total Fee :** 804,563.00  
**To Date Billings :** 337,302.31  
**Total Remaining :** 467,260.69

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**Michael J Kaspar**

8 - Expenses

Expenses

Account / Vendor	Cost	Multiplier	Amount
Subcontractors			
CJ HENSCH & ASSOCIATES INC	400.00	1.0000	400.00
Total Expenses			400.00

Total Project : 081708 - Waller Cty Owens Rd - Mobility Bond Eng.

400.00

## **Progress Report No. 04**

### **Owens Road from University Drive to Kirkpatrick Road**

Waller County 2023 Mobility Bond Program – Project No. 23310

**Reporting Period:** September 01, 2025 to October 31, 2025

**Report Date:** November 15, 2025

## **1. Activities this Billing Period**

### **1.1 Project Management (GFT)**

- Conducted bi-weekly coordination meetings with subconsultants.
- Held monthly progress meetings with LJA.

### **1.2 Survey (Weisser)**

- All topo survey field work is complete.
- Finalized existing ROW and submitted updated file.

### **1.3 SUE (Cobb Fendley)**

- Completed SUE Exhibits.
- Received survey file and updated SUE file accordingly.
- Prepared initial Utility Conflict Matrix (UCM)

### **1.4 Geotechnical (HTS)**

- Final Geotechnical Report submitted in July.

### **1.5 Environmental Studies (Terracon)**

All final reports have been submitted.

### **1.6 Schematic Design (GFT)**

- Continued preparation of existing & proposed typical sections.
- Updated horizontal alignment based on updated survey files.
- Updated schematic roll plot based on example provided by LJA.
- Reviewed options for University Drive and Herman T. Jones Elementary School. Sent to LJA for review on 10/14.
- Prepared TCP roll plots of alternatives based on example provided by LJA. Sent to LJA for review on 10/14.
- Prepared Traffic Analysis and sent to LJA for review on 10/14.

## **2. Activities Next Month**

### **2.1 Project Management (GFT)**

- Continue bi-weekly team meetings and monthly meetings with LJA.
- Continue to coordinate with subconsultants and monitor design schedule.

### **2.2 Survey (Weisser)**

- Update survey file based on any additional comments from GFT and Cobb Fendley.

### **2.3 SUE (Cobb Fendley)**

- Continue review of utility conflicts and update Utility Conflict Matrix, pending turn lanes.

### **2.4 Geotechnical (HTS)**

- None, pending any additional comments on Geotechnical Report.

### **2.5 Environmental Studies (Terracon)**

- None, pending any additional comments on environmental reports.

### **2.6 Schematic Design (GFT)**

- Update schematic alternatives based on any feedback from LJA.
- Update TCP roll plots of alternatives based on comments from LJA.
- Continue preparation of PER.

## **3. Project Issues**

- None

## **4. Schedule of Submittals**

- |                                    |                   |
|------------------------------------|-------------------|
| • 10% (draft roll plot) submittal: | October 14, 2025  |
| • Expected PER submittal:          | December 05, 2025 |
| • Expected 70% submittal:          | February 26, 2026 |
| • Expected 100% (final) submittal: | May 04, 2026      |



Michael J. Kaspar, P.E.

Owens Road from University Road to James Muse Parkway in Waller County, Texas  
Waller County Mobility Bond Program - Project No. 23310

PHASE	CONTRACT FEE	% COMPLETE	BILLED TO DATE	PREVIOUSLY BILLED	CUI
Project Management (GF)	\$ 51,130.00	60.00%	\$ 30,678.00	\$ 25,565.00	\$
Preliminary Engineering (GF)	\$ 123,130.00	95.00%	\$ 116,973.50	\$ 86,191.00	\$
Final Design (GF)	\$ 260,320.00	0.00%	\$ -	\$ -	\$
SUE - Utility Engineering (Cobb Fendley)	\$ 63,667.00	30.89%	\$ 45,777.95	\$ 34,710.35	\$
Geotechnical Investigation (HTS)	\$ 41,111.00	68.37%	\$ 28,228.63	\$ 28,228.63	\$
Environmental (Terracon)	\$ 23,320.00	48.02%	\$ 11,198.48	\$ 11,198.48	\$
Right-of-Way Survey (Weisser)	\$ 170,525.00	60.49%	\$ 103,145.75	\$ 82,110.50	\$
Other Direct Costs (GF)	\$ 3,500.00	37.14%	\$ 1,300.00	\$ 900.00	\$
<b>Additional Services</b>					
Construction Phase Services (GF)	\$ 67,860.00	0.00%	\$ -	\$ -	\$
<b>Total Management &amp; Engineering Fees</b>	<b>\$ 804,563.00</b>	<b>41.92%</b>	<b>\$ 337,302.31</b>	<b>\$ 268,903.96</b>	<b>\$</b>

November 12, 2025

Dear Valued Client,

We want to let you know about an important update coming to our billing process over the next two months. Our team is currently transitioning to a new enterprise resource planning (ERP) system to better serve you.

**What to Expect:**

1. **Invoice delay:** As part of this migration, the generation of invoices may be delayed.
2. **Combined invoices:** Instead of receiving a December invoice, you may receive a combined invoice in January that covers both November and December efforts.
3. **New format:** Due to the upgrade to our system, invoices may also come to you in a new format beginning in January.

We appreciate your understanding during this transition and thank you for your continued partnership. We value your trust in us and look forward to continuing to support your needs in the year ahead.

**Please contact me directly if you have any questions or concerns.** From all of us at GFT, we wish you a wonderful holiday season and a happy New Year!

Warm regards,

**Ashley Hausmann**

Project Accountant II

E: [ahausmann@gftinc.com](mailto:ahausmann@gftinc.com)

D: 713.527.6392 | O: 713.520.9570

[gftinc.com](http://gftinc.com)



## Julie Adams

**From:** Katlyn Dezarn <kdezarn@lja.com>  
**Sent:** Monday, December 8, 2025 4:54 PM  
**To:** Ross McCall; Luke Fortkamp  
**Cc:** Julie Adams; John Tyler  
**Subject:** 2023 Mobility Bond Invoice | 23310 Owens Road  
**Attachments:** 20251121-Invoice#081708-01-04-GannettFleming-OwensRoad-23310.pdf

**CAUTION: This email originated from outside of the County. Do not click links or open attachments unless you recognize the sender and know that the content is safe.**

Good afternoon!

Attached is an invoice for you all to review! Here is a summary:

Project #: 23310  
Project Name: Owens Road  
Consultant: Gannett Flemming  
Percent spent so far: 42%  
Design Schedule Changes: None

Invoice Date	Invoice #	Invoice \$
11/21/2025	081708-01-04	\$68,398.35

Thank you so much!

Katlyn Dezarn, PE | Project Engineer

Transportation

O: 713.953.5200 | D: 346.241.1740 | C: 951.520.3950

3600 W Sam Houston Pkwy S Ste 600, Houston, TX 77042

**EMPLOYEE-OWNED. CLIENT FOCUSED.**

[www.lja.com](http://www.lja.com)



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Katlyn Dezarn, PE | Project Engineer

Transportation

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