

HARRIS COUNTY

Public Infrastructure Department
Architecture & Engineering Division

1001 Preston, 7th Floor
Houston, Texas 77002
(713) 755-5370

Consultant Bi-Weekly Status Report (Version 1.0):

Project Name
APIN: _____

This is the date the CC approved the Study Report/PER (Tuesday)

Insert Date of last Report

This date should be the date of the NTP plus the number of calendar days per the contract.

Reporting Dates: _____ to **April 20, 2010**

Study Report/PER NTP Date: _____ Duration: _____ Projected Completion Date: _____

Study Report Accepted: _____

Final Design NTP Date: _____ Duration: _____ Projected Completion Date: _____

Project Bid Date: _____ Est. Const. Cost: _____

Date of Cost Est.: _____

Schedule of Deliverables:

This should be the date which CC will approve the project to be advertised.

This is the number of calendar days per the contract.

1. _____
 2. _____
- List the date and the items that are due within the next 30 days.

Outstanding Issues Requiring HC Input or Direction:

1. _____
 2. _____
- List all issues that will require input from HC. Include the date the comment was added to the status report.

Project Control Update (Schedule Impacts, Anticipated Budget Adjustments, etc):

1. _____
 2. _____
- This field should list any major issues that will prevent the consultant from performing their duties and completing the project. Each item should identify the amount of time that the project will be delayed due to unforeseen circumstances.

Overall Design Progress and Summary of Issues Resolved Since Last Report:

1. _____
 2. _____
- Provide descriptions of the work that has been and is being performed. Include project specific design issues that need to be resolved during the design of the project. Include dates as necessary.

Drainage:

- A. Impact Analysis (Date of HCFCF Acceptance: _____)
 - a. _____
- B. CLOMR (Date of HCFCF Acceptance: _____)
 - a. _____
- C. Remaining Issues to be resolved
 - a. _____

Provide the status of the drainage report. Provide a date when the report will be submitted and fill in the date of the HCFCF INO Letter when complete. If a CLOMR is required, provide the status, identify the date it will be complete, and fill in the date HCFCF approved the CLOMR. Include the date the final CLOMR was submitted and sent to FEMA. If not required, place "N/A" under the status. Any remaining issues should be identified under Section C. Include the dates the reports were submitted, comments received, and any other dates necessary.

ROW:

- A. Survey
 - a. _____
- B. ROW Maps w/ Metes & Bounds (Date of HCPID Acceptance: _____)
 - a. _____
- C. Temporary Construction Easements (Date of HCPID Acceptance: _____)
 - a. _____

Provide a status of the survey. List any issues that will affect the design of the project. Provide the status of the ROW Maps. Once survey has approved of the maps, fill in the date. Provide status of TCEs. Fill in the date that HCPID accepts the TCE and sends them to ROW for acquisition. Include the dates the reports were submitted, comments received, and any other dates necessary.

Geotechnical Investigations:

- A. Roadway (Date of HCPID Acceptance: _____)

Geotechnical Investigations. Provide the status of the investigation for each feature of the project as identified. Provide key issues that affect the design of project. If there is no Detention or bridge, place "N/A" under the status of that subsection. Include the dates the reports were submitted, comments received, and any other dates necessary.

- a.
- B. Detention (Date of HCFCF Acceptance: _____)
- a.
- C. Bridge (Date of HCFCF Acceptance: _____)
- a.

Provide the status of each individual report. ESA should include any issues identified and any phase 2 work to be performed. Wetlands and Waters should include the statuses of the reports and permits necessary to complete the project. Include the dates the reports were submitted, comments received, and any other dates necessary.

Environmental Issues:

- A. Environmental Site Assessments (Date of HCPID Acceptance: _____)
- a.
- B. Cultural Resources (Date of HCPID Acceptance: _____) (Date of THC Approval: _____)
- a.
- C. Threaten Endangered Species (Date of HCPID Acceptance: _____)(TxDFW Approval: _____)
- a.
- D. Wetlands and Water US (Date of HCPID Acceptance: _____) (Date of CORPS Approval: _____)
- a.
- E. Storm Water Quality Management Plan (Date of HCPID Acceptance: _____)
- a.

Utility Coordination:

- A. Issues
- a.
- B. Agreements Required:
- a.

Provide a list of key utilities that will require relocation, a statement as to who is financially responsible to relocate the utility, a list of agreements required and status of each one (include key dates as necessary), and comments on any restrictions relocating utilities.

Traffic:

- A. Traffic Studies (Date of HCPID Acceptance: _____)
- a.
- B. Visibility Triangles (Date of HCPID Acceptance: _____)
- a.
- C. Traffic Control Plan (TCP Meeting Held: _____)
- a.

Provide the status of any traffic studies be conducted; if none, place "N/A" under subsection. Provide status of visibility triangles and the TCP. Include any issues that will affect the design or access of individual properties during construction. Include the dates the reports were submitted, comments received, and any other dates necessary.

Approvals/Permit Requirements:

- A. HC Permits/HCFCF
- a.
- B. TxDOT
- a.
- C. Rail Road (Date Interagency Agreement Executed _____)
- a.
- D. City (Date Interagency Agreement Executed _____)
- a.
- E. Others
- a.

Provide the status of approvals or issues obtaining approvals. Any permits for environmental should be listed under "Others" and referred to the status in the above section. Place "N/A" in any section not required. Included any other interagency agreements required under the "Other" section. Include the dates the reports were submitted, comments received, and any other dates necessary.