YOLANDA FORD
Mayor

VASHAUNDRA EDWARDS
Councilmember at Large Position No. 1

CHRIS PRESTON
Mayor Pro Tem
Councilmember at Large Position No. 2

REGINALD PEARSON
Councilmember District A

JEFFREY L. BONEY
Councilmember District B

ANTHONY G. MAROULIS
Councilmember District C

FLOYD EMERY
Councilmember District D

CITY COUNCIL MEETING AGENDA

Notice is hereby given of a meeting of the City Council of Missouri City to be held on **Tuesday, September 3, 2019,** at **7:00 p.m.** at: **City Hall, Council Chamber, 2nd Floor**, 1522 Texas Parkway, Missouri City, Texas, 77489, for the purpose of considering the following agenda items. All agenda items are subject to action. The City Council reserves the right to meet in a closed session on any agenda item should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code.

1. ROLL CALL

2. PLEDGE OF ALLEGIANCE

3. PRESENTATIONS AND RECOGNITIONS

4. PUBLIC COMMENTS

An opportunity for the public to address City Council on agenda items or concerns not on the agenda--those wishing to speak must complete the orange comment card, present the comment card to the City Secretary prior to the beginning of the meeting, and observe a three-minute time limit.

5. STAFF REPORTS

(a) City Manager announcements.

6. CONSENT AGENDA

All consent agenda items listed are considered routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a councilmember so requests; in which event, the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda. Information concerning consent agenda items is available for public review.

(a) Consider approving the minutes of the special and regular City Council meetings of August 19, 2019.

7. PUBLIC HEARINGS AND RELATED ACTIONS

(a) Zoning Public Hearings and Ordinances

(1) Public hearing to receive comments for or against a request to change the zoning classification of an approximate 14.11 acre tract of land from SD, suburban district to LC-3, retail district; providing for an amendment to the Comprehensive Plan; providing a penalty; and consider the related ordinance on the first of two readings. The subject site is located south of Vicksburg Boulevard and State Highway 6, east of the Oakwick Forest Estates residential subdivision and west of a Firestone Complete Auto Care.

(2) Public hearing to receive comments for or against a request for a specific use permit authorizing the use of a 14.984 acre tract of land zoned as LC-1 local retail restricted district and R-3 two-family residential district to allow for the development of a worship

center; describing said 14.984 acre tract of land; providing limitations, restrictions, and conditions on such specific use; amending the zoning district map of the City of Missouri City; providing a penalty; containing other provisions relating to the subject; and consider the ordinance on the first of two readings. The subject site is located north of East Hampton Circle, south of the Fondren Park subdivision, east of Kathy Avenue, and west of Fondren Road.

(b) Public Hearings and related actions

(1) Public hearing to receive comments for or against an ordinance providing an interim procedure regarding the administration of plans and platting rules; declaring an emergency; and consider the related ordinance on the first and final reading.

(2) Public hearing to receive comments for or against a resolution electing to participate in tax abatement; and consider the related resolution.

8. APPOINTMENTS – *There are no Appointments on this agenda.*

9. AUTHORIZATIONS

(a) Consider authorizing a proposal on a maximum property tax rate and consider setting the dates for public hearings and the adoption of such proposal on a future meeting agenda

(b) Consider authorizing the city manager to execute a professional services contract for city-wide pavement and sidewalk evaluation.

(c) Consider authorizing the city manager to execute an agreement with the Texas Department of Transportation for participation in the Off System Bridge Replacement Program.

10. ORDINANCES

(a) Consider an ordinance amending Chapter 2, Administration, of the Missouri City Code, amending regulations regarding tagging final action on agenda items; and consider the ordinance on the second and final reading.

(b) Consider an ordinance amending the personnel policy of the City of Missouri City; and consider the ordinance on the first of two readings.

11. RESOLUTIONS

(a) Consider a resolution authorizing the Mayor to execute and the City Secretary to attest to the assignment and assumption of a tax abatement agreement from TDC Southwest CC Partners I L.L.C., formerly known as Ridge Southwest CC Partners I L.L.C. to TPP SW Commerce, L.L.C.

12. CITY COUNCIL ANNOUNCEMENTS

Discussion, review, and possible action regarding a meeting or activity of one or more of the following entities (each entity refers to a City of Missouri City entity unless otherwise indicated):

Charter Review Commission, Community Development Advisory Committee, Construction Board of Adjustments, Electrical Board, Parks Board, Planning and Zoning Commission, Tax Increment Reinvestment Zone Boards, Fort Bend Chamber of Commerce, Houston-Galveston Area Council, Fort Bend Regional Council, Texas Municipal League, Fort Bend County, Harris County, Gulf Coast Building and Construction Trades Council, Mayor's Youth Commission, Finances and Services Committee, Fort Bend Leadership Forum, Fort Bend County Drainage District, Economic Development Committee, Missouri City Parks Foundation, Missouri City Police and Fire Auxiliary, Livable Community Committee, Texas Parkway Alliance, High Performance Organization Committee, Missouri City Juneteenth Celebration Foundation, Fort Bend County Mayor and Council Association, METRO, Planning, Development and Infrastructure Committee, Fort

Bend Independent School District, Greater Fort Bend Economic Development Coalition, Transportation Policy Council, Community Development Advisory Committee, Veterans Memorial Committee, Missouri City Recreation and Leisure Local Government Corporation, Missouri City Development Authority, and the Greater Houston Partnership and Emergency Management updates.

13. CLOSED EXECUTIVE SESSION

The City Council may go into Executive Session regarding any item posted on the Agenda as authorized by Title 5, Chapter 551 of the Texas Government Code.

14. RECONVENE

Reconvene into Regular Session and Consider Action, if any, on items discussed in Executive Session.

15. ADJOURN

In compliance with the Americans with Disabilities Act, the City of Missouri City will provide for reasonable accommodations for persons attending City Council meetings. To better serve you, requests should be received 24 hours prior to the meetings. Please contact Maria Jackson, City Secretary, at 281.403.8686.

CERTIFICATION

I certify that a copy of the September 3, 2019, agenda of items to be considered by the City Council was posted on the City Hall bulletin board on August 29, 2019, at 4:00 p.m.

_____
Yomara Frias, City Secretary Department

I certify that the attached notice and agenda of items to be considered by the City Council was removed by me from the City Hall bulletin board on the ____ day of _____, 2019.

Signed:_____ Title: _____

Council Agenda Item
September 3, 2019

1. ROLL CALL

2. PLEDGE OF ALLEGIANCE

3. PRESENTATIONS AND RECOGNITIONS

4. PUBLIC COMMENTS

An opportunity for the public to address City Council on agenda items or concerns not on the agenda--those wishing to speak must complete the orange comment card, present the comment card to the City Secretary prior to the beginning of the meeting, and observe a three-minute time limit.

5. STAFF REPORTS

(a) City Manager announcements.

YOLANDA FORD
Mayor

VASHAUNDRA EDWARDS
Councilmember at Large Position No. 1

CHRIS PRESTON
Mayor Pro Tem
Councilmember at Large Position No. 2

REGINALD PEARSON
Councilmember District A

JEFFREY L. BONEY
Councilmember District B

ANTHONY G. MAROULIS
Councilmember District C

FLOYD EMERY
Councilmember District D

CITY COUNCIL SPECIAL MEETING MINUTES

The City Council of the City of Missouri City, Texas, met in special session on **Monday, August 19, 2019,** at the City Hall, Council Chamber, 1522 Texas Parkway, Missouri City, Texas, 77489, at **5:15 p.m.** to consider the following:

1. CALL TO ORDER

Mayor Ford called the meeting to order at 5:15 p.m.

Those also present: Mayor Pro Tem Preston, Councilmembers Edwards, Pearson, and Maroulis; City Manager Snipes, City Attorney Iyamu, City Secretary Jackson, Assistant City Manager Atkinson, Assistant City Manager Martel, Director of Public Works Kumar, Director of Financial Services Portis, Director of Communications Walker, Utilities Manager McGraw, Assistant Finance Director Uwakwe, and Media Specialist III Sanders. Also present: David S. Yanke, NewGen Strategies & Solutions, Philip Gildan and Karen Kennard, Greenberg Traurig. Councilmember Boney and Emery arrived at 5:16 p.m.

2. DISCUSSION/POSSIBLE ACTION

(a) Presentation of the municipal utility district feasibility analysis.

David S. Yanke presented the municipal utility district (MUD) feasibility analysis. Mayor Ford inquired if the Harris County MUDs could be consolidated. Yanke recommended focusing on consolidating those which have a positive cash flow and see if they make sense operationally.

Mayor Pro Tem Preston stepped away at 5:45 p.m. and returned at 5:49 p.m.

Karen Kennard discussed process to dissolve MUDs through an ordinance or an election.

(b) Discussion of the accounting of certain utility funds related to the Groundwater Reduction Plan.

Director of Financial Services Portis presented on the accounting of certain utility funds related to the Groundwater Reduction Plan. Councilmember Edwards asked when staff was aware that $2.5 million was placed in the wrong account. City Manager Snipes stated they were notified by the Groundwater Reduction Plan in 2019; and, the City received a report on Friday noting the funds were not misplaced. Edwards stated the Finance Committee was not notified about this item. Snipes noted City Council was informed on numerous occasions. Councilmember Boney noted Council voted on an external audit recently and that the narrative that $2.5 million was misplaced was false. Mayor Ford clarified the audit that was requested was a forensic audit because $2.5 million dollars was placed into a wrong account.

Mayor Pro Tem Preston stepped away at 6:09 p.m. and returned at 6:11 p.m.

Mayor Ford requested that the auditing firm provide a corrected letter stating they reviewed the general ledger, as the presented letter stated the opposite. Councilmember Maroulis stated he sent Mayor Ford a

text message asking for either proof, to speak with City Manager, and/or to schedule a workshop on the email but received no feedback. Councilmember Boney referenced the email the Mayor received about financing misplacing the funds and would like clarification on it.

(c) Presentation and discussion on proposed Fiscal Year 2020 budget.

City Manager Snipes and Director of Financial Services Portis presented the proposed Fiscal Year 2020 budget.

City Council recessed the special City Council meeting at 6:58 p.m. At 8:21 p.m., City Council reconvened the special City Council meeting to continue discussions for agenda item 2c.

Councilmember Maroulis stepped away at 8:50 p.m. and returned at 8:51 p.m.

3. ADJOURN

The special City Council meeting adjourned at 9:05 p.m.

Minutes PASSED AND APPROVED this the _____day of _____2019.

_____

Maria Jackson, City Secretary

YOLANDA FORD
Mayor

VASHAUNDRA EDWARDS
Councilmember at Large Position No. 1

CHRIS PRESTON
Mayor Pro Tem
Councilmember at Large Position No. 2

REGINALD PEARSON
Councilmember District A

JEFFREY L. BONEY
Councilmember District B

ANTHONY G. MAROULIS
Councilmember District C

FLOYD EMERY
Councilmember District D

CITY COUNCIL MEETING MINUTES

The City Council of the City of Missouri City, Texas, met in regular session on **Monday, August 19, 2019,** at the City Hall, Council Chamber, 2nd Floor, 1522 Texas Parkway, Missouri City, Texas, 77489, at **7:00 p.m.** to consider the following:

1. ROLL CALL

Mayor Ford called the meeting to order at 7:03 p.m.

Those also present: Mayor Pro Tem Preston, Councilmembers Edwards, Pearson, Boney, Maroulis and Emery; City Manager Snipes, City Attorney Iyamu, and City Secretary Jackson.

2. The **PLEDGE OF ALLEGIANCE** was led by Assistant Police Chief Bothell.

There were no **PRESENTATIONS AND RECOGNITIONS.**

4. PUBLIC COMMENTS

Bruce Zaborovski, 7915 Chancel, spoke in regards to the taxes in the City.

5. STAFF REPORTS

City Manager Snipes asked drivers to be aware of school zones as Fort Bend ISD classes resumed on August 14 and Harris County would resume on August 26. He stated City offices would be closed on Monday, September 2 for Labor Day; and, the next City Council meeting would be held on Tuesday, September 3. Snipes asked that everyone mark their calendars for the following upcoming events: the MCTX Symposium on August 21; a Blood Drive on August 23; Summer Send Off party on August 23; and, the Community Park Clean-up on August 24. Snipes introduced new employees: Assistant City Manager Glen Martel, Assistant City Engineer Jeremy Davis, and Director of Human Resources Martin Russell.

(b) Presentation of the Quarterly Financial Report ending on June 30, 2019.

Director of Financial Services Portis presented the Quarterly Financial Report ending on June 30, 2019. Mayor Pro Tem Preston requested the line item numbers. City Manager Snipes stated they would be provided to them later in the week.

6. CONSENT AGENDA

(a) Consider approving the minutes of the special and regular City Council meetings of August 5, 2019.

(b) Consider an ordinance amending the regulations and restrictions of PD, Planned Development District No. 34 to allow for the development of office, warehouse and retail uses; regulating and restricting the development and use of property within such PD Planned Development District; providing for an amendment to the Comprehensive Plan; providing a penalty; containing other provisions relating to the subject; and consider the ordinance on the second and final reading. The subject site is located north of the Timber Falls Business Park, south of US 90A – South Main Street, east of the Second Mile Mission Center and west of South Cravens Road.

(c) Consider an ordinance amending PD, Planned Development District No. 66 to allow for an integrated business development to include an existing child care center; regulating and restricting the development and use of property within such PD Planned Development District; providing for an amendment to the Comprehensive Plan; providing a penalty; containing other provisions relating to the subject; and consider the ordinance on the second and final reading. The subject site is located at 4835 Highway 6. PD Planned Development District No. 66 is located north Highway 6, south of Cartwright Road, east of Dulles Avenue, and west of Colonial Lakes Drive.

(d) Consider authorizing the execution of a joint election agreement and contract for election services with Fort Bend County for the November 5, 2019 general election.

Councilmember Emery moved to pull agenda items 6b and 6c from the Consent Agenda for further discussion. Councilmember Maroulis seconded. **MOTION PASSED UNANIMOUSLY.**

Councilmember Edwards moved to approve Consent Agenda items 6a and 6d, pursuant to recommendations by City Staff. Councilmember Emery seconded. **MOTION PASSED UNANIMOUSLY.**

Planning Manager Gomez presented amendments to the ordinance for the Planned Development District No. 34.

Councilmember Pearson moved to approve the Consent Agenda item 6b, as amended. Councilmember Maroulis seconded. **MOTION PASSED UNANIMOUSLY.**

Planning Manager Gomez presented amendments to the ordinance for the Planned Development District No. 66.

Councilmember Maroulis moved to approve the Consent Agenda item 6c, as amended. Councilmember Emery seconded. **MOTION PASSED UNANIMOUSLY.**

There were no **Zoning Public Hearings and Ordinances**.

7. PUBLIC HEARINGS AND RELATED ACTIONS

(b) Public Hearings and related actions

(1) Public hearing to receive comments for or against a resolution to increase residential and commercial solid waste and recyclable material collection rates; and consider the related resolution.

Assistant City Manager Atkinson presented on a resolution to increase residential and commercial solid waste and recyclable material collection rates.

Councilmember Maroulis moved to open the public hearing at 7:27 p.m. Councilmember Boney seconded. **MOTION PASSED UNANIMOUSLY.**

Mayor Pro Tem Preston asked if citizens were engaged in a satisfaction survey. Atkinson stated they have and the survey resulted with 82% satisfaction. Preston asked about concerns and recommendations citizens had. Atkinson stated there was no feedback from the survey, but based on his experience, the issue would be what service days were based on for their neighborhood. Councilmember Maroulis asked if they were still the least expensive in the area. Atkinson stated they were. Councilmember Emery asked about reducing the amount of time it took to receive larger recycle bins. Atkinson noted the citizen must request the bin at the beginning of the first quarter and delivery would take place at the end of the first quarter. Councilmember Boney asked for clarification on what could be placed in the bins and what happens on holidays. Atkinson stated WCA picked-up on holidays. Preston asked what a resident could do if they had a damaged trash can. Atkinson stated residents may call WCA.

Councilmember Boney moved to close the public hearing at 7:33 p.m. Councilmember Maroulis seconded. **MOTION PASSED UNANIMOUSLY.**

Councilmember Pearson moved to approve the resolution. Councilmember Boney seconded. **MOTION PASSED UNANIMOUSLY.**

There were no **APPOINTMENTS.**

9. AUTHORIZATIONS

(a) Consider authorizing an agreement with the City of Pearland for cooperative purchasing.

Councilmember Maroulis moved to authorize an agreement with the City of Pearland for cooperative purchasing. Mayor Pro Tem Preston seconded. **MOTION PASSED UNANIMOUSLY.**

(b) Consider authorizing a contract for the maintenance and service of citywide automatic external defibrillators (AEDs).

Councilmember Edwards moved to authorize a contract for the maintenance and service of citywide automatic external defibrillators (AEDs). Councilmember Emery seconded. **MOTION PASSED UNANIMOUSLY.**

10. ORDINANCES

(a) Consider an ordinance providing for a general election to be held on November 5, 2019, for the purpose of electing single-member district councilmembers for Districts A, B, C, and D; providing for joint elections on November 5, 2019, with other entities contracting with Fort Bend County and Harris County, respectively, for such joint elections; providing for election precincts and polling places; providing for repeal; and consider the ordinance on the first and final reading.

Councilmember Boney moved to adopt the ordinance. Councilmember Pearson seconded. **MOTION PASSED UNANIMOUSLY.**

(b) Consider an ordinance amending Chapter 2, Administration, of the Missouri City Code, amending regulations regarding tagging final action on agenda items; and consider the ordinance on the first of two readings.

Assistant City Attorney Santangelo presented the amendments to tagging final action on agenda items.

Councilmember Emery moved to approve the ordinance, as presented. Councilmember Pearson seconded.

Discussion ensued. Councilmember Boney asked for Councilmember Emery's reasons for the amendments. Councilmember Emery stated he brought it up in May and Mayor Ford suggested the Ordinances, Resolutions, Elections and Council Governance Committee look to see what other cities were doing. Emery stated City Secretary Jackson polled 17 cities and there was no clear process on how tagging was addressed and most did not use tagging. He noted the City of Houston was the only city with a procedure to tag, based on the polled cities. Emery noted the committee did not conclude with developing a procedure for Council to consider. He placed the item on the agenda in order to promote transparency and to avoid tagging time sensitive items. Councilmember Edwards stated Councilmember Emery was not willing to work with the committee when other members provided amendments. Mayor Pro Tem Preston asked for a historical perspective on tagging in the City. City Attorney Iyamu stated it had been around since 2002. Councilmember Emery stated that in two instances he put together a proposal and sent them to the other committee members for feedback and received none. Councilmember Boney asked if a committee trumps

Council. Iyamu stated a majority of City Council makes decisions and committees make recommendations. Mayor Ford noted committees were created for research and to make recommendations to Council.

Mayor Pro Tem Preston moved to amend the motion to strike section 2-77 (b)(4) from the proposed ordinance. Councilmember Edwards seconded. **MOTION FAILED.**

Ayes: Mayor Ford, Mayor Pro Tem Preston, and Councilmember Edwards
Nays: Councilmembers Pearson, Boney, Maroulis and Emery

Councilmember Emery moved to adopt the ordinance, as presented. Councilmember Pearson seconded. **MOTION PASSED.**

Ayes: Councilmembers Pearson, Boney, Maroulis, and Emery
Nays: Mayor Ford, Mayor Pro Tem Preston, and Councilmember Edwards

11. RESOLUTIONS

(a) Consider a resolution approving the submission of the Edward Byrne Memorial Justice Assistance grant application to the United States Department of Justice to fund the purchase of fitness equipment; and containing other provisions related thereto.

Councilmember Boney moved to approve the resolution. Councilmember Pearson seconded. **MOTION PASSED UNANIMOUSLY.**

12. CITY COUNCIL ANNOUNCEMENTS

Councilmember Edwards thanked staff who participated and making her school drive a success. Councilmember Boney stated he was honored for journalism work at the National Association of Black Journalist Association and wished his daughter a happy birthday. Councilmember Pearson stated he would present item for further discussion on a later date.

13. ADJOURN

The regular City Council meeting adjourned at 8:21 p.m.

Minutes PASSED AND APPROVED this the _____day of _____2019.

_____
Maria Jackson, City Secretary

CITY COUNCIL
AGENDA ITEM COVER MEMO

September 3, 2019

To: Mayor and City Council
Agenda Item: 7a1 - Kurjee Plaza - Zoning Map Amendment

Submitted by: Jennifer Thomas Gomez, AICP, Planning Manager

SYNOPSIS

This is the first of two readings of an ordinance to zone an approximate 14.11 acre tract of land from SD, suburban district to LC-3, retail district; and to the extent such zoning deviates from the Future Land Use and Character map of the Comprehensive Plan, to provide for an amendment therefrom.

The subject site is located south of Vicksburg Boulevard and State Highway 6, east of the Oakwick Forest Estates and west of a Firestone Complete Auto Care.

STRATEGIC PLAN 2019 GOALS ADDRESSED

- Grow business investments in Missouri City
- Have quality development through buildout

BACKGROUND

The applicant seeks to zone an approximately 14.11 acres from SD, suburban district to LC-3, retail district. The applicant intends to develop a commercial, retail development consistent with the development regulations for the LC-3, retail district.

Staff recommended approval and the Planning and Zoning Commission forwards a positive recommendation.

BUDGET ANALYSIS

Funding Source	Account Number	Project Code/Name	FY__ Funds Budgeted	FY__ Funds Available	Amount Requested
N/A					

Purchasing Review: N/A
Financial/Budget Review: N/A

Note: Compliance with the conflict of interest questionnaire requirements, if applicable, and the interested party disclosure requirements (HB 1295) has been confirmed/is pending within 30-days of this Council action and prior to execution.

SUPPORTING MATERIALS

1. Ordinance
2. Draft Planning and Zoning Commission meeting minutes *(August 14, 2019)*
3. Planning and Zoning Commission final report
4. Application
5. Letter of owner authorization
6. Zoning map excerpt
7. Ortho map
8. Site pictures
9. Conceptual site plan and development proposal
10. Notice of public hearing
11. Notice of public hearing to adjoining property owners
12. Mailing labels for adjoining property owners
13. Rezoning application protest letters analysis

STAFF'S RECOMMENDATION

Staff recommends approval of the ordinance on the first reading.

Director Approval: **Otis T. Spriggs, AICP, Development Services Director**

Assistant City Manager/
City Manager Approval: **Glen A. Martel, Assistant City Manager**

ORDINANCE NO. O-19-__

AN ORDINANCE OF THE CITY OF MISSOURI CITY, TEXAS, CHANGING THE ZONING CLASSIFICATION OF A 14.11-ACRE TRACT OF LAND FROM SD SUBURBAN DISTRICT TO LC-3 RETAIL DISTRICT; DESCRIBING SAID 14.11-ACRE TRACT OF LAND; AMENDING THE ZONING DISTRICT MAP OF THE CITY OF MISSOURI CITY; PROVIDING FOR AN AMENDMENT TO THE COMPREHENSIVE PLAN; PROVIDING FOR REPEAL; PROVIDING A PENALTY; PROVIDING FOR SEVERABILITY; AND CONTAINING OTHER PROVISIONS RELATING TO THE SUBJECT.

* * * * *

WHEREAS, Kurjee Enterprises, Inc. is the owner of a 14.11-acre tract of land within the corporate limits of the City of Missouri City, Texas (the "Property"); and

WHEREAS, the Property presently has a zoning classification of SD suburban district under Ordinance No. O-82-01, adopted on January 4, 1982; and

WHEREAS, the owner's agent, The Interfiled Group, has made an application to the City of Missouri City to change the zoning classification of the Property from SD suburban district to LC-3 retail district; and

WHEREAS, the City of Missouri City has determined it to be in the best interest of its citizens to change the zoning classification of said Property from SD suburban district to LC-3 retail district; and

WHEREAS, the Planning and Zoning Commission and the City Council of the City of Missouri City have each conducted, in the time and manner and after the notice required by law and the City of Missouri City Zoning Ordinance, a public hearing on such proposed change in the zoning classification; and

WHEREAS, the Planning and Zoning Commission of the City of Missouri City has issued its final report and the City Council of the City of Missouri City now deems it appropriate to grant such change in zoning classification; now, therefore,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MISSOURI CITY, TEXAS:

Section 1. The facts and recitations set forth in the preamble of this Ordinance are hereby found to be true and correct.

Section 2. As required by law, the City Council of the City of Missouri City conducted the public hearing on the request for zoning reclassification and closed the public hearing prior to the final adoption of this Ordinance.

Section 3. The zoning classification of the Property is hereby changed from SD suburban district to LC-3 retail district. The Property is more fully described in the legal description in Exhibit "A," attached hereto and made a part hereof for all purposes, and is depicted in Exhibit "A-1," attached hereto and made a part hereof for all purposes. Exhibit "A-1" shall be for reference purposes only. In the event that Exhibit "A-1" conflicts with Exhibit "A," Exhibit "A" shall prevail.

Section 4. The Zoning District Map of the City of Missouri City shall be revised and amended to show the zoning classification of the Property, with the appropriate reference thereon to the number and effective date of this Ordinance and a brief description of the nature of this change.

Section 5. This Ordinance shall in no manner amend, change, supplement, or revise any provision of any ordinance of the City of Missouri City, save and except the changes in zoning classification described in Section 3 hereof and the imposition of the findings, regulations, restrictions, exceptions and conditions contained herein.

Section 6. *Comprehensive plan deviation.* To the extent this Ordinance represents any deviation from the Future Land Use and Character map of the City of Missouri City Comprehensive Plan, such map is hereby amended to conform with this Ordinance.

Section 7. *Repeal*. Any ordinance or any other part of any other ordinance in conflict herewith shall be and is hereby repealed only to the extent of such conflict.

Section 8. *Penalty*. Any person, firm, partnership, association, corporation, company, or organization of any kind who or which violates any provision of this zoning ordinance shall be deemed guilty of a misdemeanor and, upon conviction thereof, shall be fined in an amount not to exceed Five Hundred Dollars ($500.00). Each day during which said violation shall exist or occur shall constitute a separate offense. The owner or owners of any property or of premises where any violation of this zoning ordinance shall occur, and any agent, contractor, builder, architect, person, or corporation who shall assist in the commission of such offense shall be guilty of a separate offense unless otherwise prohibited by law and, upon conviction thereof, shall be punished as above provided.

Section 9. *Severability*. In the event any section, paragraph, subdivision, clause, phrase, provision, sentence or part of this Ordinance or the application of the same to any person or circumstance shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Missouri

City, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, or whether there be one or more parts.

PASSED and APPROVED on first reading this 3rd day of September, 2019.

PASSED, APPROVED and ADOPTED on second and final reading this ___th day of _____, 2019.

_____
Yolanda Ford, Mayor

ATTEST:

_____
Maria Jackson, City Secretary

APPROVED AS TO FORM:

_____
E. Joyce Iyamu, City Attorney

ABSTRACT SERVICES
OF HOUSTON
A division of Title Houston Holdings

7500 San Felipe, Suite 1020
Houston, TX 77063
713.589.9000 (OFFICE)
713.231.5028 (FAX)

CITY PLANNING LETTER

GF Number: 7910-19-0043

Date: June 20, 2019

To: City of Missouri City
1522 Texas Pkwy.
Missouri City, Texas 77489

Title Houston Holdings (Title Company) certifies that a diligent search of the real property records of Title Houston Holdings title plant has been made, as to the herein described property, and as of 8:00 AM on the 14th day of June 2019, we find the following:

Property Description:

BEING a 14.11 acre tract out of a 49.4061 acres (called 50 acres) recorded in Volume 263, page 389, Fort Bend County, Deed Records, located in Moses Shipman League Abstract 86, Fort Bend County, Texas;

BEGINNING at an iron pipe found for the Northeast corner of said 49.4061 acre tract, said point being located in the South R.O W. line of State Highway No. 6 (100 feet R.O.W.);

THENCE South 00 degrees 02 minutes 03 Seconds West, along the East line of said 49.4061 acre tract, a distance of 787.74 feet to a 5/8 inch iron rod set for the Southeast corner of herein described tract;

THENCE North 69 degrees 31 minutes 00 seconds West, a distance of 866.2 feet to a 5/8 inch iron rod set for the Southwest corner of herein described tract;

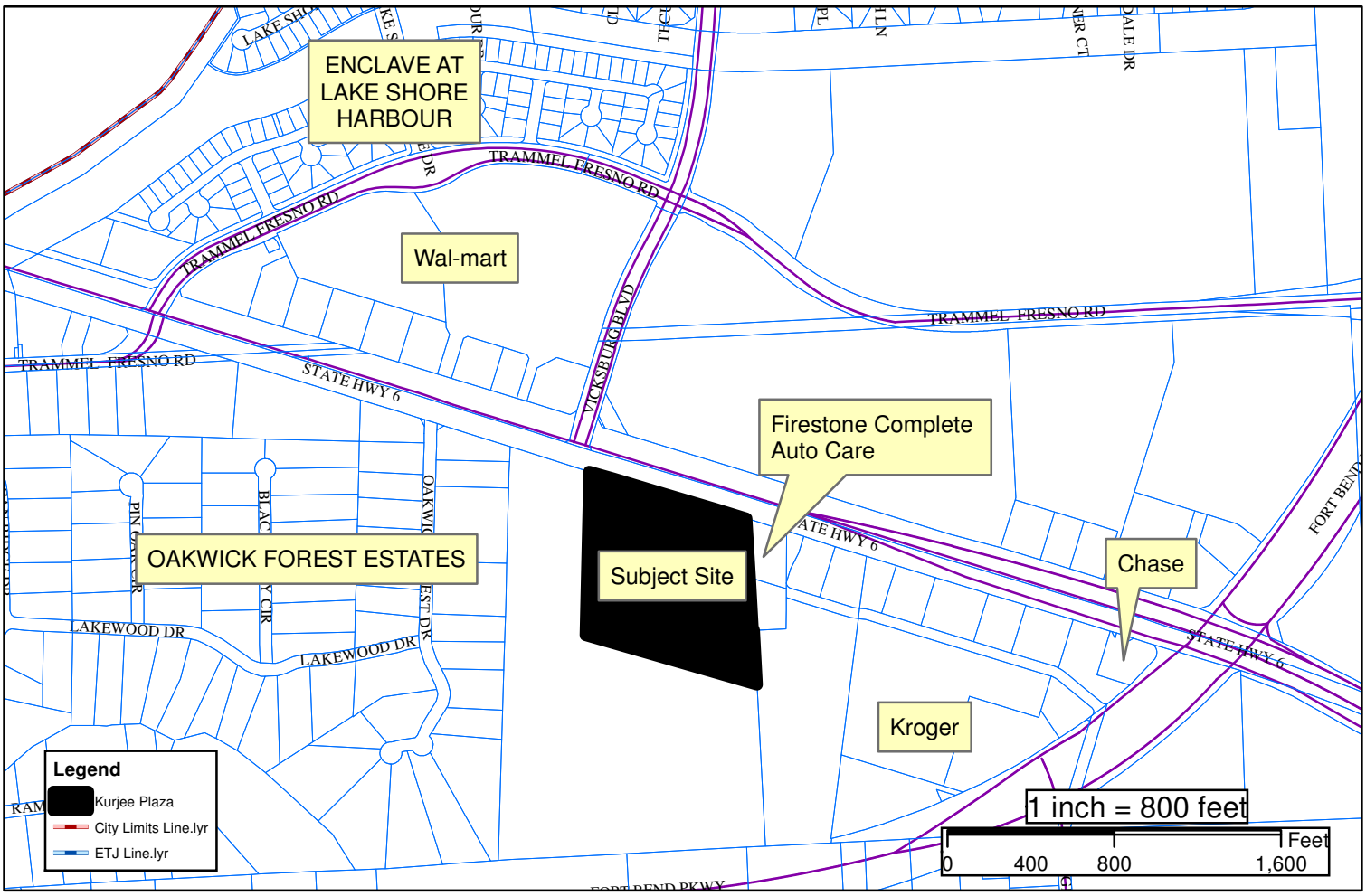
THENCE North 04 degrees 44 minutes 12 seconds East, a distance of 766.88 feet to a 5/8 inch iron rod set in the East R.O.W. line of said State Highway No. 6 for the Northwest corner of herein described tract;

THENCE South 69 degrees 31 minutes 00 seconds East, along the East R.O.W. line of said Highway No. 6, a distance of 799,17 feet to the PLACE OF BEGINNING and containing 14.11 acres of land, more or less.

Owner(s) of Record: KURJEE ENTERPRISES, INC., a Texas corporation dba Corner Market

By virtue of Warranty Deed dated January 13, 1995, recorded under Fort Bend County Clerk's File No. 9503898.

TITLE HOUSTON HOLDINGS


ENCLAVE AT LAKE SHORE HARBOUR
Wal-mart
Firestone Complete Auto Care
OAKWICK FOREST ESTATES
Subject Site
Chase
Kroger
TRAMMEL FRESNO RD
STATE HWY 6
VICKSBURG BLVD
LAKEWOOD DR
FORT BEND
Legend
Kurjee Plaza
City Limits Line.lyr
ETJ Line.lyr
1 inch = 800 feet
Feet
0
400
800
1,600

MINUTES
PLANNING AND ZONING COMMISSION
CITY OF MISSOURI CITY, TEXAS
August 14, 2019

1. CALL TO ORDER

The Notice of the Meeting and Agenda having been duly posted in accordance with the legal requirements and a quorum being present, the meeting was called to order by Chair Brown-Marshall, at 7:00 PM.

2. ROLL CALL

Commissioners Present:
Sonya Brown-Marshall
Tim Haney
John O'Malley
James R. Bailey
Monica L. Rasmus
James G. Norcom III
Gloria Lucas
Courtney Johnson Rose
Hugh Brightwell

Commissioners Absent: None

Councilmembers Present: Anthony G. Maroulis, Floyd Emory

Staff Present:
Otis T. Spriggs, Director of Development Services
Jennifer Gomez, Planning Manager
Cliff Brouhard, Assistant Public Works Director
Jamilah Way, First Assistant City Attorney
James Santangelo, Assistant City Attorney
Thomas White, Planner II
Gretchen Pyle, Interim Planning Specialist
Egima Edwards, Planning Technician
Glen Martel, Assistant City Manager
Shashi Kumar, Director of Public Works
Jeremy Davis, Assistant City Engineer

DRAFT

Others Present: Sign-in sheet to be attached to final document.

8. ZONING MAP AMENDMENTS

A. PUBLIC HEARING FOR A ZONING MAP AMENDMENT

(1) Public hearing to receive comments for or against a request by Mary Villareal, The Interfield Group, to zone an approximate 14.11 acre tract of land from SD, suburban district to LC-3, retail district; and to the extent such zoning deviates from the Future Land Use and Character map of the Comprehensive Plan, to provide for an amendment therefrom.

Planning Manager, Jennifer Gomez, presented this item. Ms. Gomez informed that Walmart at Vicksburg is to the west of the subject tract; Kroger shopping center going towards the Fort Bend Parkway is to the east, and the subject property is south of Highway 6. The request is to rezone the tract from SD, suburban district to LC-3, retail district; which would allow for regional commercial retail uses. This is a straight rezoning request. Site plans and elevations were provided by the applicant, however, any proposed development would have to be consistent with the LC-3 district regulations.

Ms. Gomez informed that staff's recommendation is to approve.

The applicant, Mary Villareal; The Interfield Group, informed that the proposed development would be a mixed use development as presented.

Motion: To close the public hearing

Made By: Commissioner Norcom III
Second: Commissioner Johnson Rose

AYES: Commissioner Brown-Marshall, Commissioner Haney, Commissioner O'Malley, Commissioner Bailey, Commissioner Norcom III, Commissioner Rasmus, Commissioner Lucas, Commissioner Johnson Rose, Commissioner Brightwell

NAYES: None
ABSTENTIONS: None

The motion passed

(2) Consideration of the approval of a final report to City Council on item 8A(1) above.

Motion: The Planning and Zoning Commission forwards a positive recommendation to Council.

Made By: Commissioner Haney
Second: Commissioner Norcom III

AYES: Commissioner Brown-Marshall, Commissioner Haney, Commissioner O'Malley, Commissioner Bailey, Commissioner Norcom III, Commissioner Rasmus, Commissioner Lucas, Commissioner Johnson Rose, Commissioner Brightwell

NAYES: None
ABSTENTIONS: None

The motion passed

PLANNING AND ZONING COMMISSION
FINAL REPORT

AGENDA DATE:	September 3, 2019
AGENDA ITEM SUBJECT:	Kurjee Plaza – Zoning Map Amendment
AGENDA ITEM NUMBER:	7a1
PROJECT PLANNER:	**Jennifer Thomas Gomez, AICP,** Planning Manager
APPROVAL:	**Otis T. Spriggs, AICP,** Director, Development Services **Sonya Brown-Marshall,** Planning and Zoning Commission Chair Sonya Brown Marshall, Chair

---

PERMIT NUMBER:	ZMA1900003
PROPERTY ID:	0086-00-000-4600-907
LOCATION:	The subject site is located south of Vicksburg Boulevard and State Highway 6, east of the Oakwick Forest Estates and west of a Firestone Complete Auto Care.

RECOMMENDED ACTION:

The proposal complies with the provisions of the 2017 Comprehensive Plan and the policies contained in the Future Land Use Plan. Such policies recommend development of the tract as Suburban Commercial.

The Planning and Zoning Commission adopts this as its Final Report and forwards it to City Council with a **positive recommendation** for consideration and adoption thereof.

SUMMARY:

To zone approximately 14.11 acres from SD, suburban district to LC-3, retail district.

Requested Deviations: Not applicable as this application is a Zoning Map Amendment.

GENERAL SITE INFORMATION:

A. Legal Description:

The subject site can be described as being a 14.11 acre tract out of a 49.4061 acres (called 50 acres) recorded in Volume 263, page 389, Fort Bend County Deed Records, located in Moses Shipman League, A-86, Fort Bend County, Texas.

B. Size: 14.11 acres

C. Existing Land Use and Zoning Designation: Unimproved / SD, suburban district

D. Surrounding Land Uses and Zoning Designations:

North: Vicksburg Boulevard and State Highway 6

South: Unimproved land / SD, suburban district

East: Firestone Complete Auto Care / LC-3, retail district

West: Unimproved land; Oakwick Forest Estates / SD, suburban district; R-1, single family residential district

E. Zoning History:

10-19-1981:	Subject site annexed by the City of Missouri City and classified SD, suburban district (Ordinance O-81-21).
01-04-1982:	Subject site zoned SD, suburban district (Ordinance O-82-01)

ANALYSIS OF SUBJECT SITE:

A. Development Potential

Currently, the 14.11 acres are zoned SD, suburban district. The applicant is seeking to rezone the property LC-3, retail district to allow for development.

Conformance with the 2017 Comprehensive Plan: The proposed zoning is in conformance with the following 2017 Comprehensive Plan Goals:

> *More varied development to move beyond a "bedroom community" perception of Missouri City. Use development code provisions and direct recruitment to promote a balance of land use types as the community builds out in coming years.*

Conformance with the 2017 Future Land Use Plan: The 2017 Future Land Use Plan identifies the subject property as Suburban commercial providing for the suburban character.

The suburban character is summarized as follows:

> *This designation is for areas where both residential and commercial development forms result in a more green, open feel compared to more intensively developed areas where buildings, parking areas, and other improvements cover more of their sites…The predominance of "green" versus "gray" is also necessary for commercial development to achieve a Suburban character (usually through application of site and building design standards). Suburban commercial development is appropriate for office, retail and service uses abutting residential neighborhoods (subject to scale limitations and "residential in appearance" design standards) and in other areas where the community's image and aesthetic value is to be promoted, such as at gateways and along high profile corridors.*

Staff recommended: Approve. The LC-3, retail district is consistent with the goals and policy of the 2017 Comprehensive Plan and the Future Land Use Plan. If the property is zoned LC-3, all of the regulations of the district would apply including use regulations; height and area regulations; building regulations; architectural standards; trash disposal regulations; outside placement, storage, sales and services regulations; landscaping regulations; parking regulations; sign regulations; and fence regulations.

Planning and Zoning Commission recommends: To approve as staff recommended.

B. Ingress and egress. All driveways and off-street parking areas, including locations, should comply with the city's Public Infrastructure Design Manual.

The applicant should note that a Traffic Impact Analysis and a no objection letter from TxDOT for any proposed connections to State Highway 6 will be required to be submitted as part of the platting process or prior to the approval of any development plans.

C. Utilities. All utilities shall comply with the city's Public Infrastructure Design Manual.

The subject property is located within the Mustang Bayou Service Area.

The applicant should note that preliminary utility (water and sanitary sewer) plans and capacity calculations to confirm the availability and a no objection letter from the Fort Bend County Drainage District indicating that storm water capacity is available will be required to be submitted during the platting process. Additionally, the payment of impact fees for water and sanitary sewer will be required prior plat approval and recordation.

D. Drainage. All utilities shall comply with the city's Public Infrastructure Design Manual.

The applicant should note that a Drainage Impact Study to mitigate development impacts will be required to be submitted prior to the approval of any development plans.

E. Public safety. The subject site is located within proximity to existing public facilities that will provide adequate response time.

F. Sidewalks. Sidewalks shall be constructed in compliance with the city's subdivision ordinance and Public Infrastructure Design Manual.

G. Platting. The site is required to be platted.

----------END OF REPORT----------

DEVELOPMENT SERVICES DEPARTMENT
Planning & Development Division
1522 Texas Parkway
Missouri City, Texas 77489
281-403-8600 (Office) ▪ 281-208-5551 (Fax)
www.missouricitytx.gov

APPLICATION FOR ZONING MAP AMENDMENT (ZMA)

SEE EXHIBIT "B" (PAGE 8) FOR INFORMATION REQUIRED FOR COMPLETE APPLICATION SUBMITTAL

1. **Project Name:** Kurjee Plaza	
2. **Address/Location of Property:** 10002 HWY 6, Missouri City, Texas	
3. **Applicant's Name:** Mary Villareal of The Interfield Group	
Mailing Address: 401 Studewood, Suite 300, Houston, Texas 77007	
Phone No. :(713) 780-0909 Ext. 312	
Email: mvillareal@interfield.net	
4. **Status of Applicant:** Owner Agent Attorney Trustee Corporation Relative (If other than Owner, submit written authorization from Owner with application.)	
5. **Property Owner:** Kurjee Enterprises, Inc.	
Mailing Address: 5241-B FM 521, Arcola, Texas 77583	
Phone No.:(713) 906-6954	
Email:	
6. **Existing Zoning District:** Unzoned	
7. **Total Acreage:** 14.11	
8. **Proposed Zoning District and Reasons for Application:** LC-3 The purpose of the application is to allow unzoned land to be zoned LC-3	
9. **Legal Description of the Property** (If the legal description is a portion of a lot, then a metes and bound description of the tract must be submitted with application.): A 14.11-acre tract of land located in Moses Shipman League, Abstract 86, Fort Bend County, Texas	
10. **Central Appraisal District tax identification numbers of property** (Attach Paid Tax Receipts): 0086-00-000-4600-907	
11. **Do deed restrictions or restrictive covenants exist for the property?** (Circle One): YES NO (If yes, submit with application.)	
FILING FEE:	**$450 Base Fee + $25 Per Acre** (Partial acre calculated as 1 acre)

Hand deliver completed application form with the filing fee and required information to:

Development Services Department
1522 Texas Parkway (FM 2234)
Missouri City, TX 77489

By submitting this application you are permitting City staff to enter the site in order to post and remove public notice signs.

Mary Villareal
Print Name of Applicant

Print Name of Property Owner

MVillareal
Signature of Applicant

Signature of Property Owner, Agent or Attorney

Kurjee Enterprises, Inc.
5241-B FM 521
Arcola, Texas 77583
Phone: (713) 498-1855

June 20, 2019

Mrs. Jennifer Thomas-Gomez
City of Missouri City
1522 Texas Parkway
Missouri City, Texas 77489

Re: Kurjee Plaza – Zoning Map Amendment & Platting
10002 HWY 6
Missouri City, Texas
(Interfield Project No. 18109.00)

Dear Mrs. Thomas-Gomez:

We, Kurjee Enterprises, Inc., owners of referenced property, do hereby authorize The Interfield Group to submit Zoning Map Amendment and plat Applications to the City of Missouri City, on our behalf, as well as be my agent in all matters associated with these processes.

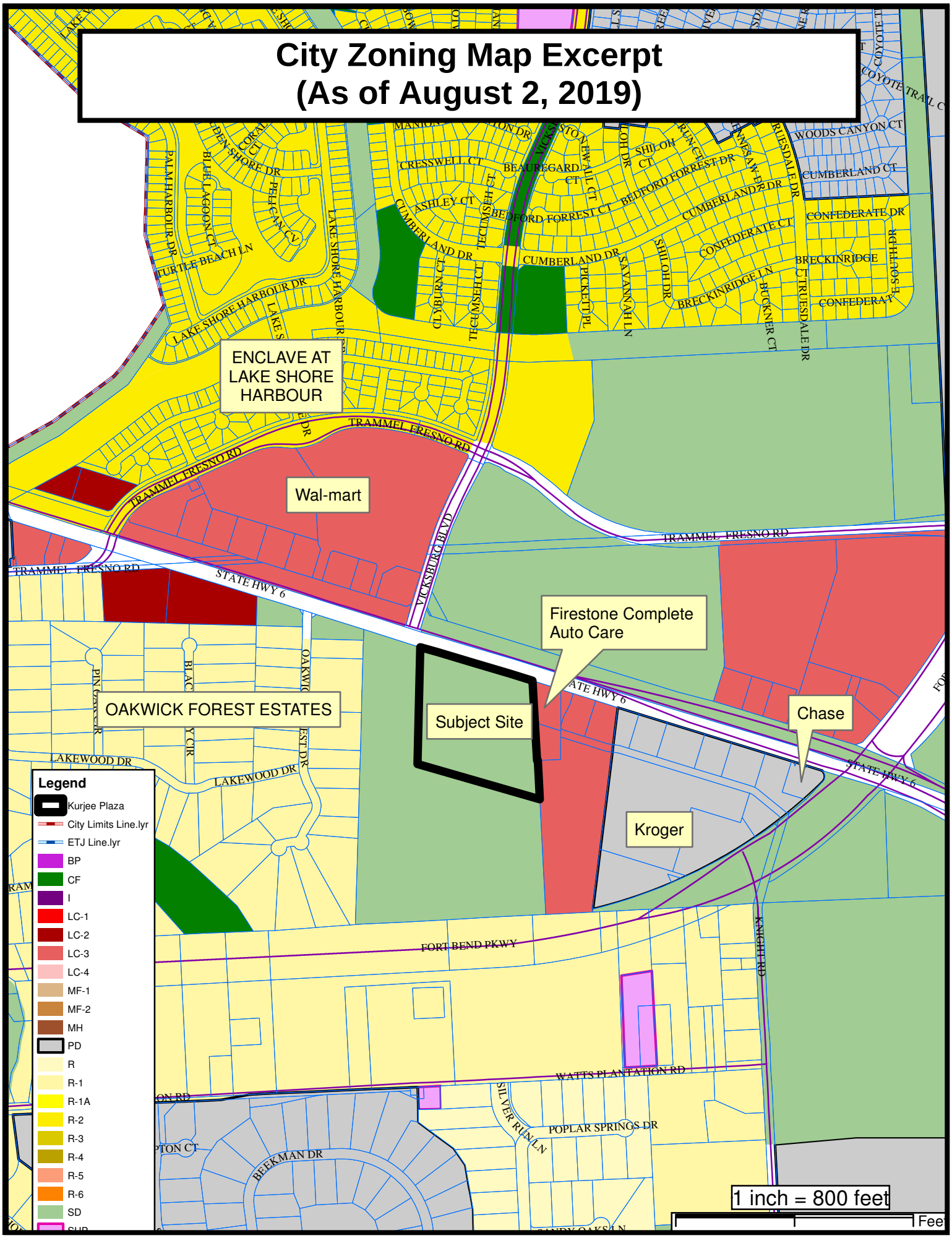
Please let me know if you have any questions or if I may be of further assistance.

Very truly yours,

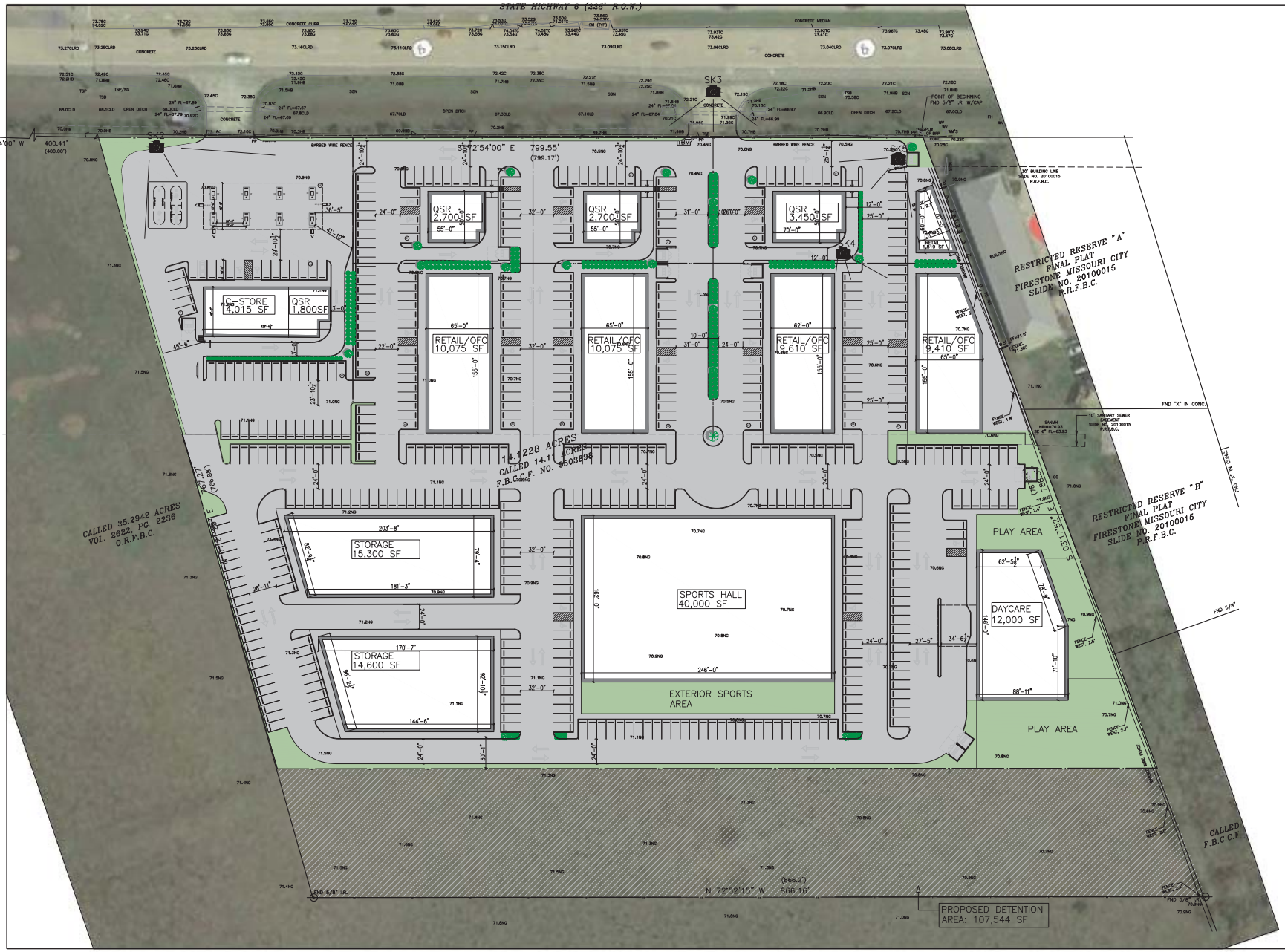
By: _____
Name: Zulfiqar Kurjee, President

Print Name, Title

City Zoning Map Excerpt
(As of August 2, 2019)



ENCLAVE AT LAKE SHORE HARBOUR
Wal-mart
Firestone Complete Auto Care
OAKWICK FOREST ESTATES
Subject Site
Chase
Kroger
TRAMMEL FRESNO RD
STATE HWY 6
VICKSBURG BLVD
FORT BEND PKWY
WATTS PLANTATION RD
LAKEWOOD DR
LAKE SHORE HARBOUR DR
KNIGHT RD
POPLAR SPRINGS DR
SOUTHHAMPTON CT
BEEKMAN DR
SANDY OAKS LN
Legend
Kurjee Plaza
City Limits Line.lyr
ETJ Line.lyr
1 inch = 800 feet
Feet



REVISIONS

ISSUE HISTORY		
DATE	ISSUED FOR	DATE
09.11.18	CLIENT REVIEW	
	PERMIT	
	BIDDING	
	CONSTRUCTION	
	FINAL REVIEW	

INTERFIELD
engineering I
401 STUDEMOOD SUITE 300
HOUSTON TEXAS 77006
WWW.INTERFIELD.NET
TEL. (713) 780-0909
TX. REG. NO. F-5611

PRELIMINARY ONLY
NOT FOR CONSTRUCTION

KURJEE PLAZA
PROPOSED
TRACT DIVISION

10002 HIGHWAY 6
MISSOURI CITY, TX

SITE PLAN

PROJECT #18109.00

DATE: 07.25.2019

DRAWN BY: SCB/MH

CHECKED BY: SCB/JJH

SK5 OF:

REVISIONS

ISSUE HISTORY		
DATE	ISSUED FOR	DATE
	CLIENT REVIEW	
	PERMIT	
	BIDDING	
	CONSTRUCTION	

INTERFIELD
engineering | architecture
401 STUDEWOOD, SUITE 300
HOUSTON, TEXAS 77007
WWW.INTERFIELD.NET
TEL: (713) 780-0909
TX. REG. NO. F-5811

PRELIMINARY ONLY
NOT FOR
CONSTRUCTION

07.24.19

24 SEVEN
PROPOSED MULTI-USE
COMMERCIAL DEVELOPMENT
HWY 6
MISSOURI CITY, TX 77459

PERSPECTIVES

18109.00

DATE: 07/24/19
DRAWN BY: MH
CHECKED BY: JJH

SHEET: SK2

© "ARCHITECTURAL WORK" : THIS PROPERTY BELONGS TO INTERFIELD:

REVISIONS

DATE	

ISSUE HISTORY

DATE	ISSUED FOR
	CLIENT REVIEW
	PERMIT
	BIDDING
	CONSTRUCTION

INTERFIELD
engineering | architecture
401 STUDEWOOD, SUITE 300
HOUSTON, TEXAS 77007
WWW.INTERFIELD.NET
TEL: (713) 780-0909
TX. REG. NO. F-5811

PRELIMINARY ONLY
NOT FOR
CONSTRUCTION

07.24.19

24 SEVEN
PROPOSED MULTI-USE
COMMERCIAL DEVELOPMENT
HWY 6
MISSOURI CITY, TX 77459

PERSPECTIVES

18109.00

DATE: 07/24/19
DRAWN BY: MH
CHECKED BY: JJH

SHEET: SK3

 © "ARCHITECTURAL WORK" : THIS PROPERTY BELONGS TO INTERFIELD: F:\INTERFIELD PROJECTS\18109\18109.00 SK5 07.22.19.RVT

REVISIONS

DATE	

ISSUE HISTORY

DATE	ISSUED FOR
	CLIENT REVIEW
	PERMIT
	BIDDING
	CONSTRUCTION

INTERFIELD
engineering | architecture
401 STUDEWOOD, SUITE 300
HOUSTON, TEXAS 77007
WWW.INTERFIELD.NET
TEL: (713) 780-0909
TX. REG. NO. F-5611

PRELIMINARY ONLY
NOT FOR
CONSTRUCTION

07.24.19

24 SEVEN
PROPOSED MULTI-USE
COMMERCIAL DEVELOPMENT
HWY 6
MISSOURI CITY, TX 77459

PERSPECTIVES

18109.00

DATE: 07/24/19
DRAWN BY: MH
CHECKED BY: JJH

SHEET: SK4

© "ARCHITECTURAL WORK" : THIS PROPERTY BELONGS TO INTERFIELD:

F:\INTERFIELD PROJECTS\18109\18109.00 SK5 07.22.19.RVT

REVISIONS

ISSUE HISTORY		
DATE	ISSUED FOR	DATE
	CLIENT REVIEW	
	PERMIT	
	BIDDING	
	CONSTRUCTION	

INTERFIELD
engineering | architecture
401 STUDEWOOD, SUITE 300
HOUSTON, TEXAS 77007
WWW.INTERFIELD.NET
TEL: (713) 780-0909
TX. REG. NO. F-5811

PRELIMINARY ONLY
NOT FOR
CONSTRUCTION

07.24.19

24 SEVEN
PROPOSED MULTI-USE
COMMERCIAL DEVELOPMENT
HWY 6
MISSOURI CITY, TX 77459

PERSPECTIVES

18109.00

DATE: 07/24/19
DRAWN BY: MH
CHECKED BY: JJH

SHEET: SK5

© "ARCHITECTURAL WORK" : THIS PROPERTY BELONGS TO INTERFIELD:

Zoning Map Amendment
Current Conditions – Site Pictures

Kurjee Plaza

View looking south, from State Highway 6 (picture – Google Maps, March 2019)

View looking east, from State Highway 6 (picture – Google Maps, February 2019)

View looking west, from State Highway 6 (picture – Google Maps, February 2019)

missouri CITY TEXAS

City of Missouri City

NOTICE OF PUBLIC HEARING

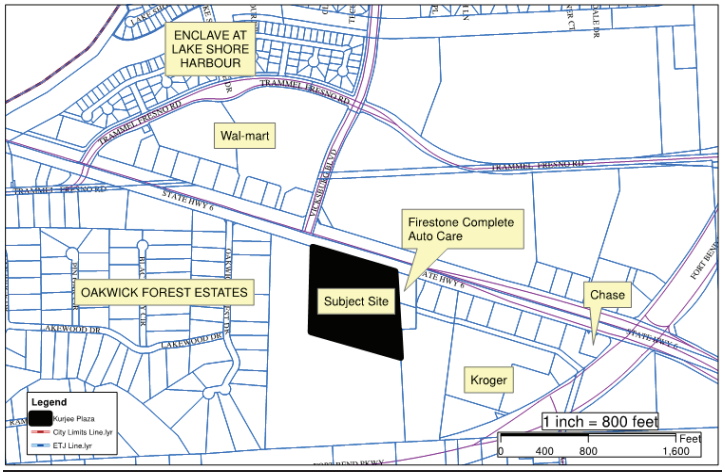
LOCATION/DATE: The City Council of the City of Missouri City will hold a public hearing on Tuesday, September 3, 2019, at the City Council Chambers – 2nd Floor, City Hall Building, 1522 Texas Parkway (FM-2234), Missouri City, Texas at 7:00 p.m.

PURPOSE: To receive comments for or against a request by Mary Villareal, The Interfield Group to zone an approximate 14.11 acre tract of land from SD, suburban district to LC-3, retail district; and to the extent such zoning deviates from the Future Land Use and Character map of the Comprehensive Plan, to provide for an amendment therefrom.

SITE LOCATION: The subject site is located south of Vicksburg Boulevard and State Highway 6, east of the Oakwick Forest Estates and west of a Firestone Complete Auto Care.

SITE LEGAL DESCRIPTION: The subject site can be described as being a 14.11 acre tract out of a 49.4061 acres (called 50 acres) recorded in Volume 263, page 389, Fort Bend County Deed Records, located in Moses Shipman League, A-86, Fort Bend County, Texas.

FOR MORE INFORMATION: Additional information and a map of the subject site are available for review at City Hall, Missouri City, Texas on Monday through Friday from 8:00 a.m. to 4:00 p.m. You may call 281-403-8600 or email the Development Services Department-Planning Division at planning@missouricitytx.gov for further information.



missouri CITY
TEXAS

DEVELOPMENT SERVICES - PLANNING DIVISION

1522 TEXAS PARKWAY MISSOURI CITY, TEXAS 77489

NOTICE OF PUBLIC HEARING
TO ADJOINING PROPERTY OWNERS
WITHIN 200 FEET OF PROPERTY SUBJECT TO ZONING

DATE OF NOTICE: August 2, 2019

LOCATION/DATE: The Planning and Zoning Commission of the City of Missouri City will hold a public hearing on Wednesday, August 14, 2019, at the City Council Chambers – 2nd Floor, City Hall Building, 1522 Texas Parkway (FM-2234), Missouri City, Texas at 7:00 p.m.

PURPOSE: To receive comments for or against a request by Mary Villareal, The Interfield Group to zone an approximate 14.11 acre tract of land from SD, suburban district to LC-3, retail district; and to the extent such zoning deviates from the Future Land Use and Character map of the Comprehensive Plan, to provide for an amendment therefrom.

SITE LOCATION: The subject site is located south of Vicksburg Boulevard and State Highway 6, east of the Oakwick Forest Estates and west of a Firestone Complete Auto Care.

SITE LEGAL DESCRIPTION: The subject site can be described as being a 14.11 acre tract out of a 49.4061 acres (called 50 acres) recorded in Volume 263, page 389, Fort Bend County Deed Records, located in Moses Shipman League, A-86, Fort Bend County, Texas.

FOR MORE INFORMATION: Additional information and a map of the subject site are available for review at City Hall, Missouri City, Texas on Monday through Friday from 8:00 a.m. to 4:00 p.m. You may call 281-403-8600 or email the Development Services Department-Planning Division at planning@missouricitytx.gov for further information.

DEVELOPMENT SERVICES – PLANNING DIVISION

1522 TEXAS PARKWAY **MISSOURI CITY, TEXAS 77489**

August 2, 2019

CITY OF MISSOURI CITY, TEXAS
Planning and Zoning Commission

The Planning and Zoning Commission of the City of Missouri City will hold a public hearing:
Wednesday, August 14, 2019
City Council Chambers
2nd Floor, City Hall Building
1522 Texas Parkway (FM 2234); 7:00 PM

To receive comments for or against a request by Mary Villareal, The Interfield Group to zone an approximate 14.11 acre tract of land from SD, suburban district to LC-3, retail district; and to the extent such zoning deviates from the Future Land Use and Character map of the Comprehensive Plan, to provide for an amendment therefrom.

This letter is being sent to property owners within 200' of the subject property as required by law. It is also sent to others on request.

****

Dear City Representatives:

____ I/We protest this proposed zoning because

___

I/We support this proposed zoning because

Sincerely,

_____ _____
Signature Print Name

_____ _____
Street Address Subdivision

_____ Return to: Development Services Department
Phone Number 1522 Texas Parkway
Missouri City, TX 77489
FAX (281)403-8962

The Texas Public Information Act provides the right of the public to access information that governmental bodies produce and how governmental bodies should respond. By submitting this letter to the City, the personal information included can be accessed by the public subject to this Act. Please print and sign your name below if you do not consent to the release of your personal information to the public.

_____
Print Name Signature

Mailing labels for adjoining property owners

State of Texas
PO Box 1386
Houston, TX 77251-1386

Briggs Larry etal
c/o Clarke & Company
13201 Northwest FWY #STE 503
Houston, TX 77040-6024

Cochran, Steve T
c/o Clarke & Company
13201 Northwest FWY #STE 503
Houston, TX 77040-6024

Wayne, William L
c/o Clarke & Company
13201 Northwest FWY #STE 503
Houston, TX 77040-6024

Schlumberger Mary Lesley McCary
Trustee
350 Lakeview BLVD
New Braunfels, TX 78130-5225

Briggs Larry
1100 Uptown Park BLVD APT 42
Houston, TX 77056-3281

Texas Department Of Transportation
PO Box 1386
Houston, TX 77251-1386

Friendswood Pearland Development
LLC and Mike Hedayati
2107 E Linwood Oaks ST
Pearland, TX 77581-3507

BW MO City Hwy 6 LLC
361 3rd ST STE A
San Rafael, CA 94901-3580

BW MO City Hwy 6 LLC
361 3rd ST STE A
San Rafael, CA 94901-3580

Bridgestone Retail Operations LLC
333 E Lake ST
Bloomingdale, IL 60108-1196

Esmaeillou Mahsa
1702 Waters Edge DR
Friendswood, TX 77546-7893

Kurjee Enterprises
5241B Fm 521 RD
Rosharon, TX 77583-2245

Texas Transportation Commission
PO Box 1386
Houston, TX 77251-1386

No HOA's

Max Cleaver
FBISD
16431 Lexington Blvd
Sugar Land, TX 77479

City of Missouri City, Texas
Development Services Department – Planning Division
Rezoning Application Protest Letters Analysis

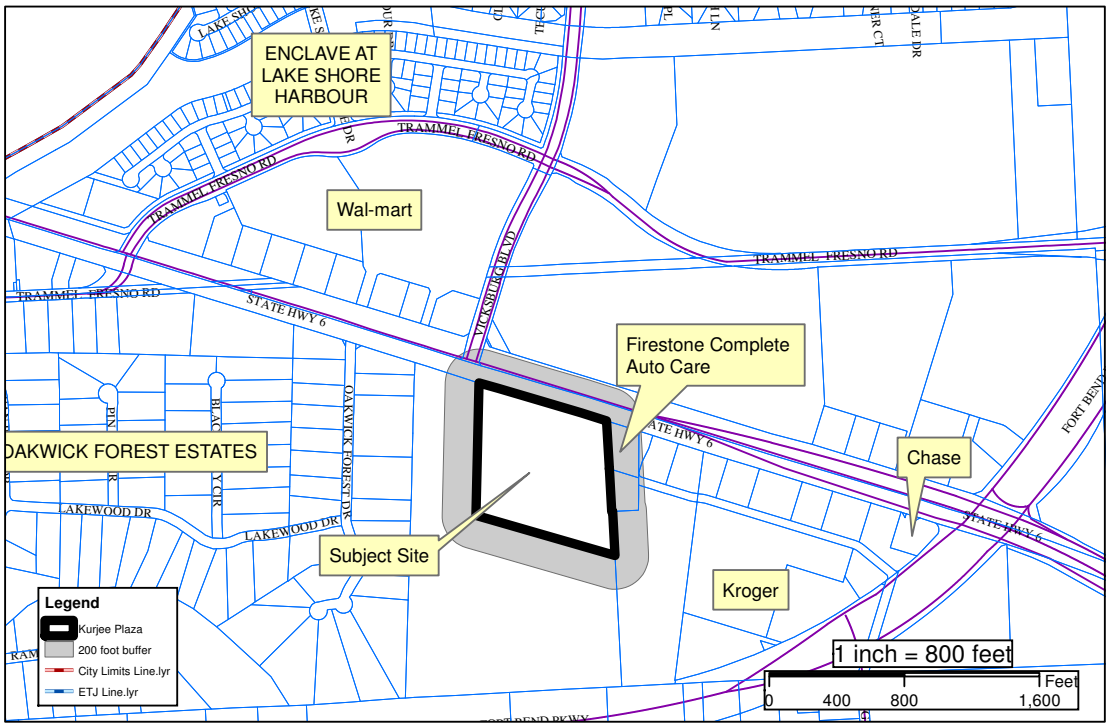
Application: Kurjee Plaza - Zoning Map Amendment
City Council First Reading: September 3, 2019

Protest Letters Received

Name	Property Address OR Fort Bend County Account Number	Land Area (Square Feet) Within 200 Feet
N/A		-

Total Area Represented by Protest(s):	**-**
Total Land Area ***Including*** Subject Site:	1,385,537.65
Subject Site ***Only*** Land Area:	614,631.60
Total Land Area ***Only Within 200 Feet*** of Subject Site:	770,906.05
Protest(s) Percentage of Land Area Within 200 Feet:	**0%**

Note: *A total of 0 letters of support and 0 letters of protest has been received for the application request as of August 27, 2019.*



CITY COUNCIL
AGENDA ITEM COVER MEMO

September 3, 2019

To: Mayor and City Council
Agenda Item: 7(a)(2) Miracle City Church SUP, Specific Use Permit

Submitted by: Thomas K. White Jr., Planner II

SYNOPSIS

This is the first of two readings of an ordinance to consider a request by Jeremiah Asomugha for a SUP, Specific Use Permit on an approximate 14.984 acre tract of land zoned as LC-1 local retail restricted district and R-3 two-family residential district to allow for the development of a worship center and to the extent such rezoning deviates from the Future Land Use and Character map of the Comprehensive Plan, to provide for an amendment therefrom.

The subject site is located north of East Hampton Circle, south of Fondren Park subdivision, east of Kathy Avenue, and west of Fondren Road.

STRATEGIC PLAN 2019 GOALS ADDRESSED

- Have quality development through buildout

BACKGROUND

Mr. Asomugha on behalf of Miracle City Church is proposing to locate an approximate 20,000 square foot worship center, a 16,000 square foot multi-purpose media building and recreational areas. The development is proposed in two phases as summarized below:

Phase 1: Media/multi-purpose building with a maximum occupancy of 500 people to be completed/constructed in 18 months.

Phase 2: Worship center with a maximum occupancy of 1,000 people to be constructed 5 years after Phase 1 is completed.

Staff recommended approval of the SUP with conditions. The Planning and Zoning Commission forwards their final report to include the staff recommendations and provide for the building square feet as shown on the conceptual site plan, to relocate the trash enclosure area away from the residential areas, to landscape the area surrounding any proposed detention and to provide mitigation for buffering noises.

BUDGET ANALYSIS

Funding Source	Account Number	Project Code/Name	FY__ Funds Budgeted	FY__ Funds Available	Amount Requested
N/A					

Purchasing Review: N/A
Financial/Budget Review: N/A

Note: Compliance with the conflict of interest questionnaire requirements, if applicable, and the interested party disclosure requirements (HB 1295) has been confirmed/is pending within 30-days of this Council action and prior to execution.

SUPPORTING MATERIALS

1. Ordinance
2. Draft Planning and Zoning Commission meeting minutes (July 10, 2019)
3. Planning and Zoning Commission final report
4. Application
5. Letter of owner authorization
6. Ortho map
7. Notice of public hearing to adjoining property owners
8. Mailing labels for adjoining property owners
9. Rezoning application protest letters analysis
10. Letters of protest

STAFF'S RECOMMENDATION

Staff recommends approval of the ordinance on the first reading.

Director Approval: **Otis T. Spriggs, AICP, Development Services Director**

Assistant City Manager/
City Manager Approval: **Bill Atkinson, Assistant City Manager**

ORDINANCE NO. O-19-

AN ORDINANCE OF THE CITY OF MISSOURI CITY, TEXAS, GRANTING A SPECIFIC USE PERMIT AUTHORIZING THE USE OF A 14.98-ACRE TRACT OF LAND IN THE CITY OF MISSOURI CITY AS A SPECIFIC USE: PLACES OF ASSEMBLY; PROVIDING LIMITATIONS, RESTRICTIONS, AND CONDITIONS ON SUCH SPECIFIC USE; AMENDING THE ZONING DISTRICT MAP OF THE CITY OF MISSOURI CITY; PROVIDING FOR REPEAL; PROVIDING A PENALTY; PROVIDING FOR SEVERABILITY; AND CONTAINING OTHER PROVISIONS RELATING TO THE SUBJECT.

* * * *

WHEREAS, The House of God World Out Reach is the owner of 14.98 acres of land within the corporate limits of the City of Missouri City, Texas; and

WHEREAS, said 14.98-acre tract of land presently has a zoning classification of LC-1 local retail restricted, in part, and R-3 two-family residential district in part, pursuant to Ordinance No. O-81-1, adopted on January 19, 1981; and

WHEREAS, The House of God World Out Reach's agent, Jeremiah Asomugha, has made an application to the City of Missouri City for Specific Use Permit No. 206; and

WHEREAS, the Planning and Zoning Commission and the City Council of the City of Missouri City have each conducted, in the time and manner and after the notice required by law and the City of Missouri City Zoning Ordinance, a public hearing on such request for Specific Use Permit No. 206; and

WHEREAS, the Planning and Zoning Commission has issued its final report and the City Council now deems it appropriate to grant such request to allow Specific Use Permit No. 206; and

WHEREAS, the City Council finds that this use will complement or be compatible with the surrounding uses and community facilities, contribute to, enhance, or promote the welfare of the area of request and adjacent properties, not be detrimental to the public health, safety, or general welfare; and conform in all other respects to all applicable zoning regulations and standards; now, therefore,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MISSOURI CITY, TEXAS:

Section 1. The facts and recitations set forth in the preamble of this Ordinance are hereby found to be true and correct.

Section 2. As required by law, City Council conducted the public hearing on the request for Specific Use Permit No. 206 and closed the public hearing prior to the final adoption of this Ordinance.

Section 3. The 14.98-acre tract property is more fully described in Exhibit "A," attached hereto and made a part hereof for all purposes (the "Property"), and is depicted in Exhibit "A-1" for reference purposes only. In the event Exhibit "A-1" conflicts with Exhibit "A," Exhibit "A" shall prevail.

Section 4. The specific use of the Property authorized and permitted by this Ordinance is Specific Use Permit No. 206-Places of assembly use.

Section 5. Presently, the Property has a zoning classification of LC-1 local retail restricted district, in part, and R-3 two family residential district, in part. The specific use authorized and permitted by this Ordinance shall be developed in accordance with the Missouri City Code, the City of Missouri City Zoning Ordinance, the attached site plan and development schedule, Exhibit "B, "and shall be developed subject to the following conditions:

I. **Use Permitted**. Only the following use shall be permitted:

A. Places of assembly

II. **Standards and Regulations**. The Property shall comply with LC-1 local retail restricted district regulations.

A. Height and area regulations.
The structures on the Property shall not exceed the floor area indicated in Exhibit B.

B. Landscaping regulations.
1. Property owner shall plant and maintain a solid landscape buffer around any detention pond.

C. Trash. Trash receptacles shall not be near any residential property line.

D. Development Schedule.
1. Phase 1. Within 18 months from the effective date of this Ordinance, a media multi-purpose building shall be completed.
2. Phase 2. Five years from the completion date of Phase 1, the construction of a worship center shall commence. For the purposes of the this subsection, commencement of construction is defined as the point at which the Property owner obtained a building permit for the construction of the worship center described in Exhibit B.

Section 6. The Zoning District Map of the City of Missouri City shall be revised and amended to show the specific use permitted on said 14.98-acre tract of land, as

granted by this Ordinance, with the appropriate reference thereon to the number and effective date of this Ordinance and a brief description of the nature of this change.

Section 7. This Ordinance shall in no manner amend, change, supplement, or revise any provision of any ordinance of the City of Missouri City, Texas, save and except the change in the specific use of the 14.98-acre tract of land described in Section 3 hereof authorizing the specific use-places of assembly, and the imposition of the conditions contained herein.

Section 8. The building official shall not issue a building permit or a certificate of occupancy for a use authorized by this specific use permit on the Property until there has been full compliance with this ordinance, the Missouri City Code of Ordinances, and all other ordinances, rules and regulations of the City of Missouri City.

Section 9. *Repeal*. Any other ordinance or any part of any other ordinance in conflict herewith shall be and is hereby repealed only to the extent of such conflict.

Section 10. *Penalty*. Any person, firm, partnership, association, corporation, company, or organization of any kind who or which violates any provision of this Zoning Ordinance shall be deemed guilty of a misdemeanor and, upon conviction thereof, shall be fined in an amount not to exceed Five Hundred Dollars ($500.00). Each day during which said violation shall exist or occur shall constitute a separate offense. The owner or owners of any property or of premises where any violation of this zoning ordinance shall occur, and any agent, contractor, builder, architect, person, or corporation who shall assist in the commission of such offense shall be guilty of a separate offense unless otherwise prohibited by law and, upon conviction thereof, shall be punished as above provided.

Section 11. *Severability*. In the event any section, paragraph, subdivision, clause, phrase, provision, sentence or part of this Ordinance or the application of the same to any person or circumstance shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Missouri City, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, or whether there be one or more parts.

PASSED and APPROVED on first reading this 3rd day of September, 2019.

PASSED, APPROVED and ADOPTED on second and final reading this _th day of September, 2019.

_____

Yolanda Ford, Mayor

ATTEST:

_____
Maria Jackson, City Secretary

APPROVED AS TO FORM:

_____
E. Joyce Iyamu, City Attorney

LAND USAGE ANALYSIS

1. TOTAL LAND AREA = 652,703 SQ.FT. (14.984 ACRES)
2. BUILDING = 36,000 SQ.FT.
3. DRIVEWAY/PVMNT= 159,973 SQ.FT.
4. WALKWAY = 15,302 SQ.FT.
5. DETENTION POND = 130,680 SQ.FT.

TOTAL DEVELOPED AREA= 341,955 SQ.FT.

% DEVELOPED AREA = 52.39%

2 YRS. RUNOFF CALCULATION

MIRACLE CITY CHURCH (2yr)

	Cwt = (0.85*Ci+(0.35)*(14.984)	
Cwt= 0.35	14.9840	
Existing		
A(imper)= 0.0000 ac		
A(per)= 14.9840 ac		
$T_C = 10*A^{(0.1785)}+15=$		31.11
I(2yr)= b / $(d+T_C)^e$	3.04 IN/HR	
Q		CiA/Z
Q(impervi)=	0.35x0x3.04	0.00 cfs
Q(perv)=	0.35x14.984x3.04	15.94 cfs
Q(Total existing)=	0+15.94	15.94 cfs
Developed		
Cwt= 0.61	= (0.85*7.85)+(0.35)*(7.134)	
I= 3.04 IN/HR	14.9840	
A(dev)= 7.8500 ac		
A(per)= 7.1340 ac		
Qdev=	0.61x7.85x3.04	14.56 cfs
Qper=	0.61x3.04x7.134	13.23 cfs
Q(tot)=	14.56+13.23	27.79 cfs

100 YRS. RUNOFF CALCULATION

MIRACLE CITY CHURCH (100yr)

	Cwt = (0.85*Ci+(0.35)*(14.984)	
Cwt= 0.35	14.9840	
Existing		
A(imper)= 0.0000 ac		
A(per)= 14.9840 ac		
$T_C = 10*A^{(0.1785)}+15=$		31.11
I(10yr)= b / $(d+T_C)^e$	6.39 IN/HR	
Q		CiA/Z
Q(impervi)=	0.35x0x6.39	0.00 cfs
Q(perv)=	0.35x14.984x6.39	33.51 cfs
Q(Total existing)=	0+33.51	33.51 cfs
Developed		
Cwt= 0.61	= (0.85*7.85)+(0.35)*(7.134)	
I= 6.39 IN/HR	14.9840	
A(dev)= 7.8500 ac		
A(per)= 7.1340 ac		
Qdev=	0.61x7.85x6.39	30.60 cfs
Qper=	0.61x7.1346.39	27.81 cfs
Q(tot)=	30.6+17.81	58.41 cfs

DETENTION VOLUME CALCULATION

Exhibit A
Page 1

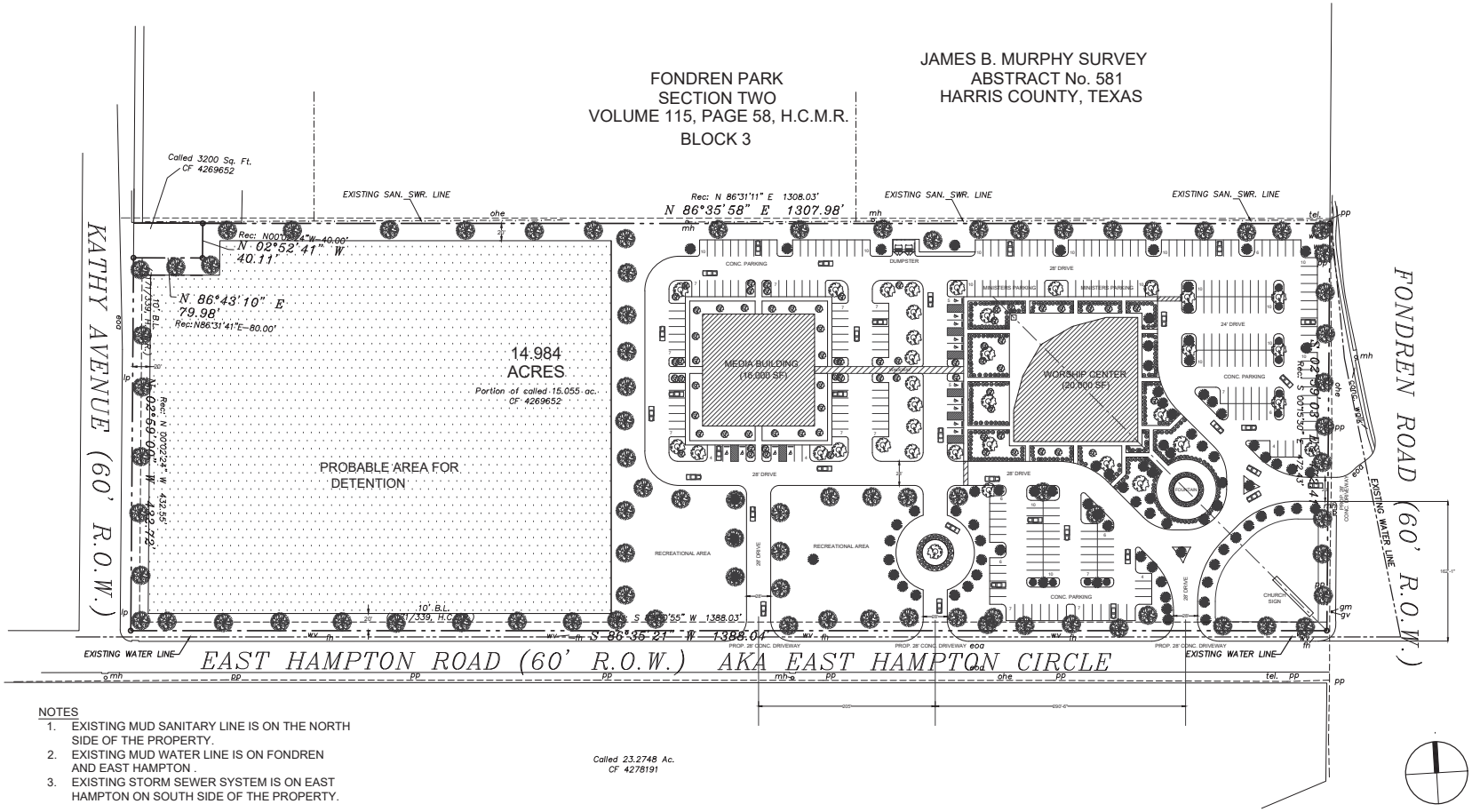
Required rate of storage		
% impervious cover	52.39%	
DETENTION VOLUME REQUIRED		
435650.65X14.984		424,257 CUF.

DETENTION CALCULATION IS BASED UPON REGULATIONS OF HARRIS COUNTY.

MAKI - TECT
One Northwest Centre
Suite 320
13925 Northwest Freeway
Houston, TX 77040
Phone: 281.765.0420
Phone: 713.240.0004
Fax: 281.750.0020
Web: Maki-Tect.com

CONSULTING ENGINEER

NEDU ENGINEERING SERVICES, INC
Planning, Project Management, Infrastructure Consultants
8777 Westheimer Road, Suite 320
Houston, Texas, 77074
Phone: (713) 268 - 1688
Fax: (713) 268 - 1687
TBPE No. F-8029



NOTES
1. EXISTING MUD SANITARY LINE IS ON THE NORTH SIDE OF THE PROPERTY.
2. EXISTING MUD WATER LINE IS ON FONDREN AND EAST HAMPTON .
3. EXISTING STORM SEWER SYSTEM IS ON EAST HAMPTON ON SOUTH SIDE OF THE PROPERTY.

PROPOSED SITE PLAN | 1" = 60'-0" | 01

4/17/19

NO.	DATE	ISSUE
	11/14/18	REVIEW

MIRACLE
CITY
CHURCH

FONDREN ROAD
MISSOURI CITY, TX 77071

SITE PLAN

MC1118 | SD1.0

MINUTES
PLANNING AND ZONING COMMISSION
CITY OF MISSOURI CITY, TEXAS
July 10, 2019

1. CALL TO ORDER

The Notice of the Meeting and Agenda having been duly posted in accordance with the legal requirements and a quorum being present, the meeting was called to order by Chair Brown-Marshall, at 7:00 PM.

2. ROLL CALL

Commissioners Present:
Sonya Brown-Marshall
Tim Haney
John O'Malley
James R. Bailey
Monica L. Rasmus
James G. Norcom III
Gloria Lucas

Commissioners Absent: Courtney Johnson Rose, Hugh Brightwell

Councilmembers Present: Anthony G. Maroulis.

Staff Present:
Otis T. Spriggs, Director of Development Services
Jennifer Gomez, Planning Manager
Cliff Brouhard, Assistant Public Works Director
Jamilah Way, First Assistant City Attorney
Thomas White, Planner II
Gretchen Pyle, Development Review Coordinator
Egima Edwards, Planning Technician
Bill Atkinson, Assist. City Manager

Others Present: Howard Hochman, Kurt Bernlohr, Aurelio Rodriguez, Talent Academy, Tanya Terry, Lisa Christon, Marie Escue; LJA Engineering, Laurie Chapa; LJA Engineering, Allan Soffar, Bing Bing Guo, Fangming Zhu, Andrew D. Jones, Jacob Oomrn, Anthony Green, Janice Green, James Gao, Neil Burks, Penelope Hazelwood, Sheryl Orloff, Samuel Renaud, Mary Jo Wright, Sallye Thompson, Jeanette Quinby, Mike Huang; Cre8 Architects, Gloria Dima-Ala,

DRAFT

Second: Commissioner Lucas

AYES: Commissioner Brown-Marshall, Commissioner Haney, Commissioner O'Malley, Commissioner Bailey, Commissioner Rasmus, Commissioner Norcom III, Commissioner Lucas

NAYES: None
ABSTENTIONS: None

The motion passed

7. ZONING MAP AMENDMENTS

A. PUBLIC HEARING FOR A SPECIFIC USE PERMIT

(1) To receive comments for or against a request by Jeremiah Asomugha seeking a SUP, Specific Use Permit for an approximate 14.984 acre tract of land zoned as LC-1 local retail restricted district and R-3 two-family residential district to allow for the development of a worship center, and to the extent such rezoning deviates from the Future Land Use and Character map of the Comprehensive Plan, to provide for an amendment therefrom.

Planner II, Thomas White presented this item. Mr. White informed that the subject property is located at Fondren, East Hampton Circle, South Kathy Avenue, and abuts the Fondren Park subdivision. The applicant was requesting to erect a media/multi-purpose building, with an occupancy of 500 people; to be completed in 18 months. Phase II would consist of a worship center, with an occupancy of 1000 people; which would begin 5 years after Phase I is complete. Mr. White informed that the size of the property is 14.984 acres; existing zoning for each parcel is LC-1, Local Retail located on Fondren, and R-3, Two Family Dwelling located on South Kathy Avenue at E. Hampton Circle. Staff's recommendation is to allow a SUP, Specific Use Permit for a place of assembly; to apply the development standards; to comply with the LC-1 restrictive district; to approve the square footage as shown on the conceptual plan and as the maximum square footage for the place of assembly, and to adopt the final report to forward to City Council with a positive recommendation in consideration and adoption thereof.

Commissioner Lucas asked Mr. White for confirmation that staff had not reviewed the layout to date. Mr. White informed that the present design was conceptual. In terms of the landscaping, staff had not conducted a complete review. Due to the applicant needing to gain approval of the SUP, a review of the conceptual layout would not be feasible at the current time.

Director of Development Services, Otis Spriggs informed that the applicant presented a conceptual plan with a particular layout. If there were to be a motion of approval, the Commission could accept the plan as presented. During the permit process, additional details in terms of quantity, species, and spacing requirements would be needed. By conceptual, the Commission has the discretion to modify or accept the plan as presented.

Owner of a Place of Assembly, Jeremiah Asomughs informed that the media center will be a youth center. There will be a worship center as well. The youth center was called the media center probably due to the recording of the church taking place in that building. The youth center will be Phase I.

Chair Brown-Marshall informed that she was concerned about the buffering between the place of assembly and the abutting residents. Mr. Asomughs informed that he did not have the specifics of the buffer, and that his engineer would be able to provide the information (attendance delayed by traffic).

Commissioner Lucas informed that there has been flooding in the subdivision of Fondren Park and she did not believe that the detention pond would be enough to prevent additional flooding due to the proposed development.

Chair Brown-Marshall informed that more would be determined once the drainage analysis is received.

Vice Chair Haney asked the development's Engineer, Nkemdi I. Ohalete about the detention pond due to the existing flooding in Fondren Park, and the buffering between the residential and the proposed development. Mr. Ohalete informed that due diligence was being conducted with the assurance of mitigations. A large detention pond would be designed to hold any run-off. Part of the property is in the floodplain; therefore, flood mitigations will be conducted as per code. Landscaping will be around the detention pond. Mr. Ohalete informed that for the buffer concern, they will comply with the current codes at the time of development.

Motion: To close the public hearing

Made By: Commissioner Norcom III
Second: Commissioner Haney

AYES: Commissioner Brown-Marshall, Commissioner Haney, Commissioner O'Malley, Commissioner Bailey, Commissioner Rasmus, Commissioner Norcom III, Commissioner Lucas

NAYES: None
ABSTENTIONS: None

The motion passed

(2) Consideration of the approval of a final report to City Council on item 7A(1) above.

Motion: The Planning and Zoning Commission forwards a positive recommendation to Council

Made By: Commissioner Haney
Second: None

The motion failed

Motion: The Planning and Zoning Commission forwards a negative recommendation to Council

Made By: Commissioner Lucas
Second: None

The motion failed

Motion: The Planning and Zoning Commission forwards a positive recommendation to Council to include staff's recommendations; to include the 2,000 sq. ft. deviation; to implement all underlined ordinances; to place the trash reciprocal to a more appropriate location not near the residences; to landscape the detention area, and to make buffering mitigations for noises and other concerns as expressed, with solid screening.

Made By: Commissioner Haney
Second: Commissioner O'Malley

AYES: Commissioner Haney, Commissioner O'Malley, Commissioner Bailey, Commissioner Norcom III

NAYES: Commissioner Brown-Marshall, Commissioner Lucas, Commissioner Rasmus
ABSTENTIONS: None

The motion passed

B. PUBLIC HEARING FOR A PLANNED DEVELOPMENT DISTRICT AMENDMENT

(1) To receive comments for or against a request by Morgan Myers on behalf of the Tang City Community Village LLC, to amend the regulations and restrictions of PD, Planned Development District No. 34 pertaining to ordinance O-00-34 to allow for the development of office and warehouse and retail uses, and to the extent such rezoning deviates from the Future Land Use and Character map of the Comprehensive Plan, to provide for an amendment therefrom.

Planning Manager, Jennifer Gomez presented this item. Ms. Gomez informed that the site location is the original Tang City that was developed in the early to mid-1980s. The property owner purchased the property with the intent to locate a community center on the site, in the early 2000s. The current PD, Planned Development District #34, was created at that time for the purpose of using the previous building foundations that built for Tang City but the community center was never built. Now, nineteen years later, the same property owner is preparing the site to locate office/warehouse and commercial/retail uses. The purpose of amending the regulations within the PD was due to the narrow allowance in terms of the permitted uses for the community center and the associated uses; the reuse of the old Tang City foundations, and paved areas.

Ms. Gomez informed that the staff report included a cleanup to PD #34 to bring it up to date with development codes; expand the uses to allow office/warehouse, retail/commercial uses; the community center use could be removed from the PD; adopt the current architectural standards; carry over the landscaping deviations. A

PLANNING AND ZONING COMMISSION
FINAL REPORT

AGENDA DATE:	September 3, 2019
AGENDA ITEM SUBJECT:	Miracle City Church-SUP
AGENDA ITEM NUMBER:	7.a.1
PROJECT PLANNER:	**Thomas K. White Jr.,** Planner II
APPROVAL:	**Otis T. Spriggs, AICP,** Director, Development Services **Sonya Brown-Marshall,** Planning and Zoning Commission Chair

Sonya Brown Marshall, Chair

PERMIT NUMBER:	SUP1900007
PROPERTY ID:	044-007-000-0006
LOCATION:	The subject site is located north of East Hampton Circle, south of Fondren Park residential subdivision, east of Kathy Avenue, and west of Fondren Road.

RECOMMENDED ACTION:

The proposed amendment complies with the provisions of the 2017 Comprehensive Plan and the policies contained in the Land Use Plan.

Staff recommended the approval of a SUP, Specific Use Permit to allow for the location of a place of assembly and to provide certain site development standards as discussed in the report below.

The Planning and Zoning Commission adopts this as its Final Report and forwards a **positive recommendation** to Council for consideration as recommended by staff with conditions with vote of 4 to 3.

SUMMARY:

Jeremiah Asomugha on behalf of the property owner, The House of God World Outreach, is seeking a SUP, Specific Use Permit to allow for the location of a church site at the northeast intersection of East Hampton Circle and Kathy Avenue, west of Fondren Road. The church purchased the property at the beginning of this year and is proposing to construct a worship edifice (20,000 sq. ft.) and a multi-purpose media building (16,000 sq. ft.), with recreational areas.

The development is proposed to be constructed in two Phases as provided below:

Phase 1: Media/Multi-purpose building with an occupancy of 500 people to be completed/constructed 18 months.

Phase 2: Worship center with an occupancy of 1000 people, which is set to start 5 years after Phase 1 is completed.

GENERAL SITE INFORMATION:

A. Legal Description:

The subject site can be described as being a 14.984 acre tract of land, situated in the James B. Murphy Survey, A-581, Harris County, Texas, being out of that certain called 15.055 acre tract as described in deed recorded under Clerk's File No. 4269652 of the Official Public Records of Harris County, Texas.

B. Size: 14.984 acres

C. Existing Land Use and Zoning Designation: Unimproved; LC-1 Local retail restricted district/R-3 Two-family residential district

D. Surrounding Land Uses and Zoning Designations:

North: Fondren Park residential subdivision; R-2, single-family residential district

South: Unimproved; I, industrial District

East: City of Houston

West: Unimproved; CF, community facilities

E. Zoning History:

07-09-1974: Subject site annexed by the City of Missouri City (Ordinance 170)

01-19-1981:	Subject site zoned LC-1 local retail restricted in part and R-3 two-family district in part (Ordinance O-81-01).

ANALYSIS OF SUBJECT SITE:

A. Development Potential

The applicant is seeking approval of a Specific Use Permit on 14.984 acres to allow for the location of a place of assembly.

The applicant has provided a conceptual site plan including the provision of landscaping for the proposed church campus which includes the development of a 16,000 square feet media building and a 20,000 square feet worship center.

The church use would be considered a place of assembly. Section 15.2 of the City's zoning ordinance requires the approval of a Specific Use Permit to allow for the location of places of assembly.

Conformance with the Comprehensive Plan: The proposed amendment is in conformance with the following portions of the 2017 Comprehensive Plan:

- Goal 2. More varied development to move beyond a "bedroom community" perception of Missouri City.

Conformance with the Land Use Plan: The Future Land Use Map identifies a portion of the subject tract as Commercial, providing for Auto-Oriented Character.

Auto-Oriented Character is described as follows:

This designation typically covers most areas identified for commercial uses where accommodation of automobile access, circulation, and parking drives the placement of buildings and overall site design.

The most western portion of the subject tract is identified as single family residential, which may be developed as stormwater detention and the multi-purpose building to be utilized also as assembly use. This would reflect a minor inconsistency with the Land Use Plan, due to the non-residential aspect of places of assembly. However, places of assembly are permitted in residential areas, only by means of a SUP approval.

Staff recommended: Approve the SUP to allow for a place of assembly and to apply the development standards included below. The proposed place of assembly should be developed in accordance with the regulations and requirements for the LC-1, local retail restricted district. These standards include height and area regulations, building regulations, architectural standards, trash disposal regulations, outside placement, storage, sales and services regulations,

landscaping regulations, parking regulations, sign regulations, and fence regulations.

Planning and Zoning Commission recommends: Approve as staff recommended to implement all underlined ordinances; to place the trash reciprocal to a more appropriate location not near the residences; to landscape the detention area, and to make buffering mitigations for noises and other concerns as expressed, with solid screening with vote of 4 to 3.

B. Height and area regulations. The subject site should comply with the height and area regulations of Section 7.10. LC-1, Local retail restricted district of the City of Missouri City Zoning Ordinance.

The applicant has provided a conceptual site plan however has not submitted conceptual building elevations.

Development within the LC-1, local retail restricted district would limited to a maximum height of 2 stories or 35 feet. Buildings would not be permitted to be closer than 30 feet to the front property line, 15 feet to a rear property line or 30 feet from a side property line, if siding a street, otherwise a side yard of not less than 15 feet is required.

C. Building regulations. Except as set forth herein, the subject site should comply with the building regulations of Section 7.10. LC-1, local retail restricted district of the City of Missouri City Zoning Ordinance.

The applicant has provided a conceptual site plan which includes the development of a 16,000 square feet media building and a 20,000 square feet worship center.

Section 7.10.D.3 restricts the floor area square footage per tenant or occupant to a maximum of 2,000 square feet.

Staff recommendation: Approve the square feet as shown on the conceptual site plan as the maximum permitted for a place of assembly.

Planning and Zoning Commission recommends: Approve as staff recommended.

D. Architectural standards. All buildings and structures constructed should comply with the building codes of the City of Missouri City. Buildings and structures are required to meet the regulations of Section 7A, Architectural standards of the City of Missouri City Zoning Ordinance.

The applicant has not requested any deviations from the architectural standards and conceptual building elevations have not been submitted. Therefore the applicant would have to satisfy the requirements of Section 7A, architectural standards.

If this SUP is approved, an architectural design review will be required, as applicable, prior to or along with the submission of construction plans for permit review.

E. Landscaping regulations. The subject tract should comply with Section 11, Landscaping regulations of the City of Missouri City Zoning Ordinance.

The applicant has provided a conceptual site plan including the provision of landscaping. A landscaping review is not being conducted at this time. The applicant has not indicated any intent to deviate from the City's landscaping regulations.

The applicant should be aware of landscaping regulations including transitional buffer yards as summarized below, off street parking and interior site landscaping requirements.

Transitional buffer yards, a minimum of 20 feet in width are required to be located where a nonresidential use adjoins a residential use in a residential district (Type A screening) and where a nonresidential use is adjacent to a collector or a major thoroughfare (Type B screening)

Type A screening is screening composed of one of the following:

1. *Masonry wall fencing a minimum eight feet in height and one canopy tree per 30 linear feet of buffer yard unless physical constraints exist that would prohibit such placement…*
2. *Opaque or near opaque live vegetative screening year-round from the ground to a height of at least eight feet at installation with intermittent screening providing a minimum of 25 percent screening during the growing season to a height of at least 20 feet at maturity. A wood fence, a minimum of eight feet in height, shall also be located along property lines unless physical constraints exist that would prohibit such placement...or*
3. *Opaque or near opaque live vegetative screening year-round within wire trellising fencing a minimum eight feet in height at installation, provided that such fencing may only be located adjacent to a nonresidential use or a nonresidential district. Such fencing shall consist of a three-dimensional welded wire trellising system designed to allow growing space for plants or landscaping to mature into a dense screening mechanism. Such fencing shall be located along property lines unless physical constraints exist that would prohibit such placement.*

Type B screening is screening *composed of a minimum of two of the following:*

1. *One canopy tree per 30 linear feet of buffer yard.*
2. *One understory tree per 20 linear feet of buffer yard.*
3. *One shrub spaced a minimum of every 30 inches or less on center along the length of the buffer yard, or a combination of berming and shrubs which includes the minimum planting of one shrub per five linear feet of buffer yard.*

F. Parking requirements. The subject tract should comply with Section 12, Parking regulations of the City of Missouri City Zoning Ordinance.

The conceptual site plan provides for approximately 291 parking spaces.

Section 12.2 requires 0.2 spaces per seat in the main assembly area or 0.2 per person multiplied by the maximum occupancy.

The applicant should ensure that a sufficient number of spaces are provided based upon the above.

G. Sign regulations. The subject tract should comply with Section 13, Sign regulations of the City of Missouri City Zoning Ordinance.

The conceptual site plan indicates the location of a monument sign at the corner of East Hampton Circle and Fondren Road. No additional details for this proposed signage has been provided.

The applicant should note that all signage is subject to the requirements Section 13 of the City's Zoning ordinance. Monument signs are permitted to be located conditioned upon the speed of the adjacent roadway.

H. Ingress and egress. All driveways, including locations, should comply with the City's Public Infrastructure Design Manual.

The applicant had submitted a Traffic Impact Analysis (TIA) worksheet for Engineering review.

The applicant should note that the City's Engineering Division requests that a TIA is submitted prior to a final plat application. The TIA should take into account three proposed developments within this area or a regional study combining all three sites should be submitted.

A no objection letter from the City of Houston will also be required indicating agreement to any roadway improvements located within the City of Houston.

I. Utilities. All utilities should comply with the City's Public Infrastructure Design Manual. The subject property is located in the Southwest Harris County Municipal Utility District #1.

J. Drainage. Stormwater design should comply with the City's Public Infrastructure Design Manual.

The applicant should note that a Drainage Impact study will be required to be submitted prior to the submission of a final plat application. As a result of this study, detention may be required.

K. Sidewalks. Sidewalks shall be constructed along the public rights of ways in compliance with the City's Subdivision Ordinance and Public Infrastructure Design Manual.

L. Platting. The site is required to be platted in compliance with the City's Subdivision Ordinance.

M. Development Schedule. The applicant has submitted a development schedule as follows:

Phase 1 is proposed as a Media/Multi-purpose building with an occupancy of 500 people to be completed/constructed 18 months.

Phase 2 is proposed as a worship center with an occupancy of 1000 people, which is set to start 5 years after Phase 1 is completed.

----------END OF REPORT----------

DEVELOPMENT SERVICES DEPARTMENT
Planning & Development Division
1522 Texas Parkway
Missouri City, Texas 77489
281-403-8600 (Office) ■ 281-208-5551 (Fax)
www.missouricitytx.gov

APPLICATION FOR:

Check One:
[✓] SPECIFIC USE PERMIT
[ ] SPECIFIC USE PERMIT AMENDMENT
[ ] PLANNED DEVELOPMENT DISTRICT
[ ] PLANNED DEVELOPMENT DISTRICT AMENDMENT

SEE EXHIBITS "A" (PAGE 7), "B", AND "C" (PAGE 8)
FOR INFORMATION REQUIRED FOR COMPLETE APPLICATION SUBMITTAL

1.	**Project Name:** MIRACLE CITY CHURCH
2.	**Address/Location of Property:** 0 FONDREN HOUSTON TX 77077
3.	**Applicant's Name:** JEREMIAH ASOMUGHA
	Mailing Address: 20811 TRENTON VALLEY LN KATY TX 77449
	Phone No. :(832) 258-2608 / 832-618-6179
	Email: Karen@jaministry.org / Jerryaso@msn.com
4.	**Status of Applicant:** (Owner) Agent Attorney Trustee Corporation Relative (If other than Owner, submit written authorization from Owner with application.)
5.	**Property Owner:** The House of God World outreach
	Mailing Address: 20811 TRENTON VALLEY LN KATY TX 77449
	Phone No.:(832) 258-2608 / 832-618-6179
	Email: Karen@jaministry.org / Jerryaso@msn.com
6.	**Existing Zoning District:** INDUSTRIAL
7.	**Total Acreage:** 14.984
8.	**Proposed Development and Reasons for Application:** SUP – to enable owner to develop this site as a worship center.
9.	**Legal Description of the Property** (If the legal description is a portion of a lot, then a metes and bound description of the tract must be submitted with application.): TRACT 5D ABSTRACT NO 581 JB MURPHY
10.	**Central Appraisal District tax identification numbers of property** (Attach Paid Tax Receipts): 0440070000006
11.	**Do deed restrictions or restrictive covenants exist for the property?** (Circle One): YES (NO) (If yes, submit with application.)
12.	**Does this application include an Architectural Design Review:** (Circle One): YES (NO) (If yes, see page 8, Exhibit C for materials required to be submitted.)
	FILING FEE: $1,200.00

Hand deliver completed application form with the filing fee and required information to:

Development Services Department
1522 Texas Parkway (FM 2234)
Missouri City, TX 77489

By submitting this application you are permitting City staff to enter the site in order to post and remove public notice signs.

JEREMIAH ASOMUGHA
Print Name of Applicant

JEREMIAH ASOMUGHA (The House of God world outreach)
Print Name of Property Owner

Signature of Applicant

Signature of Property Owner, Agent or Attorney

Last updated December 2018

4-17-19

City of Missouri City
Development Services Department
Planning & Development Division
1522 Texas Parkway
Missouri City, Tex 77489

Sir/Madam

Re: Statement of Property Ownership.

This is to affirm that The House of God World Outreach is the sole owner of the property hereby described as stated in deed of ownership as "0 Fondren Road" with tax ID no. 0440070000006 in the County records.

Should you have questions, please contact Pastor Karen Siriwa at 832-258-2608.

Sincerely

Pastor Karen Siriwa

MEADOW GLEN
ARBOR GLEN
RIVA RIDGE
E ROYAN DR
ROYAN DR
GREGORY BLVD
GREGORY BLVD
FONDREN PARK
FONDREN PARK
Subject site
City of Houston
E HUTCHINSON CIR
E HAMPTON CIR
E HAMPTON CIR
E HAMPTON CIR
Missouri City
Fire Station #2
US 90A - SOUTH MAIN ST
City of Houston
NICHOLAS
IRENE ST
JOAN ST
FONDREN RD
FONDREN RD
SETTEMONT RD
CARIDAS
MINETTA
1 inch = 500 feet
0
250
500
1,000
Feet
Legend
Subject site
City Limits Line.lyr
ETJ Line.lyr

missouri CITY
TEXAS

DEVELOPMENT SERVICES - PLANNING DIVISION

1522 TEXAS PARKWAY **MISSOURI CITY, TEXAS 77489**

NOTICE OF PUBLIC HEARING

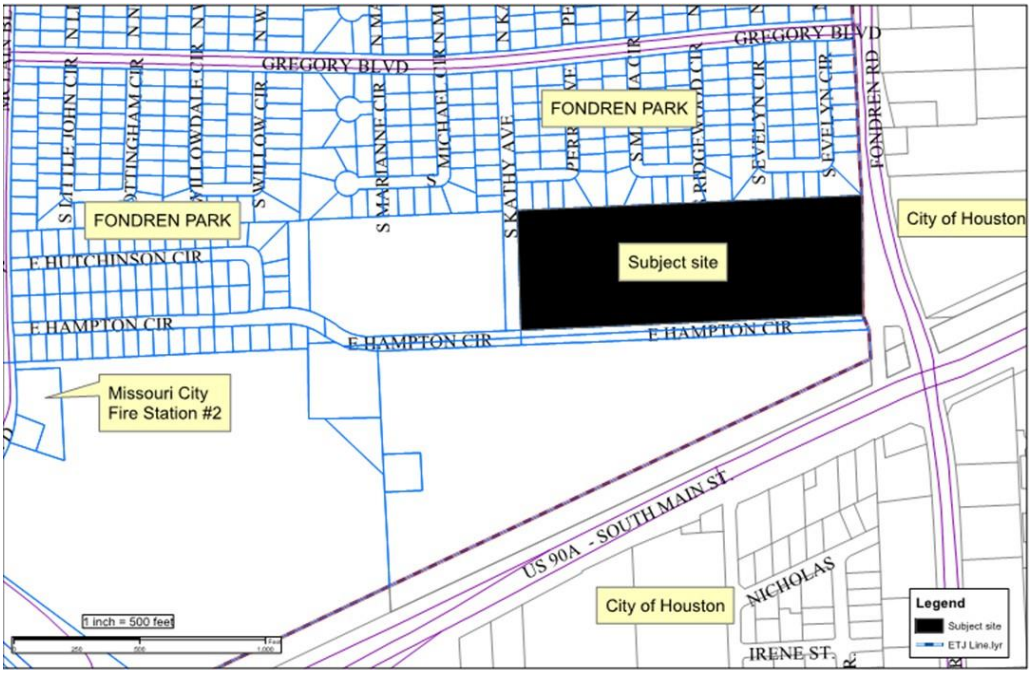
LOCATION/DATE: The City Council of the City of Missouri City will hold a public hearing on Tuesday, September 3, 2019, at the City Council Chambers – 2nd Floor, City Hall Building, 1522 Texas Parkway (FM-2234), Missouri City, Texas at 7:00 p.m.

PURPOSE: To receive comments for or against a request by Jeremiah Asomugha seeking a SUP, Specific Use Permit for an approximate 14.984 acre tract of land zoned as LC-1 local retail restricted district and R-3 two-family residential district to allow for the development of a place of assembly-religious use and to the extent such rezoning deviates from the Future Land Use and Character map of the Comprehensive Plan, to provide for an amendment therefrom.

SITE LOCATION: The subject site is located north of East Hampton Circle, south of Fondren Park subdivision, east of Kathy Avenue, and west of Fondren Road.

SITE LEGAL DESCRIPTION: The subject site can be described as being a 1 4 . 9 8 4 acre tract of land, situated in the James B. Murphy Survey, A-581, Harris County, Texas, being out of that certain called 15.055 acre tract as described in deed recorded under Clerk's F ile No. 4269652 of the Official Public Records of Harris County, Texas.

FOR MORE INFORMATION: Additional information and a map of the subject site are available for review at City Hall, Missouri City, Texas on Monday through Friday from 8:00 a.m. to 4:00 p.m. You may call 281-403-8600 or email the Development Services Department-Planning Division at planning@missouricitytx.gov for further information.



missouri CITY
TEXAS

DEVELOPMENT SERVICES - PLANNING DIVISION

1522 TEXAS PARKWAY **MISSOURI CITY, TEXAS 77489**

NOTICE OF RESCHEDULED PUBLIC HEARING
TO ADJOINING PROPERTY OWNERS
WITHIN 200 FEET OF PROPERTY SUBJECT TO REZONING

DATE OF NOTICE: June 28, 2019

LOCATION/DATE: The Planning and Zoning Commission of the City of Missouri City will hold a public hearing on Wednesday, July 10, 2019, at the City Council Chambers – 2nd Floor, City Hall Building, 1522 Texas Parkway (FM-2234), Missouri City, Texas at 7:00 p.m.

PURPOSE: To receive comments for or against a request by Jeremiah Asomugha seeking a SUP, Specific Use Permit for an approximate 14.984 acre tract of land zoned as LC-1 local retail restricted district and R-3 two-family residential district to allow for the development of a worship center and to the extent such rezoning deviates from the Future Land Use and Character map of the Comprehensive Plan, to provide for an amendment therefrom.

SITE LOCATION: The subject site is located north of East Hampton Circle, south of Fondren Park subdivision, east of Kathy Avenue, and west of Fondren Road.

SITE LEGAL DESCRIPTION: The subject site can be described as being a 14.984 acre tract of land, situated in the James B. Murphy Survey, A-581, Harris County, Texas, being out of that certain called 15.055 acre tract as described in deed recorded under Clerk's File No. 4269652 of the Official Public Records of Harris County, Texas.

FOR MORE INFORMATION: Additional information and a map of the subject site are available for review at City Hall, Missouri City, Texas on Monday through Friday from 8:00 a.m. to 4:00 p.m. You may call 281-403-8600 or email the Development Services Department-Planning Division at planning@missouricitytx.gov for further information.

Rubio, Wilbertina
11835 S. Evelyn Cir.
Houston, TX 77071

VILLANUEVA FRANCISCO J
11838 S MARCIA CIR
HOUSTON TX 77071

GREEN, ANTHONY L & JANICE
11835 S PERRY AVE
HOUSTON, TX 77071

EVEREST, EUGENE E
PO BOX 311419
HOUSTON TX 77231-3419

RENAUD, SAMUEL
11839 S EVELYN CIR
HOUSTON, TX 77071

CURRENT OWNER
11839 S RIDGEWOOD CIR
HOUSTON, TX 77071

LOPEZ, MARIA L
11827 S EVELYN CIR
HOUSTON, TX 77071

JONES, CHEYRE ANN
11830 S MARCIA CIR
HOUSTON, TX 77071

DELGADO, JOSE H
210 KINGS WAY
STAFFORD TX 77477-6100

HOLCOMB, CHARLES
6122 KULDELL DR
HOUSTON TX 77074-7540

CORONADO, HUMBERTO
11831 S EVELYN CIR
HOUSTON, TX 77071

SERPAS, FRANCISCO R & MIRNA D
11826 S MARCIA CIR
HOUSTON, TX 77071

JURICA, ELECTA
11826 S PERRY AVE
HOUSTON, TX 77071

RED DOOR HOUSING LLC
110 AVENUE B STE 100
STAFFORD TX 77477-5501

GUEVARA, EVANGELISTA; TOME EDA
11855 S EVELYN CIR
HOUSTON, TX 77071

COONEY, DENNIS M
11835 S RIDGEWOOD CIR
HOUSTON, TX 77071

GALAMMA INC
9231 KAPRI LN
HOUSTON TX 77025-4203

TRUSCLAIR, EDWARD JR
11847 S PERRY AVE
HOUSTON, TX 77071

ERAZO, EFREN
11823 S PERRY AVE
HOUSTON, TX 77071

NGHIA, THI VO, ESTATE OF
11843 S EVELYN CIR
HOUSTON, TX 77071

OLA, CRISTINA ; BARRERA LUIS I
11823 S MARCIA CIR
HOUSTON, TX 77071

RUIZ, ADALBERTO & FLORA S
11834 S KATHY AVE
HOUSTON, TX 77071

MIRANDA, FRANCISCO & LOURDE
11822 S KATHY AVE
HOUSTON, TX 77071

GREEN, MARY THOMAS
11823 S EVELYN CIR
HOUSTON, TX 77071

JOSEPH, VERON G
11835 S MICHAEL CIR
HOUSTON, TX 77071

CARDENAS, MARTHA
11851 S EVELYN CIR
HOUSTON, TX 77071

HOUSTON ISD
4400 W 18TH ST
HOUSTON, TX 77092-8501

BYERS, JOHN A
11823 S KATHY AVE
HOUSTON, TX 77071

GREEN, ALYSSA R
4302 BRIGHTON WAY NW
KENNESAW GA 30144-5768

BOY, BRYAN MICHAEL
11831 S RIDGEWOOD CIR
HOUSTON, TX 77071

WRIGHT MARY JO
11843 S RIDGEWOOD CIR
HOUSTON, TX 77071

QUIROZ, ZENAIDA L
11843 S PERRY AVE
HOUSTON, TX 77071

MODIQUE, BEVERLY Y
11834 S MARCIA CIR
HOUSTON, TX 77071

GERARDY, RICHARD
9211 WEST RD STE 143-212
HOUSTON TX 77064-8633

TERRY, JOHN & TANYA
11827 S RIDGEWOOD CIR
HOUSTON, TX 77071

VILLATORO, MARIA E
11822 S EVELYN CIR
HOUSTON, TX 77071

MEJIA, NOE A & SANDRA M
7931 QUAIL MEADOW DR
HOUSTON TX 77071-2042

AVELAR, NYETHE A
11859 S EVELYN CIR
HOUSTON, TX 77071

JONES, ANDREW D & JEAN
11827 S PERRY AVE
HOUSTON, TX 77071

KAREN SANDERS & KEVIN PEVER
11839 S PERRY AVE
HOUSTON, TX 77071

DIMA-ALA, GLORIA D
11831 S PERRY AVE
HOUSTON, TX 77071

ACEVEDO, DONACIANO G & DIONICIA E
11826 S KATHY AVE
HOUSTON, TX 77071

DOWDY, LLEWELLYN O & SIBBALD
11847 S EVELYN CIR
HOUSTON, TX 77071

TELLEZ ANGEL R & LAURA
8930 EMERALD HEIGHTS LN.
HOUSTON TX 77083-7701

UMANZOR, CARLOS A
11827 S MICHAEL CIR
HOUSTON, TX 77071

HERON HOUSTON PARTNERS LP
1130 ENCLAVE PKWY
HOUSTON TX 77077-1606

HAMID ABDULLAH AL ATTAS TRSTE
12014 LEGEND MANOR DR
HOUSTON TX 77082-3092

The House of God Outreach
20188 Trenton Valley Ln
Katy, Texas 774491

IMANI SCHOOL
c/o PATRICIA HOGAN WILLIAMS
12401 S POST OAK RD
HOUSTON TX 77045-2020

BAKER ATHERIA BURT
11863 S EVELYN CIR
Houston, TX 77071

MONTGOMERY ROBERT D
5442 HUMMINGBIRD ST
HOUSTON TX 77096-6109

GOMEZ ELENA M
11819 S KATHY AVE
Houston, TX 77071

MENELEY MICHAEL A & MARJORIE
6111 GRANDE GABLES DR
RICHMOND TX 77469-9857

BAINES K
11823 S MICHAEL CIR
Houston, TX 77071

Fondren Park Homeowners Association

By email:
Lisa Christison

SANDERS KAREN
PEVER KEVIN

Sheryl Orloff

City of Missouri City, Texas
Development Services Department – Planning Division

REZONING APPLICATION PROTEST LETTERS ANALYSIS

Application: **Miracle City Church SUP 206**
City Council First Reading: **September 3, 2019**

Protest Letters Received from Property Owners Within 200 Feet of Subject Site:

Property Owner Name	Property Address OR Fort Bend County Account Number	Land Area (Square Feet) Within 200 Feet
Sibbald Dowdy	**11847 South Evelyn Circle**	**6,418.744**
Gloria D. Dimaala	**11831 South Perry Circle**	**13,536.792**
Beverly Modique	**11834 South Marcia Circle**	**9,644.336**
Samuel Renaud	**11839 South Evelyn Circle**	**6,191.174**

Total Area Represented by Protest(s):	**35,791.046 sf**
Total Land Area ***Including*** Subject Site:	1,773,206.47 sf
Subject Site ***Only*** Land Area:	652,703.000 sf
Total Land Area ***Only Within 200 Feet*** of Subject Site:	1,120,504 sf
Protest(s) Percentage of Land Area Within 200 Feet:	**3.2 %**

Note: *A total of 1 letter of support and 4 letters of protest have been received for the application request as of August 29, 2019.*

missouri CITY
TEXAS

DEVELOPMENT SERVICES – PLANNING DIVISION

1522 TEXAS PARKWAY **MISSOURI CITY, TEXAS 77489**

May 31, 2019

CITY OF MISSOURI CITY, TEXAS
Planning and Zoning Commission

The Planning and Zoning Commission of the City of Missouri City will hold a public hearing:
Wednesday, June 12, 2019
City Council Chambers
2nd Floor, City Hall Building
1522 Texas Parkway (FM 2234); 7:00 PM

To receive comments for or against a request by Jeremiah Asomugha seeking a SUP, Specific Use Permit for an approximate 14.984 acre tract of land zoned as LC-1 local retail restricted district and R-3 two-family residential district to allow for the development of a worship center and to the extent such rezoning deviates from the Future Land Use and Character map of the Comprehensive Plan, to provide for an amendment therefrom.

This letter is being sent to property owners within 200' of the subject property as required by law. It is also sent to others on request.

****

Dear City Representatives:

✓ I/We protest this proposed rezoning because_____.

____ I/We support this proposed rezoning because_____.

Sincerely,

Beverly Modique — Beverly Modique
Signature — Print Name

11834 So. Marcia Cie — Fondren Park
Street Address — Subdivision

(7) 367-3577
Phone Number

Return to: Development Services Department
1522 Texas Parkway
Missouri City, TX 77489
FAX (281) 403-8962

The Texas Public Information Act provides the right of the public to access information that governmental bodies produce and how governmental bodies should respond. By submitting this letter to the City, the personal information included can be accessed by the public subject to this Act. Please print and sign your name below if you do not consent to the release of your personal information to the public.

Print Name — Signature

City of Missouri City, TX
Received
JUN 12 2019
Planning Division

DEVELOPMENT SERVICES – PLANNING DIVISION

1522 TEXAS PARKWAY MISSOURI CITY, TEXAS 77489

May 31, 2019

CITY OF MISSOURI CITY, TEXAS
Planning and Zoning Commission

The Planning and Zoning Commission of the City of Missouri City will hold a public hearing:
Wednesday, June 12, 2019
City Council Chambers
2nd Floor, City Hall Building
1522 Texas Parkway (FM 2234); 7:00 PM

To receive comments for or against a request by Jeremiah Asomugha seeking a SUP, Specific Use Permit for an approximate 14.984 acre tract of land zoned as LC-1 local retail restricted district and R-3 two-family residential district to allow for the development of a worship center and to the extent such rezoning deviates from the Future Land Use and Character map of the Comprehensive Plan, to provide for an amendment therefrom.

This letter is being sent to property owners within 200' of the subject property as required by law. It is also sent to others on request.

****

Dear City Representatives:

___ I/We protest this proposed rezoning because It will cause nausea to the neighborhood. Increase traffic on our street lots of small children on our street we have children small and will endanger them if they are outside the street. may also increase flooding and crime.

___ I/We support this proposed rezoning because _____

Sincerely,

Signature: [signature] Print Name: Gloria D. Dimaala

Street Address: 11831 S. Pennsylvania Subdivision: Houston TX 77071 Fondren Park

Phone Number: 713 7296413

Return to: Development Services Department
1522 Texas Parkway
Missouri City, TX 77489
FAX (281) 403-8962

The Texas Public Information Act provides the right of the public to access information that governmental bodies produce and how governmental bodies should respond. By submitting this letter to the City, the personal information included can be accessed by the public subject to this Act. Please print and sign your name below if you do not consent to the release of your personal information to the public.

Print Name: Gloria D. Dimaala Signature: [signature]

City of Missouri City, TX
Received
JUN 12 2019
Planning Division

MISSOURI CITY
TEXAS

DEVELOPMENT SERVICES – PLANNING DIVISION

1522 TEXAS PARKWAY MISSOURI CITY, TEXAS 77489

May 31, 2019

CITY OF MISSOURI CITY, TEXAS
Planning and Zoning Commission

The Planning and Zoning Commission of the City of Missouri City will hold a public hearing:
Wednesday, June 12, 2019
City Council Chambers
2nd Floor, City Hall Building
1522 Texas Parkway (FM 2234); 7:00 PM

To receive comments for or against a request by Jeremiah Asomugha seeking a SUP, Specific Use Permit for an approximate 14.984 acre tract of land zoned as LC-1 local retail restricted district and R-3 two-family residential district to allow for the development of a worship center and to the extent such rezoning deviates from the Future Land Use and Character map of the Comprehensive Plan, to provide for an amendment therefrom.

This letter is being sent to property owners within 200' of the subject property as required by law. It is also sent to others on request.

****

Dear City Representatives:

✓ I/We protest this proposed rezoning because TRAFFIC, POWER OUTAGE WATER DRAINING, BUILD WALL BETWEEN FONDREN PARK AND WORSHIP CENTER, NOISE.

____ I/We support this proposed rezoning because _____

Sincerely,

Samuel Renaud SAMUEL RENAUD
Signature Print Name

11839 So. Evelyn Cir
Street Address Subdivision

713-721-1588
Phone Number

Return to: Development Services Department
1522 Texas Parkway
Missouri City, TX 77489
FAX (281) 403-8962

The Texas Public Information Act provides the right of the public to access information that governmental bodies produce and how governmental bodies should respond. By submitting this letter to the City, the personal information included can be accessed by the public subject to this Act. Please print and sign your name below if you do not consent to the release of your personal information to the public.

SAMUEL RENAUD Samuel Renaud
Print Name Signature

City of Missouri City, TX
Received
JUN 12 2019
Planning Division

missouri CITY
TEXAS

DEVELOPMENT SERVICES – PLANNING DIVISION

1522 TEXAS PARKWAY **MISSOURI CITY, TEXAS 77489**

June 28, 2019

CITY OF MISSOURI CITY, TEXAS
Planning and Zoning Commission

The Planning and Zoning Commission of the City of Missouri City will hold a public hearing:
Wednesday, July 10, 2019
City Council Chambers
2nd Floor, City Hall Building
1522 Texas Parkway (FM 2234); 7:00 PM

To receive comments for or against a request by Jeremiah Asomugha seeking a SUP, Specific Use Permit for an approximate 14.984 acre tract of land zoned as LC-1 local retail restricted district and R-3 two-family residential district to allow for the development of a worship center and to the extent such rezoning deviates from the Future Land Use and Character map of the Comprehensive Plan, to provide for an amendment therefrom.

This letter is being sent to property owners within 200' of the subject property as required by law. It is also sent to others on request.

****

Dear City Representatives:

X I/We protest this proposed rezoning because this Church will create a lot of traffic, noise, trash, there will be know privacy, and disrespect to our community. (over)

____ I/We support this proposed rezoning because _____

Sincerely,

Sibbald Dowdy — Signature

Sibbald Dowdy — Print Name

11847 So. Evelyn Cir. — Street Address

Fondren Park — Subdivision

713-723-0220 — Phone Number

City of Missouri City, TX
Received
JUL 10 2019
Planning Division

Return to: Development Services Department
1522 Texas Parkway
Missouri City, TX 77489
FAX (281) 403-8962

The Texas Public Information Act provides the right of the public to access information that governmental bodies produce and how governmental bodies should respond. By submitting this letter to the City, the personal information included can be accessed by the public subject to this Act. Please print and sign your name below if you do not consent to the release of your personal information to the public.

Print Name _____ Signature _____

It will cause problems for the infrastructure, and the property values will decrease. There is insufficient road infrastructure,

CITY COUNCIL
AGENDA ITEM COVER MEMO

September 3, 2019

To: Mayor and City Council
Agenda Item: 7(b)1 - Interim procdure for the administration of certain plans and plats

Submitted by: Jennifer Thomas Gomez, AICP, Planning Manager

SYNOPSIS

Public hearing and consideration of an emergency ordinance to provide interim procedures for the administration of regulations relating to certain plans and plats in accordance with Texas House Bill 3167 that is effective as of September 1, 2019.

STRATEGIC PLAN 2019 GOALS ADDRESSED

- Develop a high performing City team
- Have quality development through buildout

BACKGROUND

Texas House Bill 3167 was signed by the governor on June 14, 2019 and is effective as of September 1, 2019. The bill provides for approval procedures for land development applications processed by a municipal or county government.

This ordinance is proposed to provide for interim procedures to align the city's land development application processes with the new legislation. The ordinance provides for the following:

(1) Adoption of the city's platting manual which includes the required form and content for all conceptual plan, preliminary plat and final plat applications in addition to required documents, notice, and support studies.

(2) Establishes that certain plans, plats or related applications shall be **approved**, **approved with conditions**, or **disapproved** *within 30 days of the date* the plan, plat, or related application is *filed with the city*.
(Written responses received to a previously conditionally approved or disapproved plan or plat must be approved or disapproved by the city within 15 days of the date the application is filed).

(3) Defines a plan to include (a) construction plans; (b) commercial civil plans; (c) commercial ground up construction plans; (d) commercial parking lot plans; (e) detention pond plans; (f) grading plans; (g) retention pond plans; (h) flatwork plans; and (i) floodplain permit plans.

(4) Defines a plat to include conceptual plans, preliminary plat, final plat, and amending plat.

(5) Establishes dates for the acceptance and processing of plans and plats (submittal deadline) through September 2019.

(6) Establishes that applications and filings occurring on a date other than a date as specified will be disapproved in accordance with the process to act on a plan or plat.

(7) Establishes that an applicant may request in writing a request to extend a 30 day period and that such request must be approved by the planning commission.

This proposed ordinance allows for interim procedures as described above. Additional amendments to Chapter 82, Subdivisions of the City's Code of Ordinances, also known as the subdivision ordinance and applicable city regulations for land development applications will be presented to the City Council at a later date.

BUDGET ANALYSIS

Funding Source	Account Number	Project Code/Name	FY__ Funds Budgeted	FY__ Funds Available	Amount Requested
N/A					

Purchasing Review: N/A
Financial/Budget Review: N/A

Note: Compliance with the conflict of interest questionnaire requirements, if applicable, and the interested party disclosure requirements (HB 1295) has been confirmed/is pending within 30-days of this Council action and prior to execution.

SUPPORTING MATERIALS

1. Ordinance
2. Exhibit A – Platting Manual of Missouri City September 2019
3. House Bill 3167 Implementation Survey

STAFF'S RECOMMENDATION

Approve the ordinance.

Director Approval: **Otis T. Spriggs, AICP, Development Services Director**

Assistant City Manager/
City Manager Approval: **Glen A. Martel, Assistant City Manager**

ORDINANCE NO. O-19-__

AN ORDINANCE OF THE CITY OF MISSOURI CITY, TEXAS, PROVIDING AN INTERIM PROCEDURE REGARDING THE ADMINISTRATION OF PLANS AND PLATTING RULES; ADOPTING A PLATTING MANUAL; PROVIDING FOR REPEAL; PROVIDING FOR SEVERABILITY; AND DECLARNG AN EMERGENCY.

* * * * *

WHEREAS, House Bill 3167, which passed during the 86th Regular Session of the Texas Legislature, provides that a municipal authority or governing body that conditionally approves or disapproves a plan or plat under Subchapter A of Chapter 212 of the Texas Local Government Code shall provide an applicant with a written statement of the conditions for which certain applications are conditionally approved or disapproved; and

WHEREAS, House Bill 3167 takes effect on September 1, 2019; and

WHEREAS, Section 212.002 of the Texas Local Government Code allows a municipality, after a public hearing on the matter, to adopt rules governing plats and the subdivision of land within the municipality's jurisdiction to promote the health, safety, morals, and general welfare of the municipality and the safe, orderly, and healthful development of the municipality; and

WHEREAS, the City of Missouri City (the "City") has adopted rules and regulations governing the administration of platting rules within the City's jurisdiction; and

WHEREAS, House Bill 3167 requires conditions or reasons for conditional approvals and disapprovals to be directly related to the requirements under Subchapter A of Chapter 212 of the Texas Local Government Code and to include a citation to the law, specifically, a statute or municipal ordinance, that is the basis for the conditional approval or disapproval; and

WHEREAS, to provide for the enforcement of rules relating to plans and plats after House Bill 3167 takes effect, the City desires to adopt the City's platting rules by ordinance and an interim process to administer plans and plats subject to House Bill 3167; and

WHEREAS, after proper notice, the City held a public hearing where all interested persons were given an opportunity to speak and present evidence for and against the regulations regarding the administration of plans and plats; and

WHEREAS, the City Council finds that it is necessary and in the interest of the health, safety, morals, and general welfare of the residents of the City to regulate plans and plats and the subdivision of land within and outside of the City; now therefore,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MISSOURI CITY, TEXAS:

Section 1. The facts and recitations set forth in the preamble of this Ordinance are hereby found to be true and correct and are made a part of this Ordinance for all purposes.

Section 2. The City Council of the City of Missouri City conducted the public hearing on the amendment of rules and regulations regarding the administration of plans and plats and closed the public hearing prior to the final adoption of this Ordinance.

Section 3. Plans, as such term is defined by Chapter 212 of the Texas Local Government Code, and plats, as such term is defined by Chapter 212 of the Texas Local Government Code, shall be approved, approved with conditions, or disapproved within 30 days of the date the plan, plat, or related application is filed. Plans shall include construction plans, commercial civil plans, commercial ground up construction plans, commercial parking lot plans, detention pond plans, grading plans, retention pond plans, flatwork plans and floodplain permit plans. Plats shall include conceptual plans and preliminary, final, and amending plats.

Section 4. *Development Review Schedule*.

(a) The Director of Development Services shall:

(1) process and accept plans and related applications on September 9, 2019, September 16, 2019, September 23, 2019, and September 30, 2019;

(2) process and accept plats and related applications between September 16, 2019, and September 20, 2019; and

(3) publish the processing dates for plans and plats on the City's website.

(b) An applicant filing a plan or related application shall file such plan or related application on September 9, 2019, September 16, 2019, September 23, 2019, or September 30, 2019, for consideration. An applicant filing a plat or a related application shall file such plat or related application between September 16, 2019, and September 20, 2019.

(c) All applications and filings shall occur on the dates, as applicable, set forth in Section 4(b) of this Ordinance. Any application or filing submitted on a date other than a date, as applicable, set forth in Section 4(b) of this Ordinance shall be considered filed as of the

date or period set forth in Section 4(b) of this Ordinance and shall be disapproved by the authority responsible for approving the plan, plat, or related application.

Section 5. *Extensions*. The 30-day period described by Section 3 may be extended for a period not exceed 30 days if:

(A) the applicant requests the extension in writing to the planning commission; and

(B) the planning commission approves the extension request.

Section 6. *Adoption of Platting Manual*. The Platting Manual of the City of Missouri City, attached as Exhibit "A" to this Ordinance, is hereby adopted and made a part hereof. A copy of same shall be on file with the City Secretary.

Section 7. *Repeal*. All ordinances or parts of ordinances in conflict herewith are repealed to the extent of such conflict only.

Section 8. *Precedence*. In the event this Ordinance conflicts with Chapter 82 of the Missouri City Code, or any other ordinance, rule, or policy of the City of Missouri City, this Ordinance shall prevail.

Section 9. *Severability*. In the event any clause, phrase, provision, sentence or part of this Ordinance or the application of the same to any person or circumstance shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Missouri City, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, whether there be one or more parts.

Section 10. *Emergency*. The City Council finds and determines that the adoption and enforcement of rules relating to plans, plats, and subdivision inures to the benefit of the public and, therefore, bears directly upon the health, safety, morals, and general welfare of the City and the safe, orderly, and healthful development of the City; that this Ordinance shall be adopted as an emergency measure; and that, pursuant to Section 3.11 of the City Charter of the City of Missouri City, the requirement that this Ordinance be considered and favorably acted on at two (2) separate meetings does not apply for the final passage of this Ordinance.

Section 11. *Expiration*. This Ordinance shall remain in full force and effect until October 7, 2019, and shall automatically expire as of 12:01 a.m. on October 8, 2019, unless repealed before October 7, 2019.

PASSED and APPROVED on first and final reading this __ day of _____, 2019.

_____
Yolanda Ford, Mayor

ATTEST:

_____
Maria Jackson, City Secretary

APPROVED AS TO FORM:

_____
E. Joyce Iyamu, City Attorney

Exhibit A

Platting Manual of the City of Missouri City

September 2019

Platting Manual of the City of Missouri City

All plans, plats, and applications filed with the City of Missouri City shall be submitted in accordance with this Platting Manual. Failure to submit any information or document required by this Platting Manual may result in an incomplete application and the denial of the application.

1. Conceptual Plans.

Form and contents. A conceptual plan submitted for approval by the commission shall be in the form and contain the information required in this subsection. An application should be prepared and submitted on the form approved by the city and on file in the office of the director of development services. Multiple copies of the application and plan shall be provided in accordance with the schedule of required copies. The application and all supporting documentation shall be submitted digitally in addition to the required paper copies.

(1) The proposed name of the subdivision or development shall be indicated.
(2) The name of the owner of the property and the subdivider shall be indicated.
(3) The name of the registered professional engineer and/or registered surveyor responsible for the survey and the design shall be indicated.
(4) The date on which the conceptual plan was drawn shall be indicated.
(5) The plan shall be oriented with north at the top of the page, and a north point (true or magnetic) shall be provided in the upper right hand corner of the page.
(6) The total acreage shall be indicated.
(7) The plan must be on 24-inch by 36-inch paper prints, unless otherwise approved by the director of planning, which shall be folded to eight and one-half inches by 14 inches, with the title block visible.
(8) The scale should be one inch equals 200 feet. However, smaller scales may be approved upon request.
(9) A scale vicinity map shall be provided indicating the general location of the subdivision and depicting major streets, subdivisions, watercourses and other significant physical features within one-half mile of the boundaries of the subdivision area. The scale vicinity map shall be oriented with north at the top of the page.
(10) The boundaries of the total acreage of the subdivision and the boundaries of the proposed land uses of the subdivision shall be indicated.
(11) The names of adjacent subdivisions and/or landowners of adjacent undivided tracts shall be provided on the plan.
(12) The plan shall indicate the proposed land uses and population densities, including streets and drainage layout (on- and off-site drainage), preliminary drainage layout, and the location of schools, parks and other proposed public or private facilities. Typical lot sizes shall also be provided.
(13) The plan shall provide topographic information indicating the directions of surface water flow.

2. Preliminary Plats.

A. Copies required.

The applicant for preliminary plat approval must provide the number of copies required according to the schedule of required copies. Each shall be on 24-inch by 36-inch paper prints from the original drawing of the plat reproduced on white paper with blue or black lines, each of which shall be folded to eight and one-half inches by 14 inches. The application and all supporting documentation shall be submitted digitally in addition to the required paper copies.

B. Encumbrances information.

All preliminary plats must be accompanied with a statement or certificate, in separate writing or placed on the face of all preliminary plats, executed by the applicant or the person who prepared the plat, which certifies that all existing easements, rights-of-way, fee strips and significant topographical features on the land being platted are fully shown and accurately identified on the face of the plat, and further stating whether the plat being submitted includes all of the contiguous land which the subdivider owns directly or indirectly, or has a legal or beneficial interest in, or whether the subdivider owns or has a legal interest in any adjacent property. Multiple copies of the statement or certificate shall be provided in accordance with schedule of required copies.

C. Notice to utilities.

An acknowledgment that notice of the subdivision was provided to all utility companies, whether public or private, shall accompany each application for preliminary plat approval. Such notice shall contain the statement of the intent to subdivide, and the intended use of the property within the subdivision, and shall have attached to such notice a copy of the preliminary plat which is filed with the city. Multiple copies of the acknowledgment shall be provided in accordance with the schedule of required copies.

D. Form and contents.

All preliminary plats submitted to the commission must be in the form and contain the information and/or language required in this section and shall not be in recordable form.

(1) The proposed name of the subdivision or development shall be indicated.
(2) A legal description of the property proposed to be subdivided, including the name of the county and surveying abstract number, shall be included.
(3) Total acreage and total number of lots, blocks and reserves shall be indicated. Lots within each block shall be numbered consecutively. Blocks shall also be numbered consecutively.
(4) The name of the owner of the property or subdivider shall be indicated. If the

owner or subdivider is other than a natural person, the name of the principal officer or owner of the entity responsible for the subdivision must be provided.

(5) The name of the registered professional engineer and/or registered public surveyor responsible for the survey and the design shall be indicated.

(6) The date on which the plat was drawn shall be indicated. Each revision of the plat shall bear a new date.

(7) The north point (true or magnetic) shall be indicated. The drawing of the subdivision must be oriented with north at the top of the drawing.

(8) The scale must be drawn numerically and a graphic scale must be provided. The minimum scale acceptable for a preliminary plat shall be one inch equals 100 feet. Larger scales are permissible provided the scale chosen is divisible by ten and the area within 200 feet of the subdivision is shown on the plat.

(9) A scale vicinity map shall be provided, preferably in the upper right corner of the plat, indicating the general location of the subdivision and its relationship with major and collector streets, political subdivisions, railroads, watercourses and similar features in all directions from the subdivision to a distance of not less than one-half mile. The suggested scale of the vicinity map is one inch equals 1,200 feet and the map shall be oriented with north at the top of the drawing and in the same direction as the detailed subdivision drawing.

(10) The plat shall be drawn with heavy lines to indicate the subdivision area, with overall survey dimensions and bearings. Lines outside the plat boundary should be drawn as dashed lines. An accurate location of the subdivision should be provided by reference to an established survey or league corner, subdivision corner, or other known point.

(11) The adjacent area outside the plat boundaries shall be identified, indicating the name of adjacent subdivisions and the recorded owner of the unsubdivided parcels of land.

(12) The location, widths and names of all existing and proposed public and private streets, easements or rights-of-way within or adjacent to the subdivision shall be indicated. All railroad rights-of-way, pipelines, easements and other permanent features such as section lines and boundaries of political subdivisions and school districts on all sides for a distance of not less than 200 feet shall also be indicated.

(13) Existing sewers, water mains, culverts or other underground structures and other public utilities and buildings within the subdivision or within 200 feet shall be identified, with existing and proposed pipe sizes, grades and locations indicated.

(14) The location and approximate width or dimension of existing and proposed lakes, watercourses, storm detention areas and drainage easements within the subdivision or within 200 feet thereof shall be indicated.

(15) Contour lines with intervals of one foot, referred to sea level (USGS and city datum), shall be provided to show at least two contour lines within the subdivision in addition to those necessary to clearly show outfall drainage.

The basis of control shall be identified and the temporary benchmark set within the subdivision shall be indicated.

(16) All parcels of land intended to be dedicated for public use or reserved for the use of all property owners in the subdivision, together with the conditions or limitations of each reservation, if any, shall be identified.

(17) The proposed plan of subdivision shall be indicated, showing streets, blocks, lots, alleys, easements, building lines and parks with principal dimensions.

(18) A preliminary drainage plan with calculations shall be provided. The proposed drainage system shall be indicated by a single line drawing showing the proposed direction sheet flow through the subdivision. Floodplain information, including floodplain boundary, if any; FEMA map number; and the effective map date and zone shall also be provided. Multiple copies of such document shall be provided in accordance with the schedule of required copies.

(19) A preliminary utility plan with calculations shall be provided. Sealed supporting engineering calculations for the utility capacities and the drainage design for both storm events and the extreme event and an analysis of the extreme event and consideration of positive overflow pathways shall also be provided. Multiple copies of such documents shall be provided in accordance with the schedule of required copies.

(20) Detention analysis and calculations, where required, shall be provided.

(21) Locations of lift stations, water plants or other utility infrastructure locations and sizes shall be provided.

(22) The service areas for each utility system shall be provided.

(23) An alphabetical list of proposed street names for the subdivision shall be provided. Multiple copies of such document shall be provided in accordance with the schedule of required copies.

(24) A copy of the proposed restrictive covenants shall be provided. Multiple copies of such document shall be provided in accordance with the schedule of required copies. In instances where private roadways are created by the subdivision plat, appropriate verbiage shall be added to the restrictive covenants to ensure adequate assessment for maintenance and replacement. Such verbiage is additionally required for any improvements that are not the responsibility of the city.

(25) Simultaneous with submission of the application for a preliminary plat, the applicant shall submit a Traffic Impact Analysis as required by Infrastructure Design Manual, adopted by Chapter 46, Missouri City Code.

(26) *Standard notes.* The preliminary plat shall contain all standard notes (see Appendix K).

3. Final Plats.

A. Copies required.

The applicant for final plat approval must provide the number of copies required according to the schedule of required copies. Each shall be on 24-inch by 36-inch paper prints from the original drawing of the plat reproduced on white paper with blue or black lines, each of which shall be folded to eight and one-half inches by 14 inches. The application and all supporting documentation shall be submitted digitally in addition to the required paper copies.

B. Notice to utilities.

An acknowledgment that notice of the subdivision was provided to all utility companies, whether public or private, shall accompany each application for final plat approval. Multiple copies of such document shall be provided in accordance with the schedule of required copies. Such notice shall contain the statement of intent to subdivide, and the intended use of the property within the subdivision, and shall have attached to such notice a copy of the final plat which is filed with the city.

C. Form and contents.

All final plats shall incorporate all the provisions relating to preliminary plats above, except (13), (15), (18), (19), (20) and (21), and, where appropriate, reflect any conditions or requirements for final approval previously imposed by the commission, together with the following additional requirements:

(1) *Format.* The final plat must be drawn on stable plastic film or positive photographic film with black lines and the image shall be suitable for the reproduction of direct positive prints and reproductions.

(2) *Scale.* The scale for the final plat drawing shall be a minimum of one inch equals 100 feet. A larger scale is permissible provided the scale chosen is divisible by ten and the area within 200 feet of the area to be subdivided is shown on the plat.

Engineering and surveying data. All engineering and surveying data must be shown on the final plat sufficient to locate all of the features of the plat on the ground. This data must include, but shall not be limited to, full dimensions along all boundaries of the platted property, streets, driveways and alley rights-of-way, easements and drainage ways, gulleys, creeks and bayous, together with the location of the high bank of such drainage ways and watercourses, lots, blocks, reserves, out-tracts or any other tracts designated separately within the plat boundaries, building lines, and fee strips, pipelines or any other physical or topographical feature necessary to be accurately located by surveying methods.

(3) Such information must include line dimensions, bearings or deflecting angles, radii, central angles and degree of curvature, length of curves and tangent distances, all of which are to be shown in feet and decimal fractions thereof. The boundary survey shall close within one in 10,000. Linear dimensions shall be expressed in feet and decimals of a foot; angular dimensions shall be shown by bearings. Curved boundaries shall be fully described and all essential information given. Circular curves shall be defined by actual length of radius and not by degree of curve. Complete dimensional data shall be given on fractional lots. Description and location of all lot and block corners and permanent survey reference monuments shall be shown.

(4) An electronic plat shall be submitted which conforms to the following:

a. Drawings shall be in AutoCAD 2007 DWG format or later with the following:
   - (i) No DFX
   - (ii) No DWF
   - (iii) PDF or TIF files may be submitted in addition to DWG format;

b. Projection shall be NAD83 State Plane Texas South Central;

c. Grid units;

d. No reference blocks; and

e. Cadastral COGO (new and existing)shall include:
   - (i) Parcel boundaries
   - (ii) Subdivision boundaries
   - (iii) Lot lines
   - (iv) Right of Ways
   - (v) Street Centerlines
   - (vi) Easements
   - (vii) Monuments/Benchmarks
   - (viii) Dimensions, bearings and references to other recorded documents should also be included.

(5) *Special land uses.* Tracts or sites designated for schools, churches, parks, sewage disposal plants, water plants or other special land uses shall be designated.

(6) *Pipeline easements.* A note must be provided on the plat stating that all existing pipelines or pipeline easements through the subdivision have been shown or that there are no existing pipeline easements within the limits of the subdivision.

(7) *Utility easements.* All easements necessary for utility service shall be shown on the final plat and the applicant shall provide a certification on the plat that all utility companies have been contacted and the easements shown on the plat constitute all of the easements requested by the utility

companies. Multiple copies of such document shall be provided in accordance with the schedule of required copies.

(8) *Restrictive covenants.* A final draft of restrictive covenants ready for filing shall be provided. Multiple copies of such document shall be provided in accordance with the schedule of required copies. In instances where private roadways are created by the subdivision plat, appropriate verbiage shall be added to the restrictive covenants to ensure adequate assessment for maintenance and replacement. Such verbiage is additionally required for any improvements that are the responsibility of the city.

(9) *Dedication statements and certificates.* All dedication statements and certificates must be made a part of the final plat drawing, and these must include but shall not be limited to the statements the general form and content of which are provided as examples in the appendices of this chapter, which are incorporated in this section and made a part of this section for all purposes. These dedication statements and certificates and various notations are as follows:

a. Owner's acknowledgment (see appendix A).
b. Execution of owner's acknowledgment (see appendix B).
c. Lienholder's acknowledgment and subordination statement (see appendix C).
d. Notary public acknowledgment for all signatures (see appendix D).
e. Certificate for engineer and surveyor (see appendix E).
f. Certificate for commission (see appendix F).
g. County clerk filing acknowledgment statement (see appendix G).
h. Encumbrances certificate (see appendix H).
i. Vacation of subdivision plat (see appendix I).
j. Certificate for amending plats (see appendix J).

(10) *Standard notes.* The final plat shall contain all standard notes (see Appendix K).

(11) *Title report or title policy.* A current title report or title policy from a title company authorized to do business in the state or an attorney licensed as such in the state must be provided certifying that within 45 days prior to the time the final plat is furnished to the commission a search of the appropriate records was performed covering all property proposed to be platted and providing the following information concerning the title to such property:

a. The date of examination of the records.
b. A legal description of the property lying within the proposed subdivision including a metes and bounds description of the boundaries of such land.
c. The name of the record owner of fee simple title as of the date of the examination of the records, together with the recording information of the instruments whereby such owner acquired fee simple title.

d. The names of all lienholders, together with the recording information and the date of such instruments by which such lienholders acquired their interest.

e. A description of the type and boundaries of all easements and fee strips not owned by the subdivider of the property in question, together with the recording information and date of the instruments whereby the owners of such easements or fee strips acquired their title.

f. Tax certificates from each taxing unit showing that no ad valorem taxes are due and owing on the property in the subdivision.

Multiple copies of such document shall be provided in accordance with the schedule of required copies.

(12) *Engineer's or surveyor's certificate.* The final plat shall contain a certificate by the registered professional engineer and/or registered public surveyor in charge, duly authenticated, that the plat is true and correct and in accordance with the determination of the survey actually made on the ground. If the engineer and/or surveyor who prepared the plat did not make the original boundary survey, such fact shall be noted in the certificate.

(13) *Slab elevation.* The plat shall provide a note that slab elevations shall meet the standards established by FEMA and shall meet all applicable city requirements, including the Infrastructure Design Manual, adopted by Chapter 46, Missouri City Code.

(14) *Designation of entity responsible for common areas.* The legal entity responsible for the maintenance of any building, recreational area, open space, equipment, pool or private driveway which is to be owned and shared by the owners of real property in the proposed subdivision shall be designated by appropriate articles of incorporation, contracts, restrictions or other method. The means of securing payment for maintenance and operating expenses and any method of terminating such obligation shall be stated in the creating documents. If such entity is responsible for the maintenance of driveways, emergency access easements, recreational areas or open spaces, the following note shall be indicated on the face of the plat: "The City of Missouri City shall not be responsible for maintenance of driveways, emergency access easements, recreational areas, and open spaces; and, the _____Homeowners' Association shall be responsible for such maintenance of driveways, emergency access easements, recreational areas and open spaces."

4. Forms.

The forms provided hereafter are the preferred forms and shall be used, unless the language required is not suitable, in which case, the director of development services may grant approval to vary the language of the forms.

APPENDIX A. - OWNER'S ACKNOWLEDGMENT

EXAMPLE FORM

STATE OF TEXAS COUNTY OF FORT BEND

I *(or we)*, *(name of owner or owners)* acting by and through *(name and title of officer)* being officers of *(name of company or corporation)*, owner (or owners) hereinafter referred to as owners (whether one or more) of the *(number of acres)* acre tract described in the above and foregoing plat of *(name of subdivision or development)*, do hereby make and establish said subdivision of said property according to all lines, dedications, restrictions and notations on said plat and hereby dedicate to the use of the public forever, all streets, alleys, parks, watercourses, drains, easements and public places shown thereon for the purposes and considerations therein expressed; and do hereby bind myself (or ourselves), my (or our) heirs, successors and assigns to warrant and forever defend the title to the land so dedicated.

We further acknowledge that the dedications and/or exactions made herein are proportional to the impact of the subdivision upon the public services required in order that the development will comport with the present and future growth needs of the city. We, our successors and assigns hereby waive any claim, damage, or cause of action that we may have as a result of the dedication or exactions made herein.

Further, owners have dedicated and by these presents do dedicate to the use of the public for public utility purposes forever unobstructed aerial easements. The aerial easements shall extend horizontally an 11 feet, six inches for ten feet perimeter ground easements or seven feet, six inches for 14 feet perimeter ground easements or five feet, six inches for 16 feet perimeter ground easements, from a plane 16 feet above ground level upward, located adjacent to and adjoining said public utility easements that are designated with aerial easements (U.E. and A.E.) as indicated and depicted thereon, whereby the aerial easements total 21 feet, six inches in width.

(This paragraph is applicable only to back-to-back easements within the same subdivision).

Further, Owners have dedicated and by these presents do dedicate to the use of the public for public utility purposes forever unobstructed aerial easements. The aerial easements shall extend horizontally an ten feet for ten feet back-to-back ground easements or eight feet for 14 feet back-to-back ground easements or seven feet for 16 feet back-to-back ground easements, from a plane 16 feet above ground level upward, located adjacent to both sides and adjoining said public utility easements that are designated with aerial easements (U.E. and A.E.) as indicated and depicted thereon, whereby the aerial easements total 30 feet in width.

APPENDIX B. - EXECUTION OF OWNER'S ACKNOWLEDGEMENT

EXAMPLE FORM

(When owner is an individual or individuals)

WITNESS my (or our) hand in the City of Missouri City, Texas, this *(number)* day of *(month)*, *(year)*.

/s/(Signature of owner or owners) (Names to be printed)

(When owner is a company or corporation)

IN TESTIMONY WHEREOF, the *(name of company)* has caused these presents to be signed by *(name of President)*, its President, thereunto authorized, attested by its Secretary (or authorized trust officer), *(name of Secretary or authorized trust officer)*, and its common seal hereunto affixed this *(number)* day of *(month)*, *(year)*.

(Name of Company)

/s/(Signature of President) President

ATTEST:
/s/ (Signature of Secretary or authorized trust officer) Title

(Affix corporate seal)

NOTE: All owners' signatures shall be acknowledged by a Notary Public.

APPENDIX C. - LIENHOLDER'S ACKNOWLEDGMENT AND SUBORDINATION STATEMENT

NOTE: Holders of all liens against the property being platted must execute the final plat or prepared as separate instruments which shall be filed for record with the plat.

EXAMPLE FORM

I (or we), *(name of mortgagee or names of mortgagees)*, owner and holder (or owners and holders) of a lien (or liens) against the property described in the plat known as *(name of plat)*, said lien (or liens) being evidenced by instrument of record in Volume _____, page__(or Film Code No. _____) of the Mortgage Records of *(name of County in which the plat is located)*, Texas, do hereby in all things subordinate our interest in said property to the purposes and effects of said plat and the dedications and restrictions shown herein to said plat and I (or we) hereby confirm that I am (or we are) the present owner (or owners) of said lien (or liens) and have not assigned the same nor any part thereof.

/s/ By: (Signature of Lienholder) (Name to be printed)

NOTE: All lienholder signatures shall be acknowledged by a Notary Public.

APPENDIX D. - NOTARY PUBLIC ACKNOWLEDGEMENT FOR ALL SIGNATURES

EXAMPLE FORM

STATE OF TEXAS
COUNTY OF FORT BEND

BEFORE ME, the undersigned authority, on this day personally appeared *(names of persons signing the plat, owners, corporation officers and lienholders)*, *(corporation titles if appropriate)*, known to me to be the persons whose names are subscribed to the foregoing instrument and acknowledged to me that they executed the same for the purposes and considerations therein expressed (add for corporations, "and in the capacity therein and herein stated, and as the act and deed of said corporation").

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this *(number)* day of *(month)*, *(year)*.
(Signature of Notary Public)

Notary Public in and for the State of Texas (Affix notary seal)

My Commission Expires:_____

APPENDIX E. - CERTIFICATE FOR CIVIL ENGINEER OR SURVEYOR

EXAMPLE FORM

I, (name of civil engineer or surveyor), am authorized (or registered) under the laws of the State of Texas to practice the profession of civil engineering (or surveying) and hereby certify that the above subdivision is true and correct; was prepared from an actual survey of the property made under my supervision on the ground; that all boundary corners, angle points, points of curvature and other points of reference have been marked with iron (or other suitable permanent metal) pipes or rods having an outside diameter of not less than three-quarter inch and a length of not less than three feet; and that the plat boundary corners have been tied to the nearest survey corner.

/s/ (Signature of Registered Public Surveyor) (Print name)

/s/ Texas Registration No. (Affix seal)

APPENDIX F. - CERTIFICATE FOR PLANNING AND ZONING COMMISSION

EXAMPLE FORM

This is to certify that the Planning and Zoning Commission of the City of Missouri City, Texas, has approved this plat and subdivision of *(name of subdivision)* in conformance with the laws of the State of Texas and the ordinances of the City of Missouri City as shown hereon and authorized the recording of this plat this *(number)*, day of *(month)*, *(year)*.

(Signature of the Chair)

/s/ By:
(Chair)

/s/ By: (Signature of the Vice Chair)
(Vice Chair)

(Affix Commission seal)

APPENDIX G. - COUNTY CLERK FILING ACKNOWLEDGEMENT STATEMENT

EXAMPLE FORM

I, *(name of County Clerk)*, Clerk of the Commissioners' Court of Fort Bend County, do hereby certify that the within instrument with its certificate of authentication was filed for registration in my office on *(date and month)*, *(year)* at *(time)* o'clock (a.m. or p.m.), and duly recorded on *(date and month)*, *(year)*, at *(time)* o'clock (a.m. or p.m.), and in Volume *(number)*, page *(number, or when applicable Film Code numbers)* of the map records of Fort Bend County for said County.

Witness my hand and seal of office, at Richmond, Texas, the day and date last above written.

Ex Officio Clerk of the Commissioners' Court of Fort Bend County, Texas

/s/ By:
Deputy

APPENDIX H. - ENCUMBRANCES CERTIFICATE

(Preliminary Plats)

NOTE: The following paragraph is to be placed on the face of all preliminary plats or filed separately with the materials required to be submitted with plats requesting preliminary approval.

EXAMPLE FORM

I, *(name of applicant or person who prepared the plat)*, do hereby certify that all existing encumbrances, such as various types of easements both public and private, fee strips and all significant topographical features which would affect the physical development of the property illustrated on this plat are accurately identified and located and further certify that this plat represents all of the contiguous land which the (owner or subdivider) owns or has a legal interest in. (In those instances where the owner or subdivider owns or has a legal interest in any adjacent property, this paragraph must be modified to reflect the extent of such ownership and a boundary description of the land involved must be provided.)

/s/ (Signature of Certified Public Surveyor who prepared the plat) (Name to be printed)

APPENDIX I. - VACATION OF SUBDIVISION PLAT

EXAMPLE FORM

STATE OF TEXAS
COUNTY OF FORT BEND
KNOW ALL MEN BY THESE PRESENTS:

I (or we), *(name of owner or owners if individuals)* or *(name of President and Secretary or authorized trust officer of a company or corporation)*, being the sole owner (owners) and proprietor of the following described property in the City of Missouri City, Fort Bend County, Texas, to wit:

(Provide legal description of the property including, but not limited to, the acreage, the name of the recorded subdivision, the name of the Survey and Abstract Number, and recording references.)

Do hereby desire and declare that said plat, subdivision and dedication thereon be vacated and cancelled so as to convert all of said platted property to an acreage tract as same existed before such property was platted, subdivided and recorded.

(At this point any rights-of-way, easements or any other feature established in the subdivision being vacated which will not be cancelled as a result of this vacation action should be described.)

APPENDIX J. - AMENDING PLAT CERTIFICATES

NOTE: The following certificates and acknowledgements are required to be placed upon the face of all amending plats.

I, *(name of civil engineer or surveyor)*, hereby certify that the following corrections were necessary to eliminate errors which appear on the plat of (*name of subdivision)*, recorded on *(date and month)*, *(year)*, in Volume *(number)*, page *(number or when applicable film code numbers)* of the map records of Fort Bend County, Texas:

(Provide brief explanation of corrections required.)

/s/ (Signature of Certified Public Surveyor) (Print name)

Texas Registration No._____

(Affix seal)

I, (we), *(name(s) of owner(s))*, owner(s) of the property directly affected by this amending plat, being lot(s)_____out of the block(s)_____as indicated hereon, do hereby consent to this amending plat for the purposes herein expressed.

/s/ (Signature of owner(s)) (Print name)

NOTE: All owners' signatures shall be acknowledged by a Notary Public.

APPROVED BY THE CITY OF MISSOURI CITY, TEXAS, PLANNING COMMISSION (or DIRECTOR OF DEVELOPMENT SERVICES) on *(date, month, and year)*.

/s/ (Signature of Chairman or Vice-Chairman or Director of Development Services) Chairman or Vice-Chairman or Director of Development Services

/s/ (print name)
(Affix Commission seal)

/s/ (Signature of Secretary) Secretary

/s/ (print name)
(Affix Commission seal)

APPENDIX K. – STANDARD NOTES

The following notes shall be placed on the face of all preliminary and final plats.

1) The following note shall be added to the plat as requested by Ft. Bend County: "All of the property subdivided in the above and foregoing plat is within the incorporated boundaries of the City of Missouri City, Texas."

2) Shared access and parking facilities shall be provided as required under the provisions of Subsection 82-159 of the Code of Ordinances of the City of Missouri City.

3) In accordance with Center Point Energy Electrical Service Manual, Article 421.2, electric meters shall be located in a position that is accessible at all times without customer assistance. Access to the meter shall not be blocked by gates, walls or fences.

4) Driveway approaches shall be provided in accordance with the Missouri City Driveway Approach Policy as required under the provisions of Subsection 82-160 of the Code of Ordinances of the City of Missouri City, Texas.

5) Sidewalks shall be constructed as required by Subsection 82-164 of the Code of Ordinances of the City of Missouri City, Texas.

6) All drainage and floodway easements shall be kept clear of fences, buildings, plantings and other obstructions to the operations and maintenance of the drainage facility as required by Subsection 82-168(d) of the Code of Ordinances of the City of Missouri City, Texas.

7) The City of Missouri City shall not be responsible for maintenance of driveways, sidewalks, emergency access easements, recreational areas and open space; and the _(insert name)_ Homeowners' Association shall be responsible for such maintenance of driveways, emergency access easements, recreational areas and open spaces as required by Section 3.C.(14) of the Platting Manual of the City of Missouri City (September 2019).

8) All required utility companies have been contacted and all public utility easements as shown on the above and foregoing plat constitute all of the easements required by the utility companies contacted.

9) There are no existing and proposed pipeline easements within the limits of the subdivision. – OR – All existing and proposed pipelines or pipeline easements through the subdivision have been shown.

10) The following note must be provided if pipelines or pipeline easements exist within or adjacent to the subdivision for a distance of not less than 200 feet: "Buildings shall be set back a minimum distance of 30 feet from any pipeline or 15 feet from any pipeline easement, whichever distance is greater."

11) No building or other permit, except permits for construction of public improvements will be issued by the City of Missouri City, Texas, for construction within this subdivision until such time as all public improvements of the subdivision have been constructed by the developer

and accepted by the City or the guarantee of construction of public improvements required by Subsection 82-206 of the Code of Ordinances of the City of Missouri City, Texas, is submitted to and approved by the City.

12) All slab elevations shall be one foot above the 100-year flood elevation as established by FEMA as per Section 3.C.(13) of the Platting Manual of the City of Missouri City (September 2019).

13) Required fire flows shall be provided based on the size and construction of all buildings as required by the International Fire Code as adopted by the City.

14) The placement of fire hydrants shall be provided based on the minimum distance requirements as established in the International Fire Code as adopted by the City (500 feet for residential development and 300 feet for commercial development). All fire hydrants shall be installed according to the International Fire Code as adopted by the City.

House Bill 3167 Implementation[1]

	Pearland	Stafford	Sugar Land
Preliminary Plat Retained?	Yes	No	Optional
Adopt Changes by Sept. 1?	No	No	No
Filed when received or date certain?	When received	When received	Undecided

[1] The information provided by this document is preliminary and based on an informal survey of the specified cities.

CITY COUNCIL
AGENDA ITEM COVER MEMO

September 3, 2019

To: Mayor and City Council
Agenda Items: 7(b)(2) Public hearing to receive comments for or against a resolution electing to participate in tax abatement; reauthorizing guidelines and criteria governing city tax abatement agreements; providing for repeal; and providing for severability

Submitted by: Joseph Esch, Economic Development

SYNOPSIS

Hold a public hearing to receive comments for or against a resolution electing to participate in tax abatement; reauthorizing guidelines and criteria governing city tax abatement agreements.

STRATEGIC PLAN 2019 GOALS ADDRESSED

- Create a great place to live
- Maintain a financially sound City
- Grow business investments in Missouri City
- Have quality development through buildout

BACKGROUND

The City's economic development efforts have been a critical contributory factor to the successful development of commercial areas as well as the attraction, retention and expansion of business enterprise. One of the primary tools the City has utilized in its economic development efforts is value added tax abatement.

Per state requirements, to use tax abatement as one of its economic development tools the city must adopt guidelines every two years. The current guidelines were adopted two years ago and must now be readopted.

The state passed new legislation last session that requires the city to hold a public hearing as a part of the re-adoption process.

This agenda item would readopt the currently approved guidelines with no changes.

SUPPORTING MATERIALS

1. Resolution
2. Exhibit A – Tax Abatement Guidelines and Criteria

STAFF'S RECOMMENDATION

Staff recommends holding public hearing and approving resolution reauthorizing the tax abatement guidelines.

Director Approval: Joseph Esch, Economic Development

Assistant City Manager/
City Manager Approval: Anthony J. Snipes, City Manager

RESOLUTION NO. R-19-__

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSOURI CITY, TEXAS, ELECTING TO PARTICIPATE IN TAX ABATEMENT; REAUTHORIZIG GUIDELINES AND CRITERIA GOVERNING CITY TAX ABATEMENT AGREEMENTS; PROVIDING FOR REPEAL; AND PROVIDING FOR SEVERABILITY.

* * * * * *

WHEREAS, taxing entities in the State of Texas are authorized to provide tax abatements for economic development, pursuant to Chapter 312 of the Texas Tax Code; and

WHEREAS, Texas law requires an eligible taxing jurisdiction to establish guidelines and criteria as to eligibility for tax abatement agreements prior to the granting of any future tax abatement; and

WHEREAS, pursuant to House Bill 3143 of the 86th Regular Session of the Texas Legislature (House Bill 3143), before the governing body of a taxing unit may adopt, amend, repeal, or reauthorize guidelines and criteria, the body must hold a public hearing regarding the proposed adoption, amendment, repeal, or reauthorization at which members of the public are given the opportunity to be heard; and

WHEREAS, pursuant to Resolution No. R-17-23, adopted on September 18, 2017, the City Council of the City of Missouri City adopted amended and restated guidelines and criteria for tax abatement agreements (the "Guidelines and Criteria"); and

WHEREAS, Texas law provides that the Guidelines and Criteria are effective for two years from the date adopted; and

WHEREAS, the City Council seeks to reauthorize the Guidelines and Criteria for economic development in the City of Missouri City; and

WHEREAS, the Guidelines and Criteria shall not be construed as implying or suggesting that the City of Missouri City is under any obligation to provide tax abatement or another incentive to any applicant, and all applicants shall be considered on a case-by-case basis; now, therefore,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MISSOURI CITY, TEXAS:

Section 1. The facts and recitations set forth in the preamble of this Resolution are hereby found to be true and correct.

Section 2. As required by law, the City Council of the City of Missouri City conducted the public hearing on the reauthorization of the Guidelines and Criteria and closed the public hearing prior to the final adoption of this Resolution.

Section 3. That the City of Missouri City hereby elects to become eligible to participate in tax abatement as provided for under the Property Redevelopment and Tax Abatement Act set forth in TEX. TAX CODE ANN. Section 312.001 et seq., as amended.

Section 4. That the City of Missouri City hereby reauthorized its guidelines and criteria governing tax abatement agreements and hereby adopts and reauthorizes the guidelines and criteria governing tax abatement agreements as set forth in Exhibit "A" which is attached hereto and made a part hereof. Such guidelines and criteria shall be effective for a period of two (2) years from the date of adoption of this Resolution.

Section 5. *Repeal*. That Missouri City Resolution No. R-17-23, adopted on September 18, 2017, establishing guidelines and criteria governing tax abatement agreements by the City, is hereby repealed. Any and all resolutions or parts of resolutions inconsistent or in conflict herewith are, to the extent of such inconsistency or conflict, hereby repealed.

Section 6. *Severability.* In the event any clause, phrase, provision, sentence or part of this Resolution or the application of the same to any person or circumstances shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Resolution as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Missouri City, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any part thus declared to be invalid or unconstitutional, or whether there be one or more parts.

PASSED, APPROVED and ADOPTED this 3rd day of September, 2019.

_____
Yolanda Ford, Mayor

ATTEST:

_____
Maria Jackson, City Secretary

APPROVED AS TO FORM:

_____
E. Joyce Iyamu, City Attorney

Exhibit "A"
City of Missouri City
Tax Abatement Guidelines and Criteria

A. Scope of Tax Abatement Guidelines and Criteria

These City of Missouri City Tax Abatement Guidelines and Criteria provide for the availability of tax abatement for new facilities and structures and for the expansion or modernization of existing facilities and structures in the City of Missouri City in accordance with Chapter 312 of the Texas Tax Code.

B. Definitions

1. Abatement means the full or partial exemption of property from ad valorem taxes.

2. City means the City of Missouri City, Texas.

3. District means the Fort Bend Central Appraisal District or the Harris County Appraisal District.

4. Improvements means any new facility or structure or expansion or modernization of an existing facility or structure classified as real property by the District that is not Ineligible Property.

5. Ineligible Property includes:

    a. Land;

    b. Except for an Abatement granted pursuant to Subsection C.3, real property used for residential purposes;

    c. Real property with a productive life of less than 10 years;

    d. Except for an Abatement granted pursuant to Subsection C.3, real property used primarily to provide retail sales or services to the public;

e. Real property located in a reinvestment zone prior to the effective date of the applicable Abatement agreement;

f. Personal property located on real property in a reinvestment zone prior to the effective date of the applicable Abatement agreement;

g. Personal property utilized for a nonconforming use or located in or on real property that constitutes a nonconforming structure;

h. Real property that constitutes a nonconforming structure or real property on which a nonconforming use or structure is located;

i. Personal property that is classified by the District as inventory or supplies;

i. Any property owned or leased by a member of City Council or the planning and zoning commission on the effective date of the Abatement agreement; and

k. Any other property which is prohibited from receiving Abatement by state law.

6. Owner means the owner of the Real Property to which the Abatement agreement applies.

7. Personal Propertv means any property classified as tangible personal property by the District.

8. Real Property means land or an improvement or other property classified as such under state law.

9. Targeted Business or Industry means a type of business or industry that the City Council determines would primarily fall into one or more of the following classifications:

a. Warehousing and distribution;

b. Biomedical I health;

c. Medical technology research and application;

d. Petrochemical research and product development;

e. Businesses engaged in the research and development and/or manufacturing of measuring, analyzing or controlling instruments;

f. Businesses whose primary source of revenue is engineering services;

g. Software development;

h. Electronics development and/or manufacturing; and

i. Professional and business services.

C. Minimum Qualifications for Abatement

1. Except as set forth in Subsection C.3, the City Council may grant Abatement for Improvements if:

   a. Upon completion:

      i. The Improvements will add at least $2,000,000 of new value to the tax rolls;

      ii. The Improvements will be used by a Targeted Business or Industry; or

iii. The cumulative value of the Improvements and Personal Property exceeds $3,000,000; and

b. A building permit for the Improvements has not been issued by the City.

2. The City Council may grant Abatement for Personal Property if:

a. Either:

i. The Personal Property has a cumulative value of at least $1,000,000; or

ii. The cumulative value of the Improvements and Personal Property will exceed $3,000,000; and

b. The Abatement is for the same year or years as the Abatement of the Improvements if the Personal Property is located on the same property as Improvements for which an Abatement is being granted.

3. The City Council may grant up to 100% Abatement for Improvements for a maximum of five (5) years if:

a. The Improvements are located or are to be located along one of the following roadways:

i. On Texas Parkway, from the intersection of Texas Parkway and U.S. Highway 90 Alternate (US 90A) to the southeastern most City limits;

ii. On Cartwright Road, from the intersection of Texas Parkway and Cartwright Road to the eastern boundary of Brightwater Estates residential subdivision to the east of Cartwright Road and the eastern boundary of the Enclave residential subdivision to the west of Cartwright Road; or

iii. On Farm to Market Road 1092 (F.M. 1092/Murphy Road), from the intersection of F.M. 1092/Murphy Road and Cartwright Road to the northern most City limits;

b. The Improvements will add at least $500,000 of new value to the tax rolls;

c. The Improvements are owned and occupied by the applicant; and

d. An economic analysis of the Improvements substantiates that the City will receive a positive return on the Abatement.

4. The City Council will not consider Abatement for the following businesses and industries:

a. A business that constitutes a nonconforming use where the business is currently located or where the business is proposed to be located;

b. A flea market, tattoo parlor, or game room;

c. A nail salon, beauty salon, or beauty supply establishment;

d. A gas station or convenience store;

e. A single-family housing development, a townhouse development, a duplex development, a Class B or lower multifamily development, an age-restricted housing development, a workforce housing project, or a similar multifamily development that is not designed as a multifamily dwelling, as such term is defined in Section 4 of the City Zoning Ordinance;

f. A storage facility;

g. A business that is not in good standing with the State of Texas or the City;

h. A business relocating from one location within the City to another location within the City;

i. A new-build multitenant retail building, including, but not limited to, an integrated business development, a shopping center, and a strip shopping center; and

j. A nonprofit establishment.

5. Any property abated must meet all requirements of state law.

D. Factors Considered in Granting Abatement

The City Council may consider the following factors, with item 1 being the highest priority and item 8 being the lowest priority, to determine whether to grant an Abatement:

1. The location of the proposed business with respect to the City's Comprehensive Plan and the City's Strategic Plan;

2. The type, value and productive life of the property to be abated;

3. The number of jobs that will likely be created or retained;

4. The amount of local payroll that will be created;

5. The amount of local sales taxes that will be generated;

6. The increase in tax base during and after the Abatement;

7. The amount of expenditures proposed to be made by the applicant for on-site and off-site public infrastructure required to serve the Improvements; and

8. The amount of local hotel occupancy tax that will be generated.

E. Waiver

The City Council may waive any provision of these guidelines on a case-by-case basis, provided that such waiver serves a public purpose. A waiver that is made pursuant to this subsection shall not prevent the City from imposing any such requirement or provision on a subsequent applicant.

F. Abatement Agreement Requirements

An Abatement agreement shall provide for:

1. The kind, number and location of the Improvements;

2. The annual percentage of Abatement;

3. The duration of the agreement;

4. The recapture of property tax revenue lost, including penalties and interest, as a result of the agreement if the Owner or person with a leasehold interest in taxable property breaches the agreement;

5. A finding of the City Council that the Abatement complies with the guidelines and the intent of the City's economic incentive efforts;

6. The construction of Improvements by "separated contracts," as defined by state law, and the collection and payment of City taxes in accordance with Title 34, Subsection 3.379(b), of the Texas Administrative Code;

7. The annual certification of the Owner or person with a leasehold interest in taxable property certifying that the Owner or person with a leasehold interest in taxable property is in compliance with the Abatement agreement and the Owner or person with a leasehold interest in taxable property will provide, upon the City's request, any information reasonably necessary for the City to determine if the Owner or person with a leasehold interest in taxable property has complied with the Abatement agreement;

8. Limits on the use of the Improvements to the purpose for which the Abatement is granted;

9. City access to the Improvements during regular business hours to determine if the Owner or person with a leasehold interest in taxable property is incompliance with the Abatement agreement;

10. The execution of the Abatement agreement by the lessor and the lessee if a leased facility is granted an Abatement;

11. The recording of a copy of the Abatement agreement in the property records of the county in which the Improvements are located by the Owner or person with a leasehold interest in taxable property; and

12. Any other provision(s) as required by law or required by the City Council.

G. Application and Processing

1. Except as set forth in Subsection C.3, an owner of taxable property or a person with a leasehold interest in taxable property may request Abatement by filing a written application with the City on forms provided by the City for that purpose.

2. The City's Economic Development Director will review the application and make a recommendation to the City's International and Domestic Economic Development Subcommittee, which is charged with economic development oversight. The City's International and Domestic Economic Development Subcommittee will review the Abatement application and the Economic Development Director's recommendation in providing a recommendation to the City Council.

3. Notice of any proposed Abatement to be presented to the City Council shall be given to other taxing jurisdictions in accordance with state law.

4. Abatement agreements must be approved by the affirmative vote of four or more City Council members at a regularly scheduled City Council meeting.

H. City Council Reservation of Rights

The adoption of these guidelines and criteria does not:

1. Limit the City Council's discretion in deciding whether to enter into a specific Abatement agreement; or
2. Create any property, contract or other legal right in any person to have the City Council consider or grant a specific application or request for Abatement.

Council Agenda Item
September 3, 2019

8. **APPOINTMENTS** – *There are no Appointments on this agenda.*

CITY COUNCIL
AGENDA ITEM COVER MEMO

SEPTEMBER 3, 2019

To: Mayor and City Council
Agenda Item: 9(a) Consider and take action on the 2019 proposed ad valorem tax rate (Fiscal Year October 1, 2019 to September 30, 2020). The tax rate will be adopted as an action item at a future meeting.

Submitted by: Allena Portis, Director of Financial Services

SYNOPSIS

To begin the tax rate setting process, the City Council is required to propose a tax rate. This agenda item is for that purpose.

STRATEGIC PLAN 2019 GOALS ADDRESSED

- Maintain a financially sound City

BACKGROUND

To begin the tax rate setting process, the City Council is required to propose a tax rate. This agenda item is for that purpose.

2018 tax rate $0.63000 / $100

Effective tax rate $0.603916/ $100
Rollback rate $0.639873/ $100

If the proposed ad valorem tax rate exceeds the effective tax rate, the Council must take a record vote on the proposed rate and schedule two public hearings before the adoption of the tax rate. The public hearings are scheduled to be held on September 16th and September 23rd . The meeting to vote on the tax rate must take place no less than three days and no more than 14 days after the second public hearing. The property tax rate MUST be adopted at the October 7th meeting to remain in compliance with State Law. If it is not adopted on October 7th, the noticing requirements will need to take place again with the adoption being no later than the 60th day after the date the certified appraisal roll was received from Harris County, which is October 15th. If the property tax rate is not adopted by October 15th, the property tax rate will be limited to the effective tax rate (Tax Code 26.05), resulting in a need to reduce the FY 2020 budget by approximately $2.7 million.

BUDGET ANALYSIS

The FY 2020 budget includes a tax rate of $0.63000, which includes the following components:

Maintenance & Operations (General Fund): $0.46639
Interest & Sinking (Debt Service): $0.16361

The tax rate that is approved in FY2020 will impact the effective maintenance and operations rate in FY2021 and beyond due to the new 3.5% cap in effect with the 2020 tax year. An increase from staff's proposed rate

will increase the maintenance & operation portion of the tax rate, increasing the funding available in the general fund. A decrease in the rate will reduce the funding available in the general fund in FY2020, which may result in the need to reduce the proposed budget. Any decrease will reduce the effective maintenance & operations rate in future years, which will affect the ability to generate necessary general fund revenues without an election.

SUPPORTING MATERIALS

1. Effective Tax Rate calculation

STAFF'S RECOMMENDATION

Staff recommends Council propose a property tax rate, which is the first step in the property tax rate adoption process.

Director Approval: **Allena Portis, Director of Financial Services**

Assistant City Manager/
City Manager Approval: **Anthony J. Snipes, City Manager**

2019 Tax Rate Calculation Worksheet

Date: 08/14/2019 03:06 PM

Taxing Units Other Than School Districts or Water Districts

City of Missouri City — Taxing Unit Name

281-403-8500 — Phone *(area code and number)*

1522 Texas Parkway, Missouri City, TX 77459-4444 — Taxing Unit's Address, City, State, ZIP Code

Taxing Unit's Website Address

GENERAL INFORMATION: Tax Code Section 26.04(c) requires an officer or employee designated by the governing body to calculate the effective tax rate and rollback tax rate for the taxing unit. These tax rates are expressed in dollars per $100 of taxable value calculated. The calculation process starts after the chief appraiser delivers to the taxing unit the certified appraisal roll and the estimated values of properties under protest.

School districts do not use this form, but instead use Comptroller Form 50-859 Tax Rate Calculation Worksheet for School Districts.

Water districts as defined under Water Code Section 49.001(1) do not use this form, but instead use Comptroller Form 50-858 Water District Rollback Tax Rate Worksheet.

This worksheet is provided to assist taxing units in determining tax rates. The information provided in this worksheet is offered as technical assistance and not legal advice. Taxing units should consult legal counsel for interpretations of law regarding tax rate preparation and adoption.

SECTION 1: Effective Tax Rate (No New Taxes)

The effective tax rate enables the public to evaluate the relationship between taxes for the prior year and for the current year based on a tax rate that would produce the same amount of taxes (no new taxes) if applied to the same properties that are taxed in both years. When appraisal values increase, the effective tax rate should decrease.

The effective tax rate for a county is the sum of the effective tax rates calculated for each type of tax the county levies.

Effective Tax Rate Activity	Amount/Rate
1. 2018 total taxable value. Enter the amount of 2018 taxable value on the 2018 tax roll today. Include any adjustments since last year's certification; exclude Tax Code Section 25.25(d) one-third over-appraisal corrections from these adjustments. This total includes the taxable value of homesteads with tax ceilings (will deduct in Line 2) and the captured value for tax increment financing (will deduct taxes in Line 14).[1]	$6,628,874,697
2. 2018 tax ceilings. Counties, cities and junior college districts. Enter 2018 total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision in 2018 or a prior year for homeowners age 65 or older or disabled, use this step.[2]	$0
3. Preliminary 2018 adjusted taxable value. Subtract Line 2 from Line 1.	$6,628,874,697
4. 2018 total adopted tax rate.	$0.630000/$100
5. 2018 taxable value lost because court appeals of ARB decisions reduced 2018 appraised value.	
A. **Original 2018 ARB Values.**	$77,433,295
B. **2018 values resulting from final court decisions.**	$58,941,934
C. **2018 value loss.** Subtract B from A.[3]	$18,491,361
6. 2018 taxable value, adjusted for court-ordered reductions. Add Line 3 and Line 5C.	$6,647,366,058
7. 2018 taxable value of property in territory the taxing unit deannexed after Jan. 1, 2018. Enter the 2018 value of property in deannexed territory.[4]	$0
8. 2018 taxable value lost because property first qualified for an exemption in 2019.	

Note that lowering the amount or percentage of an existing exemption does not create a new exemption or reduce taxable value. If the taxing unit increased an original exemption, use the difference between the original exempted amount and the increased exempted amount. Do not include value lost to freeport or goods-in-transit exemptions. A. **Absolute exemptions.** Use 2018 market value: B. **Partial exemptions.** 2019 exemption amount or 2019 percentage exemption times 2018 value: C. **Value loss.** Add A and B.[5]	 $13,364 $6,730,051 $6,743,415
9. 2018 taxable value lost because property first qualified for agricultural appraisal (1-d or 1-d-1), timber appraisal, recreational/scenic appraisal or public access airport special appraisal in 2019. Use only properties that qualified in 2019 for the first time; do not use properties that qualified in 2018. A. **2018 market value:** B. **2019 productivity or special appraised value:** C. **Value loss.** Subtract B from A.[6]	 $0 $0 $0
10. Total adjustments for lost value. Add lines 7, 8C and 9C.	$6,743,415
11. 2018 adjusted taxable value. Subtract Line 10 from Line 6.	$6,640,622,643
12. Adjusted 2018 taxes. Multiply Line 4 by Line 11 and divide by $100.	$41,835,922
13. Taxes refunded for years preceding tax year 2018. Enter the amount of taxes refunded by the taxing unit for tax years preceding tax year 2018. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for tax year 2018. This line applies only to tax years preceding tax year 2018.[7]	$166,630
14. Taxes in tax increment financing (TIF) for tax year 2018. Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the taxing unit has no 2019 captured appraised value in Line 16D, enter 0.[8]	$3,520,533
15. Adjusted 2018 taxes with refunds and TIF adjustment. Add Lines 12 and 13, subtract Line 14.[9]	$38,482,019
16. Total 2019 taxable value on the 2019 certified appraisal roll today. This value includes only certified values and includes the total taxable value of homesteads with tax ceilings (will deduct in Line 18). These homesteads include homeowners age 65 or older or disabled.[10] A. **Certified values:** B. **Counties:** Include railroad rolling stock values certified by the Comptroller's office: C. **Pollution control and energy storage system exemption :** Deduct the value of property exempted for the current tax year for the first time as pollution control or energy storage system property: **D. Tax increment financing:** Deduct the 2019 captured appraised value of property taxable	 $6,983,249,124 $0 $0 $578,971,361

by a taxing unit in a tax increment financing zone for which the 2019 taxes will be deposited into the tax increment fund. Do not include any new property value that will be included in Line 21 below.[11] E. **Total 2019 value.** Add A and B, then subtract C and D.	$6,404,277,763
17. Total value of properties under protest or not included on certified appraisal roll.[12] A. **2019 taxable value of properties under protest.** The chief appraiser certifies a list of properties still under ARB protest. The list shows the appraisal district's value and the taxpayer's claimed value, if any, or an estimate of the value if the taxpayer wins. For each of the properties under protest, use the lowest of these values. Enter the total value.[13]	$70,366,188
B. **2019 value of properties not under protest or included on certified appraisal roll.** The chief appraiser gives taxing units a list of those taxable properties that the chief appraiser knows about, but are not included in the appraisal roll certification. These properties also are not on the list of properties that are still under protest. On this list of properties, the chief appraiser includes the market value, appraised value and exemptions for the preceding year and a reasonable estimate of the market value, appraised value and exemptions for the current year. Use the lower market, appraised or taxable value (as appropriate). Enter the total value.[14]	$17,675,954
C. **Total value under protest or not certified:** Add A and B.	$88,042,142
18. 2019 tax ceilings. Counties, cities and junior colleges enter 2019 total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing units adopted the tax ceiling provision in 2018 or a prior year for homeowners age 65 or older or disabled, use this step.[15]	$0
19. 2019 total taxable value. Add Lines 16E and 17C. Subtract Line 18.	$6,492,319,905
20. Total 2019 taxable value of properties in territory annexed after Jan. 1, 2018. Include both real and personal property. Enter the 2019 value of property in territory annexed.[16]	$196,537
21. Total 2019 taxable value of new improvements and new personal property located in new improvements. New means the item was not on the appraisal roll in 2018. An improvement is a building, structure, fixture or fence erected on or affixed to land. New additions to existing improvements may be included if the appraised value can be determined. New personal property in a new improvement must have been brought into the taxing unit after Jan. 1, 2018, and be located in a new improvement. New improvements **do** include property on which a tax abatement agreement has expired for 2019.[17]	$120,045,366
22. Total adjustments to the 2019 taxable value. Add Lines 20 and 21.	$120,241,903
23. 2019 adjusted taxable value. Subtract Line 22 from Line 19.	$6,372,078,002
24. 2019 effective tax rate. Divide Line 15 by Line 23 and multiply by $100.[18]	$0.603916/$100
25. COUNTIES ONLY. Add together the effective tax rates for each type of tax the county levies. The total is the 2019 county effective tax rate.[19]	

[1]Tex. Tax Code Section 26.012(14)
[2]Tex. Tax Code Section 26.012(14)
[3]Tex. Tax Code Section 26.012(13)
[4]Tex. Tax Code Section 26.012(15)
[9]Tex. Tax Code Section 26.012(13)
[10]Tex. Tax Code Section 26.012
[11]Tex. Tax Code Section 26.03(c)
[12]Tex. Tax Code Section 26.01(c) and (d)

[5]Tex. Tax Code Section 26.012(15)
[6]Tex. Tax Code Section 26.012(15)
[7]Tex. Tax Code Section 26.012(13)
[8]Tex. Tax Code Section 26.03(c)
[13]Tex. Tax Code Section 26.01(c)
[14]Tex. Tax Code Section 26.01(d)
[15]Tex. Tax Code Section 26.012(6)
[16]Tex. Tax Code Section 26.012(17)

SECTION 2: Rollback Tax Rate

The rollback tax rate is split into two separate rates:

1. **Maintenance and Operations (M&O):** The M&O portion is the tax rate that is needed to raise the same amount of taxes that the taxing unit levied in the prior year plus eight percent. This rate accounts for such things as salaries, utilities and day-to-day operations.
2. **Debt:** The debt tax rate includes the debt service necessary to pay the taxing unit's debt payments in the coming year. This rate accounts for principal and interest on bonds and other debt secured by property tax revenue.

The rollback tax rate for a county is the sum of the rollback tax rates calculated for each type of tax the county levies. In most cases the rollback tax rate exceeds the effective tax rate, but occasionally decreases in a taxing unit's debt service will cause the effective tax rate to be higher than the rollback tax rate.

Rollback Tax Rate Activity	Amount/Rate
26. 2018 maintenance and operations (M&O) tax rate.	$0.460000/$100
27. 2018 adjusted taxable value. Enter the amount from Line 11.	$6,640,622,643
28. 2018 M&O taxes.	
A. Multiply Line 26 by Line 27 and divide by $100.	$30,546,864
B. **Cities, counties and hospital districts with additional sales tax:** Amount of additional sales tax collected and spent on M&O expenses in 2018. Enter amount from full year's sales tax revenue spent for M&O in 2018 fiscal year, if any. Other taxing units enter 0. Counties exclude any amount that was spent for economic development grants from the amount of sales tax spent.	$0
C. **Counties:** Enter the amount for the state criminal justice mandate. If second or later year, the amount is for increased cost above last year's amount. Other taxing units enter 0.	$0
D. **Transferring function:** If discontinuing all of a department, function or activity and transferring it to another taxing unit by written contract, enter the amount spent by the taxing unit discontinuing the function in the 12 months preceding the month of this calculation. If the taxing unit did not operate this function for this 12-month period, use the amount spent in the last full fiscal year in which the taxing unit operated the function. The taxing unit discontinuing the function will subtract this amount in H below. The taxing unit receiving the function will add this amount in H below. Other taxing units enter 0.	$0
E. **Taxes refunded for years preceding tax year 2018:** Enter the amount of M&O taxes refunded in the preceding year for taxes before that year. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for tax year 2018. This line applies only to tax years preceding tax year 2018.	$123,411
F. **Enhanced indigent health care expenditures:** Enter the increased amount for the current year's enhanced indigent health care expenditures above the preceding tax year's enhanced indigent health care expenditures, less any state assistance.	$0
G. **Taxes in TIF:** Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the taxing unit has no 2019 captured appraised value in Line 16D, enter 0.	$2,570,548
H. Adjusted M&O Taxes. Add A, B, C, E and F. For taxing unit with D, subtract if discontinuing function and add if receiving function. Subtract G.	$28,099,727

29. 2019 adjusted taxable value. Enter Line 23 from the Effective Tax Rate Worksheet.	$6,372,078,002
30. 2019 effective maintenance and operations rate. Divide Line 28H by Line 29 and multiply by $100.	$0.440982/$100
31. 2019 rollback maintenance and operation rate. Multiply Line 30 by 1.08.	$0.476260/$100
32. Total 2019 debt to be paid with property taxes and additional sales tax revenue. Debt means the interest and principal that will be paid on debts that: (1) are paid by property taxes, (2) are secured by property taxes, (3) are scheduled for payment over a period longer than one year and (4) are not classified in the taxing unit's budget as M&O expenses. A. **Debt** also includes contractual payments to other taxing units that have incurred debts on behalf of this taxing unit, if those debts meet the four conditions above. Include only amounts that will be paid from property tax revenue. Do not include appraisal district budget payments. Enter debt amount. B. Subtract **unencumbered fund amount** used to reduce total debt. C. Subtract **amount paid** from other resources. D. **Adjusted debt.** Subtract B and C from A.	$10,622,310 $0 $0 $10,622,310
33. Certified 2018 excess debt collections. Enter the amount certified by the collector.	$0
34. Adjusted 2019 debt. Subtract Line 33 from Line 32D.	$10,622,310
35. Certified 2019 anticipated collection rate. Enter the rate certified by the collector. If the rate is 100 percent or greater, enter 100 percent.	100.00%
36. 2019 debt adjusted for collections. Divide Line 34 by Line 35	$10,622,310
37. 2019 total taxable value. Enter the amount on Line 19.	$6,492,319,905
38. 2019 debt tax rate. Divide Line 36 by Line 37 and multiply by $100.	$0.163613/$100
39. 2019 rollback tax rate. Add Lines 31 and 38.	$0.639873/$100
40. COUNTIES ONLY. Add together the rollback tax rates for each type of tax the county levies. The total is the 2019 county rollback tax rate.	

SECTION 3: Additional Sales Tax to Reduce Property Taxes	
Cities, counties and hospital districts may levy a sales tax specifically to reduce property taxes. Local voters by election must approve imposing or abolishing the additional sales tax. If approved, the taxing unit must reduce its effective and rollback tax rates to offset the expected sales tax revenue. This section should only be completed by a county, city or hospital district that is required to adjust its effective tax rate and/or rollback tax rate because it adopted the additional sales tax.	
Activity	**Amount/Rate**
41. Taxable Sales. For taxing units that adopted the sales tax in November 2018 or May 2019, enter the Comptroller's estimate of taxable sales for the previous four quarters.[20] Estimates of taxable sales may be obtained through the Comptroller's **Allocation Historical Summary** webpage. Taxing units that adopted the sales tax before November 2018, skip this line.	$0
42. Estimated sales tax revenue. Counties exclude any amount that is or will be spent for economic development grants from the amount of estimated sales tax revenue.[21] **Taxing units that adopted the sales tax in November 2018 or in May 2019.** Multiply the amount on Line 41 by the sales tax rate (.01, .005 or .0025, as applicable) and multiply the result by .95.[22] **- or -** **Taxing units that adopted the sales tax before November 2018.** Enter the sales tax revenue for the previous four quarters. Do not multiply by .95.	$0
43. 2019 total taxable value. Enter the amount from Line 37 of the Rollback Tax Rate Worksheet.	$6,492,319,905
44. Sales tax adjustment rate. Divide Line 42 by Line 43 and multiply by $100.	$0/$100
45. 2019 effective tax rate, unadjusted for sales tax.[23] Enter the rate from Line 24 or 25, as applicable, on the Effective Tax Rate Worksheet.	$0.603916/$100
46. 2019 effective tax rate, adjusted for sales tax. **Taxing units that adopted the sales tax in November 2018 or in May 2019.** Subtract Line 44 from Line 45. Skip to Line 47 if you adopted the additional sales tax before November 2018.	$0.603916/$100
47. 2019 rollback tax rate, unadjusted for sales tax.[24] Enter the rate from Line 39 or 40, as applicable, of the Rollback Tax Rate Worksheet.	$0.639873/$100
48. 2019 rollback tax rate, adjusted for sales tax. Subtract Line 44 from Line 47.	$0.639873/$100

[17]Tex. Tax Code Section 26.012(17)
[18]Tex. Tax Code Section 26.04(c)
[19]Tex. Tax Code Section 26.04(d)
[20]Tex. Tax Code Section 26.041(d)
[21]Tex. Tax Code Section 26.041(i)
[22]Tex. Tax Code Section 26.041(d)
[23]Tex. Tax Code Section 26.04(c)
[24]Tex. Tax Code Section 26.04(c)

SECTION 4: Additional Rollback Protection for Pollution Control

A taxing unit may raise its rate for M&O funds used to pay for a facility, device or method for the control of air, water or land pollution. This includes any land, structure, building, installation, excavation, machinery, equipment or device that is used, constructed, acquired or installed wholly or partly to meet or exceed pollution control requirements. The taxing unit's expenses are those necessary to meet the requirements of a permit issued by the Texas Commission on Environmental Quality (TCEQ). The taxing unit must provide the tax assessor with a copy of the TCEQ letter of determination that states the portion of the cost of the installation for pollution control.

This section should only be completed by a taxing unit that uses M&O funds to pay for a facility, device or method for the control of air, water or land pollution.

Additional Rollback Protection for Pollution Control Activity	Amount/Rate
49. Certified expenses from the Texas Commission on Environmental Quality (TCEQ). Enter the amount certified in the determination letter from TCEQ.[25] The taxing unit shall provide its tax assessor-collector with a copy of the letter.[26]	$0
50. 2019 total taxable value. Enter the amount from Line 37 of the Rollback Tax Rate Worksheet.	$6,492,319,905
51. Additional rate for pollution control. Divide Line 49 by Line 50 and multiply by $100.	$0/$100
52. 2019 rollback tax rate, adjusted for pollution control. Add Line 51 to one of the following lines (as applicable): Line 39, Line 40 (counties) or Line 48 (taxing units with the additional sales tax).	$0.639873/$100

SECTION 5: Total Tax Rate

Indicate the applicable total tax rates as calculated above.

Effective tax rate (Line 24; line 25 for counties; or line 46 if adjusted for sales tax)	$0.603916
Rollback tax rate (Line 39; line 40 for counties; or line 48 if adjusted for sales tax)	$0.639873
Rollback tax rate adjusted for pollution control (Line 52)	$0.639873

SECTION 6: Taxing Unit Representative Name and Signature

Enter the name of the person preparing the tax rate as authorized by the taxing unit.

print here Carrie Surratt

Printed Name of Taxing Unit Representative

sign here _____ _____

Taxing Unit Representative Date

[25]Tex. Tax Code Section 26.045(d)

[26]Tex. Tax Code Section 26.045(i)

CITY COUNCIL
AGENDA ITEM COVER MEMO

September 3, 2019

To: Mayor and City Council
Agenda Item: 9(b) Consider authorizing a professional services contract for city-wide pavement condition assessment and sidewalk evaluation

Submitted by: Cliff Brouhard, P.E., Assistant Director of Public Works

SYNOPSIS

Staff is requesting authorization to award a contract for pavement condition assessment and sidewalk evaluation services city-wide, as part of the City's Pavement Management and Maintenance Program (PMMP).

STRATEGIC PLAN 2019 GOALS ADDRESSED

- Create a great place to live
- Have quality development through buildout

BACKGROUND

Traditionally, for the past few years, Public Works Department is allocated approximately $1.1 million funding through METRO reimbursements for the pavement and sidewalk rehabilitation programs. Of the $1.1 million, approximately $700,000 is allocated for the Pavement Maintenance and Management Program (PMMP) and $400,000 for the sidewalk rehabilitation program city-wide. A comprehensive and independent evaluation of the City's pavement and sidewalk infrastructure helps guide future projects and expenditures. This is also helps in ranking and prioritizing infrastructure improvements based on funding constraints.

The proposed pavement evaluations will provide a condition rating for the entire street network within the City limits of Missouri City, excluding any privately maintained streets. This evaluation will also include a comprehensive and independent evaluation of sidewalks that will provide a condition rating for the entire sidewalk network within the City limits of Missouri City, excluding any privately maintained sidewalks along businesses and in private subdivisions.

The last comprehensive city-wide pavement and sidewalk assessment program was completed in 2013 and was authorized by City Council in 2012. Since then, the City in general has used this information to program future roadway rehabilitation and reconstruction projects as well as prioritizing sidewalk repair locations city-wide. As updated to City Council during the January 28, 2019 infrastructure presentation, we are coming to the end of the identified roadway reconstruction projects and also recently completed the one-time bond funding project ($2 Million) that addressed sidewalk rehabilitation city-wide. It is now time to re-evaluate the City's pavement and sidewalk infrastructure, prioritize projects based on funding capacity, and to re-program these projects in the City's Capital Improvement Program (CIP). With this objective, on April 2, 2019, Missouri City posted a Request for Qualifications (RFQ) No. 19-330 for city-wide pavement and sidewalk evaluations and received on April 23, 2019 qualifications from five (5) firms listed below:

Amani Engineering, Inc.
Dynatest North America, Inc.
IMS Infrastructure Management Services, LLC
Carl D. Rascoe, P.E.
Fugro USA Land, Inc.

Per the 2013 City Council adopted Consultant Selection Policy, Staff performed an evaluation of the above firms using the following criteria:

- The qualifications of the assigned Principal/Project Manager/Design Architect/Engineer.
- The firm's past experience in performing similar assignments for other owners, and the overall reputation of the firm.
- The depth of experience of the firm in the particular field.
- Ability to assign qualified engineering staff that will be in responsible charge of the project and will be able to complete the work.
- Location of project staff with respect to the general geographic area of the project.
- The consultant has, on past projects, demonstrated innovative concepts.
- Suggested project approach.
- Previous experience on municipal projects.
- Knowledge of local conditions.

The top two (2) firms were then invited to present their firms project team, their general project plan, and their work schedule. These top two (2) firms are listed below in no particular order:

1. Dynatest North America, Inc.
2. Fugro USA Land, Inc.

After the face-to-face presentations by the top two (2) firms, the consensus from the staff selection committee was to select Fugro USA Land, Inc. (Fugro) as the most qualified firm to perform these services. Fugro was also the firm that performed these services to the City, back in 2012 - 2013. Staff provided this recommendation to the PDI committee on July 30, 2019 and received authorization to begin negotiations with Fugro to develop a scope, schedule and a fee estimate. Since then, Public Work staff has negotiated and obtained the attached proposal from Fugro, which includes the scope of work, schedule and a fee estimate. Staff has determined to move forward with only the "Base Services" as identified in the attached proposal from Fugro.

Funding for the pavement evaluation is derived from Metro funds allocated for the FY19 PMMP and available Bond funding within the sidewalk rehabilitation program.

BUDGET/FISCAL ANALYSIS

Funding Source	Account Number	Project Code/Name	FY19 Funds Budgeted	FY19 Funds Available	Amount Requested
Metro Funds	401-53537-15-401-50063	50063 / Pavement Maintenance and Management Program	$1,103,769	$650,972	$145,500
General Bond	403-54109-40-403-50054	50054 / Sidewalk Repairs	$200,000	$200,000	$139,600

Purchasing Review: Shannon Pleasant, CTPM - Procurement & Risk Manager
Financial/Budget Review: Bertha P. Alexander, Budget & Financial Reporting Manager

Note: Compliance with the conflict of interest questionnaire requirements, if applicable, and the interested party disclosure requirements (HB 1295) has been confirmed/is pending within 30-days of this Council action and prior to execution.

SUPPORTING MATERIALS

1. Proposal from Fugro USA Land, Inc.
2. July 30, 2009 – PDI Committee Packet

STAFF'S RECOMMENDATION

Staff recommends authorizing the City Manager to execute a contract with Fugro USA Land, Inc. for city-wide pavement condition assessment and sidewalk evaluation services for an amount not to exceed $285,100.

Director Approval: **Shashi K. Kumar, P.E.**

Assistant City Manager/
City Manager Approval: **Glen A. Martel**

COST PROPOSAL

CITY OF MISSOURI CITY

PROPOSAL FOR CITY-WIDE PAVEMENT AND SIDEWALK EVALUATIONS RFQ NO. 19-330

City of Missouri City
1522 Texas Parkway
Missouri City, Texas 77489
August 21, 2019

FUGRO
8613 Cross Park Drive
Austin, Texas 78704
T +1 512 977 1800
F +1 512 973 9565

August 21, 2019

City of Missouri City
Attn: Mr. Cliff Brouhard, P.E., PTOE
1522 Texas Parkway
Missouri City, Texas 77489

Re: Proposal for City-Wide Pavement and Sidewalk Evaluations for the City of Missouri City, Texas (RFQ No. 19-330)

Dear Mr. Brouhard:

Fugro USA Land, Inc. (Fugro) is pleased to have been selected to perform the City-Wide Pavement and Sidewalk Evaluation project for Missouri City, Texas, Request For Qualifications No. 19-330. We are submitting this proposal to define the scope of work, schedule, and fee for the project.

Fugro has the needed skill and experience to complete the specified project in the time and to the standards required by the City. We last completed pavement and sidewalk evaluations for the City in 2013, and we will utilize a similar approach for the next round of evaluations to ensure consistency between projects. We look forward to the opportunity to continue working with the City on this new project.

Please do not hesitate to contact Thomas Burchett by phone at 512-977-1853 or by e-mail at TBurchett@fugro.com, if you have questions.

Sincerely,
Fugro USA Land, Inc.

Thomas Burchett, PE
Project Manager

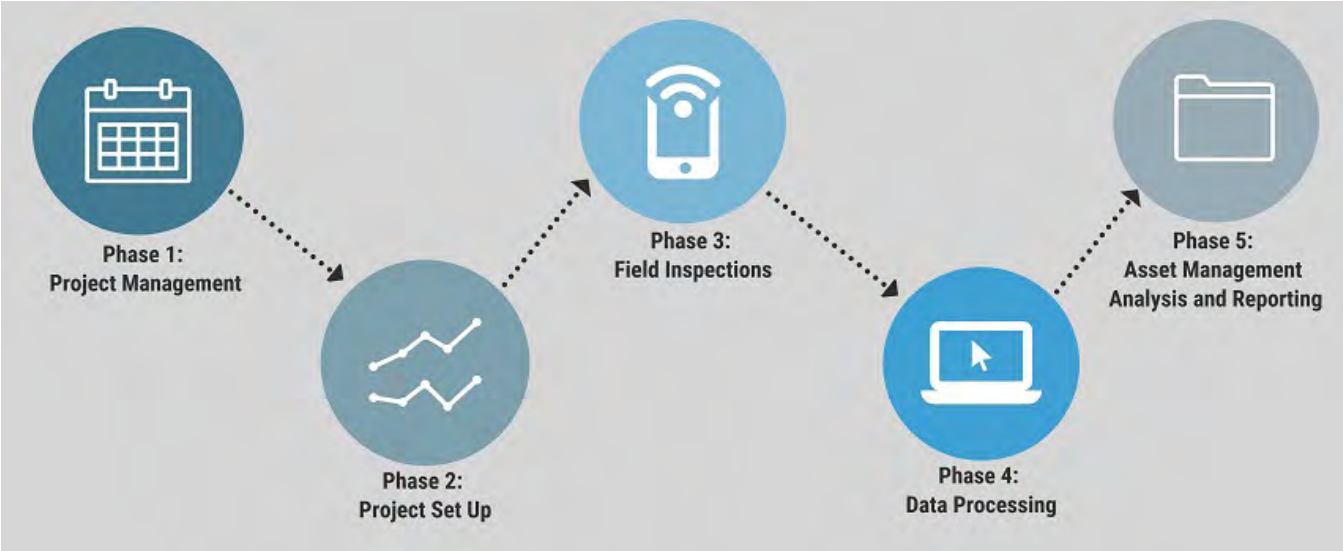
SCOPE OF WORK

Fugro has extensive experience in assignments that are similar in scope to the work required by the City of Missouri City. Fugro performed the previous pavement and sidewalk evaluation for Missouri City in 2013, and we have all the necessary capabilities and equipment to efficiently update the asset management program with the highest level of continuity. We have numerous tools already in place and proven in the 'real world' of data collection and delivery. These tools cover the unique distress manuals, all the internal QA/QC practices to ensure the successful delivery of data to meet and exceed your minimum data delivery requirements as well as our extensive experience to guide the City along in the process. Fugro is an ISO 9001:2000 firm, a certification that recognizes that we documented and implemented a totally integrated quality control and management program.

The project requires a consultant to collect, process, and analyze data for approximately 600 lane miles of streets. Data collection will involve surveying previously documented streets within the City as well as streets constructed since the previous street evaluation. Fugro will utilize the automated inspection techniques implemented during the 2013 pavement evaluation to rate distresses in accordance with ASTM standard D6433 (Standard Practice for Roads and Parking Lots Pavement Condition Index Surveys). Collected data will be imported into a pavement management system (PMS) software in order to perform pavement management analyses.

The project also requires a consultant to collect, process, and analyze data for approximately 2,000,000 linear feet of sidewalks. Fugro will perform a detailed sidewalk inspection that determines the condition of sidewalk segments and identities the precise locations of localized failures. The sidewalk inspection will be conducted on-foot, and photo documentation of localized failures, trees, and other vegetation will be recorded. Data will be collected in accordance with the City's established rating criteria. An executive summary will be provided that includes estimated repair costs per district. Fugro will utilize its own GPS units with sub-meter accuracy during the sidewalk inspection.

The following five sections describe Fugro's project plan for completing the pavement and sidewalk evaluations.



PHASE 1: PROJECT MANAGEMENT

The success of our project will rely on working in conjunction with the City to assure the final project meets or exceeds the City's expectations. The project team will conduct a project kick-off meeting after official notice to proceed. Using information gathered during the project kick-off meeting, the project team will prepare and finalize a detailed work plan and schedule for the City to review and approve before any field data collection begins. The kick-off meeting serves as a foundation for establishing the project plan and deliverables as well as identifying the City's final report format. This initial meeting helps the project team to address any gaps in the project plan and affords the best time and opportunity to address such concerns.

Additional in-person meetings during the duration of the project at key milestones will be scheduled. It is estimated that one mid-project meeting will be required. A final in-person meeting is also necessary for closing out the project, reviewing what is delivered, and addressing any questions or concerns the client may have. This task also encompasses typical correspondence with the client such as e-mail and teleconferences. The project team will provide the City with monthly progress reports.

PHASE 2: PROJECT SET UP

This phase involves gathering and review of existing information that the City has regarding its street and sidewalk networks. Having an open flow of information from the City to the project team and back will help ensure that the most current and accurate data sets are used as a basis for data collection and any additional data gathering that will occur as part of this project. It is during this task that a listing of which information to be collected for each street and sidewalk segment will be determined.

Task 1: Data Gathering

Gathering all available information regarding the City's network is essential to develop a thorough inspection plan and to identify any gaps in the City's current street and sidewalk inventories. It is very important that City personnel take an active role in this process to help ensure that all pertinent information available is provided to the project team.

Fugro will request from the City an up-to-date GIS shapefile of street segments including any newly constructed or annexed street segments for the purposes of routing and navigation. In addition, a current copy of the Cartegraph database will be requested such that we have the ability to use our internal Cartegraph software to complete any data integrity checks and overall analysis.

Task 2: Review of Existing Inventory, GIS, and Other Data Sources

The information gathered in Task 1 of this phase will be reviewed in preparation for field data collection. From the review of existing inventory, GIS, and other available database sources, an official inventory of the roadways to be surveyed for pavement and sidewalk condition will be developed. City staff will be consulted at all times regarding any suggested restructuring of the City's current network segmentation.

If any discrepancies in the data sets of the City are found, the project team will discuss any such issues with the City for further direction. Prior identification of discrepancies helps to reduce difficulties in identifying pavement or sidewalk sections during data collection, and it also reduces the amount of data processing time. The project team has developed a standard set of quality control checks for reviewing existing datasets contained in spreadsheets, databases, and other formats. These checks identify corresponding data fields in each database and compares them for consistency. If critical data fields are missing, the project team will work with City staff to locate the information or plan to collect or gather the information as part of the project.

PHASE 3: FIELD INSPECTIONS

The project team will perform field inspections for the street and sidewalk networks within the City of Missouri City. The following tasks will be completed as part of this phase.

Task 1: Routing

Prior to performing the street or sidewalk inspections, a routing process will be performed based on the final network listing developed during the inventory data gathering task. This information is required for network definition, navigation, and sampling. The routing process defines a data collection packet that will be provided to both street and sidewalk data collection crews.

Task 2: Pavement Field Inspection

Automated pavement distress data will be collected using Fugro's ARAN along the City's street network in accordance with ASTM D6433. The ARAN will collect forward-facing and rear-facing Right-of-Way (ROW) images every 25 feet as well as continuous, downward-facing pavement images along surveyed lanes. One lane will be surveyed along each residential street, and two lanes will be surveyed for arterial streets. Fugro surveyed approximately 290 test miles during the previous pavement evaluation. This proposal will include ARAN data collection for up to 330 test miles.

Fugro will collect longitudinal and transverse profile data to report rutting and International Roughness Index (IRI) measurements along the pavement network. Transverse profile data will be recorded using a line-scan laser system to locate the presence of rutting along surveyed streets. Longitudinal profile data will be recorded using and inertial profiling system in accordance with ASTM E950 (Measuring Longitudinal Profile of Traveled Surfaces with an Accelerometer Established Inertial Profiling Reference). The longitudinal profile data will be used to report an IRI value for each pavement section. The IRI provides an indication of how rough or bumpy streets are while driving.

Fugro will make reasonable effort in the field to maximize the collection of valid PCI and IRI data. Recollection will not be performed for pavement sections with invalidated PCI or IRI data for reasons such as construction, gated communities, or slow travel speeds (i.e., speeds below 15mph impacting IRI values).

Figure 1 - GPS Data Collection System

Task 3: Sidewalk Field Inspection

This task includes the collection of sidewalk condition data for approximately 2,000,000 linear feet of sidewalk. For the sidewalk condition survey, each sidewalk segment will be manually walked by field personnel equipped with a GPS data collection system similar to the system shown in Figure 1. Fugro understands that the City will provide a GPS application for use with our GPS units. The GPS data collection system will be capable of reporting location data with sub-meter accuracy. The collection system allows the user to "login" to each sidewalk asset, and field personnel will be able to assess each sidewalk with a simple user-interface. The operator will be able to:

- Collect bread-crumb trails along sidewalks to confirm and/or produce line work.
- Mark sidewalk defects with a GPS coordinate and associate an image to defects as necessary.
- Take voice notes and make other comments that are associated to each segment.
- If the city can provide a parcel map, the coordinates will automatically assign the defect and sidewalk termini to a street address. This address can easily be adjusted on corner lots to coincide with the main street.

PHASE 4: DATA PROCESSING

This phase involves the processing of the raw pavement and sidewalk condition information collected by the field inspection crews. This phase will involve reviewing the collected field data using software compatible with the data collection units. Once all inspection information has completed QA/QC processing, a shape file and/or geodatabase will be provided to the City.

Task 1: Processing of Pavement Inspection Data

The data collected in the field will be brought back to Fugro offices for post-collection QA/QC and summarization. Fugro will consult with the City as to the format of the data necessary for final deliverable. Pavement inspection data will be loaded to the City's Cartegraph PMS software, and Cartegraph will be used to calculate the PCI for each section. As part of this task, random field inspections will be performed for QA/QC verification to confirm the results of the overall ARAN street inspection.

Task 2: Processing of Sidewalk Inspection Data

QA/QC of collected sidewalk data will be performed using ESRI ArcMap, and collected sidewalk data will be exported to shapefiles compatible with the City's GIS system. Figure 2 below shows an example ArcMap dataset collected in Missouri City using Fugro's GPS data collection system. Failure locations will have photographs and GPS coded so they can be accessed from ArcMap. Data will also be provided in tabular format including Microsoft Access and Excel to the City.

Task 3: iVision Hosting

The City's pavement condition data will be loaded to Fugro's iVision web viewing software. iVision will be provided to the City for a total of five years.

PHASE 5: ASSET MANAGEMENT ANALYSIS AND REPORTING

The project team will also assist the City evaluate street and sidewalk repair needs. This will involve coordination with the City such that all repair and cost information will align with the City's current practices.

Task 1: Update Pavement Management System

Fugro will provide pavement management services to Missouri City. Pavement management helps an agency apply the right treatment to the right pavement at the right time. The project team will review the City's current street maintenance and rehabilitation (M&R) practices and provide feedback and suggestions where improvements can be made. After the City confirms the preferred M&R methods and costs, Fugro will update the City's Cartegraph analysis settings. Once the analysis setting are updated, City staff will be able perform budget analyses in the future.

The pavement management services provided by Fugro will include the following steps:

- Update treatment decision trees
- Update treatments costs
- Configure Cartegraph pavement analysis settings

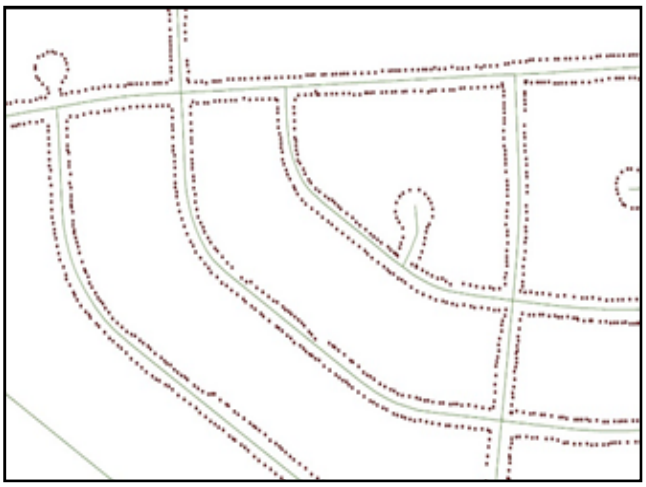


Figure 2 - ArcMap Dataset

Task 2: Pavement Budget Analysis and Work Plan Development

We will use the City's Cartegraph PMS software to run a variety of pavement condition forecasting scenarios to develop an M&R plan that provides the best benefit to the City based on the City's criteria and available budget. These scenarios may include budget-driven models such as modeling the network condition using the City's anticipated budget or target-driven models such as modeling the budget required to maintain the network at its current condition. After the City has reviewed various scenario results, the City will select one scenario for the development of a network-level, 5-year pavement M&R plan. The M&R plan will include information such as PCI, the recommended repair, and the repair cost estimate for each section and each year.

Task 3: Develop Sidewalk Repair Costs

The project team will review the City's current sidewalk repair practices and provide feedback and suggestions where improvements can be made. After the City confirms the preferred repair methods and costs, a full repair cost estimate will be provided. The steps taken during this process will follow the general steps below:

- Develop Repair Strategies (with City's input)
- Develop Unit Costs for Repair Strategies (with City's input)
- Develop Preliminary Repair Listing with Costs
- Review and Finalize Repair Listing (with City's input)

The final product of this task will be a listing of sidewalks and associated repairs. Costs and GPS coordinates for each recommended repair will be provided.

Task 4: Sidewalk Budget Analysis and Work Plan Development

Fugro will work with the City to develop a condition rating scale for the City's sidewalk network. This condition rating scale will take into account the various deficiencies encountered during the sidewalk evaluation, and Fugro will define the impact each sidewalk treatment has on sidewalk condition ratings. The condition rating for each sidewalk segment will be used to project the condition of the sidewalk network over a 5-year period. After analyzing the projected condition of the sidewalk network based on various budget levels, Fugro will create a network-level, 5-year sidewalk work plan using the City's preferred sidewalk repair budget.

Task 5: Final Report

A final report will be prepared to document all field work, data processing, asset management analyses, and results. The report will include an executive summary that outlines estimated repair costs per district for sidewalks. The report will also include maps of pavement condition, sidewalk locations, and sidewalk repair locations. The final report will be provided in both hard-copy and electronic formats, and supporting documents such as spreadsheets and shapefiles will be provided to the City in file formats compatible with City software.

OPTIONAL SERVICES

Fugro can perform various optional services to help the City realize the most benefit from this project. The following subsections describe available optional services. Associated costs for the optional services are described in the "Project Fee" section.

New PMS Software Recommendations

Fugro will work with the City to develop a pavement management system (PMS) software solution that meets the City's needs. We have knowledge of a variety of PMS software applications such as PAVER, StreetSaver, Cartegraph, Lucity, Deighton dTIMS, and Agile Assets, and we will provide a document evaluating various PMS software applications and approximate costs. The document will include our recommendation for the software that best meets the City's needs based on the City's M&R practices, business processes, staff resources, technical expertise, and software budget.

Falling Weight Deflectometer (FWD) Project Recommendations

Fugro will analyze the pavement inspection data to recommend where non-destructive FWD testing could be performed. Candidate projects for FWD testing may include those that require rehabilitation such as overlays in order to determine optimal overlay thicknesses. Fugro will recommend ten project locations for FWD testing as part of this effort.

Falling Weight Deflectometer (FWD) Testing and Analysis

Fugro can perform FWD testing and analysis for the City. FWD testing can be performed at approximately 80 test points per day. These test points may be spaced from 100-foot intervals for project-level testing to 2000-foot intervals for network-level testing. Collected data can be analyzed to determine pavement structure layer moduli and remaining service life. In order to analyze FWD data, the City will need to provide pavement layer thickness information from construction documents or coring/ geotechnical investigations. Traffic control for FWD testing will be the responsibility of the City.

SCHEDULE

Based on Fugro's understanding of the scope of work and amount of effort estimated, it is estimated that 8 months will be required to perform the services described in this proposal from notice to proceed. The proposed schedule is included in Figure 4.

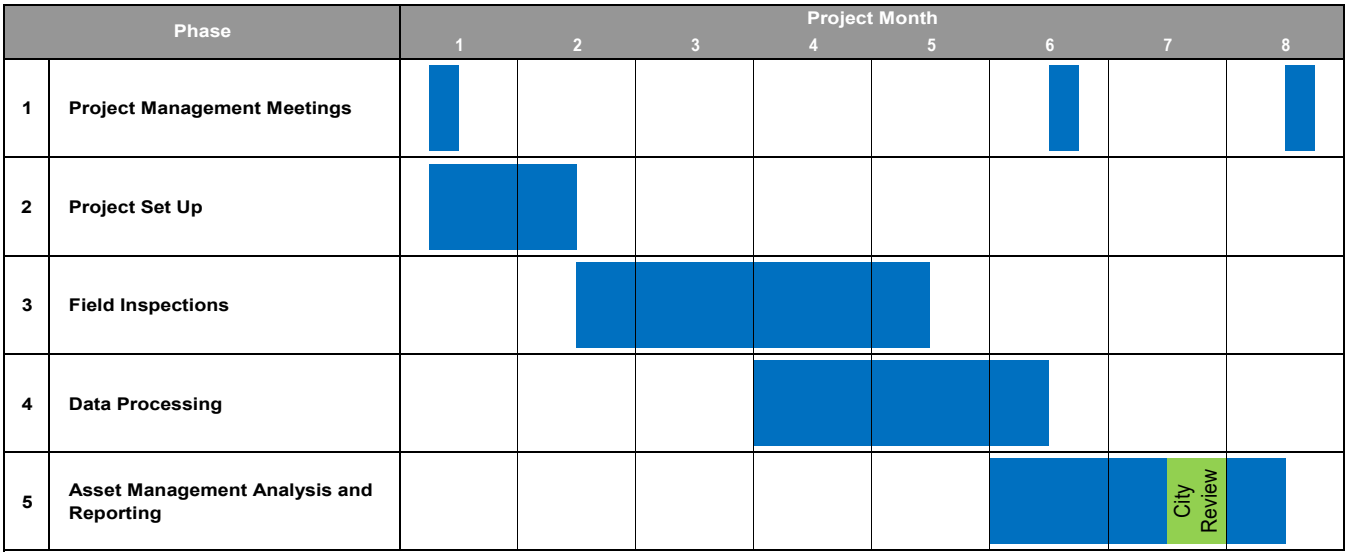


Figure 4 - Schedule

PROJECT FEE

Based on the scope of work outlined above, the cost for this evaluation effort is shown below for up to 330 test miles of pavement and 2,000,000 linear feet of sidewalk.

Base Services		
Phase	**Description**	**Fee ($)**
1	Project Management	38,400
2	Project Setup	10,400
3	Pavement Condition Survey	58,600
3	Sidewalk Condition Survey	64,800
4	Pavement Data Processing	15,500
4	Sidewalk Data Processing	20,300
4	iVision Hosting (5 Years Total)	2,000
5	Pavement Management Analysis and Reporting	32,000
5	Pavement Budget Analysis and Work Plan Development	14,000
5	Sidewalk Analysis and Reporting	15,100
5	Sidewalk Budget Analysis and Work Plan Development	14,000
	Base Total	**285,100**

Optional Services		
Phase	**Description**	**Fee ($)**
-	PMS Software Recommendations	15,000
-	FWD Project Recommendations	12,000
-	FWD Mobilization	1,100
-	FWD Testing (10 Days)	24,800
-	FWD Analysis (For 10 Days of Testing)	25,600
	Optional Services Total	**78,500**

Figure 5 - Project Fee

The fee is based on Fugro's understanding of the pavement consulting services anticipated. All phases will be invoiced as percent complete of the lump sum total for each phase. If changes in work are required or requested, any potential change orders with the City will be negotiated prior to commencing any additional work. The fee will not be exceeded without the City's prior authorization and issue of change order from the City.

The proposed fee does not include PMS software costs. Any licensing or implementation costs required by a third-party vendor for the purchase of a new PMS software will be the responsibility of the City.

CITY OF MISSOURI CITY, TEXAS

PLANNING, DEVELOPMENT AND INFRASTRUCTURE COMMITTEE

Vashaundra Edwards **Chair** Council At Large Position #1	**JEFFREY L. BONEY** Councilmember District B	**FLOYD EMERY** Councilmember District D

A meeting of the Planning, Development and Infrastructure Committee will be held on **Tuesday, July 30, 2019** at **5:30p.m.** in the City Hall, Council Conference Room, 2nd Floor, 1522 Texas Parkway, Missouri City, Texas, 77489, to consider the following:

1. CALL TO ORDER

2. DISCUSSION/POSSIBLE ACTION

(a) Discuss staff recommendation and obtain authorization to begin negotiation with the consultant to scope the Pavement Maintenance and Management Program.

3. ADJOURN

Public Works

1522 Texas Parkway
Missouri City, Texas 77489

Phone: 281.403.8500
www.missouricitytx.gov

To: The Planning, Development & Infrastructure (PDI) Committee

From: Shashi K. Kumar, P.E., Director of Public Works
Cliff Brouhard, P.E., Assistant Director of Public Works

Date: July 30, 2019

Project: City Wide Pavement Maintenance and Management Program (PMMP) and Sidewalk Assessment Program - selection process for professional services (RFQ No.19-330)

Summary

This is an update on the status of selection of a firm to provide professional services for a comprehensive city-wide pavement and sidewalk evaluation program. The Pavement Maintenance and Management Program (PMMP) will provide a condition rating for the entire street network within the City limits of Missouri City, excluding any privately maintained streets. The street network within the City limits is comprised of approximately 90% concrete and 10% asphaltic pavements. The number of lane miles is approximately over 600 miles. This program will also include a comprehensive and independent evaluation of sidewalks that will provide a condition rating for the entire sidewalk network within the City limits of Missouri City, excluding any privately maintained sidewalks along businesses and in private subdivisions.

The last comprehensive city-wide pavement and sidewalk assessment program was completed in 2013 and was authorized by City Council in 2012. Since then, the City in general has used this information to program future roadway rehabilitation and reconstruction projects as well as prioritizing sidewalk repair locations city-wide. As updated to City Council during the January 28, 2019 infrastructure presentation, we are coming to the end of the identified roadway reconstruction projects and also just completed the one-time bond funding project ($2 Million) that addressed sidewalk rehabilitation city-wide. It is now time to re-evaluate the City's pavement and sidewalk infrastructure, prioritize projects based on funding capacity, and to re-program these projects in the City's Capital Improvement Program (CIP). With this objective, on April 2, 2019, Missouri City posted a Request for Qualifications (RFQ) for city-wide pavement and sidewalk evaluations and received on April 23, 2019 qualifications from five (5) firms listed below:

- Amani Engineering, Inc.
- Carl D. Rascoe, P.E.
- Dynatest North America, Inc.
- Fugro USA Land, Inc.
- IMS Infrastructure Management Services, LLC

Per the 2013 City Council adopted Consultant Selection Policy, the above five firms were evaluated by the City's staff selection committee, consisting of five (5) members from the public work department. The staff selection committee members were comprised of two (2) professional engineers, two (2) project managers from the capital projects division, and one (1) GIS professional from the public works geographic information system (GIS) division. The selection committee conducted an objective evaluation of each of the above five (5) firms based on the following criteria:

1522 Texas Parkway
Missouri City, Texas 77489

Phone: 281.403.8500
www.missouricitytx.gov

- The qualifications of the assigned Principal/Project Manager/Design Architect/Engineer.
- The firm's past experience in performing similar assignments for other owners, and the overall reputation of the firm.
- The depth of experience of the firm in the particular field.
- Ability to assign qualified engineering staff that will be in responsible charge of the project and will be able to complete the work.
- Location of project staff with respect to the general geographic area of the project.
- The consultant has, on past projects, demonstrated innovative concepts.
- Suggested project approach.
- Previous experience on municipal projects.
- Knowledge of local conditions.

Per the consultant selection policy, each evaluator evaluated each firm independently and then selected their top two firms based on the firm's responses.

The top two (2) firms were then invited to present their firms project team, their general project plan, and their work schedule. These top two (2) firms are listed below in no particular order:

1. Dynatest North America, Inc.
2. Fugro USA Land, Inc.

After the face-to-face presentations by the top two (2) firms, the consensus from the staff selection committee was to select Fugro USA Land, Inc. as the most qualified firm to perform these services. The two (2) firms were very close in their ability, approach, and schedule. However, Fugro's previous experience in 2013 conducting this evaluation for Missouri City, having existing background data from the previous work endeavor, and also having a Houston Office gave them the added advantage.

Next Steps

Staff recommends to the PDI committee to authorize City's project management staff to begin negotiations with the top ranking firm (Fugro USA Land, Inc.). Following authorization by the PDI Committee to begin negotiations with the top ranking firm, staff will develop a detailed scope, design and cost proposal. Finally, staff will recommend this firm to the City Council for the award of a professional services contract, which is anticipated in August, 2019.

POSTING DATE: APRIL 2, 2019

REQUEST FOR QUALIFICATIONS (RFQ) NO. 19-330
FOR CITY-WIDE PAVEMENT AND SIDEWALK EVALUATIONS
FOR THE CITY OF MISSOURI CITY, TEXAS

COMMODITY CODE(S): 968-62

ISSUED BY THE PURCHASING OFFICE OF THE CITY OF MISSOURI CITY, TEXAS

Sealed responses, subject to the terms and conditions of this RFQ, for the above referenced professional service must be received by the Purchasing Division of the Missouri City, at City Hall, 1522 Texas Parkway, Missouri City, Texas 77489 by **April 23, 2019**. Responses received after the specified time will be returned unopened. All necessary information and addendums may be obtained from the following website: http://www.txsmartbuy.com/sp

_____
LEGAL NAME OF CONTRACTING COMPANY

_____ _____
CONTACT PERSON TITLE

_____
TELEPHONE NUMBER FACSIMILE NUMBER E-MAIL ADDRESS

_____
COMPLETE MAILING ADDRESS CITY/STATE ZIP

_____
COMPLETE STREET ADDRESS (if different) CITY/STATE ZIP

_____
AUTHORIZED SIGNATURE

Alan A. Phillips
Alan.phillips@missouricitytx.gov

SECTION I – GENERAL INFORMATION

SCOPE OF SERVICES

The City of Missouri City is soliciting provider qualifications for pavement and sidewalk evaluation services for the City. The selected firm will perform an evaluation and provide data for inclusion in the City's asset tracking software, Cartegraph. The evaluation will be performed as a survey with photo documentation and will consist of rating individual and block segments. The distresses to be rated will follow the City's established criteria.

The City is seeking qualifications from interested firms. It is the intent of the City to negotiate an agreement with one (1) or more firms.

The responses received will be evaluated and the City will then enter negotiations with the selected respondents with the objective of entering into contract for services at a mutually agreeable cost. All costs involved with preparing a submittal, including any interview travel expenses, are the responsibility of the respondents.

Project Location: All pavement and sidewalks located within the City of Missouri City, Fort Bend County, Texas jurisdiction, excluding private communities.

Providers are requested to offer a submission that meets all requirements contained herein. All costs involved with preparing a proposal for submittal, including interview travel expenses, are the responsibility of the proposal respondents.

GENERAL SPECIFICATIONS/DESCRIPTIONS (PAVEMENT AND SIDEWALK)

PAVEMENT

Engineering services for pavement inspections and rating the City's approximate 600 lane miles of streets utilizing the City's Pavement Management System (PMS) information for Portland Cement Concrete (PCC) or Rigid Pavement streets (90%), Asphaltic Concrete Pavement (ACP) or Flexible Pavement streets (9%), and Gravel (GRV) (1%) for non-paved streets.

This rating evaluation will be performed as a "windshield" inspection. Inspections will consist of rating individual street segments, identified as that which is between node one (beginning street intersection) to node two (next street intersection). The distresses to be rated consist of the following:

PCC or Rigid Pavement	ACP or Flexible Pavement	GRV
Spalling	Rutting	Corrugations
Surface Deterioration	Raveling	Dust
Stabilization	Patching	Pot Holes
Faulting	Alligator Cracking	Ruts
Slab Cracking	Longitudinal Cracking	Loose aggregate
Patching	Transverse Cracking	Ride Quality
Joint Condition	Ride Quality	
Ride Quality		

Each distress will be rated for extent as an estimated percentage of the area and for severity ranging from slight to moderate to severe.

The City of Missouri City's existing data base consists of pavement view and pavement view plus modules in Cartegraph.

As part of the inspection services requested the selected firm will be required to perform the following:

- Identify any current anomalies within the existing data base and make corrective action.
- Update the existing data base records with all new evaluated information.
- The services being requested will require oversight, review and reporting from a registered professional engineer.

The City is seeking statements of qualifications from interested engineering firms. It is the intent of the City to negotiate an agreement with one (1) or more firms.

The responses received will be evaluated and ranked. The City will then enter negotiations with the highest ranked respondents with the objective of entering into contract for services at a mutually agreeable cost. All costs involved with preparing a submittal, including any interview travel expenses, are the responsibility of the respondents.

1. Service Requirements

The vendor awarded the contract will be expected to rate the previously documented streets within the City as well as the streets constructed since the last street evaluation. The successful vendor will be provided by the City of Missouri City with the following resources:

Forms to use in rating streets.
Distress criteria used to determine severity of street damage.
Photo references
Existing segment ratings data for updating.
New street segments for rating.
Segment Evaluation Documents

2. Analysis Standards

Project will be performed in accordance with the following standards:

(a) The City of Missouri City Pavement Management System
(b) The City of Missouri City Rigid, Flexible, and Gravel Pavement Rating Sheets
(c) The City of Missouri City Step Deduct Values Criteria for Rigid, Flexible and Gravel Pavements

3. Deliverables

The awarded firm will be expected to submit the following deliverables as part of the negotiated scope of work:

- Deliverables will include electronic and hard copies of the cost estimates and street analysis documents for this project.

- Electronic copies of spreadsheets and text must be fully compatible with Microsoft Office 2003.

The City reserves the right to increase or decrease the amount of documents as dictated by budgetary restraints or other factors.

SIDEWALKS

1. Service Requirements:

Approximately two million linear feet of sidewalks are located within the City, some of which are experiencing moderate to severe failures. The City of Missouri City's existing data base consists of a sidewalk module in Cartegraph into which the sidewalk evaluation data will be uploaded. The successful vendor will be provided by the City of Missouri City with the following resources:

- A training session explaining the City's sidewalk criteria and Cartegraph system.
- GPS application containing ranking criteria for use in firm's handheld GPS units.

2. Proposed Objectives:

The Public Works Department's Streets and GIS Divisions have set goals for the sidewalk survey. Submitted proposals must meet these goals as a minimum. The goals are as follows:

- Conduct a detailed survey that determines the condition of overall segments (100ft.) and pin points localized failures by X-Y coordinates, all in accordance with the City's established rating criteria.
- Provide electronic survey data that is compatible with the City' Cartegraph asset management software.
- Compile an executive summary of the survey with estimated repair costs per district as defined in the City's sidewalk policy.
- Include photo documentation of localized failures, trees and other vegetation as applicable per City's sidewalk policy.
- Use of firm's own GPS units for which sub-metered accuracy is required.

3. Expected Services:

The selected firm is expected to work closely with the City to provide a detailed, comprehensive and sound technical product that addresses all listed objectives. The consultant firm shall demonstrate necessary technical expertise in analysis and to not only provide a high quality product, but also to serve as competent technical adviser for the City regarding this particular request.

4. Deliverables:

Deliverables will include:

a. Electronic and hard copies of the Executive Summary, fully compatible with Microsoft Office 2003.
b. QA/QC via ArcMap
c. Electronic copy of survey data, fully compatible with Access Databases and the City's GIS system, including but not limited to:
    i. Horizontal Datum for the captured data features shall be in Texas South Central State Plane, NAD83 projection, in Grid units (not surface units).
    ii. Data shall be captured using GPS units having sub meter accuracy or better.
    iii. Right of way / intersection lines
    iv. Street name @ intersection

ESTIMATED PROJECT SCHEDULE

Due date for RFQ:	April 23, 2019
Professional Services Agreement Negotiations:	May/June 2019
Professional Services Agreement Award:	July 2019

All inquiries prior to the due date of the RFQ shall be emailed to Alan A. Phillips, CIP Procurement Specialist, at alan.phillips@missouricitytx.gov

The deadline for submitting questions is 5:00 PM, April 16, 2019.

Note: With the exception of the time and due date of the RFQ, the above schedule is an estimate. The estimated schedule may be modified as schedules and conditions warrant.

SECTION II - SUBMITTAL INSTRUCTIONS

Submit Two (2) copies, one marked as "Original" in a sealed package, along with one (1) electronic thumb drives to:

City of Missouri City
Attn: Purchasing Office
1522 Texas Parkway
Missouri City, Texas 77489.

Submittal package must be sealed and marked with the following:
"RFQ No. 19-330, City-Wide Pavement and Sidewalk Evaluations"

Submittals received after the due date will not be accepted. The City of Missouri City is not responsible for submittals that are not properly marked or are delivered to the incorrect address.

SECTION III- EVALUATION PROCESS

1. GENERAL PROCEDURE

The general procedure for soliciting and evaluating Request for Qualifications consists of:

(a) City staff will evaluate the qualifications received from respondents.

(b) Firms may be invited to appear for separate presentations to City staff. The personnel that will be assigned to the project will conduct the presentation. The presentation should define the respondents understanding of the project, set forth the approach to the project and establish the experience of the personnel assigned to the project.

(c) Negotiations will be initiated with the top-ranked firm. The firm will be contacted and requested to meet with the City to develop a detailed proposed scope of work and a schedule of fees for that work. If the City staff is unable to successfully negotiate a contract with the top-ranking firm, then the City staff will proceed to meet with the second ranking firm and enter negotiations with that firm. This process will be repeated until a successful contract negotiation has occurred, or the City terminates the process.

2. EVALUATION CRITERIA

As a basis for evaluating the qualifications, the following elements merit consideration:

(a) The qualifications of the assigned Principal/Project Manager/Design Architect/Engineer.

(b) The firm's past experience in performing similar assignments for other owners, and the overall reputation of the firm.

(c) The depth of experience of the firm in the particular field.

(d) Ability to assign qualified engineering staff that will be in responsible charge of the project and will be able to complete the work.

(e) Location of project staff with respect to the general geographic area of the project.

(f) The consultant has, on past projects, demonstrated innovative concepts.

(g) Suggested project approach.

(h) Previous experience on municipal projects.

(i) Knowledge of local conditions.

SECTION IV - RESPONDENT SUBMISSION REQUIREMENTS

1. SUGGESTED FORMAT OF RESPONSE

The suggested general format should be as follows:

(a) A letter of interest, signed by a principle of the professional firm, with a statement as to the availability of the firm to complete the work (limited to one page).

(b) A demonstration of the firms understanding of the project through an outline of their suggested approach to the project (limited to five pages).

(c) Evidence of the firm's ability to perform the work.

(d) Experience of the staff who would be assigned to the project team including sub-consultants. Provide name, location, role, percentage of time devoted to the project, related experience, and team experience for each team member. (limit to two pages per team member)

(e) Three sample projects, similar in scope to this project that best illustrates team capabilities (limited to 3 pages per project).

(f) References, including names and telephone numbers of previous clients with similar projects.

SECTION V - GENERAL TERMS AND CONDITIONS

1. NO CONTACT PERIOD

All inquiries regarding this solicitation are to be directed to the designated City Representative identified on the first page of the solicitation. Upon issuance of the solicitation through the pre-award phase and up to the date the City Secretary publicly posts notice of any City Council agenda containing the applicable award, aside from respondent's formal response to the solicitation, through the pre-award phase, written requests for clarification during the period officially designated for such purpose by the City Representative, neither Respondent(s) nor persons acting on their behalf shall communicate with any appointed or elected official or employee of the City of Missouri City, their families or staff through written or oral means in an attempt to persuade or influence the outcome of the award or to obtain or deliver information intended to or which could reasonably result in an advantage to any respondent. However, nothing in this paragraph shall prevent a respondent from making public statements to the City Council convened for a regularly scheduled session after the official selection has been made and placed on the City Council agenda for action, or to a City Council committee convened to discuss a recommendation regarding the solicitation.

2. SPECIFICATION CHANGES

NO PERSON has the authority to verbally alter these specifications. Any changes to specifications will be made in writing and posted to the following site:
http://www.txsmartbuy.com/sp

3. IMPLEMENTATION OF HOUSE BILL 1295

In 2015, the Texas Legislature adopted House Bill 1295, which added section 2252.908 of the Government Code. The law states that a governmental entity or state agency may not enter into certain contracts with a business entity unless the business entity submits a disclosure of interested parties to the governmental entity or state agency at the time the business entity submits the signed contract to the governmental entity or state agency.

The law applies (with a few exceptions) only to a contract between a business entity and a governmental entity or state agency that either (1) requires an action or vote by the governing body of the entity or agency before the contract may be signed or (2) has a value of at least $1 million. The disclosure requirement applies to a contract entered into on or after January 1, 2016.

Any and all resultant contracts of this RFQ will require the contractor to complete the Texas Ethics Commission requirements under the State of Texas House Bill 1295 Certificate of Interested Parties. Login Information, Forms, and Certification download may be obtained at:
https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm

The City strongly encourages respondents to view the instructional video for Business Entities and review the FAQ's prior to proceeding with the filling. A certification will require the respondents to enter a contract/solicitation number in Box 3. That number for this solicitation is **RFQ No. 19-330**

4. VALIDITY OF RESPONSE

The response submitted shall be valid for a period for up to ninety (90) days after the date of opening for negotiation, acceptance and award by the City.

5. CONTRACT

The City will enter agreement with the successful firm using the City's own contract document only. A sample copy of the contract to be used is attached.

SAMPLE CONTRACT
Awarded vendor may be required to execute this agreement prior to commencement of service. This is provided for informational purposes only. Any exceptions to this agreement shall be included in your proposal response.

PROFESSIONAL/CONSULTING SERVICES AGREEMENT

Contract No. XX-XXX

This AGREEMENT ("Agreement") is entered into by and between the undersigned, CONTRACTOR NAME AND ADDRESS and the City of Missouri City ("CITY"), Texas, a municipal corporation of the State of Texas, located at 1522 Texas Parkway, Missouri City, Texas 77489.

Section 1. Services: Contractor will perform the designated services and/or provide the designated products as set forth in **Exhibit A** ("Services), which is attached hereto and incorporated for all purposes. The work under this Agreement shall be completed as detailed in **Exhibit A**. The terms and conditions of this Agreement take precedence over all exhibits and attachments.

Section 2. Term and Termination: This Agreement shall begin on ----------, and shall terminate on xxxxx with options to mutually renew for an additional xxxxx years. This Agreement may be terminated, upon thirty (30) days written notice, by the CITY without cause or by the Contractor for cause. This Agreement may be terminated immediately by the CITY for cause. . Upon termination, CITY shall pay Contractor, at the rate set out in **Exhibit B,** attached hereto and incorporated herein for all purposes, for Services satisfactorily performed up through the date of termination. Notwithstanding any provision in this Agreement to the contrary, CITY will not be required to pay or reimburse Contractor for any services performed or for expenses incurred by Contractor after the date of the termination notice that could have been avoided or mitigated by Contractor.

Section 3. Compensation: Contractor shall be paid for the services and reimbursable travel expenses, if any, as set forth in **Exhibit B**. CITY shall pay Contractor in accordance with the Texas Government Code, Chapter 2251. Contractor must submit invoices for all Services, which invoices must include dates and hours of service and details of services provided. Invoices shall be submitted, not later than the second (2nd) and fourth (4th) Friday of each month, to the City Project Manager or designee. Payment for delivery of Services rendered shall not be unreasonably withheld or delayed. The CITY shall be under no obligation to pay for Services rendered without prior authorization. Upon resolution of any disputed charges, Contractor shall submit an amended invoice covering any remaining charges to CITY.

Section 4. Travel: Contractor **shall/shall not** be reimbursed for travel conducted in the pursuit of this Agreement and appropriate per diem as outlined in **Exhibit B**. Documentation, which shall consist of original receipts, of travel costs, including, but not limited to, hotel and transportation costs, shall be provided by the Contractor for all travel-related expenses, except mileage from the Contractor's personal automobile.

Section 5. Limit of Appropriation and Fiscal Funding. The Contractor clearly understands and agrees, such understanding and agreement being of the absolute essence to this Agreement, that the CITY shall have available the amount budgeted by the CITY for to discharge any and all liabilities which may be incurred by the CITY pursuant to this Agreement and that the total maximum compensation that the Contractor may become entitled to hereunder and the total maximum sum that the CITY shall become liable to pay to the Contractor hereunder shall not under any conditions, circumstances, or interpretations, hereof, exceed the said total maximum sum provided for in this section without prior written permission from the CITY. The CITY'S fiscal year is July 1 through June 30. If this Agreement extends beyond June 30th, there shall be a fiscal funding out. If, for any reason, funds are not appropriated to continue the contract in the new fiscal year, this Agreement shall become null and void on the last day of the current appropriation of funds without penalty of any kind or form to the CITY.

Section 6. Relationship of the Parties: Contractor is an independent contractor and is not an employee, partner, joint venture, or agent of CITY. Contractor understands and agrees that he/she will not be entitled to any benefits generally available to City of Missouri City employees. Contractor shall be responsible for all expenses necessary to carry out the services under this agreement, and shall not be reimbursed by CITY for such expenses except as otherwise provided in this Agreement.

Section 7. Authority of City Project Manager: All Services to be performed by the Contractor hereunder shall be performed to the satisfaction of the CITY'S project manager, namely City Manager or designee. The CITY'S project manager shall decide any and all questions, which may arise as to the quality or acceptability of the Services performed by the Contractor and the decisions of the CITY'S project manager in such cases shall be final and binding on both parties. However, nothing contained herein shall be construed to authorize the CITY'S project manager to alter, vary or amend this Agreement.

Section 8. Intellectual Property: This Agreement shall be an agreement for services and the parties intend and consider any work created as a result of this Agreement, including any and all documentation, images, products or results, to be a work for hire under federal copyright law. Ownership of the work shall belong to and remain the exclusive property of CITY. The work may be edited at any time within the CITY's discretion. If the work would not be considered a work-for-hire under applicable law, Contractor hereby assigns, transfers, and conveys any and all rights, title and interest to CITY, including without limitation all copyrights, patents, rights of reproduction, rights to ownership, and right to secure registrations, renewals, reissues and extensions thereof. As the sole copyright holder of the work, CITY maintains and asserts the rights to use, reproduce, make derivative works from, and/or edit the work in any form of medium, expression or technology now known or hereafter developed, at any time within the City's discretion. Contractor shall not sell, disclose or obtain any other compensation for the Services provided herein. If the work is one to which the provisions of 17 U.S.C. § 106A apply, the Contractor hereby waives and appoints CITY to assert on the Contractor's behalf the Contractor's moral rights or any equivalent rights regarding the form or extent of any alteration to the work (including, without limitation, removal or destruction) or the making of any derivative works based on the work, including, without limitation, photographs, drawings or other visual reproductions of the work, in any medium, for CITY purposes.

Section 9. Confidentiality: During the term of this Agreement, Contractor may come in contact with confidential information of CITY. Contractor agrees to treat as confidential the information or knowledge that becomes known to Contractor during performance of this Agreement and not to

use, copy, or disclose such information to any third party unless authorized in writing by CITY. This provision does not restrict the disclosure of any information that is required to be disclosed under applicable law. Contractor shall promptly notify CITY of any misuse or unauthorized disclosure of its confidential information and upon expiration of this Agreement shall return to CITY all confidential information in Contractor's possession or control. Contractor shall further comply with all City information security policies that may apply and shall not make any press releases, public statements or advertisement referring to the Services provided under this agreement or the engagement of Contractor without the prior written approval of CITY.

Section 10. Warranties and Representations: Contractor warrants and agrees that Contractor shall perform the Services and conduct all operations in conformity with all applicable federal, state, and local laws, rules, regulations, and ordinances. For any Service performed on premises owned or controlled by CITY, Contractor warrants and agrees that Contractor will perform the Services in compliance with all CITY rules, including but not limited to, prohibitions related to tobacco use, alcohol, and other drugs.

Section 11. Licenses/Certifications: Contractor agrees to obtain, at its own cost, any and all approvals, licenses, filings, registrations and permits required by federal, state or local laws, regulations or ordinances, required for the performance of the Services.

Section 12. Performance/Qualifications and Assignment: Contractor agrees and represents that Contractor has the personnel, experience, and knowledge necessary to qualify Contractor for the particular duties to be performed under this Agreement. Contractor warrants that all services performed under this Agreement shall be performed consistent with generally prevailing professional or industry standards. The CITY and the Contractor bind themselves and their successors, executors, administrators, and assigns to this Agreement and to the successors, executors, administrators and assigns of the other party, in respect to all covenants of this Agreement. Neither the CITY nor the Contractor shall assign, sublet or transfer its or his interest in this Agreement without the written consent of the other, which consent will not be unreasonably withheld. Nothing herein shall be construed as creating any personal liability on the part of any officer or agent of any public body, which may be a party hereto.

Section 13. Conflict of Interest: Contractor warrants, represents, and agrees that Contractor presently has no interest and shall not acquire any interest, direct or indirect, that would conflict in any manner or degree with Contractor's performance of the services hereunder. Contractor further warrants and affirms that no relationship or affiliation exists between Contractor and CITY that could be construed as a conflict of interest with regard to this Agreement. Pursuant to Section 2252.908, Texas Government Code, if this Agreement requires an action or vote by the CITY Council or has a value of at least $1 million, Contractor further warrants that Contractor has submitted a disclosure of interested parties to the CITY.

Section 14. Insurance: For the entire term of the Agreement ("Term"), Contractor shall maintain Comprehensive General Liability insurance coverage of $1,000,000 per occurrence, $2,000,000 in the aggregate or medical malpractice insurance (whichever applies)., Contractor shall also maintain the following insurance: (i) Worker's Compensation coverage with statutory limits for the State of Texas, including Employers Liability coverage of $500,000 per accident; (ii) Commercial Automobile Liability coverage of $1,000,000 Combined Single Limit; (iii) for engineers and architects only: Professional Liability coverage of $5,000,000 per occurrence; and (iv) for builders only: Builder's Risk coverage in the amount of the construction cost, including protection against named windstorm and flood. All policies must contain a waiver of subrogation against City. Comprehensive General Liability and Commercial Automobile Liability policies must name CITY

as Additional Insured. Contractor shall pay all insurance deductibles and deductibles must not exceed $10,000 unless approved in advance by City. Contractor shall provide City Certificates of Insurance evidencing these insurance requirements prior to the start of work. The Contractor shall notify the CITY in the event of any change in the required coverage or cancellation, and shall give such notices not less than 30 days prior to the change or cancellation. The Contractor shall provide a replacement Certificate of Insurance prior to such change or cancellation. The Contractor agrees to waive all the Contractor's, its officers, employees, agents, assigns, and successors' rights of subrogation, except under the Professional Liability, against the CITY, its officers, employees, and elected representatives for injuries, including death, property damage, or other loss covered by insurance and the Contractor will provide a waiver of subrogation endorsement against the CITY. The CITY must be named or listed on the endorsement. **COVERAGES SHALL BE WITH A COMPANY (WITH AT LEAST AN A- BEST RATING) ACCEPTABLE TO THE CITY PURCHASING AND RISK MANAGEMENT DIVISION AND A COPY OF THE CERTIFICATE OF COVERAGE SHALL BE DELIVERED TO THE CITY ON OR BEFORE THE DATE OF THIS AGREEMENT.**

Section 15. Indemnification: Contractor shall indemnify and hold harmless City , and each of its directors, officers, agents and employees from and against all claims, actions, suits, demands, proceedings, costs, damages and liabilities, including without limitation attorneys' fees and reasonable litigation costs, arising out of, connected with, or resulting from any acts or omissions of Contractor or any agent, employee, subcontractor, or supplier of Contractor in the execution or performance of this contract. If any action or proceeding shall be brought by or against the CITY in connection with any such claim, action, suit, demand, proceeding, cost, damage, or liability, the CONTRACTOR, on notice from the CITY, shall defend the CITY against such action or proceedings at Contractor's expense, by or through attorneys reasonably satisfactory to the CITY. The Contractor's obligations under this section shall not be limited to the limits of coverage of insurance maintained or required to be maintained by the Contractor under this Agreement.

Section 16. Force Majeure: Neither CITY nor Contractor will be liable for any failure, breach, loos, damage or delay in the performance of this Agreement due to any cause beyond its reasonable control, including, an act of war, an act of God, earthquake, flood, embargo, riot, sabotage, labor shortage or dispute, governmental act or failure of the Internet (not resulting from the negligence or willful misconduct of CONTRACTOR), provided that the delayed party: (a) gives the other party prompt notice of such cause, and (b) uses its reasonable commercial efforts to promptly correct such failure or delay in performance.

Section 17. Notices: Any notice given under this contract by either party to the other may be given by personal delivery in writing or by mail, registered or certified postage prepaid with return receipt requested. Mailed notices shall be addressed to the addresses of the parties as they appear in the contract. Notices delivered personally shall be deemed communicated at the time of actual receipt. Mailed notice shall be deemed communicated three (3) days after mailing.

Section 18. Texas Family Code Child Support Certification: Pursuant to Section 231.006, Texas Family Code, Contractor certifies that it is not ineligible to receive the award of or payments under the Agreement and acknowledges that the Agreement may be terminated and payment may be withheld if this certification is inaccurate.

Section 19. Jurisdiction: CITY and Contractor agree that any dispute under this Agreement shall be brought in a court of competent jurisdiction in Fort Bend County, Texas, and that this Agreement shall be governed by Texas law, except for the conflict of law provisions.

Section 20. Prohibition on Boycotting Israel. Pursuant to Section 2270.002, Texas Government Code, CITY may not enter into a contract for goods or services unless the contract contains a written verification that the contractor: (1) does not boycott Israel; and (2) will not boycott Israel during the term of this Agreement. By executing the House Bill 89 Verification Form, **Exhibit C**, attached hereto and incorporated herein for all purposes, CONTRACTOR verifies that CONTRACTOR does not boycott Israel or will not boycott Israel during the term of this Agreement.

Section 21. Engaging in Business with Sudan, Iran or Foreign Terrorist Organizations Prohibited. Pursuant to Section 2252.152, Texas Government Code, Contractor warrants, represents, and agrees that Contractor is not identified on a list prepared and maintained by the Texas Comptroller of Public Accounts as a company that engages in business with Sudan, Iran or a foreign terrorist organization.

Section 22. Entire Agreement: This Agreement contains the entire agreement between the parties and supersedes any and all prior agreements, arrangements, and understanding, oral or written between the parties relating to this Agreement. This Agreement may not be modified except by mutual written agreement of the parties executed subsequent to this agreement.

Section 23. Severability: In the event that any provision(s) of this Agreement shall for any reason be held invalid, illegal, or unenforceable, the invalidity, illegality or unenforceability of that provision(s) shall not affect any other provision(s) of this Agreement, and it shall further be construed as if the invalid, illegal, or unenforceable provision(s) had never been a part of this Agreement.

Section 24. Authority: Contractor warrants and represents that Contractor has full power and authority to enter into and perform this agreement and to make the grant of rights contained herein. The person signing on behalf of CITY represents that he/she has authority to sign this agreement on behalf of CITY.

CONTRACTOR	**CITY OF MISSOURI CITY**
By: _____	By: _____
Name: _____	Name: Anthony Snipes
Title: _____	Title: City Manager
Date: _____ ____	Date: _____

Note: Modification of this Form requires approval by the Office of the City Attorney.

EXHIBIT "A"
SERVICES

EXHIBIT "B"

COMPENSATION

EXHIBIT "C"

I, _____, being an adult over the age of eighteen (18) years and the undersigned authorized representative of _____ (hereafter referred to as "Company"), do hereby verify that the above-named Company, under the provisions of Subtitle F, Title 10, Texas Government Code, Chapter 2270:

(1) Does not boycott Israel; and

(2) Will not boycott Israel during the term of this Agreement with the City of Missouri City.

Pursuant to Section 2270.001, Texas Government Code, the following term has the following meaning:

1. "*Boycott Israel*" means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action made for ordinary business purposes.

_____ _____

Signature Date

STATE OF TEXAS §
§
COUNTY OF _____ §

This instrument was acknowledged before me this _____ day of _____, 2019, by _____.

_____

Notary Public, State of Texas

Purchasing

1522 Texas Parkway
Missouri City, Texas 77489-2170

Phone: (281) 403-8500
www.missouricitytx.gov

ADDENDUM NO. 1 FOR REQUEST FOR QUALIFICATION NO. 19-330
FOR PAVEMENT AND SIDEWALK EVALUATION
OPENING DATE: APRIL 23, 2019 AT 2:00 PM

Issue Date: April 17, 2019

The City of Missouri City, Texas is now issuing the following addendum:

1. What photo documentation is required for the pavement evaluation and the sidewalk evaluation? (page 2: "The evaluation will be performed as a survey with photo documentation…")

   This will be determined with the awarded firm.

2. Will Missouri City consider automated pavement data collection, or will windshield inspections be required?

   This will be determined with the awarded firm.

3. Is Missouri City interested in pavement management services such as budget analysis or work plan development?\

   This will be determined with the awarded firm.

4. What should be included for "cost estimates" in the first deliverable of the pavement evaluation? (page 4)

   This will be determined with the awarded firm.

5. What should be included for "QA/QC via ArcMap" in the second deliverable of the sidewalk evaluation? (page 5) Is this the delivery of sidewalk data in files compatible with ArcMap?

   This will be determined with the awarded firm.

6. What should be included for "Right of way / intersection lines" in the second deliverable of the sidewalk evaluation? (page 5)

   This will be determined with the awarded firm.

7. Is there a time the RFQ is due on April 23rd? 2PM
8. Is there a specific person the submittal needs to be addressed to or just the purchasing office? See page 6
9. Is there a page limit for part c in the format of the response? (Evidence of the firm's ability to perform the work) 5 pages
10. What version of Cartegraph is the City currently using? OMS? Navigator? Both? Cartegraph Suite 8.4a
11. What year was the last pavement survey performed and by which firm? Fugro - 2013
12. Can copies of the City's standards for the pavement management system, for streets, for sidewalks, and for gravel roads be provided for review as part of our preparation of the response to the RFQ? This will be provided to the awarded firm.

Evaluation Matrix	
	Top two Firms selected
Evaluator #1	Dynatest, Frugro
Evaluator #2	Dynatest, Frugro
Evaluator #3	Dynatest, Frugro
Evaluator #4	Dynatest, Frugro
Evaluator #5	Dynatest, Frugro

Statement of Qualifications

RFQ No. 19-330
City-Wide Pavement and Sidewalk Evaluations
City of Missouri City

Submitted By:

Amani Engineering, Inc.
• Engineers • Surveyors • Construction Managers

8303 SOUTHWEST FREEWAY, SUITE 600
HOUSTON, TEXAS 77074
Tel: 713-270-5700; Fax: 713-271-3487
Firm Registration: F-4528 (Engineering); Firm Registration: 100282-00 (Survey)

Due: April 23, 2019 by 2:00 PM

TABLE OF CONTENTS

		NO. OF PAGES
SECTION A:	LETTER OF INTEREST	1
SECTION B:	PROJECT APPROACH	2
SECTION C:	FIRM'S ABILITY TO PERFORM	3
SECTION D:	STAFF EXPERIENCE	3
SECTION E:	FIRM'S EXPERIENCE	3
SECTION F:	REFERENCES	1
SECTION G:	ATTACHMENTS - RFQ Cover Page, signed - Form 1295 - Addendum No. 1	

SECTION A. LETTER OF INTEREST

Amani Engineering, Inc. is a diversified, Houston-based civil engineering consulting and surveying firm. Now in our twentieth year, we have been providing preliminary, final and construction phase engineering services, as well as boundary, topographic and construction surveying services for roadway, drainage, wastewater, water, drainage, and pedestrian realm projects for the City of Houston, and many of the cities, counties, public agencies and political subdivisions in the greater Houston area.

Legal Name:	Amani Engineering, Incorporated | July 1999
Location:	8303 Southwest Freeway, Suite 600 Houston, Texas 77074
Proximity:	8 miles from Missouri City
Contacts:	H. Prasad Kolluru, P.E., President | Mahesh Dutta, P.E., Vice President
Business:	State of Texas Type C Corporation

Our current work load is such that we can commit to beginning work of this RFQ immediately upon receiving Notice to Proceed. Furthermore, we hereby commit to dedicating the firm's resources to perform the existing data reviews, field investigations, condition assessments, and an executive summary of our findings as requested herein. The project will meet the City's objectives, while exceeding your expectations for budget and schedule.

In the past, we have provided professional surveying services to the City. We are eager to build on that foundation by demonstrating our professional engineering capabilities. We believe we are particularly well suited to do so on this project: in addition to our in-house surveying capabilities, we can also offer our in-house subsurface utility engineering, and utility coordination, design and relocation expertise should the need arise. We know these services will likely not be necessary; but, if they are, we have all of them under one roof. We believe this gives us a distinct advantage.

We recently performed services similar to those requested herein. In east Harris County, a neighborhood had approximately 3.8-miles of flexible pavement with roadside drainage that was in various states of failure. Cold in-place recycling of the asphalt offered the best return on investment. This was supplemented within mill and overlay methods within the limits of several petroleum pipeline easements. Other roadway and sidewalk design experience is described in more detail herein.

Thank you in advance for the opportunity to submit this Statement of Qualifications and for the Selection Committee's time reviewing it.

Yours Sincerely,
For Amani Engineering, Inc.

H. Prasad Kolluru, P.E.
President

HPK: md:

TBPE Firm Reg. No. F-4528 | TBPLS Firm Reg. No. 100282-00

SECTION B. PROJECT APPROACH

Amani's primary goal in furnishing all of our professional services is to ascertain the client's specific goals for the project and, together, establish the best means of meeting them. This differs for every client and every project. It is the most critical step in the project cycle. Architects and planners call it the "programming" phase. Without it, inefficiencies of time and budget soon surface and the work suffers from the beginning.

Our second, and overarching goal in the delivery of our services is to be responsive to our clients. Every client wants to be considered our top priority. We share this view, and make every effort to establish and maintain the client's confidence by maintaining specific data exchange and communications protocols to eliminate the potential for task and information oversights. One of several practices we employ for which clients have expressed appreciation is responding to project emails within 2-hours' time. This seemingly simple exercise reassures our clients we are here, and we have the appropriate resources engaged in delivering their project.

These goals, and those established for the project at its outset, can only be met when the work is executed by experienced professionals. For every project, we assemble a design and production group. Led by our principal engineer, the group comprises a project manager, project engineer and CAD designer. The project manager is the City's primary contact. The project engineer, under the direct supervision of the project manager, has primary responsibility for project delivery. All correspondence directed to the project manager is copied to this engineer. In this way, the engineer is kept fully informed and is able to sustain the work should the project lose the project manager.

For this particular project, a field group will also be assembled. Multiple crews can be provided as the work demands. These crews will comprise members of our junior and mid-level technical staff—each of whom has been cross-trained in field surveying, constructability, field safety, engineering, and CADD. At Amani, it is the norm when a graduate engineer or engineer-in-training is asked to assist in field survey, as it is for a senior surveying designer to perform an engineering CADD task. The City will benefit from having this level of cross-trained expertise gathering and managing the data.

In any approach to pavement management, it is important that the new collected data be compared to previous pavement inspections. The trend in the data is the most valuable indicator of the pavement's condition. It can, over successive inspections, predict future pavement performance, identify maintenance and rehabilitation priorities, establish required techniques and materials, and forecast costs. Many methods of data collection are available; however all should include a visual inspection of some type. It is one of the most reliable and efficient forms of pavement evaluation: it is simple, it provides a large amount of valuable information about pavement condition, it produces a comprehensive record, and it is repeatable. It is worth noting though that the complete condition and performance of a pavement is more extensive than an assessment of its surface distress. Other properties such as structural capacity and friction should play a part in the decision making.

As mentioned above, at the project start, Amani will meet with the City to establish the project's goals, scope and schedule, as well as any constraints related to the planning horizon, and specific community and stakeholder issues.

The City's RFQ presents the pavement distresses that are to be rated. If not included in the City's furnished resources, we will prepare a Pavement Distress Evaluation Form (matrix) for the City's review and approval. The form's first column will include a row for each of the three pavement types under consideration. Under each will be a row for their respective distresses. The form's first row will include columns for the severity and density of the distresses, and the second row the respective metrics, i.e. slight to severe, and few to extensive. Other columns might include photograph references, weighting factors, comments, etc.

In this way, using the resources best suited to the work, we will identify first any irregularities in the City's existing database. Then, per the City's and industry standards, we will conduct the windshield pavement inspections in (management) units. The City has defined this unit as the segment of pavement between two nodes; adjacent street intersections. The distresses found therein will be used to calculate that unit's pavement condition rating. The ratings of the units will then be used to generate the evaluation of the entire section. Finally, we will perform the evaluations, and furnish the deliverables in the hard copy and electronic formats requested by the City.

Given the size of the project, and if doing so benefits the City or the progress of the work, it may be beneficial to divide the project into sectors; for example, geographic, pavement type, current database pavement condition, open ditch sections, etc. to expedite project delivery. However, regardless of our initial means and methods of recording the data, we will, throughout the project, look for opportunities to improve the accuracy and clarity of the evaluations.

SECTION C. FIRM'S ABILITY TO PERFORM

Schedule Compliance In all we do, Amani strives to deliver timely, high quality services to our clients. Throughout our twenty year history, we have provided preliminary and final engineering design services on time, and in many cases, early. This has been due in large part to our having focused our practice in the municipal market. Having completed hundreds of projects, we have developed a project management culture which focuses forward: we constantly look ahead for issues which might affect the project's design or construction. By identifying and staying in front of such matters, we have built a reputation for timeliness; a primary concern of most agencies.

This schedule compliance is achieved, and the execution of our projects is driven by a comprehensive work plan. It comprises step-by-step instructions for resource assignments, production estimates, and the project's deliverables. The plan also addresses how the team will manage issues, scope change, risk, quality, communication, and documentation. It is reviewed weekly to determine status. Completed activities are noted, and remaining tasks assessed to determine whether current resources are sufficient. If not, additional resources are assigned, priorities are adjusted, or both, to accelerate production and recover the project's schedule. Following is a partial list of projects which illustrates our schedule compliance:

Project Description	Length/ Location	Status	Timeliness
Highlands Area Cured In-Place Recycling of Various Roads	Harris County Precinct 2	Construction Complete	Met Accel. Schedule
Bellaire Boulevard Reconstruction Winkleman Road to State Hwy 6	Harris County Precinct 3	Construction complete	On Schedule
Red Bluff Rd. Kirby to Fairmont Parkway	Harris County Precinct 2	Construction complete	On Schedule
Fountain View Regional Lift Station Construction, and Abandonment of Westheimer #1 Lift Station	City of Houston	Design 95% Complete	On Schedule
Wastewater Force Main Renewal and Replacement – Sleepy Hollow, Telephone Road #1, & Westpark #1	City of Houston	Design 75% Complete	On Schedule
Neighborhood Sanitary Sewer Improvements Bid Package 1 – Craigmont, Leeland and Market St.	City of Houston	Construction complete	Ahead of Schedule
Water Main Replacement in Bellaire – Beltway 8 and Sharpstown II Areas	70,400 LF/ City of Houston	Construction complete	Ahead of Schedule
Water Main Replacement in Glen Haven Estates, Shepherd Forest and Mangum Manor North Areas	92,000 LF/ City of Houston	Construction complete	On Schedule
Water Main Replacement in Kashmere Gardens and Atherton Area	65,600 LF/ City of Houston	Construction complete	Ahead of Schedule

Managing Multiple Projects To ease any concerns the City may have about our ability to manage multiple projects, we assure you we have the expertise and resources to do so. From our early years to the present, we have built a large portion of our practice on linear water and wastewater projects: it was not unusual for us to be simultaneously managing two or three water main

replacement projects—each approximately 30,000 LF in length. The Highlands Area project in the table above comprised 20,000 LF of roadway improvements and was delivered successfully to the County on an accelerated schedule. We are also active in the City of Houston's Neighborhood Sanitary Sewer Improvements Program. As a result, our management and design expertise in the simultaneous delivery of redevelopment of infrastructure in the linear and neighborhood street environments is extensive.

Managing multiple projects requires an experienced staff. Our junior and mid-level technical staff has been cross-trained as described above. Similarly, our in-house survey and subsurface utility engineering capabilities allow us to mobilize to the field to troubleshoot design ambiguities or omissions. Finally, managing multiple projects requires engaged leadership. For a consulting engineering practice, projects phases range from inception to final close-out. Just when the tracking, soliciting, winning, negotiating, managing, designing, bidding, or construction phase of any one, or several simultaneous projects will occur cannot be known. The random nature of the occurrence of these phases is normal, and contributes to the efficient use of a firm's resources. Our leadership is cognizant of this and constantly monitors the firm's need to secure sufficient work for its survival and growth, while not exceeding its available resources.

Cost Estimate Accuracy Although not central to the work of this RFQ, the City may be interested in our exceptional history of providing accurate opinions of probable construction costs for the engineering design projects we performed. Following is a brief list:

Project Description	Client	Amani's OPCC	Low Bid
Highlands Area Cured In-Place Recycling of Various Roads	Harris County Precinct 2	$1.9 M	$1.4 M
Bellaire Boulevard Reconstruction Winkleman Road to State Hwy 6	Harris County Precinct 3	$1.3 M	$1.0 M
Red Bluff Rd. Kirby to Fairmont Parkway	Harris County Precinct 2	$ 2.7 M	$2.7 M
Fountain View Regional Lift Station Construction, and Abandonment of Westheimer #1 Lift Station	City of Houston	$23.0 M (Est)	95% Complete
Wastewater Force Main Renewal and Replacement: Sleepy Hollow, Telephone Road #1, & Westpark #1	City of Houston	$9.8 M (Est)	75% Complete
Neighborhood Sanitary Sewer Improvements Bid Package 1 – Craigmont, Leeland and Market St.	City of Houston	$6.3 M	$6.9 M
NSSI Bid Package 2– Sunset, University and Westheimer Street	City of Houston	$4.6 M	$5.0 M
Lift Station Abandonment and Flow Diversion – Knox, Randolph and Grenshaw	City of Houston	$3.6 M	$4.0 M
Phase I, II & III Design for Ten Wastewater LS Improvements at Bush IAH, Houston Airport System	Houston Airport System	$1.2 M	$1.6 M

Quality Assurance and Control Another concern the City may have concerns the means by which Amani maintains the quality of our work products. We offer the following outline of our quality management process—and integral part of every project we perform. It is presented as an outline in

that it is adaptable to meet the City's requirements if necessary. Regardless, the results of its use are documented, error-free deliverables, and efficient project execution and delivery.

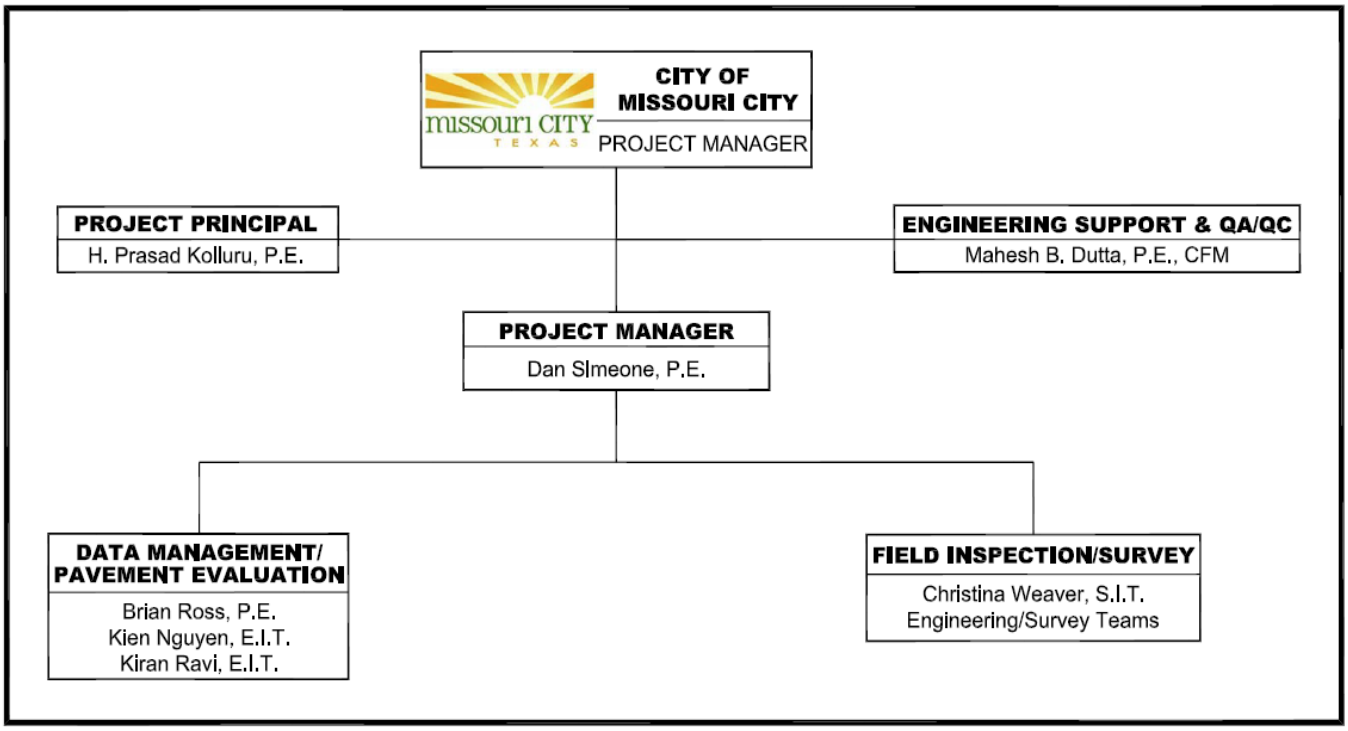
Plan Quality Management occurs at the outset of the project. It is the process of identifying the quality requirements and standards for the project's work products, and documenting how compliance will be demonstrated. The project manager: uses the scope, schedule, budget, list of stakeholders, and experience from similar projects; reviews existing checklists, standards, and procedures; determines if new procedures are necessary; reviews the schedule to ensure time is included for interim and final quality control checks; assigns personnel responsible for the checks; and places a Quality Management file in the project folder and populates it with the checklists, quality control schedules, examples, sample formats and other quality documents.

Quality Assurance is the process of auditing quality requirements and the results of the quality control measurements to ensure that appropriate quality standards and operational definitions are being used. Amani reviews our quality program on a regular basis to ensure our quality processes are relevant and current. We also review quality performance results from completed projects as a basis for comparison. Quality Assurance activities emphasize continual process improvement, waste reduction, and increased efficiency and effectiveness. At appropriate intervals, managers will perform quality audits. Quality audits will seek to identify best practices; identify non-conformity with standards or other shortcomings; share good practices across the organization; raise productivity across the company in a positive and proactive manner; and provide written documentation of lessons learned for future reference.

Quality Control is the process of monitoring and recording results from executed quality activities, assessing performance, and recommending changes. Benefits include identifying the causes of poor quality work, taking actions to prevent them, and validating the deliverables satisfy the requirements before they are sent to the client. Quality control includes prevention: keeping errors out of the process; inspection: finding and correcting errors before sending the deliverable to the client; sampling of data generated; and meeting tolerances as specified in appropriate standards.

SECTION D. STAFF EXPERIENCE

Firm Name: Amani Engineering, Inc. (Houston, Texas) Location: 8303 Southwest Freeway, Suite 600 Houston Texas 77074				
Team Members	**Primary Responsibility**	**Years with Firm**	**City of Residence/ Location**	**% of Time Devoted to this project**
H. Prasad Kolluru, P.E. President	Project Principal	20	Sugar Land	5%
Mahesh B. Dutta, P.E. CFM Vice President	Engineering Support & QA/QC	12	Katy	10%
Daniel P. Simeone, P.E. Senior Project Manager	Project Manager	2	Sugar Land	30%
Brian Ross, P.E. Project Manager	Data Management/ Pavement Evaluation	1	Houston	25%



H. PRASAD KOLLURU, P.E.| PRESIDENT

Mr. Kolluru has over 43 years of experience in providing project management and engineering services for public infrastructure projects including roadways/paving, drainage, storm sewers, detention ponds and storm water quality system, wastewater collection and treatment systems, water production & distribution systems. Out of the 43 years, 36 years have been exclusively in Houston and on City of Houston public works projects. He worked for the City of Houston's department of public works, wastewater division for seven years. Mr. Kolluru is familiar with the city's standard specifications, details, contract and design procedures. He has a distinguished record of successfully managed projects, completed within budget and ahead of schedule.

EXPERIENCE
43 Years

EDUCATION
Master of Science
Civil/Environmental Engineering
Polytechnic Institute of New York

Bachelor of Science
Chemical Engineering
Andhra University

REGISTRATION
Registered Professional Engineer, Texas; License Number 52189

TxDOT PRECERTIFICATION CATEGORIES
4.1.1, 8.1.1, 8.3.1, 10.2.1, 10.4.1, 18.2.1

PROJECT EXPERIENCE

Red Bluff Road from Kirby to Fairmont Parkway, Precinct. 2, Harris County; UPIN # 13102MF06801): Mr. Kolluru as a project principal provided professional engineering services for the design and overlay construction of a 6-lane concrete boulevard with varying median width. The project work covered a total of approximately 35.22 lane miles of overlay along Red Bluff Road northbound and southbound in Precinct 2, Harris County.

Reconstruction of Hillcroft Avenue from Bellaire Boulevard to U.S. 59, Houston: As principal engineer, Mr. Kolluru provided pavement evaluation and design (partial) services for improvements to existing 4-lanes, each way, approximately 5,000 feet in length.

Bellaire Boulevard from Winkleman to SH Six, Harris County Pct 3, UPIN 151033041204; Mr. Kolluru, as the project principal, provided preliminary design concepts, engineering design and construction services for reconstruction of major thoroughfare in Harris County.

South Post Oak Boulevard from Hunter Green Lane to Trammel Fresno Road; Fort Bend County 2013 Mobility Bond Program, FBC Project No. 13112: Mr. Kolluru, as a project principal is providing design for construction of a four-lane concrete urban section boulevard from South Post Oak Boulevard just north of Hunter Green Lane to the intersection with W. Sycamore Road. The project is approximately 5,250 LF in length.

MAHESH B. DUTTA, P.E., CFM | VICE PRESIDENT

Mr. Dutta has over 20 years of work experience in the planning, design and construction management of infrastructure projects that include roadway, drainage, storm sewers, lift stations, telephone conduits, fiber optic cables, water, and wastewater lines in public ROW. He is a Certified Flood Manager (CFM). He is familiar with design and drafting software, including AutoCAD, Microstation, ARC GIS, HEC-RAS and MS Project. He is conversant with the City of Houston design criteria, specifications, graphic standards and survey requirements.

EXPERIENCE
20 Years

EDUCATION
Bachelor of Science
Civil Engineering Osmania University Hyderabad, India

REGISTRATION
Registered Professional Engineer, Texas – License Number: 114252

Certified Flood Manager CFM No. 1828-10N

Certified Construction Inspector by City of Houston, Texas

TxDOT LGPP Trained (Local Government Project Procedures Qualifications #58228)

PROJECT EXPERIENCE

Bellaire Boulevard from Winkleman to SH Six, Harris County Pct 3, UPIN 151033041204; Mr. Dutta developed preliminary design concepts, information requirements, utility conflict analysis, probable construction costs and study report for reconstruction of major thoroughfare.

Sagemont Paving and Drainage Improvements, City of Houston. Mr. Dutta assisted in street lighting, pavement marking, and traffic control plans.

Buffalo Speedway Reconstruction from Bissonnet to Southwest Freeway (US 59), City of Houston/Upper Kirby: Mr. Dutta assisted in street lighting, traffic control, and storm water pollution prevention plans.

Hillcroft Avenue from Bellaire Boulevard to U.S. 59, Houston. Mr. Dutta assisted in pavement evaluation and partial design services for improvements to existing 4-lanes, each way. Provided traffic control plan, construction sequencing and phasing, temporary signal design/layout for four signals, street lighting plan and storm water pollution prevention plan.

DANIEL SIMEONE, P.E.| SENIOR PROJECT MANAGER

Mr. Simeone has over 35 years of professional experience in the delivery of professional engineering design, management, and construction administration and inspection services for dozens of federal, state, municipal, commercial, institutional, industrial and private sector clients on a wide variety of roadway, water, wastewater, drainage, site development and civil infrastructure projects.

EXPERIENCE
36 Years

EDUCATION
Bachelor of Science
Civil Engineering University of Pittsburgh

REGISTRATION
Registered Professional Engineer, Texas; License Number 58194

TxDOT PRECERTIFICATION CATEGORIES
3.2.1, 4.1.1, 4.2.1, 8.1.1, 8.3.1, 10.1.1, 10.2.1

PROJECT EXPERIENCE

Highland Area Cold-in-Place Recycling of Various Roads, Precinct 2, Harris County: Mr. Simeone managed this approximately 4-mile pavement rehabilitation project. A network of local Existing 2-lane, 2-way local asphalt roads was experiencing base failure. After reviewing the geotechnical study, making field observations and performing cost benefit analyses, Amani recommended the cold-in-place recycling resulting in a 20-year service life and significant cost savings over traditional remove and replace methods.

Fourth Ward Street Reconstruction Phase I, Fourth Ward Redevelopment Authority, TIRZ #14, Houston, Texas: Mr. Simeone served as project manager for the planned 2018 re-bid of this 2014 project. The project, located in the Freedmen's Town neighborhood in Houston's historic Fourth Ward, comprised infrastructure improvements for 6,200 LF of residential streets including storm sewer and sanitary sewer system upgrades, and new concrete roadways, sidewalks and specialty streetlights.

Dowling Street (Now Emancipation Avenue) Reconstruction (Elgin Street to McGowan Street), OST/Almeda Corridor Redevelopment Authority (TIRZ #7), Houston, Texas: Mr. Simeone served as lead civil engineer. The work included wet and dry utility relocations, drainage improvements, roadway improvements, permeable paving in the new curb-side parking bays, specialty lighting, sidewalks, landscapes and hardscapes in the pedestrian realm, and traffic control and storm water pollution plans.

BRIAN ROSS, P.E.| PROJECT MANAGER

Mr. Ross has 19 years of professional experience in the delivery of professional engineering design, management, and construction administration and inspection services for dozens of state, municipal, commercial, institutional, industrial and private sector clients on a wide variety of roadway, water, wastewater, drainage, site development and civil infrastructure projects. He is proficient in all facets of project delivery including client liaison, scope definition, fee negotiations, scheduling, budgeting, team management and coordination, design review, pay estimates, bidding, construction contract award, submittal reviews, field reporting, RFIs, change orders, materials testing, substantial and final completion inspections, project commissioning, record drawings and warranty inspections.

EXPERIENCE
19 Years

EDUCATION
Bachelor of Science
Civil Engineering Louisiana State University

REGISTRATION
Registered Professional Engineer, Texas; License Number 92891

PROJECT EXPERIENCE

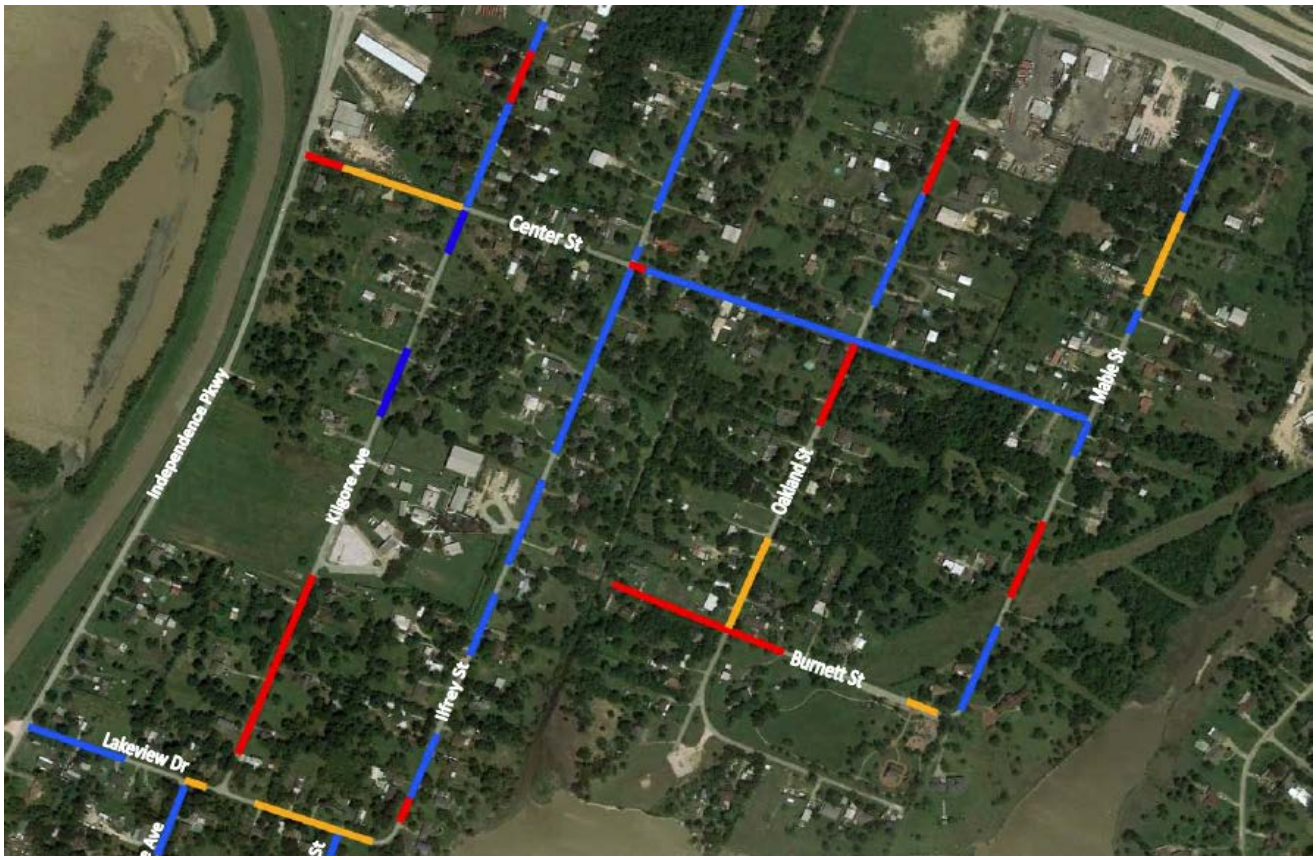
Kennedy Greens South Industrial Park, Houston, Texas: Mr. Ross served as project manager and design engineer for this 144 acre commercial development. This included design of site and pavement grading, drainage system (detention and floodplain mitigation), wastewater collection, potable and firewater distribution systems, existing utility abandonment, relocation and tie-in.

Cypresswood Landing Shopping Center, Spring, Texas: Mr. Ross served as design engineer responsible for the design of this 8-acre shopping center in Spring, Texas. Onsite improvements included water distribution, wastewater collection, and grading and drainage system design.

Recreational Facilities, Katy, Texas: Mr. Ross served as design engineer and project manager responsible for the design of the amenity pond and its perimeter hike and bike trail in Rick Rice Park. He was project manager for the Barry J. Kaplan and Otto S. Glaser pedestrian bridges and their associated hike and bike trails. Two elementary school track rehabilitations were managed for Katy I.S.D.

SECTION E. FIRM'S EXPERIENCE

Highlands Area Cold In-Place Recycling of Various Roads, Independence Parkway to Mable Street for Harris County Precinct 2



Using the pre-design geotechnical report from the County's geotechnical consultant, Amani performed a pre-design study comparing the efficacy and costs of in-place full depth cold flexible pavement recycling (HCED Item 252) with more conventional milling and base repair with hot mix asphaltic concrete base course (HCED Items 309 and 251). The study examined the current technical specifications for the repair methods, evaluated the investigations and field observations, and provided recommendations based on cost-benefit analyses. The study recommended pavement rehabilitation using HCED Item 252. The process removes some of the existing surface course, pulverizes a minimum of 10-inches of the existing base with the remaining asphalt while mixing additives and admixtures to form a new stabilized base. New, 1.5-inch thick HMAC (HCED Item 340) is then placed over the newly formed base. The resulting service life of the pavement was estimated to be 20-years with a traffic load of 0.5 M ESALs.

Client Name & Contact Information: Harris County Public Infrastructure Department, 1001 Preston, 7th Floor, Houston, Texas 77002, Demetria Williams, Project Manager, Tel: 713-274-3882 Email: demetria.williams@hcpid.org

Construction Cost: $1,981,860

Construction Completed: February 2019

Bellaire Boulevard Reconstruction from Winkleman Road to State Highway 6 for Precinct 3, Harris County.

As prime design consultant, Amani provided professional engineering services for the study, design, bid and construction phases for the reconstruction of 3,000 LF of this boulevard. During preliminary design, **Amani developed criteria to categorize the existing pavement and estimate its remaining service life;** since the County did not to replace pavement unnecessarily. The Study Report presented analysis of the existing pavements, and recommendations for full replacement or selected panel replacements. A review of pedestrian facilities, including an intersecting bicycle and walking trail was included with recommendations for integration into the new project. Amani also evaluated all the existing ADA facilities and made recommendations for bringing them into compliance. During final design, **Amani prepared plans specifications and estimates for the reconstruction of some portions of the roadway and panel replacements for other portions**. New sidewalks and pedestrian facilitates were included as approved by the County. Amani performed utility conflict analysis and prepared construction phasing and traffic control and storm water pollution prevention plans. Amani provided construction phase services including assisting in the pre-construction conference, submittal reviews, reviewing and processing requests for information, conducting field progress meetings, project status monitoring, and final inspection.

Client Name & Contact Information: Harris County Public Infrastructure Department, 1001 Preston, 7th Floor, Houston, Texas 77002, Chip Taylor, P.E., Project Manager, Tel: 713-755-7104 Email: chiptaylor@hcpid.org

Construction Cost: $1,340,682

Construction Completed: April 2017

Red Bluff Road from Kirby to Fairmont Parkway for Precinct 2, Harris County, Texas

As prime design consultant, Amani provided professional **engineering and surveying services for the overlay of this 5.9-mile, 6-lane concrete boulevard including the evaluation and rehabilitation of the roadway pavement, curbing, sidewalks, and curb ramps.** Pavement rehabilitation methods included full-depth base repair and asphalt overlay. Engineering services complied with the requirements of the "Guidelines for Engineers having Engineering contracts with Harris County, Texas for the Design of Roads and Bridges and the Preparation of Plans and Specifications". Amani performed a limited topographic survey, and final design services including construction drawings and specifications, traffic control plans, storm water pollution prevention plans, and utility coordination. Amani provided construction phase services including attending the pre-construction conference, progress meetings, and reviewing submittals, requests for information, lab test reports and change orders.

Client Name & Contact Information: Harris County Public Infrastructure Department, 1001 Preston, 7th Floor, Houston, Texas 77002, Mr. Aaron Lopez, P.E., Project Manager, Tel: 713-755-9597 Email: aaron.lopez@hcpid.org

Construction Cost: $2.68 M

Construction Completed: December 2013

SECTION F. REFERENCES

1. Demetria Williams
   Project Manager
   Harris County Public Infrastructure Department
   1001 Preston, 7th Floor
   Houston, Texas 77002
   Tel: 713-274-3882 Email: demetria.williams@hcpid.org

2. Mr. Mark Gardemal P.E., Assistant Director
   City of Pasadena
   1114 Davis Street
   Pasadena, Texas 77502
   Tel: (713) 475-7835; Email: mgardemal@ci.pasadena.tx.us

3. Joy Ogunnubi, CFM
   Project Manager – Road & Bridge Pct. 3
   Harris County Engineering Department
   1001 Preston 7th Floor
   Houston Texas 77002
   Tel: 713) 274-3660; Email: Joy.Ogunnubi@eng.hctx.net

4. Stacy Slawinski
   Fort Bend County
   301 Jackson Street, 4th Floor
   Richmond, Texas 77469
   Tel: 281-633-7508; Email: stacy.slawinski@fortbendcountytx.gov

SECTION G. ATTACHMENTS

- RFQ Cover Page, signed
- Form 1295
- Addendum No. 1

POSTING DATE: APRIL 2, 2019

REQUEST FOR QUALIFICATIONS (RFQ) NO. 19-330
FOR CITY-WIDE PAVEMENT AND SIDEWALK EVALUATIONS
FOR THE CITY OF MISSOURI CITY, TEXAS

COMMODITY CODE(S): 968-62

ISSUED BY THE PURCHASING OFFICE OF THE CITY OF MISSOURI CITY, TEXAS

Sealed responses, subject to the terms and conditions of this RFQ, for the above referenced professional service must be received by the Purchasing Division of the Missouri City, at City Hall, 1522 Texas Parkway, Missouri City, Texas 77489 by **April 23, 2019**. Responses received after the specified time will be returned unopened. All necessary information and addendums may be obtained from the following website: http://www.txsmartbuy.com/sp

Amani Engineering, Inc.
LEGAL NAME OF CONTRACTING COMPANY

H. Prasad Kolluru, P.E. — President
CONTACT PERSON — TITLE

713-270-5700 — 713-271-3487 — pkolluru@amaniengineering.com
TELEPHONE NUMBER — FACSIMILE NUMBER — E-MAIL ADDRESS

8303 Southwest Freeway, Suite 600 — Houston, Texas — 77074
COMPLETE MAILING ADDRESS — CITY/STATE — ZIP

COMPLETE STREET ADDRESS (if different) — CITY/STATE — ZIP

H. Prasad Kolluru
AUTHORIZED SIGNATURE

Alan A. Phillips
Alan.phillips@missouricitytx.gov

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

Complete Nos. 1 - 4 and 6 if there are interested parties.
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

OFFICE USE ONLY
CERTIFICATION OF FILING

Certificate Number:
2019-480000

Date Filed:
04/22/2019

Date Acknowledged:

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.

Amani Engineering, Inc.
Houston, TX United States

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

City of Missouri City

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

RFQ No. 19-330
Request for Qualifications for City-Wide Pavement and Sidewalk Evaluations for the City of Missouri City, Texas

4 Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
		Controlling	Intermediary

5 Check only if there is NO Interested Party. [X]

6 UNSWORN DECLARATION

My name is H. Prasad Kolluru, and my date of birth is 5/17/1945.

My address is 94 Heathrow Lane (street), Sugar Land (city), TX (state), 77479 (zip code), USA (country).

I declare under penalty of perjury that the foregoing is true and correct.

Executed in Harris County, State of Texas, on the 22 day of April (month), 2019 (year).

H. Prasad Kolluru
Signature of authorized agent of contracting business entity
(Declarant)

missouri CITY
TEXAS
the show me city

Purchasing

1522 Texas Parkway
Missouri City, Texas 77489-2170

Phone: (281) 403-8500
www.missouricitytx.gov

ADDENDUM NO. 1 FOR REQUEST FOR QUALIFICATION NO. 19-330
FOR PAVEMENT AND SIDEWALK EVALUATION
OPENING DATE: APRIL 23, 2019 AT 2:00 PM

Issue Date: April 17, 2019

The City of Missouri City, Texas is now issuing the following addendum:

1. What photo documentation is required for the pavement evaluation and the sidewalk evaluation? (page 2: "The evaluation will be performed as a survey with photo documentation…")

   This will be determined with the awarded firm.

2. Will Missouri City consider automated pavement data collection, or will windshield inspections be required?

   This will be determined with the awarded firm.

3. Is Missouri City interested in pavement management services such as budget analysis or work plan development?\

   This will be determined with the awarded firm.

4. What should be included for "cost estimates" in the first deliverable of the pavement evaluation? (page 4)

   This will be determined with the awarded firm.

5. What should be included for "QA/QC via ArcMap" in the second deliverable of the sidewalk evaluation? (page 5) Is this the delivery of sidewalk data in files compatible with ArcMap?

   This will be determined with the awarded firm.

6. What should be included for "Right of way / intersection lines" in the second deliverable of the sidewalk evaluation? (page 5)

   This will be determined with the awarded firm.

7. Is there a time the RFQ is due on April 23rd? 2PM

8. Is there a specific person the submittal needs to be addressed to or just the purchasing office? See page 6

9. Is there a page limit for part c in the format of the response? (Evidence of the firm's ability to perform the work) 5 pages

10. What version of Cartegraph is the City currently using? OMS? Navigator? Both?

    Cartegraph Suite 8.4a

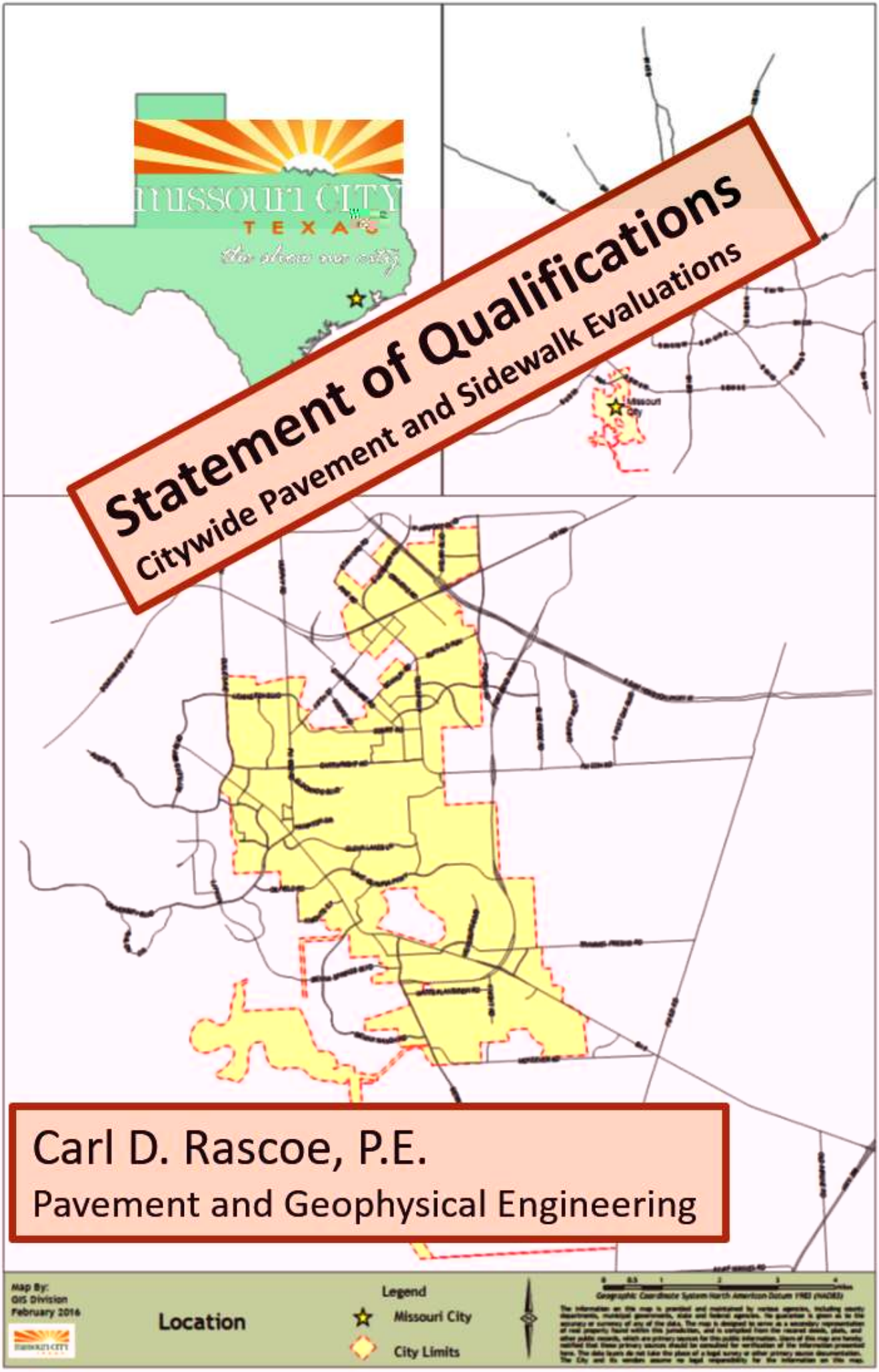
11. What year was the last pavement survey performed and by which firm? Fugro - 2013

12. Can copies of the City's standards for the pavement management system, for streets, for sidewalks, and for gravel roads be provided for review as part of our preparation of the response to the RFQ? This will be provided to the awarded firm.

H. Prasad Kolluru, P.E.
President
Date: 4/22/2019

Statement of Qualifications

Citywide Pavement and Sidewalk Evaluations



Carl D. Rascoe, P.E.

Pavement and Geophysical Engineering

Carl D. Rascoe, P.E.
Pavement Engineering
103 Campbell Rd
Converse, La 71419

225-802-5441
crascoe@earthlink.net

4/20/2019

City of Missouri City
Attn: Purchasing Office
1522 Texas Parkway
Missouri City, Texas 77489
RFQ No. 19-330, City-Wide Pavement and Sidewalk Evaluations

Dear Members of the Selection Committee:

Pavement management expertise is at the core of Carl D. Rascoe, P.E.(CDR) services. Our team of professionals collect pavement condition data in many locations across the Nation using a variety of data collection protocols. We have a breadth of experience including over 100 windshield surveys. To bring the City of Missouri City a team with the most added-value, we have formed an alliance with Wood Rodgers, Inc. creating a team with unmatched skills and experience. CDR and Wood Rodgers have a strong history of collaboration on projects. Wood Rodgers will provide support with GIS/Esri related tasks as needed for the pavement and sidewalk survey.

The advantages of the CDR team include:

- The scope detailed in the Request for Qualifications (RFQ) aligns perfectly with our asset management and data collection capabilities. Our Project Manager, Carl Rascoe, PE, is uniquely qualified for this work.
- Mr. Rascoe served for nine years as the Chairman of the ASTM committee on pavement management. The PCI standard was revised under his supervision.
- CDR has a history working in and for Missouri City. In the early 2000's, Mr. Rascoe performed a citywide pavement evaluation and implemented the Cartegraph software.
- Our combined team has a long history of working together. The depth, breadth, and consistency of our project team will be of great value to the City.

If you have questions or require further information, please do not hesitate to contact our Project Manager, Carl Rascoe, PE, at 225-802-5441 or crascoe@earthlink.net

Respectfully submitted,

Carl D. Rascoe, P.E.

Project Understanding and Approach

The CDR team possesses a thorough understanding of the project objectives. Having completed numerous projects of similar size and scope, our staff has a deep and broad range of experience in all facets of data collection, sidewalk feature extraction, GIS data development, application development, pavement preservation, and PMS implementation.

We understand the City desires to:

1. Perform a windshield survey of 600 lane miles of streets identifying type, severity and extent of distress.
    - Identify anomalies in the City's Pavement view database and take corrective action.
    - Update the Pavement view software with new inspection data
2. Perform a survey of 2 million linear feet of sidewalk using criteria provided by Missouri City.
    - Provide an executive summary of sidewalk condition and electronic survey data (compatible with access databases and City's GIS) compatible with Cartegraph Sidewalk module.

The following section is a listing and description of each of the project tasks that are included in this SOQ. This section also provides the basis for the formation of our proposed project work plan (and schedule), which will be completed after gathering the necessary project-related requirements from City staff (likely during the kickoff meeting). Please note that tasks in this section are reflective of those shown in the RFQ.

Project Management:

CDR will perform a series of internal controls that are in place to enable our task leaders and Project Manager to actively monitor and report on various aspects of the project, such as budgets, milestones, and quality reviews. **This diligent planning, monitoring, and forecasting process allows the Project Manager to keep the project moving smoothly and provides alerts of potential project risks that may be on the horizon.** Adjustments can and will be made to the project plan as necessary to mitigate potential risks. The CDR team will include the following activities in the project management task:

- Coordinate and develop kickoff meeting agenda and meeting minutes
- Attend kickoff meeting
- Coordinate and oversee subconsultant(s)
- Develop and monitor daily staff assignments
- Ongoing monitoring of the project scope, schedule, and budget
- Perform periodic QA/QC reviews
- Perform problem identification/resolution and documentation reviews
- Perform monthly project billing and status reporting

CDR will schedule and conduct bi-weekly project discussions with City staff throughout the course of the project, along with the project kickoff meeting. Topics covered during these meetings include: inventory and processing progress, schedule updates, and challenges/obstacles that may require client feedback.

Task 1: Perform Windshield Survey of Streets

Mission Planning

Prior to performing the actual data collection, the CDR team will develop a project-specific mission plan that will be used to direct the field collection activities with the goal of maximizing productivity and data quality. Some of the key components of the mission plan will include:

- Identification of parking restrictions
- Identification of active or planned construction projects and/or maintenance activities
- Description of collection of each road class/group (arterial, collector, local)
- Description of how to address project specific conditions
- Daily data collection progress, tracking and reporting
- Recollection process (if identified by QC)

The primary objective of the mission planning process is to direct the field crews to perform the data collection in the most efficient and effective manner possible, based on actual field conditions. While our focus is generally on mileage productivity, we also recognize that there may be other factors that could influence where and when we collect the pavement data, such as parking restrictions, or street cleaning activities, for example. We anticipate discussing and detailing the collection logistics during the kickoff meeting. We do not anticipate the need for traffic control. The data collection will be performed with the knowledge of local law enforcement and with public announcements.

Data Collection

Upon the completion and approval of the mission planning process, the CDR team will begin the actual field data collection process as defined in the mission plan.

Visual condition surveys have been one of CDR's primary services since the beginning. In fact, to say that CDR wrote the book on PCI surveys is not much of an exaggeration—Our principal, Carl Rascoe, Chaired the ASTM committee on Pavement Management and was the task group chair on the ASTM committee on non-destructive testing of pavements – the committee charged with writing and maintaining the PCI standard, ASTM D 6433.

Distress surveys can be conducted manually, or by using semi-automated or automated procedures. In any case, the surface of the pavement is viewed and evaluation is made to determine the type, severity and extent of pavement distress present. Manual surveys have the advantage of being cost efficient and do not require specialized equipment, however they have the disadvantage of being subjective. This subjectivity is minimized by proper training and independent quality control. The method proposed in this project is consistent with the requirements of *ASTM D6433 PCI Calculations for Parking Lots, Highways and Roads*. The selection of the appropriate method is a function of the detail and accuracy required. It is not necessary to have the same detail in every functional class; however, it is important to use the same general distresses for all levels. The method selected depends on the goal of the PMS and the funds available to pay for the inspection services. Our experience tells us that for networks less than 500 miles, manual methods are cost effective and reliable.

The RFQ did not state the details of the City of Missouri City Rigid, Flexible and Gravel rating sheets. It is assumed for this SOQ they are based on national standards, likely the ASTM D6433 (as this is the PCI calculation method used by Cartegraph Pavement View). Should the rating

sheets vary from this standard, we have the flexibility and knowledge to adjust. We are also familiar with the TxDOT PMIS rating system if this is to be used.

CDR has an extensive team of engineers and engineering technicians that are trained and certified in pavement condition surveys. A thorough understanding of pavement performance and the causes of pavement deterioration also back our condition assessment expertise. This knowledge allows our condition survey teams to collect distress data accurately and efficiently.

The strength of PCI depends on consistent identification and measurement of pavement distresses. In practice, considerable interpretation and judgment are required to accomplish a PCI inspection. A basic knowledge of pavement characteristics, and a thorough understanding of what each distress type represents, are essential.

PCI inspection is much like any other technical investigation or research. The inspector must not accept an apparent condition until he or she is convinced of the reason for the condition. Some distresses are easy to read. Others are not so obvious. The inspector has not successfully completed the survey until all distresses have been correctly identified, interpreted for severity, and accurately measured and recorded.

For this reason, having a seasoned pavement/materials engineer perform the survey yields far more effective results than obtained by students or pattern recognition software.

Carl Rascoe of CDR will be responsible for the pavement condition rating portion of this project. Mr. Rascoe brings an international reputation as a pavement condition expert along with a local familiarity based on being the project manager for PMS implementations in Missouri City, City of Houston, Bexar County, City of Denton and other Texas agencies. His insights into local pavement deterioration rates and distress will be useful in conducting the condition assessment. Mr. Rascoe will provide pavement condition data to Missouri City/CartêGraph in the formats required. Deliverables include any paper rating sheets used, electronic databases compatible with Office 2003.

Identify anomalies

The purpose of this task is to identify anomalous data that require closer examination and explanation. Various statistical and analytical techniques are adopted and used in this effort. Data quality for the selected data elements is assessed as follows:

- Determine reasonableness of data.
  - Use univariate analysis and scatter plots to determine the reasonableness of reported test results.
  - Use bivariate analysis and trends to determine if the test results are consistent with expected trends.
- Determine data quality.
  - Assess possibility of sampling and testing bias in test results.
  - Assess compliance with test protocols and procedure.
  - Assess reasonableness of within-analysis cell variability.

Database Verification Tools may include:

(1) Verify section data and remove duplicate section data
(2) Verify section construction history

(3) Verify/reset latest inspection indicators
(4) Check for duplicate Major M&R and duplicate inspections
(5) Verify work [required/history] descriptions
(6) Verify inspection samples and cached inventory data
(7) Report sections with missing data for PCI calculation
(8) Report missing system table information
(9) Verify distresses and recalculate conditions for all sections
(10) Recalculate surface for all sections

Assessing Reasonableness of Data

- Data reasonableness is determined using univariate analysis, scatter plots, and bivariate (time-series) plots. For this study, the recommended procedure in ASTM E 178 Standard Practice for Dealing with Outlying Observations

Update the Pavement view software

Carl Rascoe of CDR was among the first consulting firms to partner with Cartegraph in the

systems using the Cartegraph software. His knowledge of the software and working relationships with staff at Cartegraph will be key to a successful update of the condition data.

Task 2: Perform Survey of Sidewalks

CDR will use the same Project Management and Mission Planning techniques as identified for the pavement survey.

Data Collection

equivalent with
This approach has been used successfully in the past for similar ROW asset feature extraction. The Juno 5 has advanced submeter accuracy as required by the RFQ and can provide high quality photos with its 8-megapixel camera. Use of this system will provide:

- Identification of localized failures by X-Y coordinates
- photo documentation of localized failures, trees and other vegetation
- sub meter accuracy

It should be noted that while a considerable portion of the features will be extracted using the Asset Manager app, the CDR team also anticipates utilizing a variety of Esri ArcGIS-based geoprocessing techniques, as well as a series of database automation scripts (SQL) to complete the extraction and attribution processes.

CDR understands that data from the sidewalk application will need to be integrated with the City's existing GIS and Cartegraph asset management system. To effectively establish the link between these systems, CDR will conduct a meeting with the City's IT department and appropriate administrators to gain a better understanding of each system's architecture and business use within the City. Topics will include:

- Data Discovery
- Business Use Cases
- System Architecture
- IT Security Directives

Provide Executive Summary

Upon examination of the City's Sidewalk ordinances and policies, we will prepare an executive summary with estimated repair cost. The deliverables for the sidewalk survey will be in accordance with the RFQ, specifically we will provide:

a. Electronic and hard copies of the Executive Summary, fully compatible with Microsoft Office 2003.
b. QA/QC via ArcMap
c. Electronic copy of survey data, fully compatible with Access Databases and the City's GIS system, including but not limited to:

i. Horizontal Datum for the captured data features shall be in Texas South Central
State Plane, NAD83 projection, in Grid units (not surface units).
ii. Data shall be captured using GPS units having sub meter accuracy or better.
iii. Right of way / intersection lines
iv. Street name @ intersection

Ability to Perform Work

In today's world of ever-increasing demand on transportation and multimodal infrastructure, cities are tasked with providing solutions for aging roadways, easing traffic congestion, and implementing projects that will improve the quality of life for their communities. The City of Missouri City requires an experienced, qualified, and dependable team with demonstrated success in the planning and design of pavement and transportation assets, able to deliver quick turnaround response to accommodate the City's workload. CDR offers an experienced team available immediately to partner with the City of Missouri City.

Because the seasoned CDR team is small in number, we have the flexibility to adjust the scope of work on short notice. As an additional benefit, our low overheard allows for cost-effective rates.

Proven performance in work delivery. We will use the same project approach for delivery of work that has proven to be successful in the past for many other cities and state and local agencies. Our project approach is founded on the principles of choosing a highly qualified team, encouraging innovative thinking, embracing the concept of value engineering, performing alternative analyses, and implementing day-to-day proactive project development. This approach allows us to develop the best solutions for the City. Our philosophy, combined with open communication with the City during all phases of project development, will ensure a successful outcome.

Missouri City benefits in working with CDR. By selecting CDR, the City will have at its disposal the experience and resources needed to support its engineering services for pavement and sidewalk asset management projects, including multidiscipline capabilities and depth of in-house resources. CDR's team comprises specialists with diverse expertise in each of the disciplines required for this contract. Also, we have selected highly qualified subconsultant firms with whom we have successfully worked in the past. This pool of resources benefits the City with the flexibility, quick response times, deliverables turnaround, and proven ability to modify any course of action to accommodate changing project needs.

We trust that our qualifications demonstrate not only our overall technical capabilities but also our team's commitment to dedicate all resources necessary to meet the City's schedule and budget needs for all assignments.
We believe our proactive team, comprehensive project approach, and ability to effectively work with the City of Missouri City will ultimately prove to be the best foundation for success.

Wood Rogers, www.woodrodgers.com, will provide GIS and database support.

Geographic Information Systems (GIS) is a powerful tool that Wood Rodgers, Inc. utilizes for data management, data analysis and data visualization. As a pioneer of integrating GIS into a multi-disciplined firm, we have developed new and effective methods for incorporating GIS into many of our projects. Wood Rodgers recognizes GIS as a valuable resource that is able to:

- **interpret** technical data and statistics into clear and concise exhibits
- **illustrate** geo-referenced spatial data to show exactly where features are and how they relate to each other
- **map** densities of specific features to clearly see concentrations of that specific feature
- **analyze** spatial and statistical data, in visual form, to assist in providing conclusive solutions

Our GIS professional staff works closely with Esri products and is at the forefront of GIS technologies and GIS applications. We utilize the complete suite of Esri products and have been able to combine the essential elements of cartography, statistical analysis and database management/technology as a tool to increase our workflow and create better deliverable products for our clients. These include:

- Incorporating **LiDAR** information into easy to use information for our clients.
- Integrating and sharing data with **Microstation** and **AutoCAD** applications that include AutoCAD **Land Development Desktop** and AutoCAD **Civil 3D.**
- Creating **3D visualization** using **ArcScene**, **3D Analyst** and **Spatial Analyst**.
- Designing and developing for **web based applications**.
- **Mobile data collection**, using subfoot handheld Global Positioning System (GPS) units to collect spatial and attribute data in the field reducing office processing time.
- Customized **database design and development** to collect, document, determine and analyze relationships.
- Utilizing **Model Builder** and **Python** for automated model operations and data management.

Sheng Tan, GISP, manager of the GIS division will be the lead for all GIS related work.

(916) 326-5828
stan@woodrodgers.com

Key Personnel Qualifications and Experience

Carl Rascoe, PE | Project Manager, Converse, La, Available as needed for the project.

Mr. Rascoe will be the primary contact for the City and directly handle all tasks. With offices a short four-hour drive from Missouri City, he can be available on short notice. He is a nationally recognized subject matter expert in the field of pavement management, pavement preservation and nondestructive evaluation of pavements. With more than 40 years of industry experience, Mr. Rascoe brings a wealth of knowledge and experience to the project team with performing pavement condition inspections and in the development of comprehensive pavement management programs and reports. During his career, he has consulted with more than 140 agencies across the world on the design and implementation of pavement management systems and programs, and he has been a leader in developing and applying nondestructive testing to the analysis of roadway structures, including Ground Penetrating Radar, Falling Weight Deflection, and geophysics.

Mr. Rascoe provides private consulting and was recently a staff researcher with the Center for Advanced Infrastructure and Transportation at Rutgers University in New Jersey (www.cait.rutgers.edu). His research supported the Pavement Resource Program and the Infrastructure Condition Monitoring Program with a focus on Pavement Management/Preservation and nondestructive evaluation of pavements and bridges.

Mr. Rascoe has published several articles and papers on pavement engineering and pavement management and was an adjunct instructor of Civil Engineering at LSU. He regularly conducts seminars for the FHWA's Local Technical Assistance Programs Center on asphalt pavement repair and rehabilitation and Road Surface Management and is an NHI instructor for the hot mix construction and hot mix repair courses.

Mr. Rascoe has an in-depth knowledge of the ASTM D6433 pavement standard and possesses a clear understanding of how to apply the standards to performing automated and windshield pavement distress inspections. In addition, Mr. Rascoe is an expert in the use of the PAVER 7, CarteGraph, Street Saver, Assetic and Lucity asset management software applications and has many years of demonstrated practical use of the programs in the development and implementation of pavement management systems for a wide range of government and military agencies, domestic and abroad.

Academic Background:
Master of Science in Civil Engineering from Louisiana State University
Bachelor of Science in Civil Engineering from La Tech University
Former Adjunct Instructor at LSU
Sr. Research Engineer at Rutgers University 2007-2017

Recent Relevant Experience:

- Pavement Inventory and Pavement Management System Implementation, City of Indio, CA
- Pavement Specifications and Condition Assessment, Port of Oakland, Ca
- Condition Assessment of All Streets and CarteGraph Implementation, Woodbridge, NJ
- Pavement Management Program Implementation, County of Morris, NJ

Project References

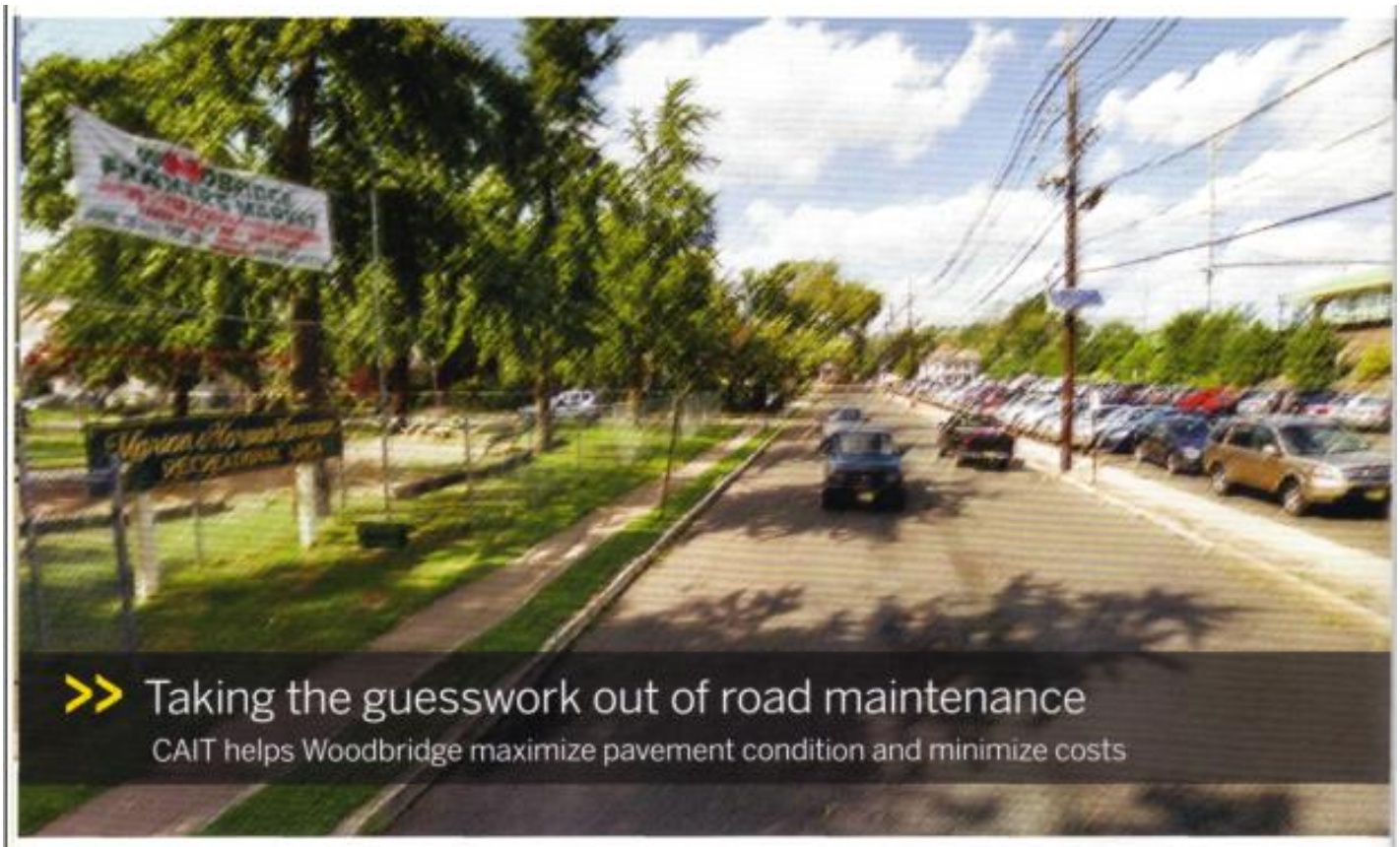
The following references are provided to demonstrate Mr. Rascoe's breadth of experience and flexibility in implementing Pavement Management Systems including the use of a variety of data collection protocols and software systems.

1.Pavement Management Program | Woodbridge Township, NJ
Condition Assessment of All Streets and Software Implementation

As Project Manager, provided complete implementation of pavement management system including performing windshield surface condition assessment (ASTM D6433 of all 500 lane miles of township roads for each of the five wards). Customized CarteGraph PavementView and PavementView Plus software and trained City staff. After completing the initial condition assessment, Rascoe trained 12 Woodbridge staff to conduct the windshield survey. After four years of use, Rascoe was hired to provide refresher training for the field staff. He was also contracted to convert the CarteGraph database to a Paver 7 database and provide training on the new software.

See publication excerpt below for an overview of the project.

REFERENCE: Michael Gelin, P.E., Municipal Engineer Township of Woodbridge
michael.gelin@twp.woodbridge.nj.us
732-602-6047



>> Taking the guesswork out of road maintenance

CAIT helps Woodbridge maximize pavement condition and minimize costs

Both politicians and transportation officials face tough choices when it comes to allocating shrinking resources and juggling competing demands. This is particularly true when it comes to keeping infrastructure in good repair.

Poor road conditions increase vehicle owner costs $325 to $700 annually, damaging shocks and suspension systems, throwing wheels out of alignment, ruining tires, and contributing to general vehicle wear and tear. The national average is $333 per motorist—adding up to as much as $67 billion per year.

In addition to the toll they take on vehicles, poor road conditions are a contributing factor in as much as 30 percent of crashes yearly according to some studies.

So when roads start to deteriorate, what is the optimal time to fix them? How do we track the condition of each street? When is the best time to invest in maintenance? Are there alternatives? What is the cost-benefit for each alternative? At what point do you get the most "bang for your buck" in road maintenance or rehabilitation? These are complex questions even for pavement experts, much less public works managers and elected officials who have to answer to their constituents.

A pavement management system (PMS) is the solution. A PMS is a set of defined procedures and tools for collecting, analyzing, maintaining, and reporting pavement condition data, and using that data to help find optimum strategies to keep roads in serviceable condition over a defined period of time for the lowest possible cost.

CAIT's New Jersey Local Technical Assistance Program (NJ LTAP) sent a questionnaire to counties and municipalities all over the country to gauge interest in pavement management and offer CAIT's in-house pavement expertise.

Newly paved West Park Avenue in Woodbridge, New Jersey. *Photo: Courtesy Scott L. Thompson*

Woodbridge Township, the sixth largest municipality in New Jersey, responded that they wanted to learn more about what a PMS could do. This suburban community of almost 100,000 people is home to one of the state's largest shopping malls and the region's busiest rail station, Metropark, a hub for Amtrak and NJ Transit, so its roads see a lot of traffic.

A CAIT PMS team—senior research engineer Dr. Nicholas Vitillo, research engineer Carl Rascoe, P.E., and research assistant Michael Boxer—met with the Woodbridge municipal engineer Scott Lee Thompson a few times over a period of weeks to hammer out what would meet the township's needs, what kind of training would be required, and how they would determine what shape the town's roads were in to start with.

One of the first tasks was to get an accurate read on the condition of Woodbridge's roadways. Rascoe and Boxer inventoried more than 500 lane miles, collecting and recording detailed data on the network.

When that was complete, data were loaded into Cartegraph PMS software, which makes it possible to numerically rank roads in categories. Once the data is there, users can input various alternatives—treatments, investment timing, costs, etc.—to predict the outcomes of any number of options.

The PMS gave public officials quantitative information about how the roads in their wards were faring and how different maintenance choices would impact budgets years down the line—and gave them data to back up their decisions if queried by citizens.

Every resident in any town tends to think their street is the worst, noted Woodbridge municipal engineer Thompson. "But with a pavement management system, subjective impressions are turned into objective data," he said.

"There's a 'sweet spot' where you can catch a road right on the cusp of needing major work and extend its life for five or eight years, and then invest in it again at the five- to six-year mark and get another five years out of it, and so on," says Rascoe.

And what happens if you don't do maintenance near the sweet spot? The same thing that might happen if you delay maintenance on your home or car: What may be a relatively inexpensive repair now can cost four to six times more later.

"Keeping roads in a state of good repair means not letting them deteriorate to the point they need reconstruction or even major rehabilitation to bring them back to an acceptable service level," says Vitillo. "It's not just about a smooth ride or an infusion of tax dollars. Rough roads can be dangerous, drivers have to spend more on vehicle maintenance, and even fuel consumption can be affected."

Moreover, added Thompson, the system is allowing Woodbridge's 2014 road program to be put into place ahead of schedule because the new process facilitated much more efficient use of staff time.

"It gives us an excellent tool for maximizing conditions of our roads while minimizing costs to the taxpayer," said Thompson. "You can't move a mountain if you don't have a shovel. Our new pavement management system is that shovel. We made huge strides over the last several years in improving our road network, but we were really using a brute force approach. Now I believe we have the tool that will make a real difference."

"In the end, these systems are only a tool, people still have to make the decisions," added Vitillo. "A PMS just helps them make the best decision." ■

CAIT spreads the word on pavement management at League of Municipalities

Senior research engineer Dr. Nicholas Vitillo and research engineer Carl Rascoe preached the benefits of a pavement management system (PMS) to mayors, local and county engineers, and public works professionals during a special event at the 96th Annual New Jersey League of Municipalities held in November 2013.

A PMS database and software provides managers with quantitative information on local road condition and how different maintenance decisions will impact budgets now and years from now.

"We've been making 'house calls' to individual towns that have expressed interest in a PMS. Events like the League of Municipalities give us the opportunity to spread the word about a very beneficial tool to a large number of people at once. Some know very little about PMSs, and some know a lot but don't know where to turn for help," Vitillo said. "The important thing for them to understand is that a PMS is a tool; it's based on hard data and can suggest alternatives, but the tool can only do so much without their experience and judgment."

Vitillo and Rascoe recounted how they helped public officials in two large New Jersey townships—Woodbridge and Howell—develop and maintain a PMS to plan roadway repair investments. Addressing minor repair issues can extend a road's service life up to eight years; Vitillo and Rascoe's PMS helps road managers identify those areas and weigh the pros and cons of various treatment options, investments, and timing.

The worse condition a road is in, the more extensive—and expensive—the work needed to bring it up to a serviceable condition. As the graph above shows, the cost per square yard for various treatments rises sharply as the condition of the pavement declines.

"Investing a fraction of money in minor repairs is much more cost-effective than waiting until they become major issues," Rascoe said. "Major issues lead to road closures, longer construction times, and cost taxpayers much more." ■

2.Pavement Management System and American with Disabilities Act (ADA) Asset Inventory | Indio, CA

Mr. Rascoe was the principal subject matter expert on a team that provided mobile LiDAR mapping and LCMS data collection survey in support of the development of the City of Indio's (Indio) five-year PMP and to augment its ongoing public works and ADA asset management program. The project included collection and processing of mobile LiDAR data, LCMS pavement surface condition data, and 360-degree high-resolution spherical digital imagery on approximately 450 lane miles (222 centerline miles) of city-owned streets. Data collected is to support the Indio's PMS development and corresponding five-year pavement prioritization plan and to perform a physical asset inventory of curb ramps, sidewalks, and traffic sign assets. Collection of this data provided a current inventory of physical infrastructure assets in support of ongoing ADA compliance activities. The team established the proper pavement project GIS segmentation and identified a data collection schedule and route plan that would leverage Indio's parking restriction schedule. The team used a series of automation scripts and algorithms to bulk process raw field data and perform the first line of quality assurance/quality control (QA/QC) reviews. Data was then integrated into the LCMS geodatabase for a more detailed distress, severity analysis, and QA reviews. The team's unique database-level analysis allowed the distress extent and severity to be programmatically computed, removing all subjectivity from the condition assessment process. Since the laser scanners identified every visible surface distress on the entire length of the pavement network (as opposed to sample sections), the team developed a comprehensive and highly objective inventory and assessment of pavement surface distresses and used a custom-QA application that allowed staff to perform visual checks using the georeferenced downward-facing imagery from the LCMS to verify the existence, type, and extent of surface distresses.

In addition to the field data collection, Mr. Rascoe provided instruction and training on the Paver software.

REFERENCE: City of Indio | Juan Raya, PE | (760) 541-4225; jraya@indio.org | **COMPLETED:** 2017 |

3.Pavement Management Program | Morris County, NJ

Mr. Rascoe was the principal subject matter expert on the team contracted to conduct pavement inventory and condition assessment of approximately 670 lane miles of routes owned or maintained by Morris County (County), and to capture new digital imagery. The completed inventory was performed using Michael Baker's mobile data collection vehicle, which is equipped with a sensor-based, LCMS. In addition to the LCMS system, the vehicle also includes a sophisticated mobile LiDAR system that can capture highly accurate point cloud data that is used for three-dimensional (3D) modeling and rendering, feature extraction, and topographic surveying. The LiDAR system also includes an integrated digital video log system that incorporates a 360-degree spherical camera, as well as a three forward-facing and one rear-facing camera configuration. The vehicle was used in the County to perform pavement surface inspection on all County routes using the LCMS system. The team developed an automated process for extracting pavement distress data that programmatically integrates the field collected LCMS data into the PAVER™ Pavement Management Software. Mr. Rascoe guided design of the data transfer scripts and provided QA/QC/collection protocol design. He also provided PMS implementation, setup and configuration services, and conducted multiple on-site training sessions to the County engineering staff who would be using the PAVER™ system to manage the County's roadway maintenance program.

Mr. Rascoe is currently negotiating with the County to update their condition database.

REFERENCE: County of Morris, Department of Planning & Public Works, Division of Engineering & Transportation | Chris Vitz, PE, County Engineer | (973) 285-6750; CVitz@co.morris.nj.us

missouri CITY
TEXAS
the show me city

POSTING DATE: APRIL 2, 2019

REQUEST FOR QUALIFICATIONS (RFQ) NO. 19-330 FOR CITY-WIDE PAVEMENT AND SIDEWALK EVALUATIONS FOR THE CITY OF MISSOURI CITY, TEXAS

COMMODITY CODE(S): 968-62

ISSUED BY THE PURCHASING OFFICE OF THE CITY OF MISSOURI CITY, TEXAS

Sealed responses, subject to the terms and conditions of this RFQ, for the above referenced professional service must be received by the Purchasing Division of the Missouri City, at City Hall, 1522 Texas Parkway, Missouri City, Texas 77489 by **April 23, 2019**. Responses received after the specified time will be returned unopened. All necessary information and addendums may be obtained from the following website: http://www.txsmartbuy.com/sp

DYNATEST NORTH AMERICA, INC.
LEGAL NAME OF CONTRACTING COMPANY

ROBERT R. WILLIAMS, P.E., APMP — PRINCIPAL ENGINEER II
CONTACT PERSON — TITLE

512-521-5008 (O) | 512-579-7644 (C) — 512-580-4293 (F) — RWILLIAMS@DYNATEST.COM
TELEPHONE NUMBER — FACSIMILE NUMBER — E-MAIL ADDRESS

2217 W BRAKER LANE — AUSTIN, TEXAS — 78758
COMPLETE MAILING ADDRESS — CITY/STATE — ZIP

COMPLETE STREET ADDRESS (if different) — CITY/STATE — ZIP

Robert R. Williams 4/22/2019
AUTHORIZED SIGNATURE

Alan A. Phillips
Alan.phillips@missouricitytx.gov

Statement of Qualifications

City of Missouri City, Texas
City-Wide Pavement and Sidewalk Evaluations

RFQ No. 19-330
Submittal Date: April 23, 2019, 2:00 pm

Prepared For

City of Missouri City, Texas

Submitted By

DYNATEST NORTH AMERICA, INC
2217 WEST BRAKER LANE
AUSTIN, TEXAS 78758, USA
www.dynatest.com

DYNATEST NORTH AMERICA, INC.

2217 West Braker Lane
Austin, Texas 78758 USA
Telephone +1 512 521-5008
FAX +1 512 580-4293

Webpage: www.dynatest.com
E-mail: usa@dynatest.com

Pavement Engineering Specialists
and Equipment

City of Missouri City
Attn: Purchasing Office
1522 Texas Parkway
Missouri City, Texas 77489

Dear Sir/Madam,

Dynatest North America, Inc., (Dynatest) is pleased to submit this proposal to the City of Missouri City (the City) to provide city-wide pavement and sidewalk evaluations. We understand that the City is seeking the services of an experienced pavement management consulting firm to perform pavement and sidewalk condition on all City maintained roads and sidewalks. The surveys will be performed using pavement and sidewalk rating criteria that will be provided by the City. The City has specified a "windshield" type survey for the pavement condition, which Dynatest performs on a regular basis. We will also provide a description of an alternate "semi-automated" condition survey should the City be willing to entertain another option. Dynatest will be teaming with **PinPoint Geotech** for the sidewalk inspection services, who will be providing back-end support for the Dynatest field crews performing the inspections. Additionally, **Cartegraph** will assist with data verification and upload assistance tasks.

Our proposed Project Manager, Robert "Reuben" Williams, P.E., has over 16 years of pavement engineering experience and has extensive experience with pavement condition surveys in the state of Texas. Furthermore, Mr. Williams served as the project manager and technical expert for the previous pavement and sidewalk condition surveys performed in 2013 (while at a previous firm). Mr. Williams is very familiar with the processes and procedures that the City used in the past. Mr. Williams helped perform the initial sidewalk inventory based on a walking sidewalk survey. The previous survey utilized a semi-automated collection method and the ASTM 6433 distress definitions for calculation of a pavement condition score. Additionally, PinPoint Geotech worked with Mr. Williams on the City's previous sidewalk inspection project and is familiar with the processes and procedures for the City's sidewalk rating criteria.

Dynatest is an industry leading provider of pavement engineering, evaluation, and testing services. We have successfully performed similar services for several agencies across the United States, and we have also successfully assisted agencies in justifying, optimizing, and increasing their pavement maintenance and rehabilitation (M&R) budgets. We understand these projects, and we have the experience, expertise, and state-of-the-art equipment required to provide high-quality, cost-effective pavement management and sidewalk inspection services to the City.

Dynatest is **available** to start work on this project in August of 2019 assuming contract award is finalized by July 2019 as noted in the Request for Qualifications. We anticipate field work will start no later than September of 2019 after using August for project setup and preparation. The project will take 4-6 months.

We also acknowledge receipt of one addendum on April 17, 2019. Thank you for the opportunity to provide this statement of qualifications.

Robert R. Williams, P.E., APMP
Principal Engineer, Dynatest North America, Inc.
TBPE Firm Registration No. F-17608

PROJECT APPROACH

We understand that the City of Missouri City is requesting a windshield pavement condition survey and walking sidewalk condition assessment of City owned roads and sidewalks. This project will involve data collection, data processing and formatting, upload to the City's Cartegraph system, and reporting on roadway conditions and cost estimations for sidewalk repairs. This first section describes our technical approach to addressing the City's requirements outlined in the Request for Qualifications (RFQ).

Project Tasks

We propose the following project tasks to successfully accomplish the project objectives described in the RFQ:

Task 1: Project Kickoff meeting and quality management plan development/finalization
Task 2: GIS and Pavement Inventory database review
Task 3: Conduct windshield-based distress surveys
Task 4: Update Cartegraph System (pavements)
Task 5: Executive Summary of Pavement Inspection
Task: 6: Sidewalk Inspection
Task 7: Update Cartegraph System (sidewalks)
Task 8: Executive Summary of Sidewalk Inspection

The overall proposed project work-flow is shown below in Figure 1

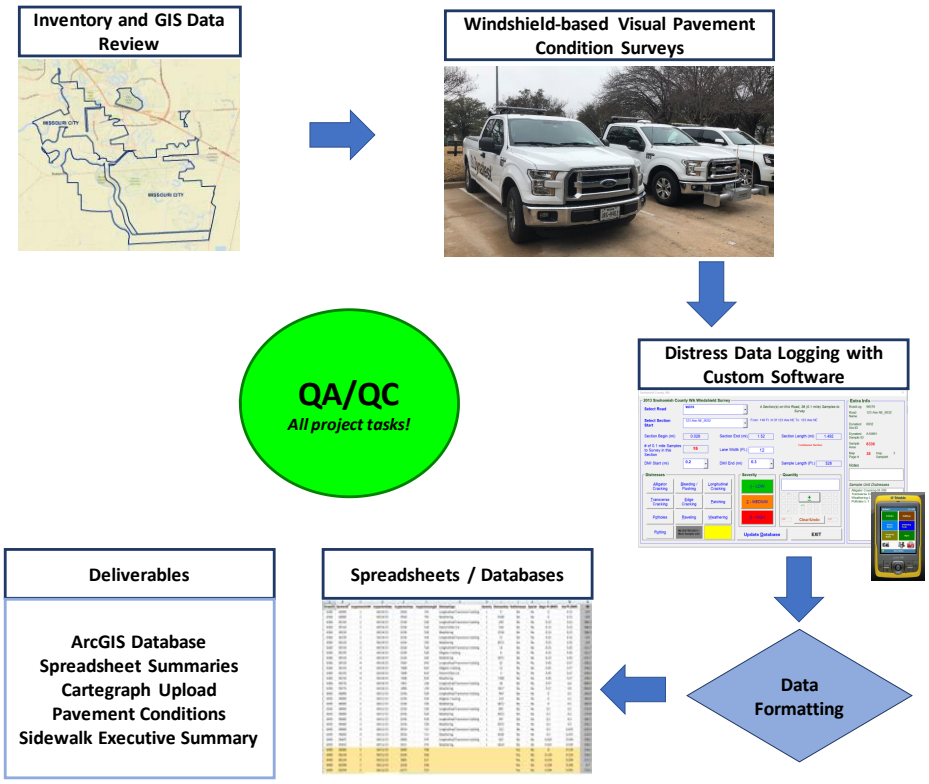


Figure 1 Proposed Project Work Flow Diagram

Task 1: Kickoff Meeting and quality management plan development/finalization. Dynatest will meet with City staff to initiate the project. This meeting will occur following the notice to proceed and at the earliest convenience of the City staff. The purpose of this meeting is to review current pavement and sidewalk networks, finalize the quality management plan, and finalize the project schedule. Prior to beginning the project, our team will develop a clear communications plan with contact information and list of key personnel from both Dynatest and the City, and a comprehensive project plan, including detailed schedule and deliverables. All project related tasks and deliverables will be reviewed during the kick-off meeting.

Task 2: GIS and Pavement & Sidewalk Inventory Database Review. The Dynatest team, and its proposed project manager, are very familiar with Missouri City's roadway network. As a first critical step in this current project, we propose to conduct a thorough review of the City's GIS data and the Cartegraph database, including:

- A review of the City's GIS data to ensure that all City managed roadway and sidewalk sections are present, and that they include all pertinent attributes including, but not limited to:
  - Segment and Section identifiers
  - Surface type, number of lanes, functional classification
  - From and To descriptions including Begin and End mile points
  - Correctly calculated GIS lengths
- A review of the City's Cartegraph database to ensure that the City's GIS data matches to it for each record present.
- Our team will work with the City to add/remove new road segments, adjust jurisdiction changes, and make other pertinent changes as required.
- For the sidewalks it is understood that inventory will be added in the field during data collection.

Task 3: Pavement Condition Surveys. Following the review of the City's pavement GIS data and inventory, the Dynatest team will conduct windshield-based pavement condition surveys. Prior to and during the pavement condition survey, the project team shall: (1) Work closely with the City staff to develop a testing schedule; (2) Verify a list of pavement sections to be surveyed, and (3) Perform continuous QA/QC of data during surveying.

The windshield surveys shall be conducted by 2-person teams, using a Dynatest vehicle equipped with appropriate safety devices. We believe that 2-person crews are necessary for conducting windshield surveys, with one crew member focusing on driving and traffic, and the other crew member operating the computer/software. The pavement condition surveys will be carried out while driving at slow speeds (10-20 mph), while recording distresses in real-time. Right of Way or pavement images will not be collected in this method. The Dynatest team will conduct field work only during daylight hours and during dry weather conditions. The Dynatest team will drive the vehicle while observing traffic rules and regulations, and will pull over or let traffic pass in case significant traffic begins to build up behind the survey vehicle.

One item that the crews will be made cognizant of in the field is how to handle the **very long concrete slab lengths** that are prevalent in the City's network. These are slabs that are 40 to 80 feet in length and will need to be subdivided when performing the survey. This was encountered on the previous project and to address this, the long slabs were subdivided into smaller "inspection" panels along which where a full width transverse crack had formed on each slab, essentially functioning as separate slabs.

During collection of the pavement condition, the crews will also denote which roadway segments have sidewalks present as to streamline the planning and data collection processes for the sidewalk assessment survey.

Dynatest has developed field programs for facilitating windshield-based pavement condition surveys. This includes a data logging program, GIS based maps and navigation, and an efficient routing software. These programs will be updated with the segmented GIS data, and deployed for field work. Example screen captures from these software programs are shown in Figure 2 below.

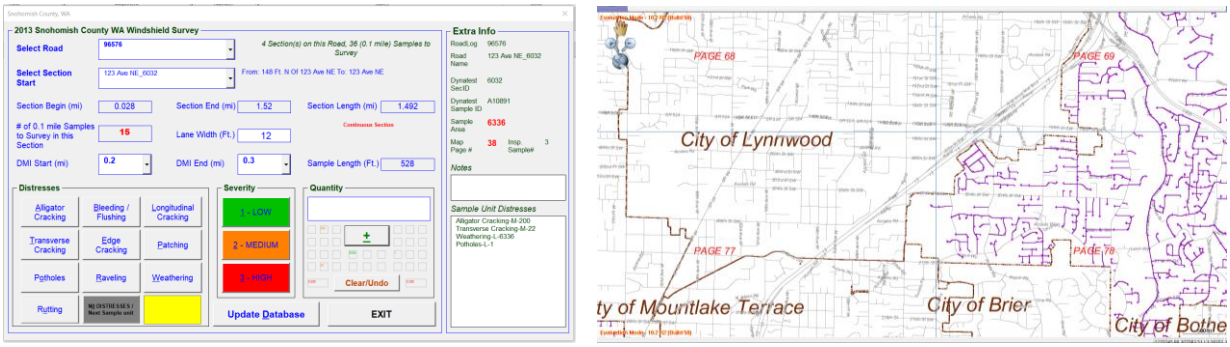


Figure 2 Field Data Collection Software

An example photograph of Dynatest's equipment is shown in Figure 3. These survey vehicles are equipped with highly visible flashing light bars, company logos on the sides, distance measuring instruments (DMI), and GPS receivers. **We are able to deploy multiple inspection teams if needed.**

Figure 3 Dynatest Field Survey Vehicle – Windshield Assessment

The distress condition surveys will be carried out in accordance with the guidance and distress definitions provided in ASTM D6433 and/or the **City's step-based rating procedure**. It is important to note that windshield-based survey methods are less-accurate than manual or semi-automated condition survey methods, and that an inherent degree of subjectivity is present in the estimated distress quantities. Therefore, it is critical that pavement inspectors perform field calibration tests to ensure that estimated windshield-based quantities are in relatively close agreement to manually measured distress quantities. Additionally, a windshield-based survey method will not be able to collect slab faulting on concrete roadways or accurate rutting information on asphalt roadways.

Task 4: Update Cartegraph System. Dynatest will populate the City's Cartegraph database with all roadway pavement condition data and required comments. Dynatest will perform this upload remotely by coordinating with City IT staff. A "test" database environment will be created to ensure all upload scripts load correctly; then, the upload will be done on the production or "live" database. Dynatest will coordinate a convenient time when City personnel will not be accessing the database to perform the upload (e.g., Friday afternoons or weekends). Cartegraph will assist with this task.

Task 5: Executive Summary of Pavement Inspection. Dynatest will prepare an executive summary which shall include a narrative description of all field work performed and summary tables and charts describing the network condition. If requested by the City, Dynatest can also prepare cost estimates for pavement repairs on a section-by-section basis.

Task 6: Sidewalk Inspection. Sidewalk data will be collected utilizing two-person crews equipped with handheld data collection units. During this inventory, the data collection crew will also be able to assess and locate specific failures along each sidewalk path. Each sidewalk will be associated to the street shapefile centerline file as well as any existing sidewalk inventory shape files. Based on the windshield condition survey for the pavements, a listing of all road segments containing sidewalks will be prepared in order to maximize productivity of the sidewalk inspection teams. As in the 2013 survey, PinPoint Geotech will provide daily data upload support and preliminary data processing.

Data is uploaded nightly and transmitted to the office, where processing of the sidewalk geometry as well as distress information will be compared to existing records (City's current sidewalk database) and associate the new inspection information to the existing sidewalk inventory. Any new areas of sidewalk will similarly be uploaded and new geometry in 100-ft segments will be created. If the existing sidewalk inventory shape file needs to be sectioned into 100-ft segments, this will be done prior to starting the sidewalk assessment.

Sidewalk Inspection Procedure. Utilizing the PinPoint software, collecting sidewalk inspection information requires that certain buttons be set up to record the START and the END of a travelled path. When the user presses the START button, the button causes the computer to record the first location and then begin repetitively collecting points as a path is travelled similar to bread crumbs. the button that was originally showing START is now showing END. When the user gets to the END of the traversed path, he presses the END Button, which records the end of the path and resets the button to START for the next Linear Collection. While walking the path of the sidewalk, the items that will be collected will be based on the historical items included on the previous survey:

- Vertical separation exceeding ½-inch;
- Horizontal separation exceeding 2-inches;
- Holes/gaps exceeding 3 inches in diameter;
- Maximum cross slope exceeding 12H:1V (8.3%);
- Denote if any of the defects are associated to vegetation (trees, roots, etc.);
- Note obstructions such as trees, poles, hydrants, or other structures in the sidewalk;
- Note non-failure items such as drop inlets, change in sidewalk width, and attached to curb;

- Take photographs of general condition of sidewalks if non-urgent repair is required;
- Take photographs of exact failure location for urgent defects requiring immediate attention;
- Street Name at Intersections;
- ROW and Intersection lines;
- Other items agreed upon during scoping meeting.

The breadcrumb trails of the sidewalks and geo-located sidewalk defect data will then be processed in ArcGIS and the following tasks will be performed:

- Create / update sidewalk geometry based on 100-ft segments based on 2019 survey;
- Associate each sidewalk defect to a specific 100-ft sidewalk segment;
- Ensure each defect has a GPS coordinate as a field in the shape file/geodatabase;
- Link associated inspection photographs to ArcGIS shape file/geodatabase for provision to City. There will be a hyperlink to images included in the shape file/geodatabase.

Task 7: Update Cartegraph System. Dynatest will populate the City's Cartegraph database with all sidewalk pavement condition data and required comments, including links to images captured in the field. Dynatest will perform this upload remotely by coordinating with City IT staff. A "test" database environment will be created to ensure all upload scripts load correctly; then, the upload will be done on the production or "live" database. Dynatest will coordinate a convenient time when City personnel will not be accessing the database to perform the upload (e.g., Friday afternoons or weekends). Cartegraph will assist with this task.

Task 8: Executive Summary of Sidewalk Inspection. Upon finalization of the sidewalk shape file/geodatabase, Dynatest will perform a segment-by-segment repair cost estimate based on the types of defects encountered. Based on the previous analysis done, the City primarily uses two types of sidewalk repair: 1) grinding to fix minor vertical separation and 2) slab replacement to repair other defects or excessive vertical separation. A total price of repair will be provided per 100-ft section of sidewalk in addition to granular (individual slab) repair cost and location. The total price of repair will include the grand total of what the City will pay and the resident/business owner (if applicable). If the percent responsibility is provided, Dynatest can further break down the repair cost to the City and resident/business owner. This percentage is commonly 50% for many agencies. Repair costs will be compiled per district for the executive summary.

ABILITY TO PERFORM WORK

Dynatest North America, Inc.

Dynatest North America, Inc., has provided pavement consulting engineering services and products to the global community since 1976. We pride ourselves on our unique combination of state-of-the-art pavement testing and evaluation equipment, in-house analytical expertise, and practical, in-the-field "know-how" that enables us to successfully perform many different types of projects and provide practical solutions for a wide array of clients. Dynatest is a leading provider of pavement consulting services, including:

- Automated and manual pavement condition surveys
- PMS implementation and updates using PAVER, StreetSaver, Cartegraph and other systems
- Falling Weight Deflectometer (FWD) testing
- High-speed laser Road Surface Profiler (RSP) testing
- Runway and Highway Friction Testers (RFT/HFT)
- Accelerated Pavement Testing (APT) Systems
- ELMOD, PERS/AIRPORTS and Dynatest Explorer (DE) software

Our core engineering staff includes:

- Ten (10) Engineers with a Master's or Doctorate in Civil Engineering focusing on pavement engineering. This includes four (4) professional engineers located in Austin, Texas.
- Seven (7) full-time technicians and operators, including five (5) based in Austin, Texas.
- Highly experienced and trained equipment technicians capable of supporting all our equipment.
- We have the ability to utilize additional resources from other offices as needed.

Dynatest, can provide virtually all types of pavement testing and engineering services, including manual and semi-automated pavement inspections, non-destructive structural testing, friction testing and pavement profile measurements. Dynatest currently owns and operates the following equipment:

Dynatest In-House Equipment	Model	Quantity
Dynatest RAPTOR – Continuous structural assessment	RAPTOR	1
Multi-Function Vehicle (MFV) 3D Imaging	LCMS	2
Multi-Function Vehicle (MFV) 2D Imaging	LRIS	2
Ground Penetrating Radar (GPR)	SIR30	1
Heavy Weight Deflectometer (HWD)	8082	2
Fast Falling Weight Deflectometer (Fast-F)	8002	2
Road Surface Profilometer Mark III	5051-3	3
Road Surface Profilometer Mark IV	5051-4	3
Locked Wheel Friction Tester	1295	2
Runway Friction Tester	6875	2
Light Weight Deflectometer	3031	1

In the last three (3) years alone, Dynatest has performed similar pavement condition evaluation and engineering services for several agencies, including:

City of Richmond, VA – 1,800 miles	City of Minneapolis, MN – 1,600 miles
Merced County Association of Governments – 2,500 miles	Rover Pipeline Inc. – 3,500 miles
City of Frisco, TX – 500 miles	City of Alexandria, VA – 350 miles
Arlington County, VA – 600 miles	City of Alpharetta, GA – 300 miles
City of Georgetown, TX – 360 miles	Snohomish County, WA – 1,500 miles
City of Port Angeles, WA – 200 miles	City of Minot, ND – 320 miles
Various Military Bases – 2,500 miles	City of Tyler, TX – 540 miles

Pavement Condition Assessment Capabilities

The Dynatest team has performed pavement condition surveys on thousands of miles of roads in the United States and at overseas locations. Our pavement inspectors are well-trained in all pavement condition survey methods including:

- Automated/Semi-Automated distress evaluation surveys using pavement images captured by pavement imaging vehicles.
- Manual/Walking pavement condition surveys in accordance with the guidance provided in ASTM D6433.
- Visual/Windshield based distress evaluation surveys.

In addition to the windshield inspection specified in the RFQ, Dynatest regularly performs assessments utilizing a semi-automated approach. An automated survey utilized a multi-platform vehicle with subsystems that record pavement and right-of-way images, pavement ride quality, and capability of LiDAR for asset inventory. All subsystems are GPS-enabled, meaning each piece of data collected can be related to a specific on the ground location. Our automated vehicle with a sample ROW image are both shown in Figure 4 below. Dynatest is willing and capable to perform an automated survey for the City instead of a windshield survey if requested to do so.

Figure 4 Dynatest Field Survey Vehicle – Semi-Automated Assessment & Sample ROW Image

The Dynatest automated data collection using system is the Multi-Functional Vehicle (MFV), equipped with 3D Laser Crack Measurement System (LCMS). During data collection, this vehicle is driven at posted speed limits (up to 60 mph). This method for data collection is fast and safer than traditional walking or windshield surveys. This system not only collects pavement distress images, but also ride quality, rutting, faulting, ROW images, and if necessary, LiDAR can be added. Data is processed at workstation in the office by utilizing both downward pavement images and ROW images as shown in Figure 5 below.

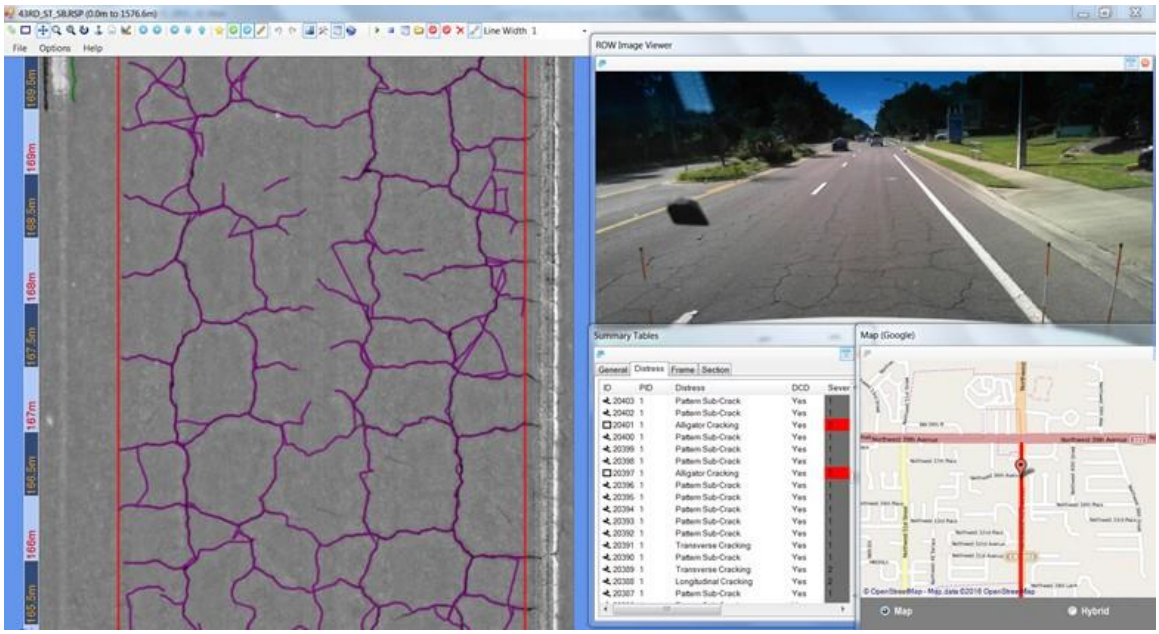
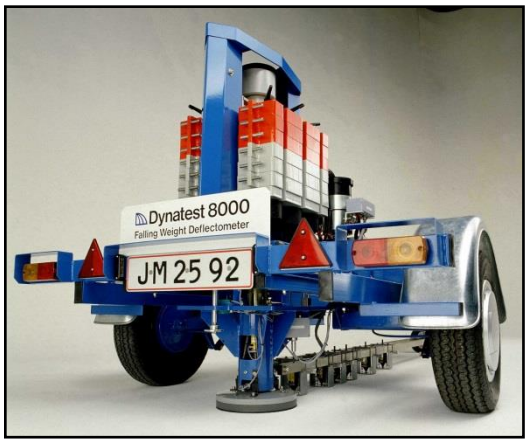


Figure 5 Automated Distress Analysis Process in Dynatest Explorer/Dynatest Rating Module

Additional Pavement Engineering Capabilities

The Dynatest Team is capable of providing additional pavement evaluation services to the City, ranging from the collection of pavement profile measurements (IRI and rutting), friction data (Dynatest is the leading manufacturer of pavement friction testing equipment and has three Pavement Friction Testers (PFT) available for roadway testing), structural integrity data (via the deployment of any of Dynatest's three Falling Weight Deflectometers (FWD)), Ground Penetrating Radar data (GPR), to video log data – via the deployment of any of Dynatest's three Multi-Function Vehicles (MFV). We will be happy to provide cost proposals for performing these services.



The Dynatest **Falling Weight Deflectometer** technology provides a measurement foundation for the proprietary Dynatest "analytical-empirical" pavement engineering methodology, a system of advanced automated pavement measurement and analysis products available only through Dynatest. FWD testing makes it possible to treat pavement structures in the same manner as other civil engineering structures by using mechanistically-based design methods. Selecting the type of rehabilitation for a given pavement is of considerable economic significance. To reach that decision without an adequate knowledge of the structural condition of

the pavement may have very costly consequences. Ground Penetrating Radar Testing is often performed in combination with FWD testing to obtain pavement layer thicknesses to aid in the analysis of the deflection data.

The use of a Dynatest FWD enables the Engineer to determine a deflection basin caused by a controlled load with accuracy and resolution superior to other existing test methods. The FWD produces a dynamic impulse load that simulates a moving wheel load, rather than a static, semi-static or vibratory load. These developments allow the use of mechanistic approaches to analyze FWD data.

FWD generated data, combined with layer thickness can be confidently used to obtain the 'in-situ' resilient E-moduli of a pavement structure. This information can in turn be used in a structural analysis to determine the bearing capacity, estimated expected life, and calculate an overlay requirement, if applicable (over a desired design life.)

Skid resistance testing is conducted using the Dynatest 1295 **Pavement Friction Tester**. The testing and reporting are performed in accordance with ASTM E274. The testing can be performed on selected roadways and the skid number (SN) will be reported for each feature. Friction characteristics can be used as a network level indicator of roadway safety and also to better assess the effectiveness of a particular roadway maintenance application.

Dynatest also regularly performs **pavement design services** for our clients. As pavement engineering experts, we bring an additional level of consultancy to our clients as we are well-educated and experiences in the **entire pavement life cycle** from design, to condition survey, to structural design, to forensic investigations. This ensures that our clients have the maximum support from us on all pavement related items and questions that may arise during a project.

PinPoint Geotech, Inc.

Dynatest will be utilizing PinPoint Geotech data collection software for the sidewalk inspection task of this project. Additionally, PinPoint will be providing technical support for the data collection crews and transmitting the inspection results to the Dynatest technical team.

PinPoint GeoTech, Inc., is an innovation company that specializes in providing the PinPoint-GeoWorks Government Solution Suite™ to such government entities as cities and counties to help them cope with critical issues such as rising fuel costs and environmental issues. The Company provides them with simple, affordable and effective technologies to reduce risks, minimize costs and benefit the environment.

PinPoint GeoTech's software and wireless hardware solutions focus on government and engineering agencies, including public works, utilities, codes enforcement, disaster management, waterworks, risk management and transportation. PinPoint-PublicWorks™ technological simplicity empowers both fleet drivers and office clerical personnel to initiate system-wide process improvements.

Their systems are also perfectly targeted at making field data collection for engineering firms far simpler and more cost effective by allowing non-GIS trained personnel take accurate and timely data from the field. Uses include Asset Location documentation, Attributes documentation, Condition Assessments, Scoring and Grading, and Task Management.

PinPoint Geotech provided the data collection software and support on the previous sidewalk inspection performed for the City of Missouri City.

Services Profile

- Custom Data Collection Forms and Algorithms for PinPoint Public Works data collection
- Upgrade and Project Planning Consulting
- Field Data Collection Manpower
- Project Quality Assurance and Data Monitoring
- Project and Product Training
- Software Design and Engineering

Cartegraph Systems

Providing additional expertise to the Dynatest team is Cartegraph. Cartegraph is the current asset and pavement management system in use by the City of Missouri City. Cartegraph provides expertise in using the software, streamlining data upload to minimize errors, and if requested by the City experience with running budget scenarios. Cartegraph has worked with or collaborated projects with our project manager, Reuben Williams, for nearly 15 years. Cartegraph's professionals with pavement management experience will work very well with Dynatest's pavement engineers PinPoint's asset inspection expertise.

Cartegraph provides an operations management solution to help improve productivity and align more closely with the needs of government agencies. The experienced, process-driven implementation and support team delivers asset management software that improves efficiency. We are committed to our partners and leverage them to provide best of breed solutions such as

Cartegraph creates simple, innovative technology that helps organizations save time and money...and we've been doing it for more than 25 years. They have stayed true to our industry expertise and our customers and focused solely on improving their day to day lives. In that time, they have proudly built and maintained a reputation as a thought leader and an innovator in the industry. By growing to over 600 customers nationwide, and an amazing customer retention rate of 98.1% year over year.

EXPERIENCE OF KEY PERSONNEL

ROBERT R. WILLIAMS, P.E., APMP
PROJECT MANAGER
Austin, Texas | 40-60% time allocation

Dynatest®

Education
MS, Civil Engineering, University of Texas at El Paso 2003
BS, Civil Engineering, University of Texas at El Paso 2002

Licenses & Certifications
Texas Professional Civil Engineer 100100
APMP (IPMA Level D Certification; No. AP 167533)

Experience Summary
Mr. Williams has comprehensive experience in pavement management, evaluation, and design, including non-destructive testing methodologies. He consistently develops and refines new and existing tools and procedures to efficiently pre-process, analyze, and assure quality of data. Mr. Williams has been at Dynatest since December of 2015. Mr. Williams provides critical input and leadership in the development of new technology and equipment. He has experience in supervising and mentoring engineering and technical staff. He has supervisory experience and regularly supervises multi-disciplinary project teams on complex engineering and pavement management projects. He has more than 16 years of experience with pavement management software. Mr. Williams also utilizes specialty software on a regular basis on pavement analysis, evaluation, and pavement management projects.

Significant Project-Related Experience

- **City of Missouri City Pavement Management Services, Missouri City, Texas (2012-2013).** Managed inspection of approximately 290 miles of city streets. The pavement condition information was uploaded to the Cartegraph pavement management system and a formal report documenting network conditions was provided to the City. No formal budget analysis was performed.
- **City of Missouri City Sidewalk Inventory and Inspection (2013):** Mr. Williams served as project manager and lead technical expert for sidewalk inspections along approximately 300 centerline miles of roadway for the City of Missouri City, TX. With PinPoint Geotech as a subcontractor, Mr. Williams led the technical development of a GPS handheld system for sidewalk inspections. Sidewalk defects were recorded in the field as well as sidewalk centerlines and photos of defects to aid in repair of sidewalks. Geotagged information on the precise location of all sidewalk failures, type of failure, and estimated repair cost were provided for the City's entire network. The handheld data collection system allowed for inventory and location of sidewalks that were not adjacent to roadways or sidewalks that moved far off from the roadway in places, but still maintained by the City. A report summarizing field data collection, inventory, sidewalk attributes, and estimated repairs was provided to the City. This report did not require a professional engineer's seal.
- **City of San Antonio Pavement Management Services, San Antonio, Texas (2009-2012):** As project manager, Mr. Williams led the inspection of approximately 4,000 centerline miles (4,800 test miles) of city streets. Roadside assets were inventoried that included sidewalks, curb ramps, drop inlets, signs, manholes, and water valves. Along with two subconsultants, which included PinPoint Geotech, Inc., ADA compliance inspections were performed on over 57,000 curb ramps on city streets. The pavement condition information was uploaded to the Cartegraph pavement management system and budget analyses used for long-term planning were provided to the City.

Geodatabases were provided for sidewalk, curb ramp, drop inlet, and sign inventory. This project consisted of a phased implementation over three years:

- **Condition Survey**. The condition survey took place in 2010. Collection started in January of 2010 and completed around July 2010. Data processing continued through November when PCI scores were finalized.
- **PCI Calculation.** The modified ASTM approach for calculating a PCI was utilized for this project. Once all raw data was in the office, Fugro engineering staff reviewed the data further to ensure quality prior to upload to the pavement management system. The City of San Antonio implementation was done using the Cartegraph pavement management system.
- **Pavement Management System Installation and Configuration.** While some degree of configuration was performed during the PCI calculation phase of the project, additional configuration was performed to allow City personnel to perform budget analyses on their own. Legacy condition information was transferred to the new system.
- **Asset Inventory.** From the right-of-way (ROW) images taken during the pavement condition survey. Road signs, sidewalks, curb ramps, drop inlets, manholes, water valve covers, and concrete collars were all inventoried. Sidewalks had termini information gathered (latitude and longitude coordinates) along each roadway. Signs, drop inlets, and curb ramps were also geolocated and some attribute information was obtained from the imagery.
- **ADA Ramp Inspections.** A special inspection of the curb ramps was performed to assess ADA compliance of each ramp maintained by the City. Along with PinPoint Geotech, Mr. Williams developed a software package for mobile GPS devices for ADA ramp inspections. Inspection criteria was defined by City personnel and programmed. Over 57,000 ramps were inspected for ADA compliance using this procedure.

- 2015 Pennsylvania DOT Statewide Pavement Condition Survey – managed inspection of approximately 30,000 miles of distress data collection and processing. Coordinated project tasks with multiple departments within the company.
- 2014 Pennsylvania DOT Statewide Pavement Condition Survey – managed inspection of approximately 30,000 miles of distress data collection and processing. Coordinated project tasks with multiple departments within the company.
- City of Austin Pavement Data Collection of approximately 2,500 miles (in year three of ongoing three-year project with two full network c overages; 2010, 2012, and 2013)
- Charleston County, South Carolina: Implemented Earth Road Management System which included inspection and inventory of all unpaved roads in the County's network (200 miles).
- City of Irving, Texas – Pavement Management System implementation and CIP Plan Development. Overseeing 1,200 miles of roadway inspections and development of maintenance and CIP plans for the City of Irving, Texas.
- Other pavement management projects: City of Richardson, TX, City of San Angelo, TX, City of Waco, TX, City of Pflugerville, TX, Travis County, TX; City of McKinney, TX (5); Bexar County, TX; Mohave County, AZ, Charleston County, SC (2, paved and unpaved networks), City of Universal City, TX, City of San Marcos, TX (2), City of Georgetown, TX (5x, 2004 - 2018), City of Coppell, TX, City of Haltom City, TX, City of Tyler, TX (2013 and 2017), TX, Portland, TX, Seattle, WA, Nanaimo, BC, City of Cedar Park, TX

Professional Affiliations:
Member, American Society of Civil Engineers
Member, American Public Works Association
Transportation Research Board – Former Member of Committee on Strength & Deformation Characteristics of Pavement Sections (AFD80)

SALIL GOKHALE, P.E.
TECHNICAL ADVISOR / BACKUP PROJECT MANAGER
Austin, Texas | 10-20% time allocation

Dynatest®

EDUCATION
Post-Baccalaureate Certificate in GIS, Pennsylvania State University, 2011
M.S., Civil Engineering, Pennsylvania State University, 2001
B.E., Civil Engineering, Govt. College of Engineering, Pune, India, 1998

LICENSE
Professional Engineer, Florida, No. 66552
Professional Engineer, Texas, No. 129345

EXPERIENCE SUMMARY

Mr. Gokhale is a licensed civil engineer with more than 17 years of experience in pavement engineering and related non-destructive testing and equipment. His areas of expertise include implementation/updates of pavement management systems, automated and manual pavement condition surveys, GIS integration, structural testing, pavement profile measurements, and, friction testing, and Accelerated Pavement Testing (APT).

Mr. Gokhale joined Dynatest Consulting in 2008 and currently serves as a senior engineer and manager based in their Austin, Texas office. Besides extensive business development efforts, Mr. Gokhale oversees a multitude of pavement engineering and consulting projects including pavement management systems implementation, semi-automated pavement condition surveys, non-destructive pavement testing and analysis including Falling Weight Deflectometer (FWD) testing, pavement profile measurements (IRI and rutting), friction testing (highways and runways) and Dynatest's Heavy Vehicle Simulator (HVS). He is heavily involved in software/hardware product development focusing on 2D and 3D pavement imaging, automated pavement distress analysis, GIS data integration and mapping. In addition, he has developed numerous software tools and analyses-processes for effective data collection, validation, analysis and reporting of pavement related data.

SIGNIFICANT PROJECT-RELATED EXPERIENCE

PAVEMENT MANAGEMENT AND CONDITION EVALUATION

Mr. Gokhale has extensive experience in managing pavement evaluation and management projects on highways and city/county roadways. The objective of these types of projects is to help transportation agencies make informed decisions in identifying cost-effective maintenance and rehabilitation treatments, and to best utilize limited funding resources. He has served as Project Manager/Engineer on the following projects:

Private Agencies

- Evaluation of roadway conditions during pre- and post-construction phases of the Rover Pipeline Project. This project includes Pavement Condition Index (PCI) Surveys, pavement profile measurements, pavement and right of way imaging and video on more than 3,200 lane miles of rural roadways in Ohio, Michigan, West Virginia and Pennsylvania. (June 2016 – present).
- Pavement Condition Index (PCI) survey (semi-automated) and pavement profile measurements on over 7,000 lane miles of rural County roadways in Michigan, Illinois, Missouri, Kansas and Oklahoma. These surveys were performed as part of a pre- and post-construction roadway evaluation of haul routes for Enbridge Energy Inc. (2013-2014).

- Pavement Condition Index (PCI) survey (semi-automated) and pavement profile measurements on over 1,500 lane miles of rural County roadways in Illinois. These surveys were performed as part of a pre- and post-construction roadway evaluation of haul routes for SAM Inc. (2014-present).
- Detailed pavement evaluation on the Dallas Fort Worth Connector, North Tarrant and LBJ Express/IH 635 expressways in Dallas, Texas. These projects, totaling more than 600 lane miles, included visual distress data collection, pavement profile measurements, FWD testing, and skid resistance measurements. (2015-2016).

State and Regional Agencies

- Automated distress data collection, and pavement management system update for the City of Minneapolis, MN, on more than 1,600 lane miles of City streets and alleys. (2016, ongoing)
- Visual distress surveys, pavement roughness measurements and pavement management system updates on more than 3,000 miles of roadways for Snohomish County, WA (2013-2017).
- Fully automated distress data collection, and, pavement profile measurements 13 cities in North Dakota on more than 600 lane miles of City/Urban roadways. (2016).
- Automated distress data collection, pavement profile measurements on more than 500 miles of roads, PAVER updates for high-speed airport approach roads at Dulles International Airport, Washington D.C., Raleigh-Durham International Airport, Raleigh, North Carolina, Orlando International Airport, Orlando, Florida, and Houston International Airport, Houston, Texas.
- PAVER update, PCI survey (semi-automated) and pavement profile measurements on more than 1,800 miles for Prince George's County, MD. (2013-2014).
- PAVER implementation and PCI survey (semi-automated) on more than 3,200 lane miles for the City of Indianapolis, Indiana. In addition, pavement profile measurements were performed on over 1,200 miles of arterial roadways. (2012-2013)

Department of Defense

- PAVER updates, PCI surveys (semi-automated) and pavement profile measurements at more than twenty (20) Navy and Marine Corps bases in USA. (2011-present) covering more than 2,000 lane miles of roadways. PAVER implementation and updates, PCI surveys (manual) at Ft. Riley, Kansas, Ft. Campbell, Kentucky, Yakima Training Center, Washington, and, PCI surveys (semi-automated) on over 2,500 lane miles at various other Army installations located across the continental USA. PAVER system updates and PCI surveys (semi-automated) on over 2,500 miles at various Army bases located across the continental USA. (2011-2014).

PROFESSIONAL AFFILIATIONS

Member, American Society of Civil Engineers, T&DI
Member, Transportation Research Board (Committee AFD20)
Member of the Board, Association of Transportation Professionals of Indian Origin (www.atpio.org)

OMAR ELBAGALATI, PH.D., P.E.
PROJECT ENGINEER
Austin, TX | 65-80% time allocation

Dynatest®

Education Ph.D. Louisiana State University, Baton Rouge, La, 2014 – 2017
M.S. Mansoura University, Mansoura, Egypt, 2008 – 2012
B.S. Mansoura University, Mansoura, Egypt, 2003 – 2008

Experience Summary
Dr. Elbagalati is an Assistant Pavement Engineer at Dynatest since February 2017. He has more than nine years of experience in pavement engineering, including Pavement Non-Destructive Testing Pavement Management Systems, and Pavement Design.

As an Assistant Pavement Engineer, Dr. Elbagalati has contributed to pavement condition evaluation and pavement management system implementations projects such as City of Wichita Falls, TX; City of Oviedo, FL; City of Port Angeles, WA; City of Topeka, KA, City of Frisco, TX, City of Tyler, TX, and City of Milton, GA. In addition, Dr. Elbagalati has contributed significantly in the back-calculation and rehabilitation design for the Los Angeles International Airport (LAX) and Van Nuys Airport (VNY).

Prior to joining Dynatest, Dr. Elbagalati served as Research Assistant at Louisiana State University where he conducted several projects Such as, developing a frame work to implement non-destructive deflection testing measurements into the State of Louisiana Pavement Management System; and developing self-healed asphalt concrete mix using induction heating. Dr. Elbagalati also served as the Fundamentals of Pavement Design and Surveying Courses instructor at Louisiana State University. He has published numerous technical papers on pavement analysis, performance and pavement management and is an active Technical Paper Reviewer for several internationally recognized Journals as well as Transportation Research Board Committees.

In addition, Dr. Elbagalati served as a professional research assistant at Arizona State University, where he was involved in two major research projects; evaluating the effect of polyethylene and polypropylene fibers on the performance grades of asphalt binders and evaluating the use of hydrated lime and Portland cement on the aging behavior of the asphalt mixtures.

Reviewer
Standing Committee on Full-Scale Accelerated Pavement Testing at the Transportation Research Board
Standing Committee on Artificial Intelligence and Advanced Computing Applications at the Transportation Research Board
Standing Committee on Pavement Management Systems at the Transportation Research Board
The American Society of Civil Engineering (ASCE) Journal of Transportation Engineering
Journal of Engineering Mechanics

Honors
Fully funded six month visiting research assistant scholarship at Arizona State University.
Graduate student enrichment award from the Civil and Environmental Engineering Department at Louisiana State University.

ALVARO ULLOA, PHD, P.E.
TECHNICAL ADVISOR
Austin, TX | 10-30% time allocation

EDUCATION Ph.D., Civil Engineering, University of Nevada – Reno
MS, Civil Engineering, University of Nevada – Reno
Post-Baccalaureate Licensure, Civil Engineering, University of Costa Rica

LICENSE California Professional Civil Engineer C 83661.
Texas Professional Civil Engineer 123961
Costa Rica Professional License IC 17881

EXPERIENCE SUMMARY

Dr. Ulloa has been involved in several pavement non-destructive testing evaluation projects. He has conducted pavement evaluation involving structural performance (using Falling Weight Deflectometer and material characterization), functional performance (using Roadway Surface Profiler and Friction Tester devices), and pavement management and design. He is bilingual, English and Spanish. Dr. Ulloa has been involved in pavement/material engineering since 2006. His background includes state-of-the-art pavement material characterization, tire-pavement interaction, Mechanistic-Empirical pavement design, pavement modeling using dynamic viscoelastic analysis, and geotechnical engineering. He has published over 10 journal papers, and research reports, along with several conference podium presentations.

Dr. Ulloa was also an instructor at university level, and is currently providing pavement engineering and deflection backcalculation training (Dynatest Elmod 6.0), in both English and Spanish, for cities, research centers, and consultant companies throughout United States and Latin America.

SIGNIFICANT PROJECT-RELATED EXPERIENCE

PAVEMENT MANAGEMENT SYSTEM IMPLEMENTATIONS AND PAVEMENT CONDITION SURVEYS Dr. Ulloa has been involved in a series of pavement distress data collection projects for both roadway networks and airfields. Manual distress survey methodologies include City of Wichita Falls, TX, Tyndall, FL, Laughlin, TX, Spofford, TX Air Force Bases, among others. In addition, Dr. Ulloa has conducted several automated pavement distress surveys including De Luz Community, CA, Carson City, NV, Coconino, AZ roadway network, Seal Beach Naval Weapons Station, CA, CALTRANS HPMS, among others.

PAVEMENT EVALUATION AND REHABILITATION DESIGN: Dr. Ulloa has extensive knowledge with non-destructive pavement testing equipment and methodologies. He has been project manager for several rehabilitation and reconstruction pavement design and analysis using the Falling weight Deflectometer (FWD). He has being involved in the pavement evaluation and recommendations for projects such as: City of Redlands – Phase I Recommended rehabilitations strategies for 230 lane miles, North Dakota Statewide FWD Testing and Analysis, Rehabilitation of I-30 and I-55 roadway section in Arkansas, pavement rehabilitation design for Rice Ave. Ventura County, CA, Turner Turnpike I-44 pavement rehabilitation, among others. Dr. Ulloa has served as project manager for the Missouri Statewide friction testing and analysis. He also has conducted several airport runway and taxiway pavement rehabilitations using both Mechanistic-Empirical and FAA methodologies. Evaluated airports included: Long Beach Airport, Chennault Int. Airport, Ontario Airport, McAllen Airport, Lawton Airport, Shreveport Airport, Oakland Airport, Van Nuys Airport, Los Angeles Int. Airport, among others.

PROFESSIONAL AFFILIATIONS

Member, American Society of Civil Engineers, T&DI
Member, Transportation Research Board (Committee AFD40)

SELECTED PUBLICATIONS

1. Bazi, G., Hajj, E.Y., *Ulloa, A.*, and Ullidtz, P., "Finite Element Modeling of the Rolling Resistance due to Pavement Deformation", presented at **Transportation Research Board**, 2017
2. L. du Plessis, *Ulloa, A.*, Harvey J.T., and Coetzee, N.F., "Accelerated Pavement Testing Efforts Using the Heavy Vehicle Simulator" **Transportation Research Conference**, China, 2016.
3. Tohme, P., Ulloa, A., Bazi, G., Ullidtz, P., ""Pavement Deformation Impact on Energy Loss and Vehicle Rolling Resistance", presented at, **Transportation Research Board**, 2016
4. *Ulloa, A.*, Hajj, E., Diaz, C., Sebaaly, P., "Influence of Aggregates Characteristics, Asphalt Binder, and Mixture Properties on HMA Rutting Performance", **Transportation Research Board**, 2014. Podium presentation.
5. *Ulloa, A.*, Hajj, E., and Sebaaly, P., "A Mechanistic-Based Approach to Evaluate Rutting Susceptibility of HMA Mixtures Using Dynamic Triaxial Testing", **Journal of the Transportation Research Board**, 2013.
6. *Ulloa, A.*, Hajj, Siddharthan, R., and Sebaaly, P., "Equivalent Loading Frequencies for Dynamic Analysis of Asphalt Pavements", **Journal of Materials in Civil Engineering, American Society of Civil Engineers**, ASCE, 2012.
7. Hajj, E., *Ulloa, A.*, Sebaaly, P., and Bazi, G., "Impact of Rich-Bottom Design in Asphalt Pavements", **International Journal of Pavements Research and Technology**, 2011, p.p. 313-323.
8. Hajj, E., *Ulloa, A.*, Siddharthan, R., and Sebaaly, P., "Estimation of Stress Conditions for the Flow Number Simple Performance Test", **Transportation Research Record: Journal of the Transportation Research Board**, 2010, p.p. 67-78.
9. Hajj, E., *Ulloa, A.*, Siddharthan, R., and Sebaaly, P., "Characteristics of the Loading Pulse for the Flow Number Performance Test", **Journal of the Association of Asphalt Paving Technologists**, 2010, p.p. 253-294.
10. Ulloa, A, "Development of a Mechanistic-Based Approach to Evaluate Critical Conditions of Hot Mix Asphalt Mixtures", **Doctoral Dissertation**, University of Nevada, Reno, 2013.
11. *Ulloa, A.*, "Characteristics of Dynamic Triaxial Testing of HMA Mixtures", **Master Thesis**, University of Nevada, Reno, 2009.
12. *Ulloa, A.*, Hajj, E., and Sebaaly, P., "*AASHTO Standard Practice:* Determining the Asphalt Mixture Critical Conditions for Rutting Evaluation by Means of Dynamic Repeated Load Triaxial Test (RLT)", submitted for revision, **American Association of State and Highway Officials**, AASHTO 2013. Approval Pending.
13. *Ulloa A., Vargas, W.*, "Vulverabilidad Geoténica de Rellenos en Carreteras de Montaña", **Congreso Iberoamericano delAsfalto**, 2007.
14. *Ulloa A., Elizondo, F., Badilla, G.*, "Predicción de Módulos Resilientes en Mezclas Asfálticas Mediante el Modelo de Witczak", **Congreso Iberoamericano delAsfalto**, 2007.
15. *Ulloa A., Allen J., Badilla, G.*, Sibaja, D., "Encuesta de Carga en Pavimentos de Costa Rica", **Congreso Iberoamericano del Asfalto**, 2007.

CRAIG COX
GIS AND DATA SPECIALIST / PROGRAMMER
Austin, TX | 25-50% of time allocation

Dynatest®

EDUCATION Civil Engineering coursework (36 hours), University of Texas, Austin, TX, 1992
B.S., Computer Science, Southwest Texas State University, San Marcos, TX, 1983
Pre-Engineering, Tarleton State University, Stephenville, TX, 1979

EXPERIENCE SUMMARY

Results-driven professional who is extremely persistent in problem solving. Work skills include database, software, and web development. An approachable individual with good communication skills who can work effectively with teams or independently. Learns quickly and can adapt easily to advances in technology.

SIGNIFICANT PROJECT-RELATED EXPERIENCE

Process Improvement/Automation Specialist

- Prepare, process, and run quality control applications on pavement related data for the Federal Highway
- Administration's Long Term Pavement Performance monitoring system's annual data release.
- Developed quality control tools and conversion processes for a Texas Department of Transportation project to gather, assemble, and deliver pavement condition data.
- Developed applications and quality control tools to import pavement condition data into MicroPAVER and Cartegraph for municipality's pavement management systems.
- Developed an application on MS Access for friction data, collected for the state of Louisiana.

Developed an application on MS Access for coring data, collected for the state of Louisiana.

Programmer/Systems Analyst

- Maintained, improved, and enhanced the department's pavement management system.
- Developed mapping applications on MS Access and ArcGIS using the pavement management data.
- Developed tools on MS Access to view and summarize pavement management data.
- Processed pavement related data that was submitted to the Federal Highway Administration's Highway Performance Monitoring System.
- Participated as an instructor for the pavement rater training classes.

Technical Skills

- Languages: ASP.NET, C#, HTML, Javascript, NATURAL, PERL, SAS, VBA, VBScript
- Development Tools: ArcGIS, MS Visual Studio, SQL Developer, SQL Server Management Studio
- Pavement Management Tools: Cartegraph, MicroPAVER
- Operating Systems: Windows
- Database Systems: Oracle, SQL Server
- Office Applications: Microsoft Office Suite (Access, Excel, Power Point, and Word)

AWARDS

Albert H. Pollard award, TxDOT, 2004, for "outstanding contributions in the materials, tests, and pavements field" (PMIS MapZapper).

JIM OSWALD – PINPOINT GEOTECH, LLC
FOUNDER, OWNER, CEO
Clemson, SC | 15-30% time allocation

EDUCATION

Clemson University, Electrical Engineering Technology, 1984
Clemson University, Industrial Management, 1984

EXPERIENCE SUMMARY

As a serial entrepreneur, Mr. Oswald has been at the leading edge of technology breakthroughs over his 27-year career as a Technology Developer & Consultant. He developed the first known PC software for mortuary management in 1984, installed the first Novell Network in South Carolina in 1986, built a "first of its kind" machine-vision based automated golf ball flight test system, and built the largest privately owned internet access company in South Carolina in 1996. He is well known in the South Carolina technology community as an innovator. Most recently, Mr. Oswald founded and developed PinPoint GeoTech, LLC. PinPoint is a revolutionary Municipal Public Works GPS System that has proven to save huge amounts of fuel, manpower, and equipment wear and tear and boasts large reductions in greenhouse gas emissions.

Having spent 27 years developing software and hardware products for various Microsoft platforms, his specialty is the integration of emerging technologies to simplify tasks, achieve greater productivity, and require less reliance on operator training.

The son of a Navy Civil Engineer, Mr. Oswald began learning about Public Works and Civil Engineering at an early age. His most recent product, PinPoint-PublicWorks™, combines his knowledge of field and desktop computing, GPS acquisition, GIS mapping and cartography into simple field data collection devices usable by nearly anyone with only a few minutes of training.

The development of the PinPoint-GeoWorks suite of Government Data Collection Solutions has led to scores of applications with city and county Public Works departments, State Emergency Management agencies, earth and paved road damage assessment and monitoring crews, asset management and code enforcement entities, and specialized engineering firms. Among his many clientele are cities as small as Newberry, South Carolina and as large as Anaheim, California. Other clients include Charleston County, South Carolina and the South Carolina Emergency Management Division. He has been PinPoint's lead developer and consultant for Engineering Firms such as Fugro Consultants, Asset Management Associates, Woolpert Company, Lowe Engineers, and Rettew Engineering.

Known to be rabid about delivering great customer service and simple, value-oriented approaches, Mr. Oswald is well liked and respected by the clients he serves. Mr. Oswald and PinPoint-PublicWorks™ are two-time recipients of the National League of Cities Municipal Excellence Award, the Innovision Awards, the South Carolina Municipal Insurance Safety Award, a portfolio company for the South Carolina Research Authority/SCLaunch, and is also portfolio product for the Georgia Municipal Association.

REPRESENTATIVE PROJECTS:

Missouri City, TX

As a subcontractor to a major engineering firm, we provided our data collection systems to allow for high accuracy walking survey and asset collection for this city. The sub foot data collection methodology utilized our standard resolution GPS receivers coupled with a blue-tooth activated sub-foot GPS receiver to get very accurate location data.

In concert with the asset acquisition, we were able to do condition assessments, ADA Curb Cut details as well as mark obstructions, drop inlets. dimensions, deviations, utility poles, fire hydrants, etc.

Using a combination of specialized features of the system, the result included a linear asset database, a database of failed and non-failed segments, and other assets and issues.

The Daily QA/QC included working with each crew daily to know what the collection objectives for the day were and to actively watch and analyze the data as it came in over the cell data transfer method to ensure the collected data met the expectations of the client, and to ensure that the data was accurate and complete. The data was actively mapped and checked for location, content, and images that were expected to come into the GeoDatabase for transfer to the client.

Virginia NoVa Territory Sound Wall Inventory and Assessment

As a subcontractor to an engineering firm, we provided our data collection systems and our daily QA/QC Services to collect data on the NOVA (northern Virginia) Sound Wall assets. The data collection methodology utilized our standard resolution GPS receivers on a walking survey of approximately 60 miles of Sound Walls along the interstates. In concert with the linear asset acquisition, we were able to do condition assessments as well as mark locations needing reconstruction, repair, graffiti removal and many other associated issues. Using a combination of specialized features of the system, the result included a linear asset database, a database of failed and non-failed segments. The Daily QA/QC included working with each crew daily to know what the collection objectives for the day were and to actively watch and analyze the data as it came in over the cell data transfer method to ensure the collected data met the expectations of the client, and to ensure that the data was accurate and complete. The data was actively mapped and checked for location, content, and images that were expected to come into the GeoDatabase for transfer to the client.

City of San Antonio - ADA Ramp Inspections. A special inspection of the curb ramps was performed to assess ADA compliance of each ramp maintained by the City. Along with a major engineering firm (working with our project manager, Reuben Williams), Mr. Oswald developed a software package for mobile GPS devices for ADA ramp inspections. Inspection criteria was defined by City personnel and programmed. Over 57,000 ramps were inspected for ADA compliance using this procedure.

PROFESSIONAL ASSOCIATIONS:

American Public Works Association

Microsoft ISV Program

SC Launch! Client Company

ADDITIONAL INFORMATION:

City Council-Clemson, SC
Husband of 30 yrs & Father of three
Rotary Club, Aviator, Sailor, Scoutmaster Emeritus

Dynatest®

Cartegraph™

Dawn M. Frommelt, PMP

Cartegraph Upload Support Project Manager | Dubuque, IA | 15% time allocation

EDUCATION

B.A., Accounting, St. Ambrose University
MBA, Clarke College
Certified Project Manager Professional (PMP) 2014

ABOUT DAWN

With over twenty years of experience as a people manager and project manager, I have a proven record of generating and building relationships, managing projects from concept to completion, and coaching individuals to success. Skilled in building cross-functional teams, demonstrating exceptional communication skills, and making critical decisions during challenges. Adaptable and transformational project and organizational leader with an ability to work independently, creating collaboration within project teams, and developing opportunities that further establish organizational goals.

REPRESENTATIVE EXPERIENCE

I also serve as a lead project manager for SeeClickFix integration projects, working with client project teams to ensure understanding of features and functionality of this productized integration.

Cartegraph Senior Project Manager Experience

Role	Customer/Project	Contribution
Senior Project Manager	• Kansas City, MO • Santa Barbara, CA • Colorado Springs, CO • Miami, FL • Kingsport, TN • Bexar County, TX • Kitsap County, WA • Auburn, WA • Santa Rosa County, FL • Anderson County, SC • Bowling Green, KY • Davenport, IA • Flagstaff, AZ • Tucson, AZ • Denver, CO • Great Falls, MT • Lancaster, OH • Lynnwood, WA • Milford, NH	• Project managed large, high-profile accounts across the United States and gained knowledge about asset and work management processes. • Experience with the asset and work management needs of towns, cities, counties, and departments of transportation. • Managed over 300 projects in the past five years. • Experience in pavement management projects including pavement collection projects and budget planning projects. • Skills include strong project management skills, analytical thinking and creative problem solving. Able to apply customer service concepts to improve user experience for clients. • Use of various technologies to manage projects.

Dynatest®

Cartegraph™

Sam Lange

Cartegraph Upload Support Implementation Specialist | Dubuque, IA | 20% time allocation

EDUCATION

B.S., Management Information Systems, Iowa State University

ABOUT SAM

Experience as an implementation support specialist allows me to understand all types projects with different needs from the training and support aspect to data loading and conversions. As an Implementation Support Specialist, I work with the Project Managers and Implementation Specialists across many projects with varying sizes, scope and complexity to deliver a successful solution to a variety of client needs.

Other noteworthy contributions include development of training materials as well as verbal presentation skills.

REPRESENTATIVE EXPERIENCE

Cartegraph Implementation Support Specialist Experience

Role	Customer/Project	Contribution
Implementation Support Specialist	• Jefferson County, CO • Keene, NH • Anderson County, SC • Auburn, WA • Bay County, FL • Kansas City, MO • Clay County Utility Authority • Pittsburgh, PA • Red Wing, MN • Salt Lake City, UT • Castle Rock, CO • Colorado Springs, CO • Conroe, TX • Pikes Peak Area Council of Governments • Abilene, TX • Garland, TX • Dubuque County, IA • Grand Island, NE	• Worked with large and small accounts to develop scenario results for entire pavement networks with budgets totaling millions of dollars per year. • Provided data services and support for accounts across the United States and gained knowledge about pavement practices. • Experience the needs and concerns of towns, cities, counties, utility authorities and departments of varying responsibilities. • Imported collected pavement inspection data for 15+ projects since 2016. This includes collections with multiple samples per segment and detailed distress data. • Majority of projects listed here were pavement inspection data loads acquired by Cartegraph or a 3rd party collection group. • Worked in some capacity on over 120 projects since 2016.

Dynatest®

Cartegraph™

Gilbert Sanchez

Cartegraph Upload Support Implementation Specialist | San Antonio, TX| 20-40% time allocation

EDUCATION

B.S., Computer Science University of Texas-San Antonio, Cum Laude

---

ABOUT GILBERT

My experience as a Cartegraph Implementation Specialist and as a former IT Manager responsible for multiple million-dollar projects enables me to understand project needs from multiple perspectives, and to share practical knowledge in both areas. Implementation involvement exceeds 100 customers, a total that includes new and existing accounts from various sizes.

Other noteworthy contributions include development of training curriculum as well as verbal presentation skills.

REPRESENTATIVE EXPERIENCE

Cartegraph Senior Implementation Specialist Experience

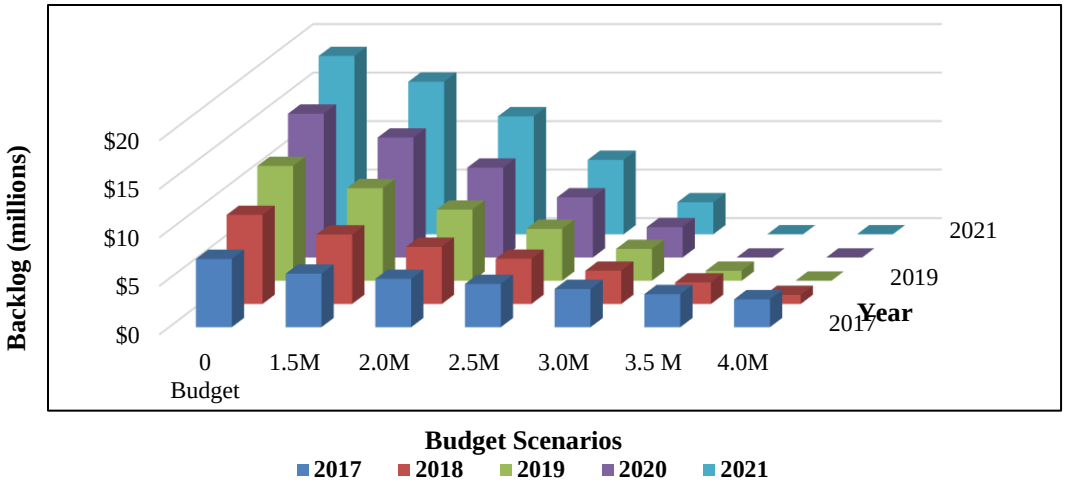
Role	Customer/Project	Contribution
Senior Implementation Specialist	• San Antonio, TX • San Diego, CA • Helotes, TX • Charles County, VA • Abilene, TX • Denton, TX • Garland, TX • Johnson City, TN • Lincoln County, MO • New Braunfels, TX • Taney County, MO • Truckee, CA • Waco, TX • Bell County, TX • Olathe, KS	• Worked with small, medium and large (upwards of 90,000 segments) accounts to develop scenario results for their pavement segments with budgetary cycles ranging from $10 to over $50 million in a scenario cycle. • Handled accounts across the United States and gained knowledge about pavement practices. • Experience the needs of towns, cities, counties, and departments of transportation. • Wrote and edited numerous internal procedural and education documents. • Created individualized standard operating procedures for clients nationwide.

SAMPLE PROJECT SUMMARIES

City of Frisco, TX 2010 and 2016: In 2016, the City of Frisco, TX, chose Dynatest to provide pavement condition survey to update the 2010 pavement management implementation. Analysis and reporting services were performed on the entire road network of approximately 500 test miles. The data collection was performed using our state of the art Multi-functional vehicle (MFV) equipped with LCMS system.

Dynatest also helped the City build a comprehensive inventory database, linked the pavement condition data into the City's GIS, and then helped develop long-term pavement maintenance and rehabilitation programs. A State of the Streets" report was provided and Dynatest performed on-site training.

Dynatest has developed two new pavement maintenance and rehabilitation decision trees/matrices for the city's asphalt and concrete road segments. The new decision trees were developed based on a combination between the observed pavement distresses and the overall segment PCI. In addition, Dynatest provided detailed work plan maps for each type of maintenance. Finally, we provide a comprehensive budget analysis assuming different scenarios; namely, eliminating backlog, maintaining current condition, utilizing the current budget, and improving the current condition. Figures, below presents examples from the budget analysis, the developed decision matrix, and the work plan maps.



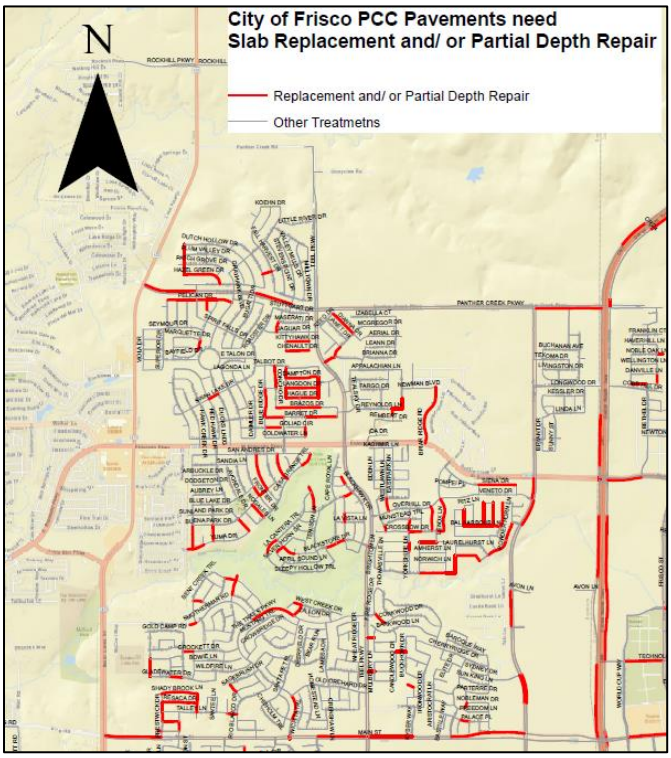
Effect of Budget on Concrete Pavement M&R Backlog

Concrete Pavement M&R Decision Matrix

	Faulting			Joint Spalling			Corner Spall			Corner Break			Linear Cracking			Divided Slab		
	L	M	H	L	M	H	L	M	H	L	M	H	L	M	H	L	M	H
Do Nothing	■						■			■								
Joint Seal		■		■														
Crack Seal													■	■				
Foam Injection			■															
Partial Depth Repair					■	■		■	■							■		
Replacement											■	■			■		■	■

Asphalt Pavement M&R Decision Matrix

	Rutting			Alligator Cracking			Linear Cracking			Block Cracking			PCI	IRI
	L	M	H	L	M	H	L	M	H	L	M	H	<30	High
Crack Seal														
Seal Coat														
Mill and Overlay														
Reconstruction														



Example of Work Plan Map (Partial)

Original project fee: $162,000
Final project fee: $139,375.
Project completion date: August 2017.

Key Dynatest Staff: Mr. Robert R. Williams, P.E., served as the Dynatest Project Manager. Other key personnel included: Mr. Gokhale (Associate Project Manager), Dr. Elbagalati (Project Engineer).

For more information about our performance during this project, please contact:

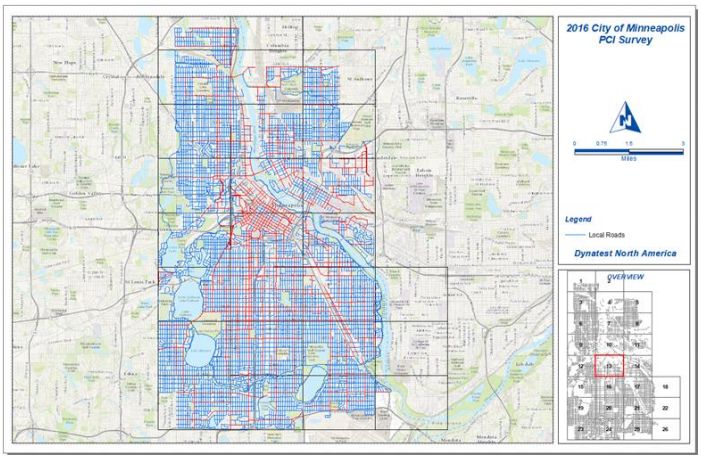
Mr. Paul Knippel, P.E.
Director of Engineering Services
(972) 292-5810
Email:pknippel@friscotexas.gov

City of Minneapolis, MN 2016-2017:

In 2016, the City of Minneapolis selected Dynatest as a consultant to provide pavement management and engineering services. The City of Minneapolis manages approximately 1,600 lane miles of roads and alleys. This includes 400 miles of primary arterial roads, 800 miles of residential streets and approximately 400 miles of alleys.

The project scope includes the following tasks:

1. A comprehensive review of the City's existing PAVER database, GIS data and associated work history databases.
2. Linking the revised GIS data and pavement management system databases.
3. Automated pavement condition survey using Dynatest's imaging van equipped with 3 ROW cameras, LCMS pavement imaging system, profiler for IRI and rutting measurements, and pavement geometry.
4. Distress analysis on 100% of the scanned pavement area.
5. Creating new PAVER databases at Roadway Section, and per-Block level, and updating the databases with distress information.
6. Updating all models, policies and unit costs.
7. Delivering all the raw and analyzed data to City staff along with Dynatest software. Dynatest submitted all deliverables to the City in December 2017.



Original Project fee: $287,000
Final Project fee: $266,470.
Project completion date: November 2017.

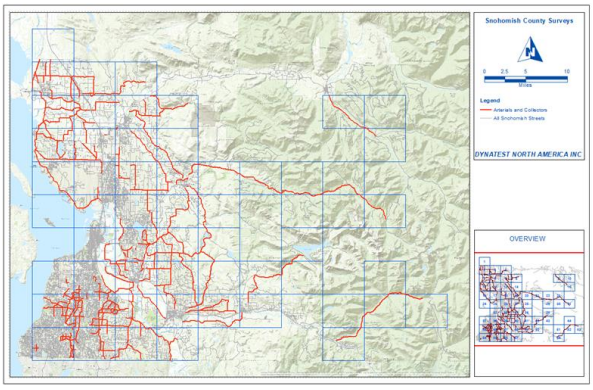
Key Dynatest Staff: Salil Gokhale (Project Manager), Reuben Williams (Project Engineer), Omar Elbagalati (Project Engineer)

For more information about our performance during this project, please contact:

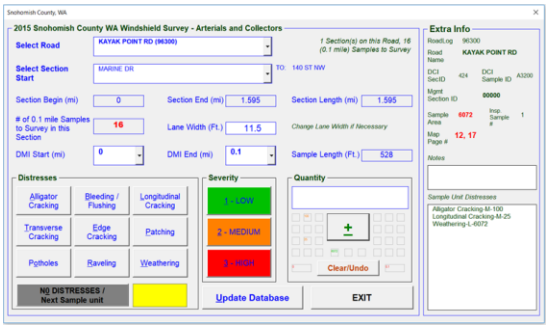
Ms. Elizabeth Heyman, AICP
Transportation Planner
City of Minneapolis Dept. of Public Works
Tel: (612) 673-2460
Email: liz.heyman@minneapolismn.gov

Snohomish County, Washington (2013 – 2017)

In 2013, Dynatest was awarded a 5-year contract by Snohomish County to perform annual pavement condition evaluations on all County managed roads. The County's pavement inventory includes approximately 500 miles of primary/arterial roads as well as approximately 1,000 miles of residential streets. The pavement inspections were phased so that the primary roads were inspected in 2013, 2015 and 2017, while the local access (residential) streets were inspected in 2014 and 2016. Snohomish County uses the StreetSaver pavement management system. The project scope included the following tasks:



1. Review the County's pavement inventory and develop a plan for field inspections.
2. Develop a modified inspection guide based on a limited number of distress types. Develop a custom program for collecting field data.
3. Conduct visual distress surveys (**windshield based**) on all roads, and in 0.1 mile segments
4. Collect International Roughness Index (IRI) and rutting data on all primary/arterial roads. This effort was conducted by using Dynatest's laser based Road Surface Profilers (RSP)
5. Provide the analyzed data to the County in spreadsheet and GIS formats.
6. Provide the analyzed data in a flat file format to import into StreetSaver as well as the County Road Administration Board (CRAB) Mobility software format.



In addition to the above tasks, Dynatest has assisted the County in GIS segmentation and verification of all roadway segments. Dynatest has successfully completed the inspections each year on schedule and within budget.

The last round of inspections was successfully completed in July 2017.

Dynatest Project Manager	Salil Gokhale, P.E.
Dynatest Project Engineer	Vincent Mwumvaneza, E.I.T.

Client Contact Ms. Joyce Barnes Program Planning/Pavement Management	Department of Public Works 3000 Rockefeller Avenue M/S 607 Everett, Washington 98201 Tel: (425) 262-2468 joyce.barnes@snoco.org
Performance Period	2013 to 2017

SNOHOMISH COUNTY

REFERENCES

City of Wichita Falls, TX: In 2010, 2013, 2014, 2015, 2016, 2017, 2018, and 2019 in progress; pavement condition survey of 540 lane miles.

Ms. Teresa Rose, P.E.
Deputy Director of Public Works
Tel: (940) 761-7477
teresa.rose@wichitafallstx.gov

Snohomish County, WA: In 2013 to 2019, 1,500 mile windshield survey, analysis, and reporting.

Ms. Joyce Barnes
Program Planning/Pavement Management, Department of Public Works
Tel: (425) 262-2468
joyce.barnes@snoco.org

City of Frisco, TX 2010 and 2016: Inspection, analysis, and reporting services were performed on the entire road network of approximately 500 test miles.

Mr. Paul Knippel, P.E.
Director of Engineering Services
Tel: (972) 292-5810
Email:pknippel@friscotexas.gov

City of Georgetown, TX 2017: Inspection, analysis, and reporting services (pavements and assets) were performed on the entire road network of approximately 360 test miles.

Octavio Garza, PE, CPM
Public Works Division Director, City of Georgetown
Tel: (512) 930-6511
octavio.garza@georgetown.org

City of Minneapolis, MN 2016-2017 1,600 lane miles of inspection and upload.

Ms. Elizabeth Heyman, AICP
Transportation Planner
City of Minneapolis Dept. of Public Works
Tel: (612) 673-2460
Email: liz.heyman@minneapolismn.gov

APPENDIX A – FORM 1295

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

Complete Nos. 1 - 4 and 6 if there are interested parties.
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

OFFICE USE ONLY
CERTIFICATION OF FILING

Certificate Number:
2019-479950

Date Filed:
04/22/2019

Date Acknowledged:

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.

Dynatest North America, Inc.
Austin, TX United States

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

City of Missouri City, Texas

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

RFQ No. 19-330
City-Wide Pavement and Sidewalk Evaluation Services

4 Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
		Controlling	Intermediary

5 Check only if there is NO Interested Party. [X]

6 UNSWORN DECLARATION

My name is Robert R. Williams, and my date of birth is September 19, 1979.

My address is 12001 Dessau Rd #1831, Austin, TX, 78754, USA.
(street) (city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in Travis County, State of Texas, on the 22nd day of April (month), 2019 (year).

ERICA E. BODENSCHATZ
Notary Public, State of Texas
My Commission Expires
September 15, 2019

Robert R. Williams
Signature of authorized agent of contracting business entity
(Declarant)

CITY OF MISSOURI CITY

STATEMENT OF QUALIFICATIONS FOR REQUEST FOR QUALIFICATIONS NO. 19-330 FOR CITY-WIDE PAVEMENT AND SIDEWALK EVALUATIONS

City of Missouri City
1522 Texas Parkway
Missouri City, Texas 77489
April 23, 2019

LETTER OF INTEREST

FUGRO
8613 Cross Park Drive
Austin, Texas 78704
T +1 512 977 1800
F +1 512 973 9565

April 23, 2019

City of Missouri City
Attn: Purchasing Department
1522 Texas Parkway
Missouri City, Texas 77489

Re: Request for Qualifications No. 19-330 For City-Wide Pavement and Sidewalk Evaluations
For the City of Missouri City, Texas

Dear Purchasing Office:
Fugro USA Land, Inc. is pleased to submit their Statement of Qualifications for the Request for Qualifications No. 19-330 for City-Wide Pavement and Sidewalk Evaluations.

Our Transportation Infrastructure Group has over 25-years of experience in data collection, infrastructure management, design, evaluation, and materials testing. Fugro is the largest and most experienced service and products provider in this industry, with many state DOTs and numerous municipalities throughout North America relying on Fugro data collection technology for their infrastructure management needs.

We believe our many years of experience in providing manual condition surveys and analysis services make Fugro an ideal choice to help meet its project needs. Outstanding benefits of our team include:

- Proven Experience – A track record of quality services to federal, state, and local agency clients, helping them to understand their infrastructure network condition and to allocate resources efficiently.
- Specialized Staff – Highly qualified professionals in the specialties of infrastructure design and rehabilitation.
- Quality Response and Delivery – Excellent record of quality services, timely delivery of work products and follow-up consultancy services to clients.

The Fugro Team has the needed skill and experience to complete the specified project in the time and to the standards required by the City. We would be an excellent resource to supplement your department and we look forward to the opportunity of working with you.

Please do not hesitate to contact Thomas Burchett by phone at 512-977-1853 or by e-mail at TBurchett@fugro.com, if you have questions.

Sincerely,
Fugro USA Land, Inc.

Thomas Burchett, PE
Project Manager

TABLE OF CONTENTS

CITY-WIDE PAVEMENT AND SIDEWALK EVALUATIONS
CITY OF MISSOURI CITY

Letter of Interest i

Fugro Profile
About Fugro 1

Project Approach
Outline of the approach to the project 2

Firm's Ability to Perform the Work
Pavement and Asset Engineering Services 7

Experience of Staff
Organization Chart 9
Resumes 10

Sample Projects
Missouri City Pavement and Sidewalk Evaluation Services 17
City of Midlothian Pavement Management Engineering Services 18
City of Coppell Asset Management Services 19

References
List of Client References 20

FUGRO LAND SERVICES IN THE USA

Responsible land development depends on accurate environmental, geotechnical and geophysical data. We both acquire and interpret this data, using our expertise, in situ testing and world-class laboratory facilities to turn data into valuable knowledge.

With this information, ground characteristics and behaviors can be confidently determined, and potential hazards identified, allowing solutions to be modelled and managed. This enables our clients to make informed decisions during the engineering, design and construction phases of infrastructure development projects, ultimately reducing project risk and costs.

Fugro supports a wide range of energy, civil, and government organizations around the world by collecting, processing, and interpreting data. Founded in 1962, the Group has evolved with its markets to provide the knowledge, ingenuity, and assuredness that its customers have come to rely upon. Fugro operates in more than 55 countries through a network of more than 250 offices, with technical staff numbering in excess of 10,000.

Fugro's pavement and asset management industry experience is unrivalled and includes more than 45 years within the automated road surveying technology sector. Fugro was the first to research, develop, and manufacture the Automatic Road Analyzer (ARAN) vehicles. The company continues to invest in and develop their world renowned, trusted ARAN series of collection vehicles as well as the innovative technology for collection and processing software.

The 'fit for purpose' solutions provided by Fugro are used around the world by transportation agencies and businesses to accurately measure the attributes, condition, and safety of their road network. Our fleet of 22 vehicles survey over 250,000 miles of road each year. There are more than 90 ARANs annually collecting approximately 500,000 miles of data in more than 20 countries on six continents.

With offices across the US, from Alaska to Texas, our position in North America is well established. A diverse range of services and state-of-the-art technology enable us to help governments and diverse industries meet their commercial objectives and environmental responsibilities.

Fugro USA Land, Inc. Profile

- Texas Corporation
- Established in 1947
- 21 offices across the USA
- Texas P.E. Board Firm #299
- Texas Geosciences Firm #50337
- Federal ID No. 74-2426512
- Texas VID No. 1-74-2426512-6
- Texas Charter Business Cert. No. 800750681

ENR Rankings

Engineering News Record (ENR), a McGraw-Hill publication, ranked The Top 500 Design Firms and the Top 225 International Design Firms. Fugro's rankings include:

Top 500 Design Firms 2018	
50	Overall
30	Top 100 Pure Designers
29	Top 50 Designers International Markets

Top 225 International Design Firms 2018	
10	Overall
4	Petroleum Market
5	Power
10	Europe
10	Middle East
7	Latin America/Caribbean
22	Top 150 Global Design Firms

ADDITIONAL INFORMATION

Firm Registration

Fugro USA Land, Inc. is a registered firm with the Texas Board of Professional Engineers.

Texas Professional Engineers

Fugro employees at least (1) Texas Professional Engineer in responsible charge of the work(s) anticipated for procurement.

Experience

Fugro has experience in pavement management and road surface condition analysis

UNDERSTANDING OF SCOPE OF WORK

Fugro has extensive experience in assignments that are similar in scope to the work required by the City of Missouri City. Fugro performed the previous pavement and sidewalk evaluation for Missouri City in 2013, and we have all the necessary capabilities and equipment to efficiently update the asset management program with the highest level of continuity. We have numerous tools already in place and proven in the 'real world' of data collection and delivery. These tools cover the unique distress manuals, all the internal QA/QC practices to ensure the successful delivery of data to meet and exceed your minimum data delivery requirements as well as our extensive experience to guide the City along in the process. Fugro is an ISO 9001:2000 firm, a certification that recognizes that we documented and implemented a totally integrated quality control and management program.

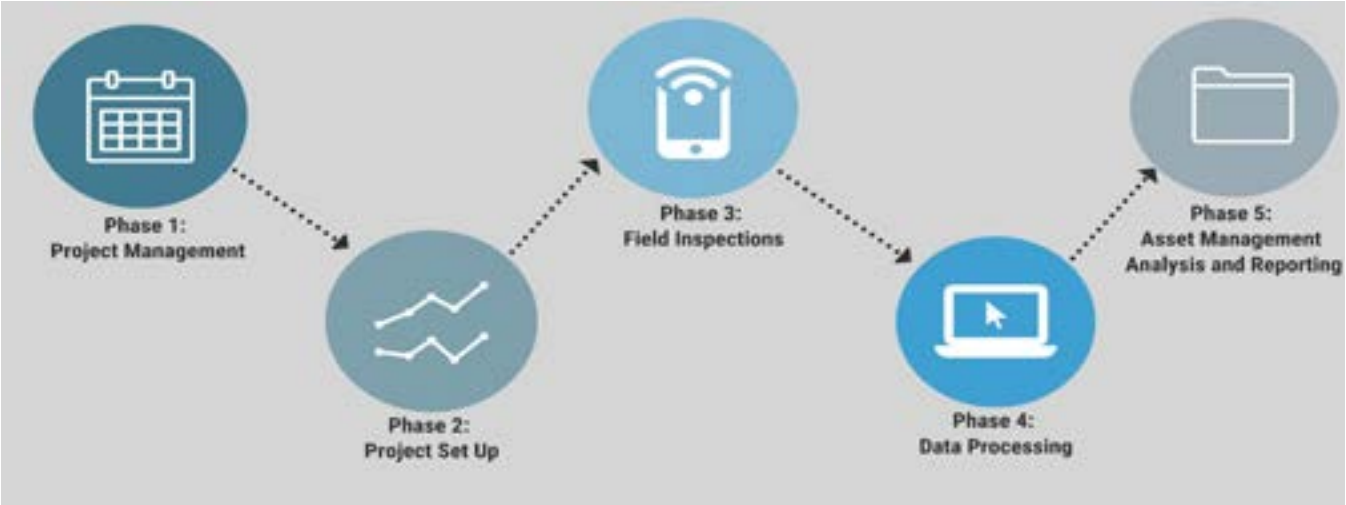
The project requires a consultant to collect, process, and analyze data for approximately 600 lane miles of streets. Data collection will involve surveying previously documented streets within the City as well as streets constructed since the previous street evaluation. We acknowledged the City requests the use of a "windshield" inspection. Fugro can perform a "windshield" inspection to rate each of the distresses identified in the RFQ using data collection forms provided by the City. Alternatively, Fugro can utilize the automated inspection techniques implemented during the 2013 pavement evaluation to rate distresses in accordance with Missouri City standards or ASTM standard D6433 (Standard Practice for Roads and Parking Lots Pavement Condition Index Surveys). Collected data will be imported into the City of Missouri City's existing database which consists of Pavement View and Pavement View Plus modules in Cartegraph.

Fugro has the ability to conduct this project in accordance with each of the City's analysis standards, specifically:

1) The City of Missouri City Pavement Management System
2) The City of Missouri City Rigid, Flexible and Gravel Pavement Rating Sheets
3) The City of Missouri City Step Deduct Values Criteria for Rigid, Flexible, and Gravel Pavements

The project also requires a consultant to collect, process, and analyze data for approximately 2,000,000 linear feet of sidewalks. Fugro will perform a detailed sidewalk inspection that determines the condition of sidewalk segments and identities the precise locations of localized failures. The sidewalk inspection will be conducted on-foot, and photo documentation of localized failures, trees, and other vegetation will be recorded. Data will be collected in accordance with the City's established rating criteria, and collected data will be uploaded to the City's Cartegraph sidewalk module. An executive summary will be provided that includes estimated repair costs per district. Fugro can utilize its own GPS units with sub-meter accuracy during the sidewalk inspection.

The following five sections outline Fugro's approach to completing the pavement and sidewalk evaluations.



PHASE 1: PROJECT MANAGEMENT

The successes of our projects rely on working in conjunction with the client to assure the final project meets or exceeds the client's expectations. The project team will conduct a project kick-off meeting after official notice to proceed. Using information gathered during the project kick-off meeting, the project team will prepare and finalize a detailed Workscope, Schedule, and Budget (WSB) plan for the City to review and approve before any field data collection begins. The kick-off meeting serves as a foundation for establishing the project plan and deliverables as well as identifying the City's final report format. This initial meeting helps the project team to address any gaps in the project plan and affords the best time and opportunity to address such concerns. A major goal of the initial meeting will be to clearly define the City's goals and timelines. To have a successful project a clear vision of the finish line is essential. Additional in-person meetings during the duration of the project at key milestones will be scheduled. It is estimated that one mid-project meeting will be required. A final in-person meeting is also necessary for closing out the project, reviewing what is delivered, and addressing any questions or concerns the client may have. This task also encompasses typical correspondence with the client such as e-mail and teleconferences. The project team also typically provides clients with monthly progress reports.

PHASE 2: PROJECT SET UP

This phase involves gathering and review of existing information that the City has regarding its street and sidewalk networks. Having an open flow of information from the City to the project team and back will help ensure that the most current and accurate data sets are used as a basis for data collection and any additional data gathering that will occur as part of this project. It is during this task that a listing of which information to be collected for each street and sidewalk segment will be determined.

Task 1: Data Gathering

Gathering all available information regarding the City's network is essential to develop a thorough inspection plan and to identify any gaps in the City's current street and sidewalk inventories. It is very important that City personnel take an active role in this process to help ensure that all pertinent information available is provided to the project team.

Typically, the City will supply their existing list of street segments as well as a list of any newly constructed or annexed street segments that will be included in the pavement or sidewalk inspections. This information is most commonly in the form of a GIS database. Fugro will request from the City an up-to-date GIS shapefile of street segments for the purposes of routing and navigation. In addition, a current copy of the Cartegraph database will be requested such that we have the ability to use our internal Cartegraph software to complete any data integrity checks and overall analysis prior to providing a final database transfer to the City.

Task 2: Review of Existing Inventory, GIS, and Other Data Sources

The information gathered in Task 1 of this phase will be reviewed in preparation for field data collection. From the review of existing inventory, GIS, and other available database sources, an official inventory of the roadways to be surveyed for pavement and sidewalk condition will be developed. Additional inventory data identified as being required for the asset management system implementation that are found to be missing or inaccurate will have to be located or collected. Fugro will work with City personnel to review the current inventory system. City staff will be consulted at all times regarding any suggested restructuring of the City's current network segmentation.

If any discrepancies in the data sets of the City are found, the project team will discuss any such issues with the City for further direction. Prior identification of discrepancies helps to reduce difficulties in identifying pavement or sidewalk sections during data collection, and it also reduces the amount of data processing time. The project team has developed a standard set of quality control checks for reviewing existing datasets contained in spreadsheets, databases, and other formats. These checks identify corresponding data fields in each database and compares them for consistency. If critical data fields are missing, the project team will work with City staff to locate the information or plan to collect or gather the information as part of the project.

PHASE 3: FIELD INSPECTIONS

The project team will perform field inspections for the street and sidewalk networks within the City of Missouri

City. The following tasks will be completed as part of this phase.

Task 1: Routing
Prior to performing the street or sidewalk inspections, a routing process will be performed based on the final network listing developed during the inventory data gathering task. This information is required for network definition, navigation, and sampling. The routing process defines a data collection packet that will be provided to both street and sidewalk data collection crews. This will allow for the data to be collected in smaller zones which will aid in data submittal and QC activities.

Task 2: Field Inspection
This task includes the collection of pavement distress data using a "windshield" style survey. Each road segment is surveyed by driving one lane of the segment and quantifying the distress for that particular segment. Surveying one lane is typically considered a representative sample size, except in the case of roads wider than 40 feet. In those cases, a survey would be performed on one lane in each direction. It is Fugro's current plan to capture forward facing Right-of-Way (ROW) images while the windshield survey is being performed. This will aid in QA/QC as well as allow for linking of ROW images to associated records in the pavement management database.

For a project of this size, Fugro will utilize two-person teams to inspect the 600 miles of roadway. The survey team will be provided with a point of contact at the City should any questions or discrepancies arise while the team is in the field.

Fugro conducts quality control measures in the field which have been beneficial to meeting project objectives. These procedures are standard practice for all of our data collection services. These procedures help ensure the integrity of the data and the completeness of the data set.

Task 3: Sidewalk Field Inspection
This task includes the collection of sidewalk condition data. For the sidewalk condition survey, each sidewalk segment will be manually walked by field personnel equipped with a GPS data collection system similar to the system shown in the adjacent image. The GPS data collection system will be capable of reporting location data with sub-meter accuracy. The collection system allows the user to "login" to each sidewalk asset, and field personnel will be able to assess each sidewalk with a simple user-interface. The operator will be able to:

- Collect bread-crumb trails along sidewalks to confirm and/or produce line work.
- Mark sidewalk defects with a GPS coordinate and associate an image to defects as necessary.
- Take voice notes and make other comments that are associated to each segment.
- If the city can provide a parcel map, the coordinates will automatically assign the defect and sidewalk termini to a street address. This address can easily be adjusted on corner lots to coincide with the main street.

PHASE 4: DATA PROCESSING

This phase involves the processing of the raw sidewalk condition information collected by the field inspection crews. This phase will involve reviewing the collected field data using software compatible with the data collection units. Once all sidewalk inspection information has completed the QA/QC process in data processing a shape file and/or geodatabase will be provided to the City.

Task 1: Processing of Sidewalk Inspection Data
The data collected in the field will be brought back to Fugro offices for post-collection QA/QC and summarization. Fugro will consult with the City as to the format of the data necessary for final deliverable. As part of this task, random field inspections will be performed for QA/QC verification to confirm the results of the overall windshield street inspection.

Task 2: Processing of Sidewalk Inspection Data

QA/QC of collected sidewalk data will be performed using ESRI ArcMap, and collected sidewalk data will be exported to shapefiles compatible with the City's GIS system. The image below shows an example ArcMap dataset collected in Missouri City using Fugro's GPS data collection system. Failure locations will have photographs and GPS coded so they can be accessed from AcrMap. Data will also be provided in tabular format including Microsoft Access and Excel to the City. Other formats can be reported based on the needs of the City.

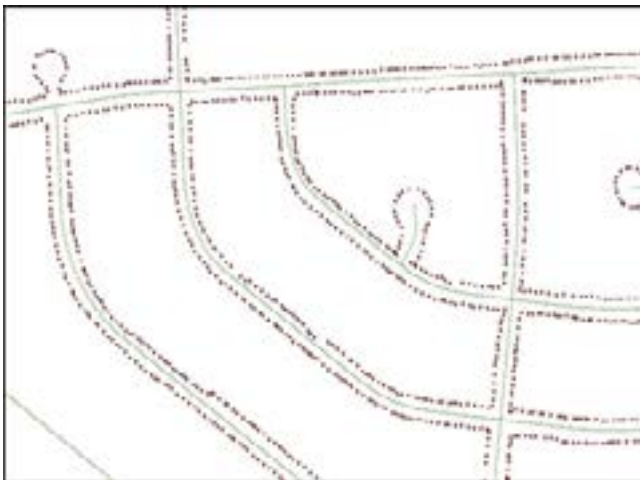
Task 3: Update Asset Management System (Cartegraph)

The finalized inventory and condition inspection results will be imported into the City's Cartegraph asset management system. During the planning phases of this project, the format of this database will be reviewed to ensure that the data collection phase produces data compatible with the City's Cartegraph database. Fugro will generate Cartegraph import files that can be imported into the City's Cartegraph database by either City or Fugro staff. Fugro has extensive experience developing tailored solutions with the Cartegraph system for many clients.

PHASE 5: ASSET MANAGEMENT ANALYSIS AND REPORTING

The project team will also assist the City evaluate street and sidewalk repair needs. This will involve coordination with the City such that all repair and cost information will align with the City's current practices.

Task 1: Update Pavement Management System



Fugro will provide pavement management services to Missouri City. Pavement management helps an agency apply the right treatment to the right pavement at the right time. The project team will review the City's current street maintenance and rehabilitation (M&R) practices and provide feedback and suggestions where improvements can be made. After the City confirms the preferred M&R methods and costs, Fugro will update the City's Cartegraph analysis settings in order to perform budget analyses and develop a network-level M&R treatment plan. Once the analysis setting are updated, City staff will be able perform additional budget analyses in the future.

The pavement management services provided by Fugro will include the following steps:

- Update treatment decision trees
- Update treatments costs
- Update pavement performance models based on the results of the pavement inspection
- Configure Cartegraph pavement analysis settings
- Develop five-year, network-level M&R treatment plan

Task 2: Develop Sidewalk Repair Costs

The project team will review the City's current sidewalk repair practices and provide feedback and suggestions where improvements can be made. After the City confirms the preferred repair methods and costs, a full repair cost estimate will be provided. The steps taken during this process will follow the general steps below:

- Develop Repair Strategies (with City's input)
- Develop Unit Costs for Repair Strategies (with City's input)
- Develop Preliminary Repair Listing with Costs
- Review and Finalize Repair Listing (with City's input)

The final product of this task will be a listing of sidewalks and associated repairs. Costs and GPS coordinates for each recommended repair will be provided.

Task 3: Final Report

A final report will be prepared to document all field work, data processing, asset management analyses, and results. The report will include an executive summary that outlines estimated repair costs per district for both streets and sidewalks. The report will also include maps of pavement condition, pavement treatment recommendations, sidewalk locations, and sidewalk repair locations. Pavement condition rating

sheets completed during collection will be added to the report as an appendix. The final report will be provided in both hard-copy and electronic formats, and supporting documents such as spreadsheets and shapefiles will be provided to Missouri City in file formats compatible with City software.

DELIVERABLES

The following deliverables will be provided:

- Pavement Inspection
  - Deliverables will include electronic and hard copies of the cost estimates and street analysis documents for this project. > Provided in Phase 5
  - Electronic copies of spreadsheets and text must be fully compatible with Microsoft Office 2003. > Provided in Phase 5
- Sidewalk Inspection
  - Electronic and hard copies of the Executive Summary, fully compatible with Microsoft Office 2003 > Provided in Phase 5
  - QA/QC via ArcMap > Provided in Phase 4
  - Electronic copy of survey data, fully compatible with Access Databases and the City's GIS system, including but not limited to:
  - Horizontal Datum for captured features in Texas South Central State Plane, NAD83 projection, in grid units (not surface units) > Provided in Phase 4
  - Data captured in GPS units with sub-meter accuracy or better > Provided in Phase 3
  - Right-of-way / Intersection lines of sidewalks >
  - Collected in Phase 3, Provided in Phase 4
  - Street name at Intersection with sidewalk >
  - Collected in Phase 3, Provided in Phase 4

SCHEDULE

Based on Fugro's understanding of the scope of work and amount of effort estimated, it is estimated that 5-6 months will be required to perform the services described in this proposal from notice to proceed.

In addition to qualifications required for performing the scope of services outlined in the City's RFQ, Fugro is also capable of performing many other tasks related to pavement and asset management. Should the City select Fugro, we would be happy to give a presentation on how some of these services might be implemented should the City desire to expand the scope of work. For instance, Fugro owns and operates several data collection vehicles fully capable of collecting pavement information for inclusion in pavement and asset management systems. The ARAN – Automatic Road Analyzer (Figure 1) is a network of tightly integrated subsystems that are used to simultaneously collect accurate and reliable data and geo-referenced imagery for videolog and roadway infrastructure management applications.

Our extensive ARAN fleet allows our team to adjust equipment schedules to meet our clients' needs, which most other consultants cannot do. Fugro's fleet of vehicles represents the standard by which all other data collection equipment strives to match in the industry. ARAN data collection includes high-resolution pavement images (Figure 2), road surface profile, ride quality, DMI (distance measurement instrument), GPS, and right-of-way images. The broad capabilities of the Fugro's data collection fleet will exceed all of the requirements outlined in the City's RFQ.
The right-of-way (ROW) images are also collected and tied to our Inertial GPS and DMI data. These images will be linked to the GIS database and are also used as a tool in our QA/QC plan for review of segment condition.

The calibrated, geo-referenced ROW images can be used in combination with our Surveyor software (see Figure 3 below) for asset extraction and inventory. The combination of the forward-facing ROW images and Fugro's Surveyor software can be used for the initial assessment of asset inventories such as signs, curbs, traffic signals, and pavement marking.
Field assessment crews will only be deployed if additional condition assessment is required, saving both time and money.

Additionally, due to Fugro's extensive experience with the Cartegraph pavement management software we are fully capable of collecting the data and then assisting the City with the integration of the data into their current Cartegraph database. This includes all QA/QC measures necessary to ensure the integrity of the data going into the database. Fugro possesses the resources and experience to provide training on the pavement management modules within Cartegraph to help the City to more effectively utilize this tool.

Figure 1

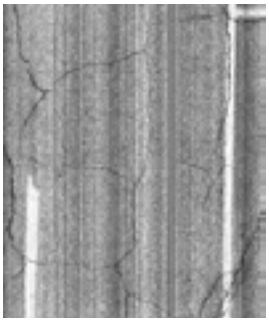


Figure 2

Figure 3

PAVEMENT AND ASSET ENGINEERING SERVICES

Fugro is a leader is pavement services and has experience that expands across the country. Through decades of pavement research and design on programs like the Federal Highway Administration's (FHWA) Long Term Pavement Performance (LTPP) program, the pavement-engineering group presents a wealth of experience in pavement evaluation, design, management, and preservation. Fugro has extensive experience with using the Cartegraph asset management system for pavement and asset management.

Fugro's Pavement Engineering group offers state-of-the-practice services and equipment. Our engineers have managed large and small projects around the world for public and private entities.

Pavement Evaluation

Structural Evaluation

- Structural deflection
- Radar testing
- Visual distress surveys, automated, and manual
- Materials Sampling and Testing
  - Pavement coring and boring
  - Pavement materials testing
  - Superpave asphalt mix design and analysis

Functional Evaluation

- Ride quality assessment
- Skid friction testing
- Asset and sign inventories
- Video logging
- GPS referencing
- GIS integration

Pavement and Asset Management Systems

- Data collection (inventory/inspection)
- Implementation and integration
- Performance modeling
- Maintenance and rehabilitation strategies
- Budget analysis and work plans

Pavement Design

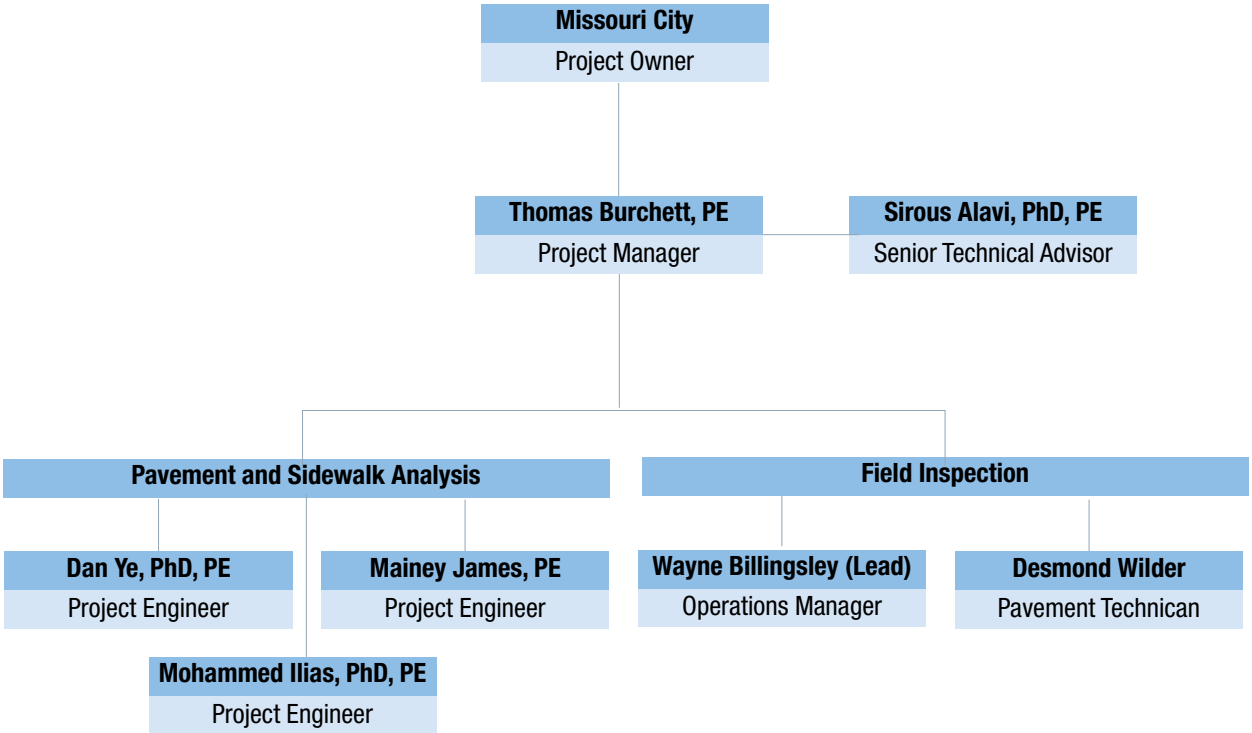
- Mechanistic-empirical design
- Life cycle cost analysis
- AASHTO design procedures
- Designs tailored to meet performance criteria

Pavement Preservation

- Treatment type selection
- Selection of candidate selection
- Custom program development
- Budget optimization

These core services not only allow agencies to improve their network conditions, but to comply with government regulations and improve their bond ratings. These regulations include GASB 34, ADA compliance, reflectivity, and others.

ORGANIZATIONAL CHART



Individual, Title	Location	Percentage of Time Devoted to the Project	Team Experience
Thomas Burchett, PE Project Manager	Austin, Texas	25%	City of Dallas FHWA City of Midlothian City of Mansfield
Sirous Alavi, PhD, PE Senior Technical Consultant	Irvine, California	5%	FHWA
Dan Ye, PhD, PE Project Engineer	Houston, Texas	20%	TxDOT Odessa City of Missouri City ExxonMobil FHWA
Mainey James, PE Project Engineer	Houston, Texas	20%	TxDOT Odessa City of Missouri City ExxonMobil FHWA
Mohammad Ilias, PhD, PE Project Engineer	Dallas, Texas	30%	City of Dallas City of Midlothian City of Mansfield FHWA TxDOT Odessa
Wayne Billingsley Operations Manager	Austin, Texas	75%	City of Dallas City of Mansfield
Desmond Wilder Pavement Technician	Austin, Texas	75%	City of Dallas

THOMAS BURCHETT, PE
Project Manager

Education
University of Texas at Austin, 2013
Bachelor of Science in Civil Engineering

Professional Registrations
Texas Board of Professional Engineers PE No. 127103

Experience
Mr. Burchett has 6 years of experience in a variety of pavement and civil engineering projects. His expertise is related to assisting municipalities with pavement and asset management engineering services. Mr. Burchett assists his municipal clients by evaluating their pavement and asset inventories using automated and manual data collection methods. He is a Project Manager who oversees many projects. He also served as the Assistant Project Manager for the Southern Region of the Federal Highway Administration's Long-Term Pavement Performance (LTPP) program. Mr. Burchett has gained valuable experience in performing, managing, and leading pavement performance research and analysis.

Some of Mr. Burchett's relevant project experience is listed below.

- City of Dallas, Texas - Pavement Management Services
- City of Dallas, Texas - Life Cycle Cost Analysis (LCCA)
- City of Dallas, Texas – Structural Condition Evaluation of Arterial Streets
- City of Midlothian, Texas – Asset Management Services
- City of Coppell, Texas – Asset Management Services
- City of Cibolo, Texas – Pavement Condition Survey
- City of Bedford, Texas – Pavement Condition Survey
- City of Bulverde – Pavement Condition Survey
- City of Mansfield, Texas - Asset Management Services
- Town of Addison, Texas - Asset Management Services
- Town of Laurel, Mississippi – Asset Management Services
- Metropolitan Transportation Commission (MTC), California – Manual Distress Surveys
- Long Term Pavement Performance Program (LTPP), USA – Manual Distress Surveys

SIROUS ALAVI, PHD, PE

Senior Technical Consultant

Education

University of California at Berkeley, 1992
Ph.D. in Civil Engineering, Transportation Engineering, (PH.D. Thesis in Pavement Engineering, Minors: Construction Management, City & Regional Planning)
University of California at Berkeley, 1988
M. Eng. in Civil Engineering, Transportation Engineering
The George Washington University, Washington, D.C., 1985
M.S. in Civil Engineering, Structural Engineering
The George Washington University, Washington, D.C., 1983
B.S. in Civil Engineering

Professional Registrations

Professional Civil Engineer: California (# 84641), Nevada (# 14157), Arizona (#62404), Virginia (# 0402029560), New Hampshire (15264)
Professional Traffic Operation Engineer (PTOE # 3930)

Experience

Dr. Sirous Alavi has over twenty-five years of experience in the U.S. transportation community and in the areas of transportation engineering, traffic engineering, pavement design and rehabilitation, and pavement and infrastructure asset management. In his professional career so far, he has managed over $50 million in transportation engineering consulting projects for federal, state, and local agencies. Through his career, he has served in various engineering consulting firms as senior engineer, chief engineer, senior consultant, department manager, division manager, member of the board of directors, and president.

Throughout his career, he has been involved in over 150 transportation engineering projects including transportation research, pavement designs, pavement rehabilitations, pavement and asset management systems, traffic impact studies, corridor studies, pedestrian studies, circulation studies, signal warrant studies, and traffic and pavement data collection studies for cities, counties, and state agencies.

Mr. Alavi serves as a subject matter expert in the field of pavement management, responsible for steering business development, research and development, and participation in various industry committees and working groups. He serves as Project Manager for several of Fugro's transportation agency projects. Mr. Alavi's relevant project experience is listed below.

- City of San Jose - Pavement Condition and Sidewallk Acessibility Ramp Assessment
- City of Hermosa - Pavement Management and Sidewalk Inventory, Evaluation, and Update
- City of Alameda - Pavement Management System Update
- City of San Pablo - Pavement Management System Update
- City of Sonoma - Pavement Management System Update
- City of Rio Vista - Pavement Management System Update
- City of St. Helena - Pavement Management System Update
- City of Benicia - Pavement Management System Update
- City of Redwood City - Pavement Management System Update
- City of East Palo Alto - Pavement Management System Update
- City of Menlo Park - Pavement Management System Update
- City of Burlingame - Pavement Management System Update
- Town of Woodside - Pavement Management System Update

DAN YE, PHD, PE

Project Engineer

Education

Texas A&M University, 2007
Doctor of Philosophy in Civil Engineering
Southeast University, Nanjing, China, 1996-2003
Bachelor of Science in Civil Engineering
Master of Science in Civil Engineering

Professional Registrations

Texas Board of Professional Engineers (TBPE) PE No. 105220

Experience

Dr. Ye has over 10 years of experience in the areas of pavement design, pavement evaluation and rehabilitation, civil engineering materials characterization, and non-destructive testing. He specializes in concrete and airport pavement evaluation and design. He has managed numerous transportation projects in areas for Federal, State, and local agencies. Throughout his career, he has been involved with over 70 transportation engineering projects related to innovative concrete pavement research, pavement designs, pavement rehabilitations, pavement and asset management systems, forensic investigations, and pavement data collection studies. Dr. Ye has authored numerous publications and reports and has made presentations at conferences.

- City of Missouri City - Sidewalk Evaluation
- TxDOT - Odessa District Pavement Evaluation
- ExxonMobil - Mont Belvieu Plastics Plant Laydown Area Pavement Evaluation Structural Capacity Evaluation
- Alice Airport - Structural Capacity Evaluation and Improvement Recommendation
- Majors Field Airport - Structural Capacity Evaluation
- DFW - Concrete Overlay Premature Cracking Investigation
- Easterwood Airport - Structural Capacity Evaluation, PCI Survey, and Improvement Recommendation
- Arkansas State-Wide - Pavement Structural Capacity Study, Multiple locations in Arkansas
- Abilene Airport - Structural Capacity Evaluation and Improvement Recommendation
- San Marcos Airport - Structural Capacity Evaluation and Improvement Recommendation
- Sugar Land Regional Airport - Structural Capacity Evaluation and Improvement
- Addison Airport - Runway 15/33 Structural Capacity Evaluation and Improvement Recommendation
- Hondo Airport - Structural Capacity Evaluation of Runway 17/L/35R

MAINEY JAMES, PE

Project Engineer

Education

University of Arkansas, 2007
Master of Science in Civil Engineering

Professional Registrations

Texas Board of Professional Engineers (TBPE) No. 107425

Experience

Ms. James has over 10 years of experience in pavement evaluation, design, management, and research. She specializes in pavement evaluation and design. Ms. James has provided pavement engineering consulting for multiple cities, counties, airports, and districts based on non-destructive structural testing and geotechnical investigations. She implements the principles of project management to plan and execute projects within the expected schedule and cost. She takes advantage of her pavement engineering and research experience to ensure the project product is of high quality and beneficial to the client and their stakeholders.

Ms. James is a Senior Engineer. She assists many highway agencies and airports with their pavement management systems and provides pavement design/rehabilitation recommendations. Some of her relevant project experience is listed below.

- City of Missouri City - Sidewalk Evaluation
- LADOT - Friction Data Collection
- Exxon Mobil - MBPP Laydown Area Pavement Evaluation
- IH 35 NB Frontage Roads to SH 29 Austin, TX - Pavement Evaluation and Rehabilitation
- US 183 Improvements Project, Austin, TX - Pavement Evaluation and Rehabilitation
- The Old Howard Road-FM 2305 to Jupiter Road, Temple, TX - Pavement Evaluation and Rehabilitation
- Count Road 112 Upgrade Project, Round Rock, TX - Pavement Evaluation and Rehabilitation
- LBJ Drive Reconstruction Project, San Marcos, TX - Pavement Evaluation and Rehabilitation
- TxDOT Odessa District Pavement Design - Pavement Evaluation and Rehabilitation
- City of Dallas - IH 635 LBJ Managed Lanes Project - Pavement Design recommendations
- City of Houston - Grand Parkway SH 99 - Pavement Design recommendations
- City of Dallas - SH 360 Improvement Project - Pavement Design recommendations
- City of Austin - MoPac Improvement Project - Pavement Design recommendations
- City of Austin - SH 45 - Pavement Design recommendations
- City of Dallas - North Tarrant Expressway - Pavement Design recommendations
- City of Austin - SH 130 - Pavement Design recommendations

MOHAMMAD, PHD, PE

Project Engineer

Education

North Carolina State University, 2015
Doctor of Philosophy in Civil Engineering
University of Texas San Antonio, 2011
Master of Science in Civil Engineering
Bangladesh University of Engineering and Technology, 2007
Bachelor of Science in Civil Engineering

Professional Registrations

Texas Board of Professional Engineers (TBPE) PE No. 128574

Experience

Dr. Ilias has 6 years of experience in pavement materials and pavement design including two years of experience teaching a construction materials course at undergraduate level. He is well familiar with tests and standards on base and subgrade materials, performance grade (PG) binder, asphalt emulsions, hot mix asphalt (HMA) concrete, and portland cement concrete (PCC).

Dr. Ilias is an expert in pavement surface treatments, laser scanning, friction testing, pavement design and analysis, performance evaluation, repair strategies, management, data collection, and analysis of FWD, DCP, and GPR testing. He is experienced in field investigation, site selection, sample collection, experimental plan preparation, field and laboratory testing, and specification development.

- City of Dallas - Pavement Condition Assessment
- City of Dallas - Sidewalk Evaluation
- TxDOT Odessa District Pavement Design - Pavement Evaluation and Rehabilitation
- City of Midlothian - Pavement Management Engineering Services
- City of Mansfield - Asset Management Services
- City of Bedford - Pavement Management Engineering Services
- Lower Bois D'Arc Creek Resevoir Project - Pavement Evaluation
- Freese and Nichols, Inc. - Ennis Pipeline Project - Pavement Evaluation
- Virginia DOT - I-66 Pavement Evaluation

WAYNE BILLINGSLEY

Operations Manager (Lead)

Education

2016 Laser Safety Training, Laser Institute of America
2016 Fugro Safety Certification

Training/Skills

Laser Safety Officer for Fugro's contract with the Texas Department of Transportation (TxDOT), 2016 – 2017.
Inertial Profilers
Falling Weight Deflectometer (FWD)
Friction and Skid testing equipment
SIMCO drill truck
DCP and FACE dipstick for Long Term Pavement Performance (LTTP).
He is an active participant in all of Fugro's safety-related procedures and processes.

Experience

Mr. Billingsley has over 25 years of experience. His areas of expertise include managerial tasks, supervising administration of streets, monitoring budgets, establishing policies, and inspection field operations. Curently, he is responsible for the field data collection activities and field crew out of the Fugro's Austin office. He oversees the maintenance and calibration of all field equipment and Fugro's Automatic Road Analyzer (ARAN) vehicles. He assists engineers and staff as needed and serves as an assistant, when required for drilling actitivites. He personnally operates the ARAN for field data collection for pavement evaluation measurements to determine layer thickness and subsurface material properties. He operates pavement coring rig and shallow Geotech and conducts both Geotech logging and surveying.

Prior to joining Fugro, Mr. Billingsley has 25 years of experience with the City of Cedar Park that included managerial tasks such as strategic planning and staff management. He supervised administration of streets, water meter services, and vehicle maintenance personnel. He received and investigated citizen complaints and took appropriate action. He also ensured safety standards and procedures were implemented. He approved work orders and conducted research for new public works projects and researched new technologies, processes and procedures. Some of his relevant project experience is listed below.

- TxDOT - Brownwood District Pavement Evaluation
- TxDOT - Odessa District Pavement Evaluation
- City of Laurel - Pavement Data Collection Services
- City of Dallas - Pavement Condition Assessment
- City of Irvine - Pavement Rehabilitation
- City of San Jose - Pavement Condition and Sidewallk Acessibility Ramp Assessment

DESMOND WILDER

Pavement Technician

Education

Ashford University
Bachelor of Arts in Project Management
Central Texas College
Certificate in Personnel Management

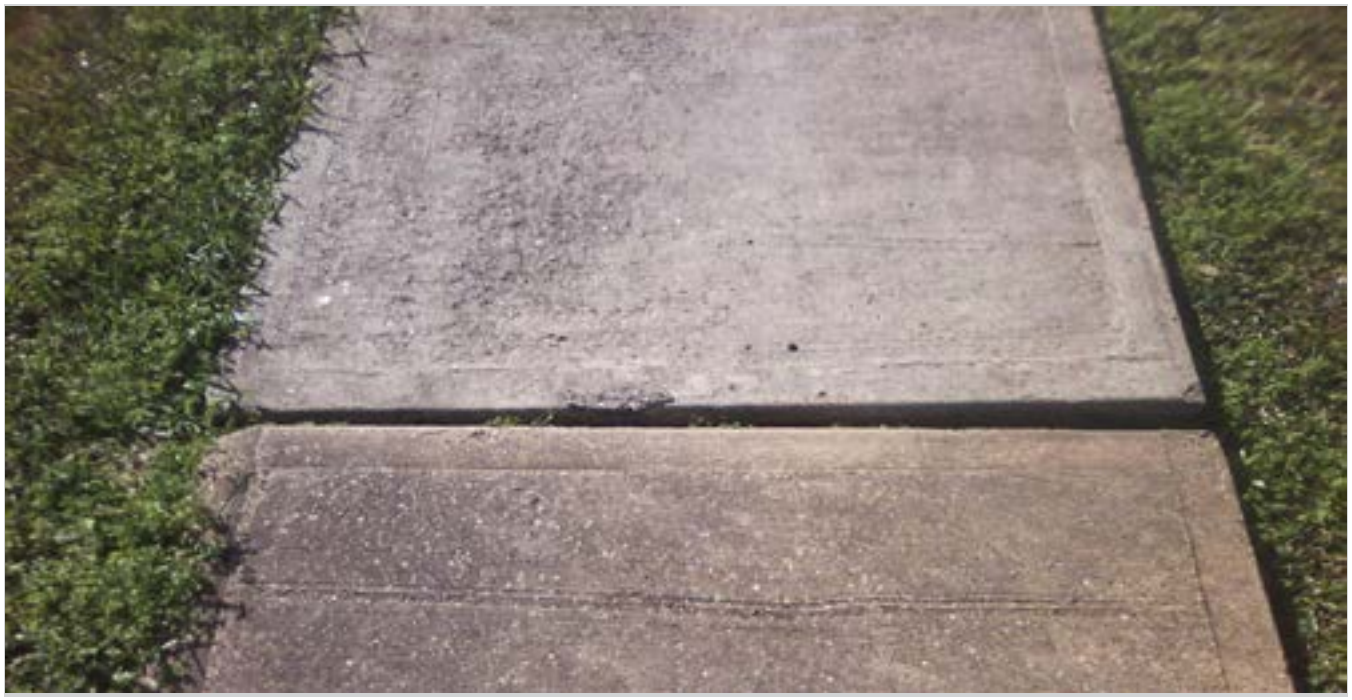
Training/Skills

Automated Controller Software (ACS)
Ground Penetrating Radar (GPR)
Falling Weight Deflectometer (FWD)
Strategic Planning and Forecasting
Inventory and Equipment Management
Heavy Equipment Operation
Project Management
Staff Training and Education
TTI certifications for 10 trucks

Experience

Mr. Wilder have over 8 years of experience in providing support and leadership to operations for Fugro of customized roadway infrastructure data collection solutions. Mr. Wilder creates schedules for fleet maintenance, procure necessary parts, tools, and equipment maintenance. He oversees shipping, receiving, and manages logistics including financial administration and expense reporting. Mr. Wilder measures, combines, and analyzes data including the damage done to primary, secondary, and residential driving surfaces. In addition, he prepares work orders, receipts, and all paperwork for service. Some of Mr. Wilder's relevant project experience is listed below.

- TxDOT Corpus Christi - Pavement Evaluation and Design
- ExxonMobil - Mont Belvieu Plastics Plant Laydown Area Pavement Evaluation Structural Capacity Evaluation
- City of Los Angleles - Pavement Management Engineering Services
- City of Dallas - Pavement Condition Assessment



PAVEMENT AND SIDEWALK EVALUATION SERVICES

City of Missouri City

Fugro conducted an automated pavement inspection for Missouri City's 272 centerline-mile street network in 2013. Data was collected in one lane for streets with two lanes and one lane in each direction for streets with more than two lanes. The condition survey was conducted in accordance with ASTM D6433, and condition data was imported into the City' Cartegraph pavement management database.

As part of the pavement inspection project, Fugro worked with City staff to configure Cartegraph analysis setting for pavement management. Fugro developed treatment unit costs as well as treatment decision trees for both Portland Cement Concrete (PCC) and Asphalt Concrete (AC) pavements. Once Fugro completed the project, Missouri City staff were able to conduct budget analyses using the Cartegraph software.

Fugro also conducted a walking sidewalk survey for Missouri City in 2013. Fugro utilized a GPS data collection system capable of sub-meter accuracy to record the location of sidewalk, localized failures, and vegetation in accordance with the City's sidewalk policy. The collected sidewalk data was delivered in file formats compatible with Missouri City's GIS and Cartegraph databases.

Fugro analyzed the sidewalk data to determine the estimated repair costs per district. Prior to completing the cost estimate, Fugro worked with Missouri City staff to develop a list of sidewalk repairs and associated unit costs. The results of the sidewalk analyses were provided in an executive summary which documented the sidewalk inspection process and estimated sidewalk repair costs.

Services Provided

- Pavement Condition Data Collection
- Sidewalk Condition Surveys
- Sidewalk Repair Estimates

PAVEMENT MANAGEMENT ENGINEERING SERVICES

Midlothian, Texas

Fugro conducted pavement condition evaluations for the City's 580-mile road network using the ARAN. The project included pavement condition index calculations, budget analyses, and the development of a ten-year work plan using using the Cartegraph pavement management software. Additional assets were surveyed including sidewalks, sidewalk ramps, street signs, storm drains, and water valves. The results of the project were provided to the City in a final report as well as in GIS shapefiles and in Excel spreadsheets.

In order to implement a future-proof asset management system, Fugro collected county roads that were scheduled for annexation into the City's network. Fugro determined the cost to raise the overall condition of the County roads to that of the City roads upon annexation. This provided City planners reliable data to utilize when developing budget plans.

In addition to analyzing the condition of the pavement network as a whole, Fugro analyzed the condition of the pavement network by region and jurisdiction. This enabled the city to determine if there were any imbalances in the network condition between different regions or jurisdictions. This also gave the City valuable information to reference when communicating with various constituents.

Services Provided

- Pavement Condition Evaluation
- Pavement Condition Index Calculations
- Asset Management Services
- Budget Analysis

PAVEMENT MANAGEMENT ENGINEERING SERVICES

Dallas, Texas

Fugro is currently under contract to collect right-of-way images and pavement condition data for approximately 11,700 lane miles of streets. Data deliverables include pavement cracking, texture, rutting, forward and rear ROW digital images, and dual-wheel path roughness data to International Roughness Index (IRI) standards. Fugro is calculating the PCI for each road segment, and results are compatible with the City's GIS database.

The Cartegraph pavement management software is used for the City of Dallas project to perform budget analyses and to develop work plans. Fugro engineers configure the Cartegraph software with multiple condition indices, custom pavement deterioration models, treatment decision trees, anticipated budgets, and inventory information such as functional classification to develop 10-year maintenance and rehabilitation work plan. Fugro engineers are also able to use Cartegraph to project the resulting condition of the pavement network for each work plan.
In order to further advance the City of Dallas' pavement management system, Fugro is collecting network-level structural condition data using Falling Weight Deflectometer (FWD) and Ground Penetrating Radar (GPR) for 900 miles of arterial streets. The structural condition data will be imported into the City's pavement management system, and pavement management strategies will be enhanced to incorporate structural condition into appropriate treatment selection. The use of structural condition data will enable Fugro engineers and the City of Dallas to make well-informed, wholistic treatment decisions based on both surface and subsurface condition.

Concurrently with the pavement data collection, Fugro is also collecting roadway asset data including sidewalks, barrier free ramps, retaining wall, traffic signs, signals, pavement striping, and curbs. Fugro is analyzing the collected asset data using GIS software, and reports for each asset type will be provided to the City. The sidewalk asset report includes a sidewalk gap-analysis which identifies missing or damaged sidewalks across the City.

Services Provided

- Right-of-way images
- Pavement condition data collection
- Budget Analyses
- Asset data collection
- FWD Testing
- GPR Testing

REFERENCES

ADAM MERGENER
CITY OF MIDLOTHIAN, TEXAS
Tel: 972-775-7152
Email: adam.mergener@midlothian.tx.us

RACHEL L. KLAWINSKY
CITY OF WACO
Tel: 254-750-6627
Email: rachelk@wacotx.gov

JAIMIE BRIERTON
CITY OF COPPELL
Tel: 972-462-5151
Email: JBrierton@coppelltx.org

DAN FRANZ
CITY OF PFLUGERVILLE
Tel: 512-777-4606
Email: dFranz@Halff.com

KARL J. BEDNARZ
CITY OF SAN ANGELO
Tel: 325-657-4203
Email: karl.bedbarz@cosatx.ud

SHARON VALIANTE
CITY OF MISSOURI CITY
Tel: 281-403-8500
Email: svaliante@missouricitytx.gov

JOHN NOWAK
CITY OF BULVERDE
Tel: 830-438-3612
Email: nowakj@ci.bulverde.tx.us

MEIHAH NGUYEN
CITY OF SAN JOSE
Tel: 404-794-1957
Email: meihah.nguyen@sanjoseca.gov

WESLEY PIERSON
CITY OF ADDISON
Tel: 972-450-7037
Email: wpierson@addisontx.gov

JENNIFER NICEWANDER, PE
CITY OF DALLAS
Tel: 214-948-4686
Email: jennifer.nicewander@dallascityhall.com

IMS Infrastructure Management Services, LLC

Consultants | Engineers

Original Technical Proposal

RFQ No. 19-330, City-Wide Pavement and Sidewalk Evaluations

April 23rd, 2019

City of Missouri City
ATTN: Purchasing Office
1522 Texas Parkway
Missouri City, Texas 77489

IMS Office Location

1820 W Drake Drive, Suite 104
Tempe, AZ 85283
(480) 839-4347 ph
(480) 839-4348 fax

consulting
engineering
data collection
software

www.ims-rst.com

POSTING DATE: APRIL 2, 2019

REQUEST FOR QUALIFICATIONS (RFQ) NO. 19-330
FOR CITY-WIDE PAVEMENT AND SIDEWALK EVALUATIONS
FOR THE CITY OF MISSOURI CITY, TEXAS

COMMODITY CODE(S): 968-62

ISSUED BY THE PURCHASING OFFICE OF THE CITY OF MISSOURI CITY, TEXAS

Sealed responses, subject to the terms and conditions of this RFQ, for the above referenced professional service must be received by the Purchasing Division of the Missouri City, at City Hall, 1522 Texas Parkway, Missouri City, Texas 77489 by **April 23, 2019**. Responses received after the specified time will be returned unopened. All necessary information and addendums may be obtained from the following website: http://www.txsmartbuy.com/sp

IMS Infrastructure Management Services, LLC
LEGAL NAME OF CONTRACTING COMPANY

Jeff Myers — Western Regional Client Services Manager
CONTACT PERSON — TITLE

(480) 839-4347 — (480) 839-4348 — jmyers@ims-rst.com
TELEPHONE NUMBER — FACSIMILE NUMBER — E-MAIL ADDRESS

1820 West Drake Drive, Suite 104 — Tempe/Arizona — 85283
COMPLETE MAILING ADDRESS — CITY/STATE — ZIP

COMPLETE STREET ADDRESS (if different) — CITY/STATE — ZIP

Derek Turner, Firm Principal
AUTHORIZED SIGNATURE

Alan A. Phillips
Alan.phillips@missouricitytx.gov

A. LETTER OF INTEREST

April 23rd, 2019

Infrastructure Management Services
IMS Infrastructure Management Services
1820 W. Drake Dr. Ste. 104. Tempe, AZ 85283
Phone: (480) 839-4347 Fax: (480) 839-4348
www.imsanalysis.com

City of Missouri City
Attn: Purchasing Division
1522 Texas Parkway
Missouri City, Texas 77489

Reference: RFQ #19-330 for Citywide Pavement and Sidewalk Evaluations

Dear Evaluation Committee:

IMS Infrastructure Management Services is pleased to submit this proposal regarding the above referenced project to Missouri City. With over 30 years of pavement and asset management experience, we have become international leaders in the provision of data collection methodologies and software configuration. With our sole focus on pavement and asset management services, Missouri City will acquire **quality** data, exemplary **service**, and **reliability** that define our commitment.

The official contact person for any questions regarding the IMS proposal is:

Jeff Myers – Central Region Manager of Client Services
IMS Infrastructure Management Services, LLC
1820 W. Drake Drive, Suite 104, Tempe, AZ 85283
Phone: (417) 372-7021, Fax: (480) 839-4348
Email: jmyers@imsanalysis.com

We want to thank you for the opportunity to assist Missouri City with its pavement management needs. Based on careful review of the project scope, we are confident that we can provide the City with the requested services in a cost effective and time efficient manner that will provide a return of substantial savings. Thank you for your time and consideration.

Regards,
IMS Infrastructure Management Services

Jeff Myers,
Central Regional Manager of Client Services

B. UNDERSTANDING THE SCOPE OF WORK

B.1 EXECUTIVE SUMMARY

IMS Infrastructure Management Services is the premier pavement and sidewalk management firm in North America; headquartered in Arizona with over 30 years of direct industry experience. With 50 – 60 pavement and asset management implementations completed across North America annually, we stand second to none in our ability to establish cost effective maintenance management programs using 3rd party applications such as **Cartegraph**, and industry standard deliverable formats such as Access Databases and GIS geodatabases. *We are licensed professional engineers with recently completed projects in the state/ region including: Pearland, Beaumont, Huntsville, Travis County, and many more listed in this proposal.*

The primary objective of this project is to provide the City with objective and defensible pavement and sidewalk performance data that can be utilized to manage the paved network in the most cost effective manner that provides the ratepayers of Missouri City with the optimal blend of level of service and annual expenditures. To accomplish this goal, IMS Infrastructure Management Services will conduct field surveys utilizing ASTM D6433 protocols that will provide a solid understanding of the status and needs of the roadway and sidewalk network. Similar to other regional IMS projects near Missouri City, we will utilize the Laser Road Surface Tester (RST) for the surface distress surveys of the City's roadway network and the Sidewalk Surface Tester (SST) for the sidewalk network.

IMS Infrastructure Management Services is a pavement management consulting firm that is 100% dedicated to pavement, sidewalk, and right-of-way asset management and our ability to perform the work goes hand-in-hand with our philosophy on project ownership. Every project is assigned a team of dedicated professionals, with the core group comprised of a Project Principal, a Project Engineer, and a Client Services Manager. Since our inception in 1985, IMS has progressively developed new technologies together with real-world software applications to become a recognized international leader in the field of pavement and infrastructure management.

This proposal will highlight the following activities:

- The IMS team's innovative approach to objective **ASTM D6433** automated data collection.
- IMS experience with Cartegraph analysis procedures, data loads & ROW asset modules.
- Collaboration with City staff and an iterative analysis process designed to fine-tune the results to meet Missouri City's specific level of service needs.
- Development of a comprehensive multi-year pavement management plan utilizing the City's Cartegraph Navigator software, Scenario Builder module, and advanced asset support.
- IMS proven ability to perform detailed Sidewalk Condition surveys that pinpoint localized sidewalk deficiencies by X-Y coordinates.
- Integration of NOMAD, a mobile mapping application that allows the field technician to input any number of asset attributes and tag them with a GPS coordinate on the fly while traversing the sidewalk.

B.2 UNDERSTANDING THIS PROJECT

Street Network Inventory & GIS Integration – The Missouri City street network to be surveyed as a part of this assignment consists of approximately 600 lane miles. IMS is proposing to perform a linear pavement distress survey on 100% of the paved roadway network length. The survey will be performed on a semi-automatic fashion whereby we perform a visual "windshield" approach to the data collection, and utilize the high-speed laser technology from the RST for QA/QC purposes. IMS will adopt the City's existing Cartegraph inventory and the field routing will be prepared following the directionality requirements defined by City staff. The detailed data collected in the field will then be rolled up to match the City's existing segmentation within the Cartegraph databases. The IMS surveys **are tightly coupled** with the City's existing GIS environment resulting in a seamless transition of data that is linked to a unique identifier in the City's GIS.

Sidewalk Evaluations – Based on the attributes the City has defined for collection, simply reviewing imagery collected in the field will not provide a satisfactory condition assessment. Visual assessments from imagery cannot capture individual distress details (cracking, faulting, scaling, etc.) and as such, IMS is proposing the use of our Sidewalk Surface Tester (SST) for this assignment.

The IMS team will begin the project by spatially drawing in all of the sidewalk linework for the assignment using the City's existing GIS street centerlines and the most recent aerial photography. This sidewalk linework will be consumed by our mobile mapping application (NOMAD) as the basis for the sidewalk segmentation and attribute tagging in the field. The end deliverable will be an updated Personal Geodatabase that contains the sidewalk/ramp inventory and condition assessment information.

As the SST drives the City's sidewalks, the IMS field technician will conduct an onsite field assessment of all sidewalks, curb, and ADA ramps using the NOMAD application. The field technician will locate localized deficiencies by X-Y coordinates. Additional important observations can be made including material, type, width, location, trees and vegetation disruptions, and presence of obstructions. Alternatively (Good/Fair/Poor), the field technician can summarize sidewalk distress extent & severity details that are summarized and reported at the block or segment level.

Validating Windshield Surveys – While IMS is conducting the windshield survey, the laser camera array (LCA) will be performing QA/QC. The LCA contains 11 lasers capable of collecting automated pavement condition data in the form of roughness to International Roughness Index (IRI), dual wheel path rutting, transverse cracking, block cracking, alligator cracking and texture. The Digital Condition Rating System is a touch screen based tablet that allows the user to define what information (distresses, attributes, and asset information) is to be collected and how it is quantified. The DCRS is integrated into the data through time code, GPS, distance, and inventory control.

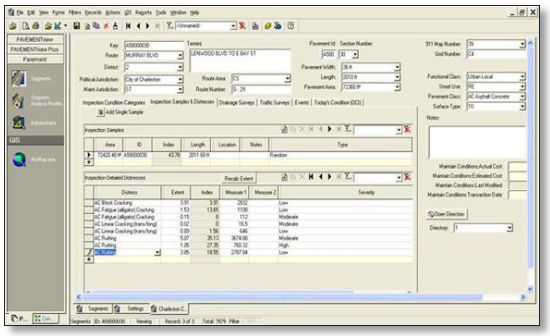
HD Video – IMS can utilize up to seven GPS referenced HD camera views (1920x1080) for our QA/QC program, optional ROW asset inventory development, virtual drives, and/or image deliverables. For the Missouri City project, IMS will utilize a minimum of three cameras that will be proofed out prior to data collection. The views will include the Center Forward, Left Front, and Rear Downward views that will be utilized by the Project Engineer during the IMS QA/QC program. In addition, the images will also be used during the City data review phase in an effort to validate results where necessary. The center-forward view will be processed in 20-~~25~~ 30 foot intervals and can be delivered to the City with an associated Personal Geodatabase for plotting within a GIS environment.

Optional Subsurface Analysis – Subsurface distress investigations are a valuable tool to assess the sub-grade condition of a roadway. As an optional service, IMS can assess the subgrade strength of a roadway using a Dynaflect for Asphalt and Concrete roadways. The structural condition information can then be utilized to calculate a Structural Index (SI) that becomes a component of the segments final OCI score.

Data Format and Delivery – Instead of using the subjective feet on ground sampling method, all data will be collected continuously and recorded in 100-foot intervals in the form of a detailed database complete with GPS coordinates. The detailed pavement data will be summarized into the City's existing segmentation to develop the distress extent and severity measurements for each street segment – this is the data that will be eventually used in the development of the OCI score and delivered to the City for review and discussion prior to loading into the Cartegraph software. To assist in the City's review, IMS will supply the condition data in an easy to navigate Excel spreadsheet, complete with graphs and descriptive terms such as Good/Fair/Poor. The IMS extent and severity distress data is also aggregated into easy to understand 0-10 indices to assist in data review. The condition data is supplemented with a geodatabase, a series of shape files, and a Google Earth KMZ file to ensure City staff comfort with the data outputs prior to final delivery and loading into the City's software.

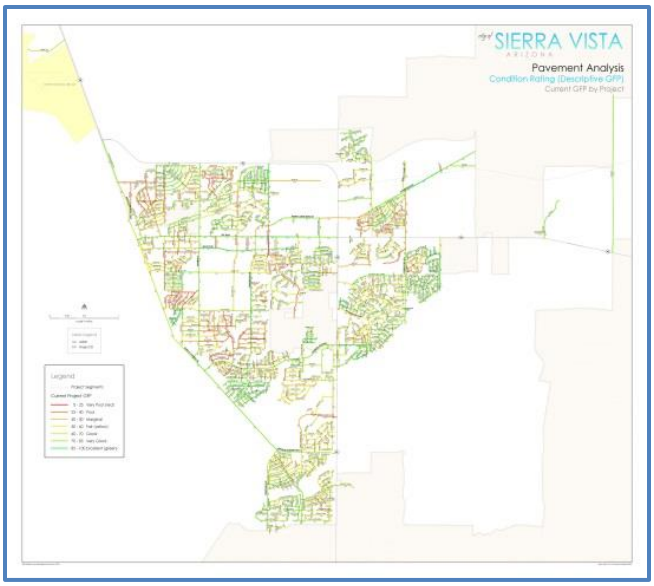
Pavement Analysis, 5-Year Rehab Plan, and Reporting – As a ~~a~~ supplemental service of this project, the IMS team can develop a comprehensive 5-year pavement management plan that targets Missouri City maintained roadways.

Data Management PAVEMENTview Plus – IMS will review and update the current configuration of PAVEMENTview Plus for the City. IMS will complete data loading and database verification and confirm operating parameters. We employ data formats such as Excel, Access, geodatabases, and Google Earth KML files to supplement the Cartegraph data load. The idea is to keep the data accessible for multiple end users and presentations.



After configurations, IMS can optionally schedule a date to perform software training for City staff. Training would consist of basic navigation, data entry, report development, analysis modeling, database maintenance, and an overview of the pavement management configuration within the PAVEMENTview Plus module. Training materials and user manuals will be developed as appropriate and based upon City staff input.

B.3 GIS INTEGRATION & VISUAL PRESENTATION OF RESULTS



The role of GIS in asset management cannot be overstated. It is a powerful tool that provides the ability to handle and present vast amounts of data in an efficient manner. Not only does GIS allow an agency to visually plot textural data, it also establishes an easy access portal to the data through an efficient integration with many 3rd party asset management applications.

IMS kicks off every project by completing a brief review of the agency's GIS environment to assess suitability for network referencing, survey map preparation, and pavement management purposes. Our team will consume the City's existing Cartegraph OMS inventory and GIS centerline files. The inventory will be updated to accommodate for new streets. We will also compare the existing roadway inventory within Cartegraph to the City's GIS environment. If they do not match and a one-to-one relationship is required, IMS has the team available to develop the correct referencing information. This remains an optional activity to be conducted at the discretion of City staff. Alternatively, a custom Personal Geodatabase can be developed for linkage to the Cartegraph pavement management module.

The data collected by IMS is linked to the existing GIS environment and is supplied as a personal geodatabase, spatial database engine, Auto CAD files, or a series of shape files. IMS collects XY coordinates for all data elements using GPS technology coupled with inertial navigation and integrates with most 3rd party GIS applications, including ESRI.

At a minimum, the GIS supplied by the City should have an ownership attribute, functional classifications, contiguous line work, and be in a digital format such as shape files and/or personal/file geodatabases. As a supplemental task, IMS also offers full service "GIS Clean-Up" and "Functional Class Review" activities for agencies that require additional GIS development above and beyond standard network referencing activities.

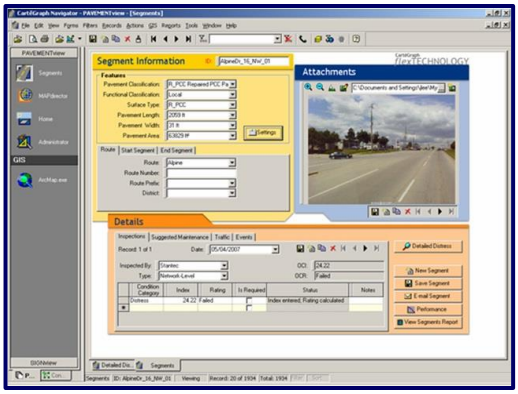
For this assignment, GIS will be used in four key areas of work:

1. GIS will be used to verify the streets and other City assets to be surveyed and to create the routing maps for use during the field surveys.
2. The survey productivity will be tracked through the plotting of the GPS data collected during the field surveys. This will allow IMS to review all streets that have been covered, identify anomalies in the referencing, and spot missed streets.
3. GIS will be used in processing the distress and inventory data. By plotting the data, we can QA the data and identify data exceptions in addition to proofing out the GIS.
4. Personal geodatabases, spatial database engines, shape and/or KML files, can be created for the visual presentation of condition data and analysis results.

B.4 CARTEGRAPH CONFIGURATION EXPERTISE

IMS has extensive experience working directly with the Cartegraph Navigator pavement management system. With respect to the PAVEMENTview and PAVEMENTview Plus modules, we have specifically developed our data collection tools, processing/scrubbing/reduction, upload, and engineering analysis capabilities to facilitate a seamless transition of data collected in the field into the final deliverables. With a combined 20 years of Cartegraph experience, the proposed IMS principal Stephen Smith and Mark Kramer have unparalleled knowledge of the Cartegraph Navigator application. They understand the nuances of the program, the limitations, and all configuration requirements for optimization.

The primary function of a properly configured pavement analysis is to prioritize and optimize the rehabilitation and maintenance selection criteria. With limited funding a nationwide issue, agencies such as Missouri City need to ensure their pavement analysis meets the needs of real world budgeting constraints. This process of evaluating pavement segments is based on the current condition, pavement treatments, performance curves, and budget analysis results.



IMS has been instrumental in the development of a properly configured Cartegraph system. While many agencies use out-of-the-box setups that result in less than satisfactory results, IMS can tailor the program to meet the needs of the Missouri City staff and management.

What is included in an IMS analysis & report?

- *Review of the existing Cartegraph Navigator setup including: OCI calculation configuration, distress deducts, performance curves, NPR utilization, and overall optimization.*
- *Present condition ranking* – identify the current condition of each street in the network, as well as the network as a whole. Identify roads with 20% or greater deterioration for further investigation.
- *Fix all budget analysis* – this identifies the upper limit of spending by rehabilitating all streets assuming unlimited funding.
- *Do nothing analysis* – this identifies the effects of not performing roadway rehabilitation projects.
- *Steady state rehabilitation life cycle analysis* – this identifies the minimum amount of rehabilitation that must be completed in order to maintain the existing level of service over 3, 5, or 10 years.
- *OCI & funding levels* – what funding will be necessary to maintain an OCI of 65, 70, & 75.
- *Plus or minus 50% and other additional runs* – additional budget runs are completed at rates of +50% and -50% of the suggested steady state analysis. Up to 10 budget scenarios will be run.
- *Integration of capital projects and Master Plans* – ongoing and proposed projects that affect roadway rehabilitation planning will be incorporated into the analysis.
- *Draft 5 year rehabilitation and prioritized paving plans* – based on need, available budget and level of service constraints; a minimum of five budget runs will be completed.
- *Final prioritized paving plan* – incorporating feedback from stakeholder departments and utilities, complete with budget and level of service constraints.

C. PROVEN ABILITY TO COMPLETE THIS PROJECT

C.1 COMPANY PROFILE

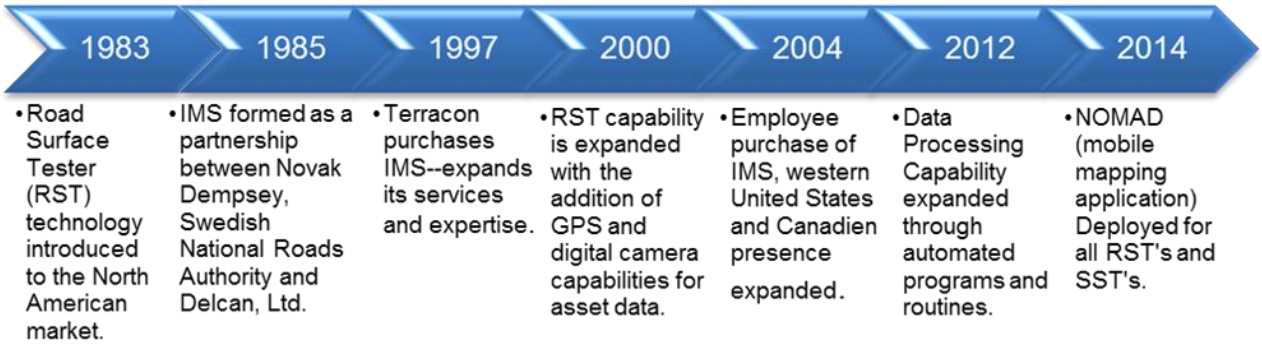
IMS Infrastructure Management Services is a pavement management-consulting firm with over 30 years of direct experience in the industry and we are the premier automated pavement management firm in the United States.

Since our inception in 1985, IMS has progressively developed new technologies together with real-world software applications to become a recognized international leader in the field of pavement and infrastructure management. Our software solutions provide the tools required to meet the complex challenges within modern urban and rural environments.

IMS completes 50 to 60 pavement and asset management projects across the U.S. annually and has served as the pavement management firm for the nearby agencies of Beaumont, Pearland, Denton, Weatherford, Hurst, Euless, and many more. IMS takes pride in performing quality work for each client to build long-term partnerships.

A brief history of IMS is as follows:

Since 2004, IMS has completed more than 800 pavement management assignments for government

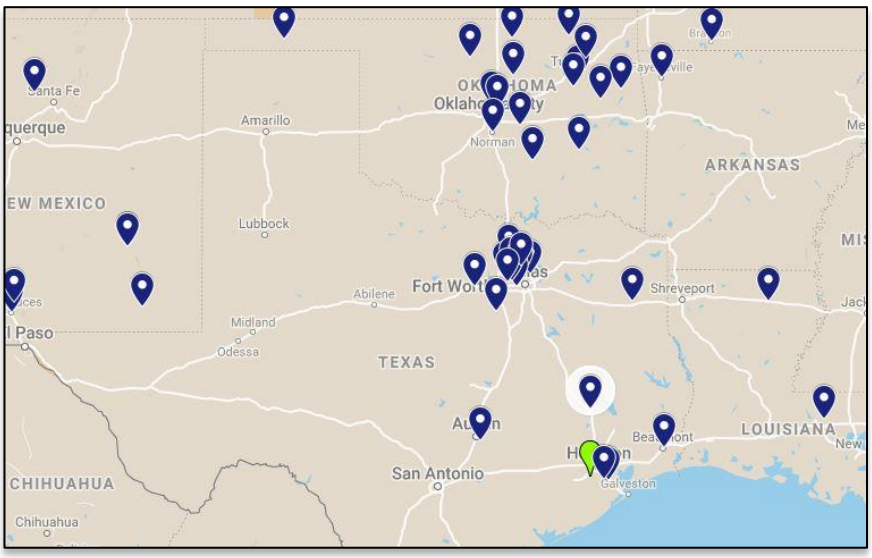


agencies and private-sector companies throughout North America. IMS achievements include:

- Certified for **ASTM D6433** data collection and participation in *ASTM sub-committee E1741 and TRB subcommittee AFD20* on pavement monitoring and valuation.
- 800 City and county agencies plus 25 large-scale public works departments.
- Ten state agencies, DOT's, MPO's and COG's, and transportation authorities.
- Collected data for more than 15 different software platforms, ranging from our own proprietary systems, to 3rd party programs including **Cartegraph**, PAVER, Lucity, Cityworks, and others.
- Developed the data collection tools that set the standard for comprehensive automated and objective surveys.

C.2 PROJECT PROFILES

On all referenced assignments, the IMS team utilized our Laser RST to perform a network wide pavement performance evaluation and right-of-way surveys on asphalt and concrete roadways. The Laser RST, equipped with an array of 11 lasers, digital cameras, GPS, and a touchscreen tablet drove the agency's roadways to update the pavement distresses and asset inventory data.



Texas Project Profiles

City of Carrollton, TX:

Since 1998, IMS has been the City of Carrollton's dedicated pavement management consultant. We have completed 7 data collection cycles with the most recent project awarded in October of 2014. The Laser RST technology is continuously used on the City's 710-mile street network and collects a full range of concrete and asphalt surface distress defects. After the data is collected, it is processed, formatted, and loaded to the City's PavePRO Manager Software. The data and the pavement management software are linked to the City's existing GIS environment. IMS also performs supplemental services such as software updates, onsite training, and report generation activities when needed or requested by the City. The 2015 project included a comprehensive sidewalk and ADA ramp inventory, covering the entire network utilizing the **IMS Sidewalk Surface Tester (SST).**

City of Grand Prairie, TX:

In 2016, IMS performed a data collection project for the City of Grand Prairie. Our team surveyed the entire network consisting of 360 survey miles. We loaded the data into the city's MicroPAVER software, and configured the data into the correct Cityworks format. The project was completed with a full pavement analysis and report given as a deliverable to city staff.

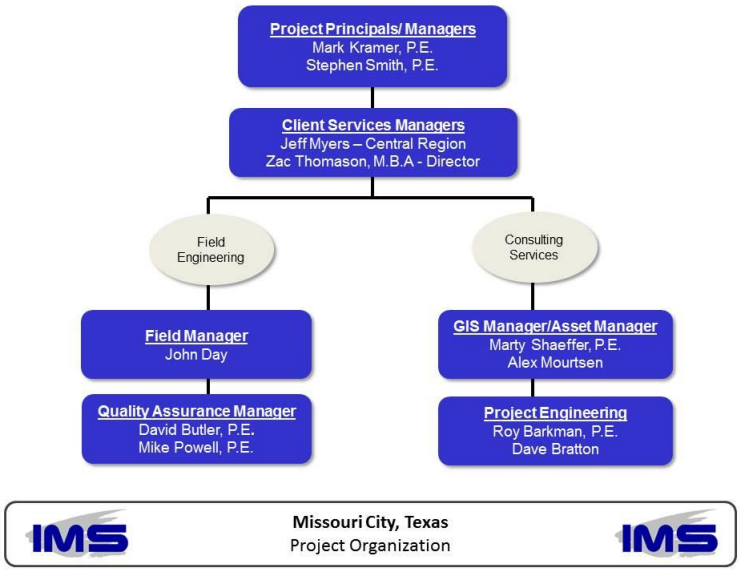
Additional Regional projects recently performed by IMS include:

- Denton, TX
- The Colony, TX
- Friendswood, TX
- Euless, TX
- Weatherford, TX
- Huntsville, TX
- Pearland, TX
- Beaumont, TX
- Cleburne, TX
- Grand Prairie, TX
- Keller, TX
- NCTCOG, TX
- Longview, TX
- Hurst, TX
- Richardson, TX
- Grapevine, TX
- Flower Mound, TX
- Southlake, TX

D. EXPERIENCE OF STAFF

D.1 PROJECT TEAM ORGANIZATION & LEADERSHIP

The proposed team for this project is the same, from top to bottom, as the team that performed all Texas data collection projects with the infusion of Mark Kramer, P.E., VP Operations. This team has decades of software integration and municipal experience. The team is built around a core group of key project members that stay with the project from inception through to delivery of the final results. It is where decisions are assessed, implemented, and follow-up is completed. The core team, led by Mark Kramer and Stephen Smith, also includes Zac Thomason, Dave Butler, Marty Shaeffer, and Jeff Myers.



The team has been structured into two streams that follow the logical work activities and flow of the project. Each work stream is headed by a specialist in their respective field of practice. For this assignment, the overall project will be undertaken and managed by Stephen Smith and Mark Kramer. Stephen was selected for this role due to his 800+ assignments and over 30 years dedicated to pavement management and roadway design. Activities that relate to quality assurance of the data collection activities are managed by David Butler. We purposefully separate the field surveys from the data management functions in order to ensure the continual flow of data from the field, through post processing, and then on to the client. We believe that the person who collects the data cannot be the same one who validates the data.

The entire team will operate under the direction of Principal Engineers Stephen Smith and Mark Kramer. The IMS team is organized and based on a few mission critical items:

- The Principals can bring on additional resources as necessary and react to on-going project challenges in a timely fashion.
- Nearly 100 years of engineering and project management experience with a focus on pavement and right-of-way asset data collection projects. IMS staff has experience in roadway design, construction, municipal engineering and pavement analysis affording them a strong position to develop real world solutions and budgets.
- IMS staff understands the need and constraints of the modern public agency. Our knowledge of industry software modules, their strengths and weaknesses, will provide the City with a unique perspective on the implementation of a Pavement Management System.

D.2 KEY STAFF

The project roles, qualifications, and responsibilities of the key team members are highlighted in the following table and summarized below.

Team Member	Project Role & Experience
Stephen Smith, P.E. Project Principal 19 Years with IMS Cartegraph Software: Yes Automated Data: Yes Pavement Management: Yes ROW Assets: Yes	Responsible for ensuring technical resources are available for the data collection and processing, and then directly involved with the pavement analysis and reporting. Stephen will ensure that the project remains on time and that the draft memo and final reports are reviewed with City staff. • ***B.S. in Civil Engineering, over 30 years engineering experience.*** • ***P.E. in Arizona, Delaware and P.Eng. in Alberta.*** • ***17 years specializing in pavement and right of way asset management for cities and counties.*** • ***In excess of 100 pavement and right of way asset management and implementation projects in the last 5 years. Most involve development of inventories, GIS integration, analysis and reporting, and asset management systems.*** • ***In excess of 300,000 miles of data collection and QA/QC using automated, manual and sampling technologies.*** **Recent projects include:** Denton, Friendswood, Huntsville, Hurst, Grapevine, Euless, Grand Prairie, Flower Mound, Pearland, Denton, Carrollton, Farmers Branch, Keller, Beaumont, Richardson, Weatherford, Cleburne, TX; Peoria, Pinal County, Glendale, Paradise Valley, Casa Grande, Goodyear, Scottsdale, and ADOT AZ.
Zac Thomason Director of Client Services **13 Years with IMS** 3rd Party Software: Yes Pavement Management: Yes Automated Data: Yes **Experience:** ASTM D6433: Yes	Zac is responsible for overall project and client management activities. He develops the project scope, schedule, team, and ensures the scope is adhered to throughout the project. • *B.S. in Global Business from Arizona State University* • *Master's in Business Administration* • *9+ years of project management experience in the engineering industry.* • *Has led over 180 successful pavement management assignments.* **Recent projects include**: Denton, Friendswood, Huntsville, Hurst, Grapevine, Euless, Grand Prairie, Flower Mound, Pearland, Denton, Carrollton, Farmers Branch, Keller, Beaumont, Richardson, Weatherford, Cleburne, TX; Denver, Longmont, Boulder County, Fort Collins, & Lafayette, CO; Long Beach CA.

Mark Kramer, P.E.

Project Principal & Vice President of Operations

Summary:

1 Year with IMS
17 years of Engineering
Automated Data: Yes
Pavement Mgt.: Yes
Software Evaluation: Yes
ROW Assets: Yes
Software Implementation: Yes

Mark works closely with Stephen to ensuring technical resources are available for the data collection and processing, and then again being involved with the analysis and reporting phase of the project. Mark will be integral throughout the analysis and reporting phase using his 17 years of pavement management experience to benefit the MPO.

- B.S. and M.S. in Civil Engineering, over 17 years of experience.
- Over 17 years specializing in infrastructure management, software implementation, analysis, and training.
- Over 17 years of GIS integration experience in relation to infrastructure management.

Recent Projects include: Bremerton, Bainbridge Island, Mason County, Yakima County, WA: Forest Grove, OR.

Marty Shaeffer, P.E.

GIS & ROW Manager

Summary:

14 Years with IMS
3rd Party Software: Yes
GIS: Yes
ROW Assets: Yes

Marty is a professional engineer who has spent the last 17 years dedicated to GIS technology. He is responsible for ensuring accurate linkage of the IMS data to the City's existing GIS and works closely with the Project Engineer. Marty also facilitates the processing of RST imagery for QA/QC and the development of the database for import to the selected software module.

- *B.S. in Civil Engineering, 27 years engineering experience.*
- *15+ years specializing in GIS mapping.*
- *P.E. in California, New Mexico, & Arizona.*
- *Registered AutoCAD Developer and member of the ASCE*

Recent projects include: Denton, Friendswood, Huntsville, Hurst, Grapevine, Euless, Grand Prairie, Flower Mound, Pearland, Denton, Carrollton, Farmers Branch, Keller, Beaumont, Richardson, Weatherford, Cleburne, TX; Denver, Longmont, Boulder County, Fort Collins, & Lafayette, CO; Long Beach CA.

Jeff Myers

Central Region Client Services Manager

Summary:

1 Years with IMS
3rd Party Software: Yes
Automated Data: Yes
Pavement Management: Yes
ROW Assets: Yes

Jeff is responsible for overall project and client management activities. He develops the project scope, schedule, team, and ensures the scope is adhered to throughout the project. Jeff works very closely with the Project Principal and is considered a primary point of contact for our clients.

- *Master's Accounting, University of Phoenix, 2011 (Magna Cum Laude)*
- *BS Economics, Missouri State University*
- *CFM (Certified Financial Manager), Regan School of Business*

Recent projects include: Celina, Denton, Denton County, Beaumont, TX; Lincoln County, SD; Fayetteville, AR; Andover and Derby, KS.

E. SAMPLE PROJECTS

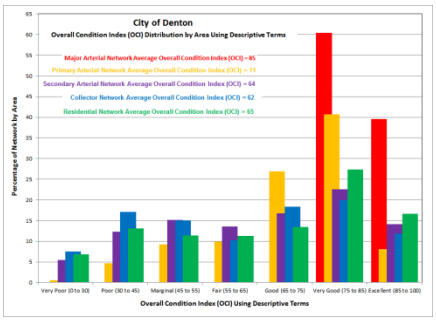
City of Denton, Texas (2008, 2015, 2018)

Contact: Keith Gabbard, Superintendent
Address: 901 B Texas Street, Denton, TX 76209
Phone: (940) 349-7144 **Email:** keith.gabbard@cityofdenton.com

Pavement and Sidewalk Data Collection Project and Cartegraph Software Implementation

The City of Denton is responsible for the maintenance and capital needs of approximately 530 miles of public roadways. As part of the City's proactive approach to corporate governance, IMS was first awarded this project in 2008 through a competitive solicitation to develop a robust pavement and sidewalk management program. In 2008, the City contracted with IMS to develop a full pavement and sidewalk management program. For the 2015 project, IMS updated the Cartegraph software. Our engineering team developed the software's operating parameters for analysis, conducted field surveys, and developed a comprehensive 5-year pavement management plan.

The field surveys were conducted using the ASTM D6433 pavement distress protocols. IMS was able to maximize the use of the City's Cartegraph software through the use of pavement strength data that was utilized as a priority rating factor through the sum of load associated distresses (LAD). By using the sum of LAD, the IMS team was able to assign weak, moderate, or strong designations to each segment of road. If a road was displaying a low Load Factor, a thinner rehabilitation may be selected, thus saving resources that could be used on a roadway displaying a high Load Factor. Our team then optimized the City's Cartegraph software though the integration of "Cost of Deferment" in the software's selection of critical roadway candidates (roads close to dropping into a more expensive treatment category).



IMS surveyed 100% of the City of Denton roadway network in an effort identify each street's Overall Condition Index (PCI) and prioritize a 5-year Capital Improvement Program. While the City's overall pavement condition index as of 2015 was a 65 (average) with the arterial roadways in very good shape while the collectors have a greater backlog. The OCI distribution was reflective of relatively aged residential pavement surfaces and of a network that has had effective major road construction over time. As seen in the adjacent 2015 Denton pavement distribution graph, the roadway network displays three atypical pavement condition characteristics when compared to other agencies of similar size.

The three variances of the distribution profile are:

1. Complementing the OCI score, the shape of the OCI distribution is skewed to the right. Typically we see a more uniform bell shape curve – with a peak centered in the 60 to 65 range.
2. The City has more streets than expected in the 75 plus range – this is a positive effect on the network and rehabilitation costs.
3. Conversely there are a very low number of streets in the 50 and below range (backlog).

City of Carrollton, Texas (2007, 2012, 2014, and 2017)

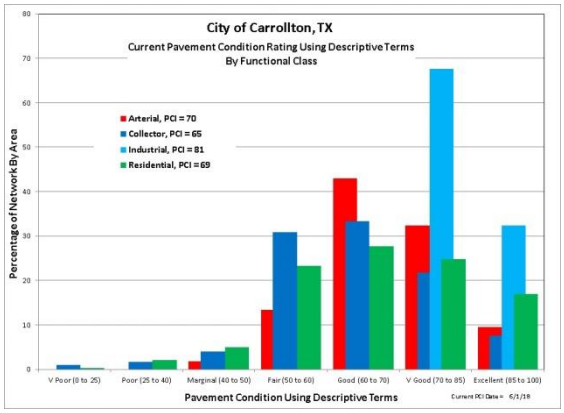
Contact: John Crawford, Public Works Director
Address: 2711 Nimitz, Carrollton, Texas 75007
Phone: (972) 466-3000 **Email:** John.crawford@cityofcarrollton.us

Pavement and Sidewalk Data Collection Project

The City of Carrollton is responsible for the maintenance and capital needs of approximately 513 miles of public roadways. IMS was first awarded this project in 2007 through a competitive solicitation to develop a robust pavement management program. For the 2014 project, IMS implemented a robust sidewalk and ADA ramp survey. IMS utilized the Sidewalk Surface Tester (SST) to perform this survey. IMS was able to provide the City of Carrollton with comprehensive sidewalk and ADA data so that City staff could be adequately informed on the health of their network.

The most recent project in 2017 was focused once again on the City's street network. The field surveys were conducted using the ASTM D6433 pavement distress protocols. IMS was able to maximize the use of the City's Easy Street Analysis through the use of pavement strength data that was utilized as a priority rating factor through the sum of load associated distresses (LAD). By using the sum of LAD, the IMS team was able to assign weak, moderate, or strong designations to each segment of road. If a road was displaying a low Load Factor, a thinner rehabilitation may be selected, thus saving resources that could be used on a roadway displaying a high Load Factor. In addition to the street network, IMS also surveyed approximately 120 miles of Alleys for the City of Carrollton.

IMS surveyed 100% of the City of Carrollton roadway network in an effort identify each street's Pavement Condition Index (PCI) and prioritize a 5-year Capital Improvement Program. While the City's overall pavement condition index as of 2017 was a 68 (slightly above average) with the industrial roadways in very good shape while the residential had a greater backlog. The PCI distribution was reflective of relatively aged residential pavement surfaces and of a network that has had effective major road construction over time. As seen in the adjacent 2017 Carrollton pavement distribution graph, the roadway network displays three atypical pavement condition characteristics when compared to other agencies of similar size.



The three variances of the distribution profile are:

1. Complementing the PCI score, the shape of the PCI distribution is slightly skewed to the right. Typically we see a more uniform bell shape curve – with a peak centered in the 60 to 65 range. Outside of the industrial class of roadways, this a normal distribution.
2. The City has an average number of streets in the 75 plus range – this has a positive effect on the network and rehabilitation costs.
3. Conversely there are a very low number of streets in the below 50 range (backlog).

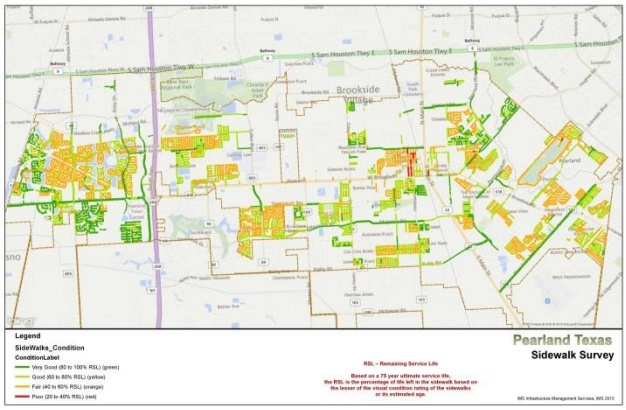
City of Pearland, Texas (2014 and 2017)

Contact: Mark Graham, Superintendent, Streets and Drainage
Address: 3501 East Orange Street, Pearland, TX 77581
Phone: (281) 652-1927 **Email:** megraham@pearlandtx.gov

Pavement and Sidewalk Data Collection Project

The City of Pearland is responsible for the maintenance and capital needs of approximately 507 miles of public roadways. IMS was awarded the project through a competitive solicitation to develop a robust pavement and sidewalk management program in 2014. For the 2014 project, IMS implemented a full pavement and sidewalk management program. For both assignments, collector and arterial streets received two pass testing, once in each direction of travel. Local, residential streets received a single direction pass.

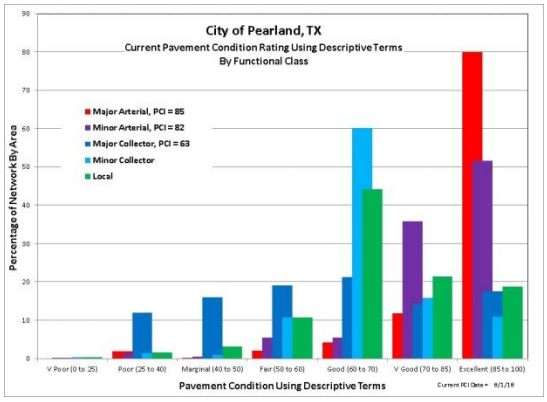
The adjacent image is of the sidewalk inventory and ADA ramp inventory completed for Pearland, Texas within a GIS environment. The inventory was provided as a personal geodatabase, Google Earth KMZ file, and was loaded to their web based viewing application implemented by IMS. The map below illustrates sidewalks conditions using descriptive terms and also associates each category with its assigned remaining service life (RSL).



IMS surveyed 100% of the City of Pearland roadway network in an effort identify each street's Pavement Condition Index (PCI) and prioritize a 5-year Capital Improvement Program. While the City's overall pavement condition index as of 2017 was a 72 (above average) with both the major and minor arterial roadways in extremely good shape while the locals have a greater backlog. The PCI distribution was reflective of relatively aged residential pavement surfaces and of a network that has had effective major road construction over time. As seen in the 2017 Pearland pavement distribution graph below, the roadway network displays three atypical pavement condition characteristics when compared to other agencies of similar size.

The three variances of the distribution profile are:

1. Complementing the PCI score, the shape of the PCI distribution is skewed to the right. Typically we see a more uniform bell shape curve – with a peak centered in the 60 to 65 range.
2. The City has more streets than expected in the 75 plus range – this has a positive effect on the network and rehabilitation costs.
3. Conversely there are a very low number of streets in the 50 and below range (backlog).



F. CARTEGRAPH REFERENCES

The following clients and projects references for IMS are provided as a testament to our ability to provide quality pavement data collection and analysis services and were completed within the past six years.

City of Denton, TX

Contact: Keith Gabbard, Street Superintendent

Phone: (940) 349-8200

Email: keith.gabbard@cityofdenton.com

Since 2008, IMS has been the City's dedicated pavement management consultant. IMS tested approximately 525 test miles of roadway and completed the upload, configuration, and training for Cartegraph Navigator. In 2009, IMS also completed a right of way asset inventory of curb/gutter, sidewalks, and barriers complete with three views of GIS linked images for loading and delivery. The pavement condition survey also included ground penetrating radar testing, roughness survey, and falling weight deflection testing. IMS then completed a Cartegraph PAVEMENTview Plus analysis and report. IMS is currently performing a network update for the City that will include an updated PMP report.

City of Beaumont, TX (2009, 2011, 2015, and planned for 2019)

Contact: Dr. Joseph Majdalani, PE, Public Works Director

Phone: (409) 880-3725

Email: Joseph.majdalani@beaumonttexas.gov

In 2015, the City of Beaumont contracted with IMS for a full pavement condition survey, right of way asset inventory, and Lucity software configuration. The RST initially surveyed approximately 800 test miles that included roadway widths, pavement condition, and the development of a sign database. The second phase of the project was for the collection of additional ROW assets, including; signals and flashers, sidewalks, ADA ramps, drive pads, curb and gutter, street lights, guard rails, and median & curb drop inlets. IMS loaded all data into Lucity and completed a 5-year CIP plan for the City. The City has recently signed a contract for an updated 2019 survey as well.

City of Weatherford, TX (2006, 2009 & 2012)

Contact: Manny Palacios, Public Works Director

Phone: (817) 598-4241

Email: mpalacios@weatherfordtx.gov

Since 2006, IMS has performed three pavement condition surveys and provided a comprehensive pavement management analysis and report to the City for each project. IMS has also updated the City's **Cartegraph Navigator** software for each cycle. The 2012-13 project included a full network, pavement condition survey, including the development of a sign inventory for loading into Cartegraph PAVEMENTview and SIGNview modules as well as delivering images at 25-foot increments and a City Council presentation. The RST surveyed approximately 180 test miles for each of the data collection assignments.

CITY COUNCIL
AGENDA ITEM COVER MEMO

September 3, 2019

To: Mayor and City Council
Agenda Item: 9(c) Authorize the City Engineer to respond to TxDOT and committing 10% participation match towards the replacement of the Vicksburg Blvd. Bridge as part of the TxDOT's "Off-System Bridge Replacement Program".

Submitted by: Jeremy D. Davis, P.E., Assistant City Engineer

SYNOPSIS

The Texas Department of Transportation (TxDOT) has a program called the "Off-System Bridge Replacement Program". The purpose of this program is to aid cities in the state of Texas through the inspection and possible repair or replacement of their bridges not within the state's road system. Vicksburg's main bridge entrance to the community on Vicksburg Blvd. was inspected on November 14th 2017. The results of this inspection came with a suggestion from TxDOT to put this bridge into their Off-System Bridge Program.

STRATEGIC PLAN 2019 GOALS ADDRESSED

- Create a great place to live
- Maintain a financially sound City
- Have quality development through buildout

BACKGROUND

The bridge on Vicksburg Blvd. was found to have spalls in the pavement, embankment erosion, and outdated traffic features upon the November 2017 inspection performed by TxDOT. This bridge was constructed in the early eighties. Currently, TxDOT is seeking an approval or denial response from the City to commence design of the replacement bridge.

According to TxDOT, the official term for this bridge would be "Functionally Obsolete" with a deficiency rating of 51.8. TxDOT considers bridges at a rating of 50 or below to be deficient and recommends replacement of the bridge. The current bridge rating (51.8) is slightly above the "deficient bridge" rating. However, the design process for this bridge is expected to take 2.5 to 3 years to complete. At that time TxDOT will perform another inspection of the bridge and determine if it has fallen below a rating of 50. If it has dropped below 50, TxDOT will then begin the construction letting process. The initial estimated construction cost for this bridge is $1,452,000.00. If the City decides to enter an agreement with TxDOT to replace the bridge, the required participation would be 10% or $145,200.00.

In order to enter into this "Off-System" program, a response from Missouri City is required by September 9th 2019 to TxDOT. At this time only a letter commitment is needed and no matching funds (10%) are required. Public Works Staff recommends City' participation in this bridge replacement effort, to leverage TX DOT funding in the reconstruction of approximately $1.45 Million of bridge infrastructure within the City.

BUDGET/FISCAL ANALYSIS

Funding Source	Account Number	Project Code/Name	FY19 Funds Budgeted	FY19	Amount Requested

				Funds Available	
General Bond	403-58700-15-999-50040	50040 / Bridge Rehabilitation	$175,001	$175,001	$145,200

Purchasing Review: N/A
Financial/Budget Review: Bertha P. Alexander, Budget & Financial Reporting Manager

Note: Compliance with the conflict of interest questionnaire requirements, if applicable, and the interested party disclosure requirements (HB 1295) has been confirmed/is pending within 30-days of this Council action and prior to execution.

SUPPORTING MATERIALS

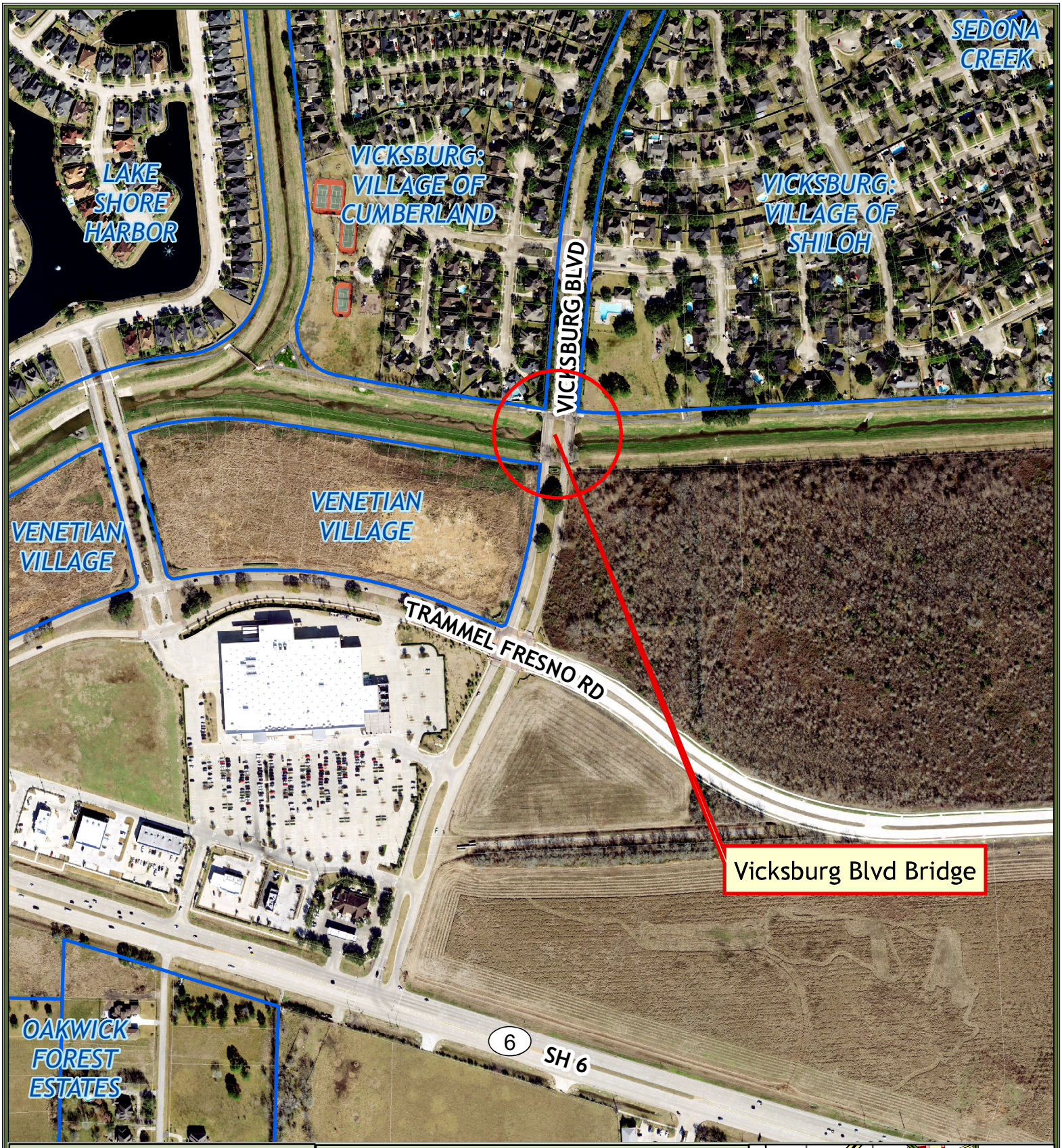
1. Vicinity Map of Location
2. Letter from TxDOT
3. TxDOT Bridge Inspection Worksheet
4. TxDOT Bridge Inspection Photos

STAFF'S RECOMMENDATION

Authorize the City Engineer to respond to TxDOT and committing 10% participation match towards the replacement of the Vicksburg Blvd. Bridge as part of the TxDOT's "Off-System Bridge Replacement Program" for an amount not to exceed $145,200.

Director Approval: **Shashi K. Kumar, P.E.**

Assistant City Manager/
City Manager Approval: **Glen A. Martel**



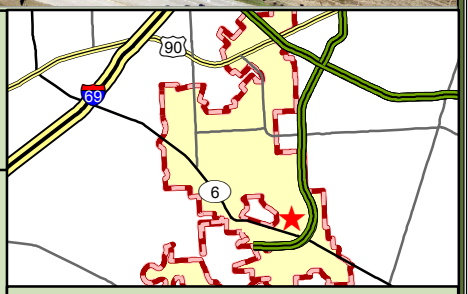
Map By:
GIS Division
August 2019

Vicksburg Bridge Project

Geographic Coordinate System North American Datum 1983 (NAD83)

0 0.0275 0.055 0.11 0.165 0.22 Miles

The information on this map is provided and maintained by various agencies, including county departments, municipal governments, state and federal agencies. No guarantee is given as to the accuracy or currency of any of the data. The map is designed to serve as a secondary representation of real property found within this jurisdiction, and is compiled from the recorded deeds, plats, and other public records, which are primary sources for this public information. Users of this map are hereby notified that these primary sources should be consulted for verification of the information presented here. The data layers do not take the place of a legal survey or other primary source documentation. The city and its vendors assume no legal responsibility for the information on this map.



Vicinity Map

Texas Department of Transportation

P.O. BOX 1386, HOUSTON, TEXAS 77251-1386 | 713.802.5000 | WWW.TXDOT.GOV

July 23, 2019

CERTIFIED MAIL: 91 7199 9991 7039 8315 2000

Shashi Kumar, P.E.
City Engineer, City of Missouri City
1522 Texas Parkway
Missouri City, Texas 77489

RE: Off-System Bridge Replacement Program
City of Missouri City

Dear Mr. Kumar:

This is to advise you that all the deficient bridges listed on the attached spreadsheet have been approved for replacement under the Texas Department of Transportation's (TxDOT) Off-System Bridge Replacement Program.

Please review the list and respond if there are any bridges that City of Missouri City (City) would prefer to replace through an agreement with TxDOT. The agreement can be structured as an 80-10-10 percent split (federal-state-local) where the City would pay ten percent; or, the ten percent cash match the City is responsible for may be waived if the City agrees to use an equivalent dollar amount to structurally improve other deficient structures or drainage facilities. The federally funded project on which the City's ten percent cost participation is waived is referred to as the "participation-waived" project, while the project(s) to be performed by the City in return for the waiver is referred to as the "equivalent match" project(s). Equivalent-match projects must be completed within 3 years of the letting of the first participation-waived project.

For your use, please find attached a list of deficient bridges that are eligible for replacement in the City's jurisdiction. The item on the right side of the list labeled "10 percent (10%) Local Entity Participation" is the City's estimated required participation.

Please respond by September 9, 2019, if there are any bridges on the attached spreadsheet that the City prefers to replace with either funding method previously mentioned. The total 10% requirement for participation on the bridges listed on the attachment is **$145,200.00**.

Should you require further information please contact me directly at (713) 802-5633.

Sincerely,

David D. Nitsch
District Planning Administrator

City of Missouri City

Deficient Bridges Currently Approved Under The Federal-Aid Off-System Bridge Program with No Executed Agreement

CSJ:	0912-34-201	**Location:**	VICKSBURG BLVD AT MUD 47 DRAINAGE DITCH	**Estimated Construction Cost:**	$1,200,000	**Total Project Direct Cost:**	$1,452,000.00
NBI #:	12080R01254001	**Type of Work:**	REPLACE BRIDGE AND APPROACHES (NBI# 12080R01254001)			**10% Local Entity Participation:**	$145,200.00
County:	FORT BEND	**Project No.:**				**Suff Rating/Critical Def. Ind.:**	FO/51.8

Legend for Suff/Critical Def. Ind.

SD - Sructurally Deficient
CD - Critically Deficient
NC - Not Critical
FO - Functionally Obsolete

Bridge Inspection Follow-Up Action Worksheet

District: 12 County: 080 Control - Section: R012 - 54 Structure #: 001 Route: Vicksburg Blvd.

Description: 3 - 10' x 10' x 31.3' concrete multiple box culvert with concrete railing.

Feature Crossed: M.U.D. 47 Drainage Ditch Inspector's Name: Gerald Fleenor Date: 11/14/17

Firm Name: RS&H, INC. (F-3401) Maintenance Section: Missouri City

Reference Features

1. Roadway - Wearing Surface	5. Superstructure - Bearings	9. Substructure - Other	13. Structural Paint System
2. Roadway - Deck	6. Superstructure - Other	10. Channel & Channel Protection	14. Vertical Clearance Signs
3. Roadway - Other	7. Substructure - Abutments	11. Retaining Walls or Rip Rap	15.
4. Superstructure - Main Member	8. Substructure - Bents & Piers	12. Approaches	16.

Recommendation Type: **C** - Critical (30 Days) **U** - Urgent (6 Months) **R** - Routine (24 Months) **NR** - Prev. Rec. Not Repaired

Reference Features	Action/Comments	1085 Ratings	Rec. Type
1	Repair spalling in the northbound lane pavement at the south approach.	7	R
12	Install delineators at all four bridge corners.	7	R, NR

STATE OF TEXAS
COREY E. ROGERS
127147
LICENSED
PROFESSIONAL ENGINEER

1/23/18

DO NOT DISCLOSE - INFORMATION CONFIDENTIAL UNDER THE TEXAS HOMELAND SECURITY ACT AND 23 USC SECTION 409, SAFETY SENSITIVE INFORMATION.

District: 12 County: 080 Control - Section: R012 - 54 Structure #: 001 Route: Vicksburg Blvd.

District Maintenance Office Comments

Comments By: _____ Date: _____

Follow-up Actions Taken

Description	Date	Verified By

Texas Department of Transportation

BRIDGE SUMMARY SHEET

District: 12 County: 080 Control - Section: R012 - 54 Structure #: 001 Route: Vicksburg Blvd.

Feature Crossed: M.U.D. 47 Drainage Ditch Inspector's Signature: [signature] Date: 11/14/17

Company Name and Company Number: RS&H (F-3401)

Selected Component Description and Rating:

	Inspection Rating (1085)	Inventory Rating H	Inventory Rating HS	Operating Rating H	Operating Rating HS
Concrete multiple box culvert (Assume OR = HS 20)*	7		15		20

* Bridge with no plans - Assumed ratings based on TxDOT

Bridge Inspection Manual Chapter 5, Section 3.

Comments and/or Upgrade Recommendations (if applicable):

Install delineators at all four bridge corners.

Repair spalling in the northbound lane pavement at the south approach.

See bridge inspection record for information on Traffic Safety Features at this bridge.

STATE OF TEXAS
COREY E. ROGERS
127147
LICENSED
PROFESSIONAL ENGINEER

1/23/18

Load Posting Limits for Present Condition (if applicable):

Inventory		Operating	
____	lbs Gross	____	lbs Gross
____	lbs Tandem Axle	____	lbs Tandem Axle
____	lbs Axle or Tandem	____	lbs Axle or Tandem
____	Sign Code	____	Sign Code

1	2	3	4	5	6
	WEIGHT LIMIT / AXLE OR TANDEM LBS	WEIGHT LIMIT / TANDEM AXLE LBS	WEIGHT LIMITS / GROSS LBS / AXLE OR TANDEM LBS	WEIGHT LIMITS / GROSS LBS / TANDEM AXLE LBS	LOAD ZONED BRIDGE
OTHER	R12-2bT	R12-2cT	R12-4Tb	R12-4Tc	W12-5T

Posting Recommendation: ____

Previous Load Posting Recommendations:

____	R12-2bT	X	None
____	R12-2cT	____	lbs Gross
____	R12-4Tb	____	lbs Tandem Axle
____	R12-4Tc	____	lbs Axle or Tandem

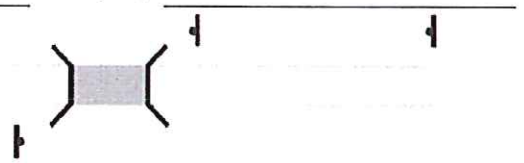
Observed Load Posting at Bridge:

____	R12-2bT	X	None
____	R12-2cT	____	lbs Gross
____	R12-4Tb	____	lbs Tandem Axle
____	R12-4Tc	____	lbs Axle or Tandem
____	Other (desc):	____	

Material Needed

- ____ - R12-2bT
- ____ - R12-2cT
- ____ - R12-4Tb
- ____ - R12-4Tc
- ____ - W12-5
- ____ - Posts
- ____ - Hardware Sets
- ____ - Decals

COMPASS



	Advanced Warning (optional)		Bridge Approach	Bridge Approach	Advanced Warning (optional)	
Sign Code						
Condition Code						
Maintenance Need						

A. Visible & Legible
B. Obscured by Vegetation
C. Sign Needs Cleaning
D. Improper Position
E. Damaged Beyond Repair
F. Sign Down
G. Sign Missing
H. Sign & Post Missing
J. Clear Vegetation
K. Clean Sign
L. Reposition Sign
M. Reposition Sign & Post
N. None
P. Replace Sign
S. Replace Sign & Post

DO NOT DISCLOSE - INFORMATION CONFIDENTIAL UNDER THE TEXAS HOMELAND SECURITY ACT AND 23 USC SECTION 409, SAFETY SENSITIVE INFORMATION

Inspector: Fleenor, Gerald

Inspection Date: 11/14/2017

Structure Number: 120800R01254001

Facility Carried: VICKSBURG BLVD

Features Intersected: MUD 47 DRAINAGE DITCH

Bridge Inspection Report

Condition Rating Report

Rating:	Description:
-	Not Applicable
9	Excellent Condition
8	Very Good Condition
7	Good Condition - some minor problems
6	Satisfactory Condition - minor deterioration of structural elements (limited)
5	Fair Condition - minor deterioration of structural elements (extensive)
4	Poor Condition - deterioration seriously affects structural capacity
3	Serious Condition - deterioration seriously affects structural capacity
2	Critical Condition - bridge should be closed until repaired
1	Failing Condition - bridge closed but repairable
0	Failed Condition - bridge closed but beyond repair

General Comments:

(N to S); 3 -10' X 10' x 110' Concrete Multiple Box Culvert

STATE OF TEXAS
COREY E. ROGERS
127147
LICENSED
PROFESSIONAL ENGINEER

1/23/18

Condition Rating Report

Deck (Item 58)

Min.:	Description:	Rating:
0 - Deck - Rating		N - Not Applicable
6 - Wearing - Surface	Concrete	7 - Good Condition (some minor problems)

Concrete pavements have hairline transverse cracks and minor abrasion in wheel paths. See Photo Image 6150. Joints in Southbound lanes have minor spalls.

6 - Joints, Expansion, Open	N - Not Applicable
6 - Joints, Expansion, Sealed	N - Not Applicable
6 - Joints, Other	N - Not Applicable
6 - Drainage System	8 - Very Good Condition (no problems noted)
6 - Curbs, Sidewalks & Parapets	7 - Good Condition (some minor problems)

Concrete curbs have hairline cracking and minor scaling. Concrete sidewalks have hairline transverse cracks.

6 - Median Barrier	N - Not Applicable

6 Railings Standard T201 7 - Good Condition (some minor problems)

Concrete rail has minor vertical cracks with efflorescence.

7 - Railing Protective Coating N - Not Applicable

7 - Delineation N - Not Applicable

Other N - Not Applicable

Inspector: Fleenor, Gerald
Inspection Date: 11/14/2017

Bridge Inspection Report

Structure Number: 120800R01254001
Facility Carried: VICKSBURG BLVD
Features Intersected: MUD 47 DRAINAGE DITCH

Condition Rating Report

Channel (Item 61)

Min.:	Description:	Rating:
0 - Channel Banks	Channel embankment erosion at the SE and NE wings, ~3' L x 2' H x 2' back. See Photo image 6154.	7 - Bank protection needs minor repairs
0 - Channel Bed	Culvert boxes have 1.5' of silt accumulation.	7 - Bank protection needs minor repairs
5 - Rip Rap, Toe Walls & Apron		N - Not Applicable
5 - Dikes		N - Not Applicable
5 - Jetties		N - Not Applicable
Other		N - Not Applicable
Component Rating		7 - Bank protection needs minor repairs

Inspector: Fleenor, Gerald
Inspection Date: 11/14/2017

Bridge Inspection Report

Structure Number: 120800R01254001
Facility Carried: VICKSBURG BLVD
Features Intersected: MUD 47 DRAINAGE DITCH

Condition Rating Report

Culverts (Item 62)

Min.:	Description:	Rating:
0 - Top Slabs	Top slab soffit has minor transverse cracks with efflorescence. See Photo image 6153.	7 - Shrinkage cracks, light scaling
0 - Bottom Slab or Footing		8 - No noticeable or noteworthy deficiencies
0 - Abutments & Intermediate Supports	Culvert walls have hairline vertical cracks with efflorescence.	7 - Shrinkage cracks, light scaling
5 - Headwalls & WingWalls	Headwalls have hairline vertical cracks with efflorescence. Northeast and Southeast wingwalls have hairline diagonal cracks. Southeast wingwall has minor spalls along the top.	7 - Shrinkage cracks, light scaling
Other		N - Not Applicable
Component Rating		7 - Shrinkage cracks, light scaling

Inspector: Fleenor, Gerald
Inspection Date: 11/14/2017

Bridge Inspection Report

Structure Number: 120800R01254001
Facility Carried: VICKSBURG BLVD
Features Intersected: MUD 47 DRAINAGE DITCH

Condition Rating Report

Approaches (Item 65)

Min.:	Description:	Rating:
0 - Embankments		8 - Very Good Condition (no problems noted)
4 - Embankment Retaining Walls		N - Not Applicable
5 - Slope Protection		8 - Very Good Condition (no problems noted)
5 - Roadway	Concrete	7 - Good Condition (some minor problems)

Concrete roadways at both approaches have hairline to narrow (up to 1/16") transverse and longitudinal cracking with scaling in wheel paths. Spalling in the NBL of the south approach. See Photo Image 6151.

6 - Relief Joints		N - Not Applicable
6 - Drainage		8 - Very Good Condition (no problems noted)
6 - Guardfence		N - Not Applicable
7 - Delineation		7 - Good Condition (some minor problems)

All object markers are missing at bridge corners.

7 - Sight Distance

8 - Very Good Condition (no problems noted)

Other

N - Not Applicable

Component Rating

7 - Good Condition (some minor problems)

Inspector: Fleenor, Gerald
Inspection Date: 11/14/2017

Bridge Inspection Report

Structure Number: 120800R01254001
Facility Carried: VICKSBURG BLVD
Features Intersected: MUD 47 DRAINAGE DITCH

Condition Rating Report

Miscellaneous

Min.:	Description:	Rating:
7 - Signs		N - Not Applicable
7 - Illumination		N - Not Applicable
7 - Warning Devices		N - Not Applicable
7 - Utility Lines		N - Not Applicable
Other		N - Not Applicable

Texas Department of Transportation

BRIDGE LOAD RATING STATEMENT

Contract & WA #: 88-71DP5051, WA#2

STRUCTURE #: 12-080-R01254-001

FEATURE CROSSED: Mud 47 Drainage Ditch

FACILITY CARRIED: Vicksburg Blvd

BRIDGE DESCRIPTION: triple 10' x 10' x 110' concrete multi box culvert

TEAM LEADER: GERALD FLEENOR

ENGINEER OF RECORD: COREY ROGERS

FIRM #: RS&H (F-3401)

STATE OF TEXAS
COREY E. ROGERS
127147
LICENSED
PROFESSIONAL ENGINEER

Date: 1/23/18

Current Condition Ratings:

Current Inspection Date: 11/14/17

Item 58	N
Item 59	N
Item 60	N
Item 62	7

INSTRUCTIONS: Complete the section that applies.

☐ Assigned Load Rating Statement

Plans available in the bridge folder for the subject structure (CSJ 9999-99-999) indicate a design load of _____
None of the principal structural elements have a condition rating below a value of "5" which indicates that the bridge elements, in their current state, continue to maintain structural capacity equivalent to the original design. Therefore, I have determined that new load rating calculations for this structure are not required. Furthermore, no other load rating calculations exist for this structure that would be in conflict with the original design load indicated.

I concur with the original design load indicated on the plans resulting in the following:

IR = _____ Item 66 _____

OR = _____ Item 64 _____

☐ Load Rating Concurrence Statement

Existing load rating calculations exist and bridge conditions are very nearly unchanged since the last routine inspection. I concur with the previous load rating calculations dated _____

IR = _____ Item 66 _____

OR = _____ Item 64 _____

☒ Assumed Load Rating Statement

Reinforcing steel details and bridge plans do not exist for this concrete bridge structure. Based on the current conditions of the principal structural elements of the bridge and as per TxDOT's Bridge Inspection Manual Chpt 5, Section 3 Load Ratings, this bridge may be rated for the State Legal Load of HS-20 at the Operating Level and HS-15 at the Inventory Level if the following conditions apply:

1.) the bridge has been carrying unrestricted traffic for many years,
2.) the bridge shows no signs of significant distress,
3.) the simple span bridge's span-to-depth ratio of the main members does not exceed approximately 20,
4.) construction details confirm to specifications at the time of the estimated construction, and
5.) appearance of the bridge indicates that construction was performed by a competent builder.

IR = HS-15 Item 66 227

OR = HS-20 Item 64 236

DO NOT DISCLOSE - INFORMATION CONFIDENTIAL UNDER THE TEXAS HOMELAND SECURITY ACT AND 23 USC SECTION 409, SAFETY SENSITIVE INFORMATION.

DATE: 14 NOV 2017

COUNTY: 080

CONT-SEC: R012-54

STR: 001

ROADWAY VIEW

Vicksburg Blvd. NB

Looking North

IMG. 6145

ROADWAY VIEW

Vicksburg Blvd. SB

Looking South

IMG. 6146

DATE: 14 NOV 2017

COUNTY: 080

CONT-SEC: R012-54

STR: 001

ELEVATION VIEW

Looking Northeast

IMG. 6149

CHANNEL UNDER

Looking West

IMG. 6152

DATE: 14 NOV 2017

COUNTY: 080

CONT-SEC: R012-54

STR: 001

UPSTREAM VIEW

Looking East

IMG. 6148

DOWNSTREAM VIEW

Looking West

IMG. 6147

DATE: 14 NOV 2017

COUNTY: 080

CONT-SEC: R012-54

STR: 001

CRACKING IN NBL ROADWAY WEARING SURFACE OVER CULVERT

Looking West

IMG. 6150

EMBANKMENT EROSION AT SE WING

Looking West

IMG. 6154

DATE: 14 NOV 2017

COUNTY: 080

CONT-SEC: R012-54

STR: 001

SPALLS IN PAVEMENT AT SOUTH APPROACH OF NBL

Looking East

IMG. 6151

CRACKING AND EFFLORESCENCE IN TOP SLAB SOFFIT

IMG. 6153

CITY COUNCIL
AGENDA ITEM COVER MEMO

September 3, 2019

To: Mayor and City Council
Agenda Item: 10(a) Consider an ordinance amending Chapter 2, Administration of the Missouri City Code; amending regulations regarding tagging final action on agenda items

Submitted by: James Santangelo, Assistant City Attorney

SYNOPSIS

Pursuant to a request made by Councilmember Emery for an update to the City's procedure for tagging agenda items brought before the City Council during meetings, this item amends Section 2-77(b) in the City Code, placing additional regulation tagging rules. Tagging an item postpones such item until the next legally posted City Council meeting.

BACKGROUND

On or about June 10, 2019, City Secretary Maria Jackson completed and distributed research regarding the tagging procedures of certain benchmark cities in the state and in the Houston area. Such research yielded that many cities either do not have a tagging ordinance or place more stringent limitations than those of the City. As a result, and to further the goals of government transparency and the efficient retention of opportunities to the City, Councilmember Emery proposed certain amendments to the current tagging rules. This item was discussed at both the June 26, 2019, and the July 16, 2019, Ordinances, Resolutions, Elections, and Council Governance Review Committee meetings.

Such changes incorporated into the proposed amendment include requiring a request for tagging to be proposed before discussion on an item takes place, requiring a reason be stated for the request to tag an item, prohibiting the ability for a councilmember to tag an ordinance or resolution, and requiring the entire Council to vote whether or not to tag items that City staff deems time sensitive. Like the current rules, this amendment to the tagging ordinance will be incorporated into Section 2-77(b) of the City Code.

BUDGET ANALYSIS

Funds are not being requested at this time.

SUPPORTING MATERIALS

1. Ordinance
2. Changes marked between the current tagging ordinance and the proposed amendment

STAFF'S RECOMMENDATION

The City Council may consider and approve the amendment to the tagging ordinance.

Director Approval: **Jamilah Way, First Assistant City Attorney**

Assistant City Manager/City Manager Approval: **Bill Atkinson, Assistant City Manager**

ORDINANCE NO. O-19-__

AN ORDINANCE OF THE CITY OF MISSOURI CITY, TEXAS, AMENDING CHAPTER 2, ADMINISTRATION, OF THE MISSOURI CITY CODE; AMENDING REGULATIONS REGARDING TAGGING FINAL ACTION ON AGENDA ITEMS; PROVIDING FOR REPEAL; AND PROVIDING FOR SEVERABILITY.

* * * * *

WHEREAS, under the fundamental philosophy of the constitutional form of representative government, it is a chief goal of the City Council of the City of Missouri City to promote and foster transparency at all times regarding the affairs of government and the official acts of public servants; and

WHEREAS, the City Council of the City of Missouri City may, from time to time, desire to postpone items brought before it for final action in order to ensure all matters are thoroughly researched and the most current information is obtained by the City Council in order to make the most informed decisions for the best interest of the residents of the City of Missouri City; and

WHEREAS, the City Council of the City of Missouri City now deems it appropriate to further such goals by amending the rules regarding the tagging of final actions on agenda items; now therefore,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MISSOURI CITY, TEXAS:

Section 1. The facts and recitations set forth in the preamble of this Ordinance are hereby found to be true and correct.

Section 2. The Missouri City Code is hereby amended by deleting subsection 2-77(b) of Division 3 of Article II of Chapter 2 thereof and substituting therefor, a new subsection 2-77(b) of Division 3 of Article II of Chapter 2 to provide as follows:

"Chapter 2 – ADMINISTRATION

. . . .

ARTICLE II. – CITY COUNCIL

. . . .

Division 3. – Meetings

. . . .

Sec. 2-77. – Order of business.

. . . .

(b) *Tagging final action on an agenda item.*

(1) A councilmember may make a request of the presiding officer to tag final action on an agenda item, subject to the exceptions and requirements provided herein. Such tagging shall postpone final action on the agenda item until the next regular council meeting when the item can be legally noticed.

(2) A councilmember may request to tag a final action on an agenda item only before any other motion is made on the agenda item, and if the councilmember is present for at least part of the consideration of such item. Upon making such request, the councilmember shall include a reason that the councilmember wishes to postpone final action on such item.

(3) A councilmember may not tag final action on:

a. any ordinance or resolution.
b. the consent agenda as a whole or on any individual item removed by city council action from the consent agenda.
c. an emergency item.
d. an agenda item which has been previously tagged.

(4) A request to tag an item shall be approved by the presiding officer, provided such tagging shall not render such agenda item moot, as determined by the city manager or his designee. Should such a determination be made, the item will be considered time sensitive and a majority vote of the council is required to tag such item."

Section 3. *Repeal*. All ordinances or parts of ordinances in conflict herewith, if any, shall be and are hereby repealed only to the extent of such conflict.

Section 4. *Severability*. In the event any clause, phrase, provision, sentence or part of this Ordinance or the application of the same to any person or circumstance shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision hereof, other than the part declared to be invalid or unconstitutional; and the City Council of the City of Missouri City, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, or whether there be one or more parts.

PASSED and APPROVED on first reading this 19th day of August, 2019.

PASSED, APPROVED and ADOPTED on second and final reading this 3rd day of September, 2019.

_____
Yolanda Ford, Mayor

ATTEST:

APPROVED AS TO FORM:

_____
Maria Jackson, City Secretary

_____
James Santangelo, Assistant City Attorney
for E. Joyce Iyamu, City Attorney

CHANGES MARKED

Chapter 2 – ADMINISTRATION

Style Definition: Normal

. . . .

ARTICLE II. – CITY COUNCIL

. . . .

Division 3. – Meetings

. . . .

Sec. 2-77. – Order of business.

. . . .

(b) *Tagging final action on an agenda item.*

(1) A councilmember may make a request of the presiding officer to tag final action on an agenda item, subject to the exceptions and requirements provided ~~such tagging shall not render such agenda item moot.~~herein. Such tagging shall postpone final action on the agenda item until the next regular council meeting when the item can be legally noticed.

(2) A councilmember may request to tag a final action on an agenda item only before any other motion is made on the agenda item, and if the councilmember is present for at least part of the consideration of such item. Upon making such request, the councilmember shall include a reason that the councilmember wishes to postpone final action on such item.

(3) A councilmember may ~~tag final action on an agenda item only if the tagging is made prior to the vote on the final action on the agenda item.~~

~~(4) A councilmember may not tag final action on an agenda item which has been previously tagged.~~

~~(5) A councilmember may~~ not tag final action on:

a. any ordinance or resolution.

b. ~~an emergency item.~~

~~(6) A councilmember may not tag final action on~~ the consent agenda as a whole or on any individual item removed by city council action from the consent agenda.

c. an emergency item.

d. an agenda item which has been previously tagged.

(4) A request to tag an item shall be approved by the presiding officer, provided such tagging shall not render such agenda item moot, as determined by the city manager or his designee. Should such a determination be made, the item will be considered time sensitive and a majority vote of the council is required to tag such item.

CHANGES MARKED

CITY COUNCIL
AGENDA ITEM COVER MEMO

September 3, 2019

To: Mayor and City Council
Agenda Item: 10(b) Ordinance amending Personnel Policy

Submitted by: Martin Russell, Director of Human Resources

SYNOPSIS

This ordinance amends section 7.2 in the City of Missouri City Personnel Policy.

STRATEGIC PLAN 2019 GOALS ADDRESSED

- Develop a high performing City team.

BACKGROUND

On July 17, 2017 the City adopted the current Personnel Policy. The purpose of this amendment is to revise the current vacation leave accruals, based on the Gallagher Compensation & Benefits Study Report.

BUDGET/FISCAL ANALYSIS

Purchasing Review: N/A
Financial/Budget Review: N/A

Note: Compliance with the conflict of interest questionnaire requirements, if applicable, and the interested party disclosure requirements (HB 1295) has been confirmed/is pending within 30-days of this Council action and prior to execution.

SUPPORTING MATERIALS

1. Ordinance
2. Summary of changes
3. Presentation

STAFF'S RECOMMENDATION

Staff recommends approval of the amended section 7.2 of the Personnel Policy as presented.

Director Approval: **Martin Russell, Director of Human Resources**

City Manager Approval: **Anthony Snipes, City Manager**

ORDINANCE NO. O-19-__

AN ORDINANCE OF THE CITY OF MISSOURI CITY, TEXAS; AMENDING THE PERSONNEL POLICY OF THE CITY OF MISSOURI CITY; PROVIDING FOR REPEAL; AND PROVIDING FOR SEVERABILITY.

* * * * *

WHEREAS, Section 4.06.E of the City of Missouri City Charter provides that the City Manager shall prepare personnel rules and the Council will, by ordinance, adopt such rules with or without amendment; and

WHEREAS, the City Manager, after a review by a consulting firm, Gallagher Human Resources and Compensation Consulting, has proposed several revisions to the personnel rules providing for vacation leave; and

WHEREAS, the City Council finds that it is in the best interest of the residents of Missouri City to provide additional leave to encourage employee retention and to attract new employees; and

WHEREAS, the City Council of the City of Missouri City now deems it appropriate to consider the City Manager's proposed revisions and amend the personnel policy; now therefore,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MISSOURI CITY, TEXAS:

Section 1. The facts and recitations set forth in the preamble of this Ordinance are hereby found to be true and correct.

Section 2. *Policy amendment*. Ordinance No. O-17-24, adopted on July 17, 2017, as amended, is hereby amended by deleting Section 7.2 of Chapter 7 of Exhibit "A" thereof, and substituting therefor a new Section 7.2 of Chapter 7 of Exhibit "A" to provide as follows:

"Missouri City Personnel Policy

. . . .

Chapter 7: ABSENCES FROM WORK

. . . .

7.2 Vacation

7.2.1 Employees Other Than Certain Police and Fire Department employees

Except as provided by Subsection 7.2.2 (relating to certain members of the Police and Fire Departments), regular full-time employees shall earn vacation leave as follows:

Service With City	Vacation Days*	Hours Earned Per Month	
		Hours Worked Per Workweek	Hours Earned
0-5 years	14	40	9.33
		53	14.00
6 years	15	40	10.00
		53	15.00
7 years	16	40	10.67
		53	16.00
8 years	17	40	11.33
		53	17.00
9 years	18	40	12.00
		53	18.00
10-14 years	19	40	12.67
		53	19.00
15 years and over	20	40	13.33
		53	20.00

7.2.2 Police and Fire Department Employees

Regular full-time employees who are members of the Police or Fire Departments, as defined under Section 142.010 of the Texas Local Government Code, as such code may be amended, earn vacation leave as follows:

Service With City	Vacation Days*	Hours Earned Per Month	
		Hours Worked Per Workweek	Hours Earned
Less than 1 year	14	40	9.33
		53	14.00
1-14 years	18	40	12.00
		53	18.00
15 years and over	20	40	13.33
		53	20.00

*For those persons working a 24-hour shift, which includes sleeping time, each 24-hour shift shall be considered to be made up of two, 12-hour days.

7.2.3 Administration of Vacation Leave

Vacation leave shall be administered according to the following rules:

a. Only regular, full-time employees shall accrue vacation leave.
b. An employee's hire date shall be recorded as the anniversary date for the purpose of vacation accrual.
c. The maximum accrual an employee may maintain at any time is 256 hours. Employees shall be encouraged to use a substantial portion of their vacation leave each year.
d. An employee who accrues the maximum vacation leave allowed shall not accrue additional vacation until that employee uses a portion of the accrued vacation time.
e. No vacation leave shall be allowed unless previously approved by the Department Director. Department Directors shall schedule or approve vacations giving due consideration to the needs of the City and the interests of the employee.
f. Employees who are separated from City service for any reason shall be paid for any accrued, unused vacation leave up to, but not greater than, the maximum vacation accrual leave.
g. Vacation leave may be taken in one-hour increments if so authorized by the Department Director or his designee.
h. Vacation leave shall be charged only for time during which the employee would ordinarily have worked. For example, City holidays will not be charged against vacation time.
i. Employees being laterally transferred, promoted or demoted shall retain accrued vacation leave.
j. Vacation leave shall not be advanced to employees, except with the approval of the City Manager.
k. Vacation leave credits are not transferable between employees.
l. An employee under suspension, or on leave without pay, shall not accrue vacation leave."

Section 3. *Repeal*. All ordinances or parts of ordinances in conflict herewith, if any, shall be and are hereby repealed only to the extent of such conflict.

Section 4. *Administrative procedures authorized*. The City Manager is hereby authorized to prepare and administer procedures and take such actions as are consistent with the provisions of this Ordinance and the Personnel Policy of the City of Missouri City, Texas.

Section 5. *Severability*. In the event any clause, phrase, provision, sentence or part of this Ordinance or the application of the same to any person or circumstance shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision hereof, other than the part declared to be invalid or unconstitutional; and

the City Council of the City of Missouri City, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, or whether there be one or more parts.

PASSED and APPROVED on first reading this ____ day of _____, 2019.

PASSED, APPROVED and ADOPTED on second and final reading this ____ day of _____, 2019.

_____
Yolanda Ford, Mayor

ATTEST:

_____
Maria Jackson, City Secretary

APPROVED AS TO FORM:

_____
E. Joyce Iyamu, City Attorney

7.2 Vacation

7.2.1 Employees Other Than Certain Police and Fire Department employees

Except as provided ~~below (for~~by Subsection 7.2.2 (relating to certain members of the

Service With City	Vacation Days*	Hours Earned Per Month	
		Hours Worked Per Workweek	Hours Earned
0-5 years	~~10~~14	40	~~6.66~~9.33
		53	~~10.00~~14.00
6 years	~~11~~15	40	~~7.33~~10.00
		53	~~11.00~~15.00
7 years	~~12~~16	40	~~8.00~~10.67
		53	~~12.00~~16.00
8 years	~~13~~17	40	~~8.66~~11.33
		53	~~13.00~~17.00
9 years	~~14~~18	40	~~9.33~~12.00
		53	~~14.00~~18.00
10-14 years	~~15~~19	40	~~10.00~~12.67
		53	~~15.00~~19.00
15 years and over	~~16~~20	40	~~10.66~~13.33
		53	~~16.00~~20.00

Police ~~or~~and Fire Departments), regular full-time employees shall earn vacation leave as follows:

7.2.2 Police and Fire Department Employees

Regular full-time employees who are members of the Police or Fire Departments, as defined under Section 142.010 of the Texas Local Government Code, as such code may be amended, ~~who have been in said departments for at least one full year shall~~ earn vacation leave

Service With City	Vacation Days*	Hours Earned Per Month	
		Hours Worked Per Workweek	Hours Earned
Less than 1 year	~~10~~14	40	~~6.66~~9.33
		53	~~10.00~~14.00
1-14 years	~~15~~18	40	~~10.00~~12.00
		53	~~15.00~~18.00
15 years and over	~~16~~20	40	~~10.66~~13.33
		53	~~16.00~~20.00

as follows:

*For those persons working a 24-hour shift, which includes sleeping time, each 24-hour shift shall be considered to be made up of two, 12-hour days.

7.2.3 Administration of Vacation Leave

Vacation leave shall be administered according to the following rules:

a. Only regular, full-time employees shall accrue vacation leave.
b. An employee's hire date shall be recorded as the anniversary date for the purpose of vacation accrual.
c. The maximum accrual an employee may maintain ~~is equal to, but not greater than, two (2) times his annual rate~~at any time is 256 hours. Employees shall be encouraged to use a substantial portion of their vacation leave each year.
d. An employee who accrues the maximum vacation leave allowed shall not accrue additional vacation until that employee uses a portion of the accrued vacation time.
e. No vacation leave shall be allowed unless previously approved by the Department Director. Department Directors shall schedule or approve vacations giving due consideration to the needs of the City and the interests of the employee.
f. Employees who are separated from City service for any reason shall be paid for any accrued, unused vacation leave up to, but not greater than, the maximum vacation accrual leave.
g. Vacation leave may be taken in one-hour increments if so authorized by the Department Director or his designee.
h. Vacation leave shall be charged only for time during which the employee would ordinarily have worked. For example, City holidays will not be charged against vacation time.
i. Employees being laterally transferred, promoted or demoted shall retain accrued vacation leave.
j. Vacation leave shall not be advanced to employees, except with the approval of the City Manager.
k. Vacation leave credits are not transferable between employees.
l. An employee under suspension, or on leave without pay, shall not accrue vacation leave.

Document comparison by Workshare 9.5 on Wednesday, August 28, 2019 10:19:00 AM

Input:	
Document 1 ID	file://W:\Legal Department\Ordinance\Personnel\7.2 Vacation Leave O.docx
Description	7.2 Vacation Leave O
Document 2 ID	W:\Legal Department\Ordinance\Drafts\2019 Drafts\Personnel Policy - Vacation Leave\7.2 Vacation Leave 2019.08.28.docx
Description	W:\Legal Department\Ordinance\Drafts\2019 Drafts\Personnel Policy - Vacation Leave\7.2 Vacation Leave 2019.08.28.docx
Rendering set	Standard

Legend:	
Insertion	
~~Deletion~~	
~~Moved from~~	
Moved to	
Style change	
Format change	
~~Moved deletion~~	
Inserted cell	
Deleted cell	
Moved cell	
Split/Merged cell	
Padding cell	

Statistics:	
	Count
Insertions	34
Deletions	34
Moved from	0
Moved to	0
Style change	0

Format changed	0
Total changes	68

Director of Human Resources & Organizational Development

Martin Russell

Gallagher Benefits Services

Compensation & Benefits Study Report Background

- Develop a compensation program that is internally equitable and externally competitive.
- Compensation levels reflective of applicable public sector labor markets for which the City competes for talent.

Continued

- All positions compared to other public sector organizations in the Missouri City, TX area of similar size and complexity.

GBS was engaged to perform a review of benefits for the City of Missouri City and make recommendations regarding:

- Current state of compensation and benefits;
- Market competitiveness of specific employee benchmarks;
- Current and proposed compensation structure;
- Competitor pay practices and benefit offerings.

The major consideration of the City are to:

Establish / create a new compensation structure that is market competitive.

Survey Questionnaire

- GBS developed a survey questionnaire to collect data in a fashion that was standard and easy to quantify and analyze
- Results include data from comparator organizations and private sector survey data
  - Twenty-six organizations were asked to participate; seventeen (17) organizations responded, a 65% response rate.
  - The survey results represent data from the following organizations and published survey sources.

Survey Methodology

- GBS followed up with each organization to encourage participation.
- GBS reviewed and entered the data collected from participates.
- GBS followed up directly with participates to clarify and validate missing or questionable information reported.
- GBS follows the U.S. Department of Justice and Federal Trade Commission guidelines that state 5 job matches should exist per job in order to conduct statistical analyses or drawing conclusions.
- GBS performed several reviews of the data to identify any extreme data and ensure validity and reliability of the data.

Survey Findings

The survey found a significate misalignment with the market when it comes to our administration of average vacation days offered to our employees.

Benefits Executive Summary
Average # Vacation Days

Market Average	City of Missouri City
17 Days	13 Days

Participating Organizations

Organizations	Ave.	Organizations	Ave.
City of Allen	17.14	City of Lake Jackson	15.86
City of Baytown	15.71	City of League City	20.00
City of Bellaire	17.43	City of Pearland	16.43
City of College Station	17.14	City of Rosenberg	13.57
City of Conroe	17.43	City of Sugarland	15.00
City of Deer Park	18.00	City of Texas City	15.71
City of Houston	17.86	City of Webster	17.00
City of Katy	16.43		

Staff Recommendation

Amend our Personnel Policy section **7.2 Vacation** to reflect the findings from the Gallagher Benefit Services report.

CITY COUNCIL
AGENDA ITEM COVER MEMO

September 3, 2019

To: Mayor and City Council
Agenda Items: 11(a) Consider an assignment of tax abatement agreement between city of Missouri City and Ridge Southwest CC Partners I , LLC.

Submitted by: Joseph Esch, Economic Development

SYNOPSIS

Consider a resolution authorizing the Mayor to execute and the City Secretary to attest to the City's consent to an assignment of tax abatement agreement between city of Missouri City and Ridge Southwest CC Partners I, LLC.

STRATEGIC PLAN 2019 GOALS ADDRESSED

- Create a great place to live
- Maintain a financially sound City
- Grow business investments in Missouri City
- Have quality development through buildout

BACKGROUND

The City Council approved a five year 50% tax abatement agreement on real property only between the City and Ridge Southwest CC Partners I, LLC in 2018. The agreement was for the development of a ~475,000 SF commercial building. The agreement is presently in good standing and term runs through 2024.

Ridge Southwest CC Partners I, LLC desires to transfer their interest in the property to TPP SW Commerce, LLC and as a part of that transfer wishes to assign the existing abatement. The new owner has agreed to assume the responsibilities of the tax abatement agreement. The agreement requires the City Council to approve the assignment of the agreement. The new owner of the property is requesting the City to approve the assignment of the agreement through its remaining term. They are not asking for any changes to the terms of the agreement.

SUPPORTING MATERIALS

1. Resolution
2. Assignment and assumption of Tax Abatement agreement
3. O-18-05
4. R-18-08

STAFF'S RECOMMENDATION

Staff recommends approval of resolution.

Director Approval: **Joseph Esch, Economic Development**

Assistant City Manager/
City Manager Approval: **Anthony J.Snipes, City Manager**

RESOLUTION NO. R-19-_____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSOURI CITY, TEXAS, AUTHORIZING THE MAYOR TO EXECUTE AND THE CITY SECRETARY TO ATTEST TO THE ASSIGNMENT AND ASSUMPTION OF A TAX ABATEMENT AGREEMENT FROM TDC SOUTHWEST CC PARTNERS I L.L.C., FORMERLY KNOWN AS RIDGE SOUTHWEST CC PARTNERS I L.L.C. TO TPP SW COMMERCE, L.L.C.

* * * * *

WHEREAS, the City Council of the City of Missouri City ("City") pursuant to the provisions of Chapter 312, Texas Tax Code, created Reinvestment Zone Number 17 (the "Zone") by Ordinance No. O-18-05, adopted on March 5, 2018; and

WHEREAS, the City Council of the City of Missouri City ("City") pursuant to the provisions of Chapter 312, Texas Tax Code, entered into a Tax Abatement Agreement with Ridge Southwest CC Partners I, L.L.C. pertaining to certain improvements to be located on property situated in the Zone (the “Agreement”) by Resolution No. R-18-08, adopted on March 5, 2018; and

WHEREAS, Ridge Southwest CC Partners I, L.L.C. is now also known as TDC Southwest CC Partners I, L.L.C. (“Grantor”); and

WHEREAS, Grantor desires to assign, transfer and convey all of its right, title and interest in and to the Agreement to TPP SW Commerce, L.L.C. (“Grantee”); and

WHEREAS, Grantee desires to acquire all of Grantor’s right, title and interest in and to the Agreement; and

WHEREAS, Grantee further desires to assume all of Grantor’s obligations under the Agreement; and

WHEREAS, the City may consent to the assignment of the Agreement pursuant to Section 10 of the Agreement; and

WHEREAS, the City Council finds that it may not unreasonably withhold, condition or delay its consent to the assignment of the Agreement; now, therefore,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MISSOURI CITY, TEXAS THAT:

Section 1. The findings and recitals contained in the preamble of this Resolution are hereby found and declared to be true and correct and are adopted as part of this Resolution for all purposes.

Section 2. The Mayor of the City of Missouri City, Texas, be, and is hereby authorized to execute for and on behalf of the City of Missouri City, Texas, and the City Secretary be, and is hereby, authorized to attest the City's acknowledgment and consent to the assignment and assumption of a Tax Abatement Agreement from TDC Southwest CC Partners I, L.L.C., formerly known as Ridge Southwest CC Partners I, L.L.C. to TPP SW Commerce, L.L.C. A copy of the proposed Assignment and Assumption of Tax Abatement Agreement is attached hereto and made a part hereof for all purposes.

PASSED AND APPROVED, this _____ day of _____, 2019.

_____
Yolanda Ford, Mayor

ATTEST:

_____
Maria Jackson, City Secretary

APPROVED AS TO FORM:

_____
E. Joyce Iyamu, City Attorney

Re: 29.176 Acres in Reinvestment Zone 17,
Missouri City, Fort Bend County, Texas

ASSIGNMENT AND ASSUMPTION OF TAX ABATEMENT AGREEMENT

THIS ASSIGNMENT AND ASSUMPTION OF TAX ABATEMENT AGREEMENT (this "**Assignment**") is executed as of the ____ day of _____, 2019, by and between TDC SOUTHWEST CC PARTNERS I, L.L.C., a Delaware limited liability company ("**Assignor**"), and TPP SW COMMERCE, LLC, a Delaware limited liability company ("**Assignee**").

RECITALS:

A. Assignor (formerly known as Ridge Southwest CC Partners I, LLC) and The City of Missouri City, Texas ("**City**") have executed that certain Tax Abatement Agreement last dated March 5, 2018 (the "**Agreement**"), pursuant to which City agreed to provide a certain abatement from ad valorem taxes for certain real property located in Missouri City, Fort Bend County, Texas, as more particularly described therein (the "**Property**"). The Agreement is filed as Document No. 2018028905 in the Official Public Records of Fort Bend County, Texas.

B. Assignor has not defaulted under or otherwise violated any term of the Agreement.

C. In connection with Assignor's sale of the Property to Assignee, Assignor desires to assign the Agreement to Assignee and Assignee desires to accept such assignment, subject to the terms hereof.

NOW, THEREFORE, for and in consideration of the foregoing, Assignor hereby assigns, transfers and conveys all of Assignor's right, title and interest in, to and under the Agreement, subject to and in accordance with the terms of the Agreement. By its acceptance hereof, Assignee hereby assumes all of Assignor's obligations under the Agreement. Further, Assignor and Assignee hereby give notice of the name and address of the Assignee, as purchaser of the Property, as follows:

c/o Transwestern Investment Group
8235 Douglas, Suite 450
Dallas, Texas 75225
Attention: Collin Comer
Phone: (214) 572-9807
E-mail: Paul Garancis

Copy to:

Greenberg Taurig, LLP
77 West Wacker Drive, Suite 3100
Chicago, Illinois 60601
Attention: Meredith Katz
Phone: (312) 456-1019
E-mail: katzmer@gtlaw.com

IN WITNESS WHEREOF, this Assignment has been executed as of the date and year first above written.

ASSIGNOR:

TDC SOUTHWEST CC PARTNERS I, L.L.C.,
a Delaware limited liability company

By: TDC Southwest CC Partners GP, LLC,
a Delaware limited liability company,
its Managing Member

By: _____
Name: _____
Title: Authorized Signatory

THE STATE OF TEXAS §
§
COUNTY OF HARRIS §

This instrument was acknowledged before me on _____, 2019, by _____, Authorized Signatory of TDC Southwest CC Partners GP, LLC, a Delaware limited liability company, in its capacity as the Managing Member of TDC SOUTHWEST CC PARTNERS I, L.L.C., a Delaware limited liability company, on behalf of said limited liability company.

My Commission Expires:

_____.

_____
Notary Public, State of Texas

ASSIGNEE:

TPP SW COMMERCE, LLC, a Delaware
limited liability company

By: Texas Pecan Partners, L.P., a Delaware limited partnership, its sole member

By: TPP GP, L.L.C., a Delaware limited liability company, its general partner

By: Transwestern Investment Management, L.L.C., its managing member

By:_____
Name:_____
Title:_____

THE STATE OF TEXAS §
§
COUNTY OF _____ §

This instrument was acknowledged before me on _____, 2019, by _____, _____ of Transwestern Investment Management, L.L.C., as managing member of TPP GP, L.L.C, a Delaware limited liability company, as general partner of Texas Pecan Partners, L.P., a Delaware limited partnership, as sole member of TPP SW COMMERCE, LLC, a Delaware limited liability company, on behalf of said limited liability company.

My Commission Expires:

_____.

_____
Notary Public, State of Texas

CITY'S ACKNOWLEDGMENT & CONSENT

City hereby acknowledges and consents to the assignment of the Agreement as set forth herein.

CITY:

THE CITY OF MISSOURI CITY, TEXAS

By: _____
Name: Yolanda Ford
Title: Mayor

ATTEST:

_____
City Secretary

THE STATE OF TEXAS §
§
COUNTY OF FORT BEND §

This instrument was acknowledged before me on _____, 2019, by Yolanda Ford, Mayor of The City of Missouri City, Texas on behalf of said city.

My Commission Expires:

_____.

_____
Notary Public, State of Texas

ORDINANCE NO. O-18-05

AN ORDINANCE OF THE CITY OF MISSOURI CITY, TEXAS, CREATING REINVESTMENT ZONE NO. 17 ENCOMPASSING AN APPROXIMATE 29.18-ACRE TRACT OF LAND LOCATED NORTH OF A CENTERPOINT ENERGY HOUSTON ELECTRIC LLC EASEMENT, SOUTH OF PINE MEADOW DRIVE, EAST OF ECHO CREEK DRIVE, AND WEST OF SOUTH CRAVENS IN THE CITY OF MISSOURI CITY, TEXAS; MAKING RELATED FINDINGS; AND PROVIDING FOR SEVERABILITY.

* * * * *

WHEREAS, the City Council of the City of Missouri City has passed and approved Guidelines and Criteria for Granting Tax Abatement in Reinvestment Zones ("Guidelines") created in the City of Missouri City, Texas (the "City"); and

WHEREAS, pursuant to the Guidelines, the City has received a request for the creation of a reinvestment zone and tax abatement; and

WHEREAS, after proper notice, the City held a public hearing where all interested persons were given an opportunity to speak and present evidence for and against the creation of Reinvestment Zone No. 17; and

WHEREAS, written notice of the hearing was given to all taxing entities where the proposed zone is to be located; and

WHEREAS, the City Council has determined, based on evidence presented, that the improvements sought to be located in proposed Reinvestment Zone No. 17 are feasible and practical and would be a benefit to the land to be included in the Zone and to the City after the expiration of the tax abatement agreement; and

WHEREAS, the creation of Reinvestment Zone No. 17 will be reasonably likely, as a result of its creation, to attract major investment into the Zone that would be a benefit to the property located therein and that will contribute to the economic development of the City; now therefore,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MISSOURI CITY, TEXAS:

Section 1. That the facts and recitations set forth in the preamble of this Ordinance are hereby found to be true and correct, and are made a part of this Ordinance for all purposes.

Section 2. The City Council of the City of Missouri City conducted the public hearing on the creation of Reinvestment Zone No. 17 and closed the public hearing prior to the final adoption of this Ordinance.

Section 3. That Reinvestment Zone No. 17 is hereby created for the purpose of encouraging economic development through tax abatement. Reinvestment Zone No. 17

can be described as being all 29.18 acres of the real property described in Exhibit "A" and depicted in Exhibit "A-1", both of which are attached hereto and made a part hereof. Exhibit "A-1" is for reference purposes only. In the event Exhibit "A-1" conflicts with Exhibit "A", Exhibit "A" shall prevail.

Section 4. This designation shall be effective for five (5) years from the date of final passage of this Ordinance and may be renewed for periods not to exceed five (5) years.

Section 5. *Repeal.* All ordinances or parts of ordinances in conflict herewith are repealed to the extent of such conflict only.

Section 6. *Severability.* In the event any clause, phrase, provision, sentence or part of this Ordinance or the application of the same to any person or circumstance shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Missouri City, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, whether there be one or more parts.

PASSED and APPROVED on first reading this 5th day of February, 2018.

PASSED, APPROVED and ADOPTED on second and final reading this 5th day of March, 2018.

Allen Owen, Mayor

ATTEST:

Maria Jackson, City Secretary

APPROVED AS TO FORM:

E. Joyce Iyamu, City Attorney

Exhibit "A"

A TRACT OR PARCEL CONTAINING 29.176 ACRES OR 1,270,904 SQUARE FEET OF LAND SITUATED IN THE B.B.B. & C. RR. CO. SURVEY, ABSTRACT NO. 116, CITY OF MISSOURI CITY, FORT BEND COUNTY, TEXAS, BEING OUT OF AND A PART OF A CALLED 64.8768 ACRE TRACT, CONVEYED TO GUS MULE, ET AL AS RECORDED UNDER VOLUME (VOL.) 2322 PAGE (PG.) 1748 FORT BEND COUNTY DEED RECORDS (F.B.C.D.R.), WITH SAID 29.176 ACRE TRACT BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS, WITH ALL BEARINGS BASED ON THE TEXAS STATE PLANE COORDINATE SYSTEM, SOUTH CENTRAL ZONE (NAD 83):

BEGINNING AT A CAPPED 5/8 INCH IRON ROD STAMPED "WINDROSE LAND SERVICES" SET ON THE NORTHWEST LINE OF THE SAID CALLED 64.8768 ACRE TRACT, AND ON THE SOUTHWEST RIGHT-OF-WAY (R.O.W.) LINE OF SOUTH CRAVENS ROAD (BASED ON A VARIABLE WIDTH) AS RECORDED UNDER VOL. 191, PG. 556A F.B.C.D.R., SET MARKING THE MOST EASTERLY CORNER OF PINE MEADOW (BEFORE R.O.W. DEDICATION) MAP OR PLAT THEREOF RECORDED UNDER VOL. 21 PG. 23 F.B.C.P.R. AND THE MOST NORTHERLY CORNER OF THE HEREIN DESCRIBED TRACT, FROM WHICH A FOUND (BENT) 5/8 INCH IRON ROD BEARS, NORTH 49 DEG. 56 MIN. EAST, 0.46 FEET;

THENCE, SOUTH 47 DEG. 29 MIN. 39 SEC. EAST, ALONG SOUTHWEST R.O.W. LINE OF SAID SOUTH CRAVENS ROAD, A DISTANCE OF 764.51 FEET, TO THE MOST NORTHERLY CORNER OF A CALLED 26.2837 ACRE TRACT CONVEYED TO GIOK MOY TJIANG AS RECORDED UNDER FORT BEND COUNTY CLERK'S FILE NO. (F.B.C.C.F.) 2015034424 AND THE MOST EASTERLY CORNER OF THE HEREIN DESCRIBED TRACT, FROM WHICH A FOUND (BENT) 3/4 INCH IRON ROD BEARS, SOUTH 83 DEG. 15 MIN. WEST, 0.28 FEET, AND A 1/2 INCH IRON PIPE BEARS SOUTH 47 DEG. 29 MIN. 39 SEC. EAST, 1049.43 FEET;

THENCE, SOUTH 42 DEG. 27 MIN. 53 SEC. WEST, DEPARTING THE SOUTHWEST R.O.W. LINE OF SAID SOUTH CRAVENS ROAD, ALONG THE NORTHWEST LINE OF SAID CALLED 26.2837 ACRE TRACT, DISTANCE OF 1662.51 FEET, TO A CAPPED 5/8 INCH IRON ROD STAMPED "WINDROSE LAND SERVICES" SET ON THE NORTHEAST R.O.W. LINE OF ECHO CREEK DRIVE (BASED ON A WIDTH OF 60 FEET) AS RECORDED UNDER VOL. 434, PG. 173 AND PG. 177 F.B.C.D.R. MARKING THE MOST WESTERLY CORNER OF SAID CALLED 26.2837 ACRE TRACT AND THE MOST SOUTHERLY CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE, NORTH 47 DEG. 28 MIN. 31 SEC. WEST, ALONG THE NORTHEAST R.O.W. LINE OF SAID ECHO CREEK DRIVE, A DISTANCE OF 764.51 FEET, TO A CAPPED 5/8 INCH IRON ROD STAMPED "WINDROSE LAND SERVICES" SET MARKING THE MOST SOUTHERLY CORNER OF A CALLED 2.122 ACRE TRACT OF LAND CONVEYED TO LOLA MAE DAVIS AS RECORDED UNDER F.B.C.C.F. NO. 2005073807 AND THE MOST WESTERLY CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE, NORTH 42 DEG. 27 MIN. 53 SEC. EAST, DEPARTING THE SOUTHWEST R.O.W. LINE OF SAID ECHO CREEK DRIVE AND ALONG THE NORTHWEST LINE OF THE HEREIN DESCRIBED TRACT, COMMON WITH THE SOUTHEAST LINE OF SAID CALLED 2.122 ACRE TRACT, PASSING AT A DISTANCE OF 446.19 FEET, A 1 INCH IRON PIPE FOUND MARKING THE MOST EASTERLY CORNER OF SAID CALLED 2.122 ACRE TRACT AND THE MOST SOUTHERLY CORNER OF LOT 14, BLOCK 1, OF AFORESAID PINE MEADOW SUBDIVISION, CONTINUING A TOTAL DISTANCE OF 1662.25 FEET TO THE **PLACE OF BEGINNING** AND CONTAINING 29.176 ACRES OR 1,270,904 SQUARE FEET OF LAND.

Exhibit "A-1"

US 90A

Dream Ct

Pheasant Valley Dr

Paloma Bend Dr

Pine Meadow Dr

Buffalo Lakes Dr

S Cravens Rd

Adams St

Mockingbird Ln

Mesa Verde St

Bull Ln

Echo Creek Dr

Bolton Dr

Circle Bend Dr

Crestmont Place

Loop

Daffodil Rd

Orchid Dr

Arum Rd

Bison Dr

Map By:
GIS Division
January 2018

MISSOURI CITY

29.176 ac Tract

Legend
Tract
Parcel
City Limits

0 200 400 800 1,200 Feet

Geographic Coordinate System North American Datum 1983 (NAD83)

The information on this map is provided and maintained by various agencies, including county departments, municipal governments, state and federal agencies. No guarantee is given as to the accuracy or currency of any of the data. The map is designed to serve as a secondary representation of real property found within this jurisdiction, and is compiled from the recorded deeds, plats, and other public records, which are primary sources for this public information. Users of this map are hereby notified that these primary sources should be consulted for verification of the information presented here. The data layers do not take the place of a legal survey or other primary source documentation. The city and its vendors assume no legal responsibility for the information on this map.

RESOLUTION NO. R-18-08

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSOURI CITY, TEXAS, AUTHORIZING THE MAYOR TO EXECUTE AND THE CITY SECRETARY TO ATTEST THE TAX ABATEMENT AGREEMENT BY AND BETWEEN THE CITY OF MISSOURI CITY, TEXAS, AND RIDGE SOUTHWEST CC PARTNERS I, LLC PERTAINING TO CERTAIN IMPROVEMENTS TO BE LOCATED ON A 29.18-ACRE TRACT OF LAND SITUATED NORTH OF A CENTERPOINT ENERGY HOUSTON ELECTRIC LLC EASEMENT, SOUTH OF PINE MEADOW DRIVE, EAST OF ECHO CREEK DRIVE, AND WEST OF SOUTH CRAVENS ROAD IN REINVESTMENT ZONE NO. 17 IN THE CITY OF MISSOURI CITY, TEXAS.

* * * * * *

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MISSOURI CITY, TEXAS:

Section 1. That the Mayor of the City of Missouri City, Texas, is authorized to execute for and on behalf of the City of Missouri City, Texas, and the City Secretary is hereby authorized to attest the Tax Abatement Agreement by and between the City of Missouri City, Texas, and Ridge Southwest CC Partners I, LLC, pertaining to certain real property improvements to be located on a 29.18-acre tract of land situated north of a CenterPoint Energy Houston Electric LLC easement, south of Pine Meadow Drive, east of Echo Creek Drive, and west of South Cravens Road in Missouri City, Texas in Reinvestment Zone No. 17 in the City of Missouri City, Texas. A copy of such tax abatement agreement is attached hereto as Exhibit "A" and made a part hereof for all purposes.

PASSED, APPROVED and ADOPTED this 5th day of March, 2018.

Allen Owen, Mayor

ATTEST:

Maria Jackson, City Secretary

APPROVED AS TO FORM:

E. Joyce Iyamu, City Attorney

TAX ABATEMENT AGREEMENT RELATING TO REAL PROPERTY by and between THE CITY OF MISSOURI CITY, TEXAS, and RIDGE SOUTHWEST CC PARTNERS I, LLC

This Tax Abatement Agreement, hereinafter referred to as "Agreement," is executed by and between **THE CITY OF MISSOURI CITY, TEXAS,** hereinafter referred to as "City," acting by and through its City Council, and **RIDGE SOUTHWEST CC PARTNERS I, LLC**, a Delaware limited liability company, and the owner of the Real Property, hereinafter referred to as "Owner." Such property is located within City of Missouri City Reinvestment Zone No. 17, established by City of Missouri City Ordinance No. O-18-05 adopted March 5, 2018, incorporated herein by reference for all purposes, and the location of the Improvements (hereinafter defined) to be constructed within the City of Missouri City Reinvestment Zone No. 17.

GENERAL PROVISIONS

1. Authorization

a. This Agreement is authorized by the Property Redevelopment and Tax Abatement Act, Chapter 312 of the TEXAS TAX CODE as it exists on the effective date of this Agreement, and the Guidelines and Criteria for Granting Tax Abatement in Reinvestment Zones created in Missouri City, Texas (Guidelines for Tax Abatement), which were approved by the City Council of the City of Missouri City on September 5, 2017, by Resolution No. R-17-23. City has determined that the request for Tax Abatement presented by Owner conforms with the criteria established in the Guidelines for Tax Abatement.

b. No official of the City has an interest in the property subject to this Agreement.

2. Definitions

As used in this Agreement, the following terms shall have the meanings set forth below:

a. **"Abated Value"** means the value of the Improvements subject to taxation after the appraised value is reduced by the percentage of abatement each year during the term of the Abatement.

b. **"Abatement"** means the exemption from ad valorem taxes of certain property in City of Missouri City Reinvestment Zone No. 17 as set forth in Section 5 hereof.

c. **"Application for Abatement"** means the Application for Value Added Tax Abatement and the answers provided on the Economic Impact Statement Questionnaire, both of which are provided by Owner.

d. "**Certified Appraised Value**" means the value, as certified by the District as of January 1 of each year of this Agreement, regarding Real Property, Improvements, or Ineligible Property, as applicable, located on the Real Property within City of Missouri City Reinvestment Zone No. 17.

e. **"City"** means the City of Missouri City, Texas.

f. "**District**" means Fort Bend Central Appraisal District.

g. **"Improvements"** means the construction of a building to be located on the Real Property and containing at least 475,000 square feet of floor space to serve warehousing, distribution, service center, or other uses permitted by existing zoning and the Guidelines for Tax Abatement.

h. "**Ineligible Property**" means the Real Property, excluding the Improvements, improvements on the Real Property existing on the date of this Agreement; the Real Property used primarily to provide retail sales or services to the public; the Real Property used for residential purposes or with a productive life of less than 10 years; tangible personal property, including, but not limited to, tangible personal property that the District classifies as inventory or supplies; real or tangible personal property located in City of Missouri City Reinvestment Zone No. 17 prior to the effective date of this Agreement and any other property for which abatement is not allowed by state law.

i. **"Owner"** means Ridge Southwest CC Partners I, LLC, and any other person or entity to which the rights and obligations of Owner contained in this Agreement are assigned pursuant to the terms of this Agreement.

j. "**Real Property**" means the land described on Exhibit A attached hereto and made a part hereof for all purposes.

k. **"Tax Assessor-Collector"** means the Fort Bend County Tax Assessor-Collector.

l. "**Tax Year**" has the meaning given in Section 1.04(13), TEXAS TAX CODE.

3. **Subject Real Property**

The Real Property subject to this Agreement is located within City of Missouri City Reinvestment Zone No. 17.

4. **Responsibilities and Representations of Owner**

In consideration of receiving the Abatement granted herein for the Improvements, Owner represents and agrees as follows:

(a) That construction of the Improvements shall be commenced on or before January 1, 2019, and shall be completed on or before June 30, 2019. Owner shall provide the Tax Assessor-Collector a certified statement evidencing a minimum of $2,000,000 in project costs with respect to the design, construction, and acquisition of the Improvements within sixty (60) days after completion of the Improvements. Improvements shall be constructed by "separated contracts," as that term is defined by 34 TEX. ADMIN. CODE § 3.291, and Owner shall collect and pay City taxes in accordance with 34 TEX. ADMIN. CODE § 3.379(b). Failure to meet the requirements of this Section 4(a) will invalidate the Abatement for the year that this requirement is not satisfied. Owner may from time to time during the term of this Agreement and after the date set forth above in this Section 4(a), modify, remove or replace Improvements, as Owner may determine in its discretion, provided such shall not modify the minimum value requirements in Section 4(b) hereof.

(b) That, beginning on January 1, 2020, the combined Certified Appraised Value of the Improvements on January 1 of each year that taxes are abated under this Agreement's provisions must have a minimum value of $2,000,000. Failure to meet the requirements of this Section 4(b) will invalidate the Abatement for the year that this requirement is not satisfied.

5. **Term and Abatement**

(a) This Agreement shall be effective on the date executed by City or the Owner, whichever is last. This Agreement shall terminate on December 31, 2026, unless terminated earlier as provided elsewhere herein. In no event shall this Agreement extend beyond December 31, 2026. Owner's obligations upon default to pay

to City any taxes abated or owed under this Agreement shall not terminate until the abated taxes are paid.

(b) In each year that this Agreement is in effect, the amount of Abatement shall be an amount equal to the percentage indicated below of the value assessed on the Improvements during each applicable Tax Year.

(c) Subject to the limitations imposed by law and conditioned upon the Owner's performance outlined in Section 4 above, there shall be granted and allowed hereunder an Abatement on the value of the Improvements as follows:

Tax Year	Abatement percentage
2020	50%
2021	50%
2022	50%
2023	50%
2024	50%

(d) The Abatement granted for the Improvements shall not apply to the Certified Appraised Value of the Ineligible Property or the Real Property.

(e) All Improvements shall be constructed in substantial accordance with applicable laws, ordinances, rules, or regulations in effect at the time such Improvements are constructed.

(f) The District's determination of values shall be used to determine the Certified Appraised Value of the property subject to this Agreement. If Owner protests the District's valuation of the property, the valuation placed on the property after the protest is resolved under State law shall be used.

6. **Taxability**

During the period that this Abatement for the Improvements is effective, taxes shall be payable by Owner as follows:

(1) the value, as established by the District for each Tax Year, of Real Property and Ineligible Property shall be fully taxable; and

(2) the Abated Value, as established by the District, of the Improvements shall be fully taxable, provided that Owner comports with the obligations contained herein.

7. **Additional Responsibilities and Representations of Owner**

In consideration of receiving the Abatement granted herein, Owner represents and agrees:

(a) That Owner has, as of the effective date of this Agreement, the financial resources to implement the above responsibilities and representations.

(b) That Owner, as of the effective date of this Agreement, submitted an Application for Abatement.

(c) The Owner, as of the effective date of this Agreement, has acquired fee simple ownership of the Real Property.

(d) **THAT OWNER SHALL BE RESPONSIBLE FOR NOTIFYING THE DISTRICT OF THE ABATEMENT, INCLUDING FILING WITH THE DISTRICT ANY APPLICATION OR OTHER FORMS NECESSARY TO QUALIFY FOR OR RECEIVE THE ABATEMENT GRANTED.**

(e) **IN THE EVENT THE OWNER INTENDS TO SELL THE REAL PROPERTY, OWNER SHALL BE RESPONSIBLE FOR REQUESTING FROM THE CITY AN ASSIGNMENT OF THIS AGREEMENT. OWNER SHALL NOTIFY THE TAX ASSESSOR-COLLECTOR AND THE CITY OF THE SALE OF THE REAL PROPERTY WITHIN NINETY (90) DAYS AFTER A SALE OF THE PROPERTY. FAILURE OF OWNER TO COMPLY WITH ANY OF THIS NOTIFICATION REQUIREMENT SHALL RESULT IN DEFAULT OF THIS AGREEMENT, SUBJECT TO THE NOTICE AND OPPORTUNITY TO CURE PROVISIONS OF SECTION 8(B). OWNER SHALL BE RESPONSIBLE FOR FILING ALL FORMS AS MAY BE REQUIRED BY THE DISTRICT TO DOCUMENT SUCH CHANGE OF OWNERSHIP.**

(f) On or before April 30 of each year of this Agreement, Owner shall certify in writing, in a form prescribed by the City and the Tax Assessor Collector, respectively, to both the City and to the Tax Assessor-Collector whether Owner is in compliance with each term of this Agreement.

(g) Owner shall record a copy of the Agreement in the real property records of the county in which the Improvements are located and shall submit a file-stamped copy to the City immediately after such filing.

8. **Event of Default**

(a) Subject to the notice and opportunity to cure provisions in Section 8(b), City may declare a default of this Agreement if Owner:

(1) fails to comply with any of its obligations under this Agreement;

(2) allows City ad valorem taxes on the Real Property, on the Ineligible Property, or on the Abated Value of the Improvements to become delinquent; or

(3) vacates the Real Property subject to the Agreement or ceases operations on the Real Property for a continuous period of ninety (90) days before the expiration of the term of the Abatement without the prior written consent of the City.

(b) City shall notify Owner of any default in writing specifying the default. The Owner shall have sixty (60) days from the date of the notice to cure any default, or if said default is not reasonably curable within such time, the Owner must commence within the aforementioned sixty (60)-day period and thereafter continue to diligently pursue the cure of said default. If the default is not thereafter cured in a reasonable time, City may terminate this Agreement by written notice.

(c) If this Agreement is terminated by City due to Owner's default, Owner agrees that Owner is liable for and will pay to City within thirty (30) days of the termination of this Agreement:

(1) The amount of all ad valorem taxes abated under this Agreement to the date of termination;

(2) Interest, which shall accrue beginning on the date that the Agreement is terminated, on the amount of all ad valorem taxes abated under this Agreement at the interest rate provided for in the Texas Tax Code for delinquent taxes; and

(3) Penalties on the amount of all ad valorem taxes abated under this Agreement at the rate provided for in the Texas Tax Code for delinquent taxes.

(d) City shall have a lien against Owner, the Real Property, and the Improvements for the taxes, interest, and penalties owed because of the recapture of taxes under this Agreement during the time period beginning on the date such payment obligation accrues and continuing until the date paid.

9. **Administration and Inspection**

(a) This Agreement shall be administered on behalf of City by the City Manager or the City Manager's designee. Owner shall allow employees or other representatives of City, who have been designated by the City Manager for the specific purpose of ensuring compliance with this Agreement, to have access to and to inspect the Real Property and the Improvements, at City's sole cost, expense, and risk during the term of the Agreement. All inspections shall be made only after two (2) business days' prior notice and will be conducted in such a manner as not to unreasonably interfere with the construction and/or operation of the facility. A representative of Owner may accompany the inspector at Owner's sole discretion.

(b) Upon completion of the construction of the Improvements, the City shall annually evaluate the Real Property and the Improvements to ensure compliance with the terms and provisions of this Agreement and shall report defaults to Owner.

(c) The Chief Appraiser of the District shall annually determine (1) the Abated Value of the Improvements under the terms of this Agreement and (2) the Certified Appraised Value of the Improvements. The Chief Appraiser shall record both the Abated Value and the Certified Appraised Value in the appraisal records. The Certified Appraised Value figure for each applicable year listed in the appraisal records shall be used to compute the amount of abated taxes to be recaptured in the event that this Agreement is terminated in a manner that results in recapture of abated taxes.

(d) Owner shall furnish the Chief Appraiser annually such information required to be furnished to the Chief Appraiser under Chapter 22 of the TEXAS TAX CODE as may be necessary for the administration of the Abatement.

10. **Assignment**

(a) Owner shall obtain the City's prior written consent at least 30 days before this Agreement may be assigned, which consent by the City shall not be unreasonably withheld, conditioned or delayed. This Agreement may not be assigned and the refusal of the City shall be deemed reasonable if either the City has declared a default hereunder which has not been cured or the Owner or its assignee is delinquent in the payment of ad valorem taxes.

(b) Any and all assignments shall contain the same terms and conditions as set out in this Agreement and shall be granted for the remaining term of this Agreement.

11. **Indemnity**

It is understood and agreed between the parties that the Owner, in performing its obligations hereunder, is acting independently, and City assumes no responsibilities or liabilities in connection therewith to third parties. **OWNER AGREES TO DEFEND, INDEMNIFY AND HOLD HARMLESS CITY AND THE DISTRICT FROM ANY AND ALL CLAIMS, SUITS, AND CAUSES OF ACTION OF ANY NATURE WHATSOEVER ARISING OUT OF OWNER'S BREACH OF ITS OBLIGATIONS HEREUNDER EXCEPT THAT THE INDEMNITY AND THE DUTY TO DEFEND SHALL NOT APPLY TO THAT PORTION OF LIABILITIES RESULTING FROM THE INTENTIONAL CONDUCT OR NEGLIGENCE OF CITY OR THE DISTRICT OR THEIR RESPECTIVE OFFICERS, AGENTS OR EMPLOYEES. OWNER'S INDEMNIFICATION OBLIGATIONS INCLUDE THE PAYMENT OF REASONABLE ATTORNEYS' FEES AND EXPENSES INCURRED IN THE DEFENSE OF ANY SUCH CLAIMS, SUITS, AND CAUSES OF ACTION WHICH ARE NOT DUE TO CITY'S, THE DISTRICT'S, OR**

THEIR REPRESENTATIVES' INTENTIONAL CONDUCT OR NEGLIGENCE. IN LIEU OF OWNER HIRING COUNSEL TO DEFEND THE CITY OR THE DISTRICT, NOTHING IN THIS AGREEMENT SHALL BE INTERPRETED TO PROHIBIT THE CITY OR THE DISTRICT FROM ENGAGING REPRESENTATION OF ANY SUCH CLAIM, SUIT OR CAUSE OF ACTION.

12. **Force Majeure**

If by reason of force majeure, Owner is unable to perform any obligation of this Agreement, including the completion of the construction of the Improvements by the date specified in this Agreement, it shall give notice of the force majeure to City in writing within fifteen (15) calendar days after Owner first becomes aware of the occurrence relied upon and the effect on the performance of the Owner's obligations. By doing so, the obligation of Owner to the extent and for the period of time affected by the force majeure, shall be suspended. Owner shall endeavor to remove or overcome the inability with all reasonable effort. For purposes of this provision, "force majeure" shall mean acts of God, landslides, lightning, earthquakes, hurricanes, storms, floods, tornados, fires, rain, inclement or adverse weather, or other natural occurrences; labor disputes, strikes, lockouts, insurrections, riots, wars or other civil or industrial disturbances; material shortages; orders of any kind of the federal or state government or of any civil or military authority; condemnation; explosions, fires, breakage or accidents to machinery, lines, or equipment; or any other similar causes.

13. **Agreement Approval**

This Agreement is conditioned upon the approval of the City Council of the City of Missouri City by the affirmative vote of a majority of the members present at a duly scheduled meeting of the City Council and upon execution of this Agreement by a representative of the Owner fully authorized to engage in such transaction.

14. Compliance with State and Local Regulations

(a) This Agreement shall not be construed to alter or affect the obligations of Owner to comply with any city ordinance or federal or state law or regulation.

(b) This paragraph is required by Chapter 2264, Texas Government Code, and supersedes any conflicting provision of this Agreement. Owner is prohibited from knowingly employing undocumented workers as that term is defined in Section 2264.001, Texas Government Code. If Owner is convicted of a violation under 8 U.S.C. Section 1324a(f), the conviction shall be considered default of this Agreement from which no cure provisions shall apply. In such event, City shall provide written notice to Owner of the default and this Agreement shall automatically terminate on the 30th day after the date of the notice of default from City to Owner. In the event of termination under this paragraph, Owner shall be responsible for repaying to City the amount of all property taxes abated under this Agreement, plus interest and penalties on the abated amount at the rate provided for in the Texas Tax Code for delinquent taxes from the date of termination until repaid in full.

15. Changes in Tax Laws

The Abatement provided in this Agreement is subject to any changes in the state tax laws during the term of this Agreement.

16. Miscellaneous

(a) This Agreement shall be construed under and in accordance with the laws of the State of Texas, except conflict of laws principles and provisions, and all obligations of the parties created hereunder are performable in Fort Bend County, Texas.

(b) In the event one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provision hereof and this Agreement shall be construed as if such invalid, illegal or unenforceable provision had never been contained herein.

(c) The waiver by either party of a breach of any provision of this Agreement shall not operate as or be construed as a waiver of any subsequent breach.

(d) Any amendments of this Agreement shall be of no effect unless in writing and signed by each party affected thereby.

(e) Any act required by this Agreement to be performed by Owner may be performed by the agent of Owner.

17. **Notices**

Any notice required or desired to be given under the provisions of this Agreement shall be in writing and shall be duly served when it shall have been deposited, enclosed in a wrapper with the proper postage prepaid thereon, and duly registered or certified, return receipt requested, in a United States Post Office, or delivered by nationally recognized overnight courier, postage prepaid, in each case addressed to Owner, City, District or the Tax Assessor-Collector, as appropriate, at the mailing address as hereinafter set out. If mailed, any notice of communication shall be deemed to be received three (3) business days after the date of deposit in the United States Mail and one (1) business day after being deposited by nationally recognized overnight courier. Unless otherwise provided in this Agreement, all notices shall be delivered to Owner, City, District, or Tax Assessor-Collector at the following addresses:

To **Tax Assessor-Collector**:	Fort Bend County Tax Assessor-Collector 1317 Eugene Heimann Circle Richmond, Texas 77469
To **Owner**:	Ridge Southwest CC Partners I, LLC 200 W Madison St., Ste 1200 Chicago, IL 60606

	Attention: _____
Copy **Owner**:	_____ _____ Drive _____, TX _____ Attention: General Counsel
To **City**:	City of Missouri City 1522 Texas Parkway Missouri City, Texas 77489 Attention: City Manager
Copy **City**:	City of Missouri City 1522 Texas Parkway Missouri City, Texas 77489 Attention: Economic Development Director
To **District**:	Fort Bend Central Appraisal District 2801 B. F. Terry Blvd. Rosenberg, Texas 77471 Attention: Chief Appraiser

Either party may designate a different address by giving the other party ten (10) days written notice thereof.

18. **Entire Agreement**

This Agreement contains the entire Agreement among the parties and supersedes all other negotiations and agreements, whether written or oral. This Agreement shall be binding on the parties hereto and their successors and assigns, and shall inure to their benefit as well.

(Execution Pages Follow)

19. **Execution**

IN TESTIMONY OF WHICH, THIS AGREEMENT has been executed by City and Owner as of the dates below stated. Owner warrants and represents that the individual executing this agreement on behalf of Owner has full authority to execute this Agreement and bind Owner to the same.

CITY OF MISSOURI CITY, TEXAS

By:_____
Allen Owen, Mayor

ATTEST:

Date:_____

_____
Maria Jackson, City Secretary

OWNER: RIDGE SOUTHWEST CC PARTNERS I, LLC

By: Ridge Southwest CC Partners GP, LLC

By:_____

Date:_____

STATE OF TEXAS §

§

COUNTY OF _____ §

This instrument was acknowledged before me on this _____day of _____, 2018, by _____, as _____, of _____, a _____ of the State of Texas, on its behalf.

_____

Notary Public, State of Texas

Attachment:Exhibit A—Real Property description

EXHIBIT A
REAL PROPERTY DESCRIPTION

Exhibit "A"

A TRACT OR PARCEL CONTAINING 29.176 ACRES OR 1,270,904 SQUARE FEET OF LAND SITUATED IN THE B.B.B. & C. RR. CO. SURVEY, ABSTRACT NO. 116, CITY OF MISSOURI CITY, FORT BEND COUNTY, TEXAS, BEING OUT OF AND A PART OF A CALLED 64.8768 ACRE TRACT, CONVEYED TO GUS MULE, ET AL AS RECORDED UNDER VOLUME (VOL.) 2322 PAGE (PG.) 1748 FORT BEND COUNTY DEED RECORDS (F.B.C.D.R.), WITH SAID 29.176 ACRE TRACT BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS, WITH ALL BEARINGS BASED ON THE TEXAS STATE PLANE COORDINATE SYSTEM, SOUTH CENTRAL ZONE (NAD 83):

BEGINNING AT A CAPPED 5/8 INCH IRON ROD STAMPED "WINDROSE LAND SERVICES" SET ON THE NORTHWEST LINE OF THE SAID CALLED 64.8768 ACRE TRACT, AND ON THE SOUTHWEST RIGHT-OF-WAY (R.O.W.) LINE OF SOUTH CRAVENS ROAD (BASED ON A VARIABLE WIDTH) AS RECORDED UNDER VOL. 191, PG. 556A F.B.C.D.R., SET MARKING THE MOST EASTERLY CORNER OF PINE MEADOW (BEFORE R.O.W. DEDICATION) MAP OR PLAT THEREOF RECORDED UNDER VOL. 21 PG. 23 F.B.C.P.R. AND THE MOST NORTHERLY CORNER OF THE HEREIN DESCRIBED TRACT, FROM WHICH A FOUND (BENT) 5/8 INCH IRON ROD BEARS, NORTH 49 DEG. 56 MIN. EAST, 0.46 FEET;

THENCE, SOUTH 47 DEG. 29 MIN. 39 SEC. EAST, ALONG SOUTHWEST R.O.W. LINE OF SAID SOUTH CRAVENS ROAD, A DISTANCE OF 764.51 FEET, TO THE MOST NORTHERLY CORNER OF A CALLED 26.2837 ACRE TRACT CONVEYED TO GIOK MOY TJIANG AS RECORDED UNDER FORT BEND COUNTY CLERK'S FILE NO. (F.B.C.C.F.) 2015034424 AND THE MOST EASTERLY CORNER OF THE HEREIN DESCRIBED TRACT, FROM WHICH A FOUND (BENT) 3/4 INCH IRON ROD BEARS, SOUTH 83 DEG. 15 MIN. WEST, 0.28 FEET, AND A 1/2 INCH IRON PIPE BEARS SOUTH 47 DEG. 29 MIN. 39 SEC. EAST, 1049.43 FEET;

THENCE, SOUTH 42 DEG. 27 MIN. 53 SEC. WEST, DEPARTING THE SOUTHWEST R.O.W. LINE OF SAID SOUTH CRAVENS ROAD, ALONG THE NORTHWEST LINE OF SAID CALLED 26.2837 ACRE TRACT, DISTANCE OF 1662.51 FEET, TO A CAPPED 5/8 INCH IRON ROD STAMPED "WINDROSE LAND SERVICES" SET ON THE NORTHEAST R.O.W. LINE OF ECHO CREEK DRIVE (BASED ON A WIDTH OF 60 FEET) AS RECORDED UNDER VOL. 434, PG. 173 AND PG. 177 F.B.C.D.R. MARKING THE MOST WESTERLY CORNER OF SAID CALLED 26.2837 ACRE TRACT AND THE MOST SOUTHERLY CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE, NORTH 47 DEG. 28 MIN. 31 SEC. WEST, ALONG THE NORTHEAST R.O.W. LINE OF SAID ECHO CREEK DRIVE, A DISTANCE OF 764.51 FEET, TO A CAPPED 5/8 INCH IRON ROD STAMPED "WINDROSE LAND SERVICES" SET MARKING THE MOST SOUTHERLY CORNER OF A CALLED 2.122 ACRE TRACT OF LAND CONVEYED TO LOLA MAE DAVIS AS RECORDED UNDER F.B.C.C.F. NO. 2005073807 AND THE MOST WESTERLY CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE, NORTH 42 DEG. 27 MIN. 53 SEC. EAST, DEPARTING THE SOUTHWEST R.O.W. LINE OF SAID ECHO CREEK DRIVE AND ALONG THE NORTHWEST LINE OF THE HEREIN DESCRIBED TRACT, COMMON WITH THE SOUTHEAST LINE OF SAID CALLED 2.122 ACRE TRACT, PASSING AT A DISTANCE OF 446.19 FEET, A 1 INCH IRON PIPE FOUND MARKING THE MOST EASTERLY CORNER OF SAID CALLED 2.122 ACRE TRACT AND THE MOST SOUTHERLY CORNER OF LOT 14, BLOCK 1, OF AFORESAID PINE MEADOW SUBDIVISION, CONTINUING A TOTAL DISTANCE OF 1662.25 FEET TO THE **PLACE OF BEGINNING** AND CONTAINING 29.176 ACRES OR 1,270,904 SQUARE FEET OF LAND.

Council Agenda Item
September 3, 2019

12. CITY COUNCIL ANNOUNCEMENTS

Discussion, review, and possible action regarding a meeting or activity of one or more of the following entities (each entity refers to a City of Missouri City entity unless otherwise indicated):

Charter Review Commission, Community Development Advisory Committee, Construction Board of Adjustments, Electrical Board, Parks Board, Planning and Zoning Commission, Tax Increment Reinvestment Zone Boards, Fort Bend Chamber of Commerce, Houston-Galveston Area Council, Fort Bend Regional Council, Texas Municipal League, Fort Bend County, Harris County, Gulf Coast Building and Construction Trades Council, Mayor's Youth Commission, Finances and Services Committee, Fort Bend Leadership Forum, Fort Bend County Drainage District, Economic Development Committee, Missouri City Parks Foundation, Missouri City Police and Fire Auxiliary, Livable Community Committee, Texas Parkway Alliance, High Performance Organization Committee, Missouri City Juneteenth Celebration Foundation, Fort Bend County Mayor and Council Association, METRO, Planning, Development and Infrastructure Committee, Fort Bend Independent School District, Greater Fort Bend Economic Development Coalition, Transportation Policy Council, Community Development Advisory Committee, Veterans Memorial Committee, Missouri City Recreation and Leisure Local Government Corporation, Missouri City Development Authority, and the Greater Houston Partnership and Emergency Management updates.

13. CLOSED EXECUTIVE SESSION

The City Council may go into Executive Session regarding any item posted on the Agenda as authorized by Title 5, Chapter 551 of the Texas Government Code.

14. RECONVENE

Reconvene into Regular Session and Consider Action, if any, on items discussed in Executive Session.

15. ADJOURN