



Cobb, Fendley & Associates, Inc.
13430 Northwest Freeway
Suite 1100
Houston, Texas 77040

713.462.3242 p | 713.462.3262 f
www.cobbhendley.com

Representative:
Josh Canuteson, SR/WA, R/W-NAC

ELECTRONIC
COPY

REQUEST FOR PROPOSAL

Galveston Independent School District Relocation Assistance Services CSRFP No. 2022-23-005

Letter of Interest



January 4, 2023

Galveston ISD Purchasing Department
Attn: Esther Soto, Purchasing Coordinator
3904 Ave. T
Galveston, Texas 77550

RE: Competitive Sealed Request for Proposals for Relocation Assistance Services (CSRFP 2022-23-005)

Members of the Selection Committee:

To support Galveston Independent School District (GISD) in your continuing improvement of infrastructure, **Cobb, Fendley & Associates, Inc. (CobbFendley)** has assembled an exemplary and comprehensive team of professionals who combine a diverse base of experience with the appropriate depth of expertise. With an experienced, proactive Project Manager, a strategic and dedicated project team, and a deep commitment to the communities we serve, we feel that we have prepared a competitive proposal that will exceed your needs.

Project Leadership. As your Principal-in-Charge, I, Joshua 'Josh' Canuteson, SR/WA, R/W-NAC, am a dedicated, qualified right-of-way (ROW) professional focused on allocating the necessary resources to see your projects to successful completion. As Project Manager, Abel Garcia, SR/WA-TN, RW/NAC, has extensive experience working on and managing ROW projects throughout the state of Texas and will work with GISD to meet expectations and goals to enable project success. Mr. Garcia will be your main point-of-contact and will be integrally involved throughout the entire relocation assistance process for this project.

Project Team. The CobbFendley team consists of specialized professionals in all aspects of Relocation Assistance services as well as other related services, such as negotiation, condemnation, title coordination, and other in-house support services, including geographic information systems (GIS) and surveying. The CobbFendley team consists of local relocation agents from CobbFendley's Greater Houston area offices and is supported by experienced staff from across the state of Texas to provide additional resources as needed.

Commitment. The project team proposed in this statement of qualifications has exhibited a history of dedication and commitment to the communities where we work. Members of this team have lived and worked in and around Galveston Bay area for the entirety of their careers and have come to appreciate and understand the character and the uniqueness of communities that GISD serves.

Our goal is to deliver comprehensive relocation assistance solutions that will benefit GISD now and into the future. The entire CobbFendley team is committed to serving GISD and we look forward to the opportunity to further discuss our process, planning methodology, and project approach with you and your staff. Thank you for your consideration.

Sincerely,

Cobb, Fendley & Associates, Inc.

A handwritten signature in blue ink that reads "Joshua Canuteson".

Joshua (Josh) Canuteson, SR/WA, R/W-NAC
Principal-in-Charge | Vice President
Phone: 972.499.7429
Email: jcanuteson@cobbfendley.com

Table of Contents

1. Firm Profile	page 01
2. Experience on Similar Projects	page 10
3. Pricing	page 12
Appendix	page 13
<i>- Vendor Information/Invoicing/Purchase Order Policy</i>	
<i>- Statement of Compliance/Deviation Form</i>	
<i>- Certificate of Residency</i>	
<i>- Certification of Prohibited Contracts</i>	
<i>- Criminal Background/Felony Conviction</i>	
<i>- Conflict of Interest Questionnaire</i>	
<i>- W-9 Form</i>	
<i>- Insurance Requirements</i>	
<i>- Qualification Statement and Services Provided</i>	
<i>- Proposal Response Certification</i>	
<i>- Respondent's Statement of Qualifications Questionnaire</i>	



1. Firm Profile

42 YEARS OF SUCCESS

FIRM SUMMARY

Cobb, Fendley & Associates, Inc. (CobbFendley), founded in April 1980, is an employee-owned Texas corporation that has been providing professional infrastructure consulting services for 42 years. Our staff of more than 600 employees brings an unmatched level of expertise and experience, as well as a commitment to serving the communities where we live and work.

Since 1994, CobbFendley has provided complete right-of-way (ROW) acquisition/relocation and project management services for notable clients across Texas, including TxDOT, and numerous cities, counties, utility providers, and contractors. In that time, we have completed more than 500 land acquisition projects – from multi-million-dollar urban infrastructure projects involving hundreds of landowners to a single parcel acquisition to accommodate a new lift station. CobbFendley’s qualified ROW professionals are Licensed Real Estate Agents and Brokers with the Texas Real Estate Commission. They assist clients with a broad array of services and carefully assess each project.

As a ROW service provider, CobbFendley’s in-house ROW professionals routinely coordinate with surveyors, prepare preliminary route studies, and work with design teams to more clearly define our Client’s ROW needs (reducing relocations and unnecessary land acquisitions). Additionally, they manage the project appraisers, perform acquisition and relocation services, as well as coordinate with and assist legal consultants throughout the condemnation process. From the outset of the project, they work with Clients to develop and maintain objective and legally defensible relocation assistance procedures. They then work with each displacee to identify their replacement dwelling or business location and upon acquisition of the property, diligently pursue relocation of the displacee(s) so that the project can proceed according to schedule. CobbFendley’s ROW team is experienced

in all aspects of the ROW process and will diligently pursue completion of all required activities to achieve timely project delivery. CobbFendley’s ROW services include:

- Relocation Assistance
- Negotiation Services
- Escrow and Title Coordination Services
- Project/Contract Management
- Management of Appraisal and Appraisal Review Services
- Condemnation Support
- Property Management

CAPACITY AND CAPABILITY

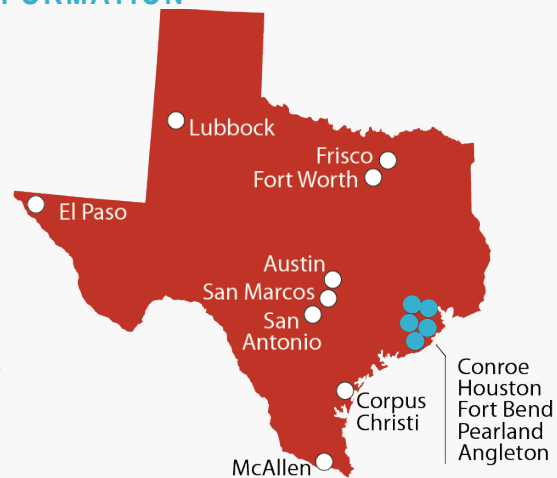
With dedicated staff in Houston, the CobbFendley team has the capacity and capability to self-perform Relocation Assistance services for GISD starting immediately. CobbFendley has a history of working with clients and school districts to meet special requests and tight schedules. Our team has worked hard to solidify our reputation for meeting schedules and completing projects within the established budget. The fact that the majority of the firm’s business comes from repeat clients is a direct result of client satisfaction.

Our firm’s size and ROW resources throughout the state of Texas offers GISD an extensive resource pool of professionals with experience on a variety of ROW projects and challenges. The size of our staff, along with our diverse capabilities and collaborative team approach, enables us to remain flexible in how we deliver services to our clients. Our team meets weekly to discuss workload, upcoming tasks, and availability in order to ensure we are meeting client goals while maximizing utilization. From smaller assignments to larger, complex projects, we can easily shift resources to manage projects in the most efficient, effective way possible. **We have 19 ROW staff firm-wide, with 17 of those staff members located in Texas.**

GENERAL FIRM INFORMATION

- 42 YEARS IN BUSINESS**
- 28 YEARS OF PROVIDING ROW SERVICES**
- 600+ EMPLOYEES**
- 19 TOTAL ROW STAFF**
- 22 TOTAL OFFICES**
- 5 LOCAL OFFICES**

- 13430 NORTHWEST FREEWAY, SUITE 1100, HOUSTON, TEXAS 77040
- 1920 COUNTRY PLACE PKWY, SUITE 400, PEARLAND, TEXAS 77584
- 209 EAST HENDERSON ROAD, ANGLETON, TEXAS 77515
- 16610 IH 45, SUITE 250, CONROE, TEXAS 77384
- 22316 GRAND CORNER DRIVE, SUITE 100, KATY, TEXAS 77494





1. Firm Profile

ROW ACQUISITION WORK FOR LOCAL MUNICIPALITIES

CobbFendley has been providing ROW services in the Greater Houston area since 2007 and has served more than 40 local municipalities and districts. Our ROW team has an ever-growing presence in the region, serving cities and towns such as Galveston County, Brazoria County Engineer's Office, Brazosport Water Authority, City of Conroe, City of Pearland, City of Sugar Land, City of Tomball, County Line Special Utility District, Gulf Coast Authority, Montgomery County, North Harris County Reg. Water Authority, Texas Department of Transportation, and TxDOT Aviation Division.

PROVEN LEADERSHIP

Our **Project Manager, Abel Garcia, SR/WA-TN, RW/NAC**, will serve as the single point of contact and liaison between GISD and the CobbFendley team. **GISD will be served primarily by CobbFendley's Houston (Headquarters) office**, with support from our Pearland, Angleton, Conroe, and Fort Bend, Texas offices.

ABEL GARCIA, SR/WA-TN, R/W-NAC

Email: agarcia@cobbendley.com

346.772.3765 office

832.576.8794 mobile



The team will be led by Mr. Garcia who brings over 17 years of experience and has worked throughout the Greater Houston area. He will respond same day to project or scope requests. Further, Mr. Garcia's Project Management style is centered on communication and creating efficiencies. Therefore, all members of the project team, including GISD personnel, will be engaged and involved in significant decisions in a timely manner to keep GISD's projects moving forward. In addition to meetings with GISD, project communications will be in the form of weekly updates outlining project progress, important decisions, needs from GISD, upcoming deliverables, and schedule.

COMPREHENSIVE SERVICES
ROW | SURVEY | SUE | GIS |
UTILITY COORDINATION

PROVEN PARTNERSHIP
EXTENSIVE EXPERIENCE
WORKING ON DESIGN/
BUILD PROJECTS

Mr. Canuteson will serve as the Principal-in-Charge. He will have the ultimate responsibility of dedicating appropriate CobbFendley personnel to the project and coordinating their availability, as well as overseeing compliance with the schedule and budget and adherence to the quality program.

Successful projects rely on the strength of the individual member's experience and the ability of the team to work efficiently together to support the project goals. The extensive experience of our team makes us well suited to assist the GISD with creative, cost-effective solutions tailored to the budget, schedule, and expectations for its real estate projects. CobbFendley continually strives to provide services requested in an efficient, cost-effective manner.

CLIENT SERVICE PHILOSOPHY

CobbFendley's mission is to collaborate with employees and clients to provide infrastructure solutions that further our commitment to growth in the community. CobbFendley places emphasis on community relationships to help us develop solutions that create stronger communities. Our infrastructure services are constantly evolving with enhancements in technology, the industry, and each local environment. Just as each client is unique, so are CobbFendley's solutions to our infrastructure needs. Our primary focus is on communication, the key to understanding project goals and setting expectations.

BENEFITS OF OUR COMPREHENSIVE FIRM



26 years of experience in successfully performing Relocation Assistance Services under the Uniform Act and other State and local codes and standards



A comprehensive local team with local staff that provide the knowledge and expertise associated with working for GISD



Experience managing multiple concurrent projects while remaining on schedule and on budget



In-house SUE, Survey, and Utility Coordination team of professionals experienced in coordinating with public and private utilities



An in-house GIS department for easy data integration



Staff experienced in Right-of-Way staking for roadway projects, utility design, and major site development projects



1. Firm Profile

OUR PROVEN PROCESS

STATEMENT OF THE CAPABILITY TO COMPLETE THE SCOPE OF WORK

The following Relocation Assistance Approach is based on our understanding of GISD's CSRFP. Further, it is assumed that all State and Federal law will be complied with, including the Code of Federal Regulations (CFR) Section 49, Part 24 Uniform Relocation Assistance and Real Property Acquisition Policies Act (the Uniform Act). Additionally, Chapter 21 of the Texas Property Code and all processes and procedures outlined by GISD will be adhered to. GISD Forms will be utilized in all circumstances and any exceptions to policy would need written approval from GISD staff. It is also anticipated that all approvals will be received from GISD.

CobbFendley is pleased to propose professional Relocation Assistance Services to you in connection with GISD's proposed real estate acquisitions. The specific tasks to be performed by CobbFendley in conjunction with this project are as follows:

RELOCATION ASSISTANCE SERVICES FOR BUSINESS, RESIDENTIAL, AND PERSONAL PROPERTY/STORAGE UNITS

- CobbFendley will notify all Client approved displacees of eligibility for relocation assistance.
- CobbFendley will provide ongoing relocation assistance and advisory services to displacees affected by the acquisition of right of way and will deliver required forms and notices consistent with Client standard forms and notices.
- On-going advisory services include monitoring the move and any necessary relocation activities taken by the displacee. Frequency and manner for monitoring the move must match the complexity of the relocation.
- CobbFendley will provide an executed Certification of Eligibility with all displacee claims.
- CobbFendley will provide a Relocation Advisory Assistance record per parcel.
- Request for Move expenses will be submitted on forms consistent with Client requirements and must include:
 - A move plan, written inventory signed and dated by the displacee (or their representative) and the Relocation Agent;
 - Negotiated Self-Move will have a minimum of two bids from commercial movers and supporting vendors.
 - Fixed Moves will be submitted based on Client's established Fixed Room Count Schedule.
- CobbFendley will deliver the 90-day notice and benefits package

at the same time as the written offer to purchase is delivered or after personal interview with the displacee.

- CobbFendley will personally interview each displacee during which time the Relocation Agent determines the type, needs and eligibilities of the displacee.
- CobbFendley will perform a decent, safe, and sanitary (DSS) inspection of replacement housing and complete appropriate forms for Client.
- CobbFendley will provide a 30-day notice to vacate once the Client has possession of the property.
- CobbFendley will immediately notify the Client if the displacee does not vacate the premises after the 30-day notice expires.

To be provided by Client:

- Copies of appraisal reports produced or acquired by the Client relating specifically to each parcel.
- Timely reviews and approval of all submissions.
- All necessary standard forms and factsheets or brochures.
- Attorney Services, as needed.

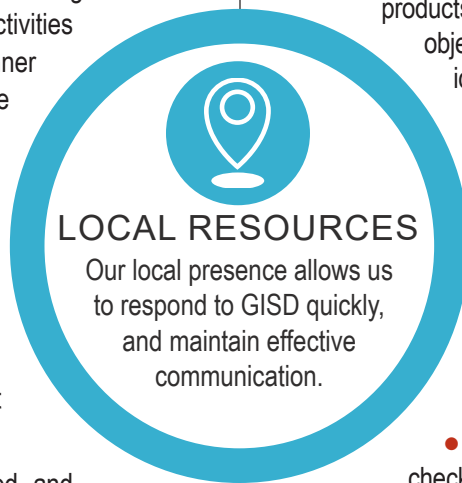
QUALITY ASSURANCE / QUALITY CONTROL (QA/QC) PLAN

CobbFendley is fully committed to delivering quality on every project. To that end, a Quality Control (QC) Plan will be established for the firm to use on each project. This corporate quality program is adapted to meet the needs of each Owner and project specifically.

The objective of CobbFendley's QC Plan is to deliver work products that conform to the project's goals and objectives as defined by the client. QC Reviewers are identified at the project inception and integrated into the production process. Ongoing quality reviews are routinely performed, and formal quality reviews are performed prior to every project milestone deliverable. In addition, the Plan establishes the control process guidelines used for quality evaluation and measurement. These guidelines include:

- The process for document review, detail checking, and comment resolution
- The specific project requirements
- Document technical quality
- Clients' established budget

Josh Canuteson, SR/WA, R/W-NAC, will lead the QA/QC review efforts for this project. He will ensure that every submittal to GISD has been thoroughly reviewed for technical accuracy, adherence to standards and requirements, and to confirm that a high-quality deliverable is being provided. A fully documented QA/QC review





1. Firm Profile

process will be implemented at the start of each project as part of our Project Management Plan.

PROJECT SCHEDULING TECHNIQUES

CobbFendley will begin work upon receiving a Notice to Proceed from Client and will pursue expedient completion of the Relocation Assistance activities in conjunction with the Negotiation activities being performed by others.

TEAM COMMITMENT AND AVAILABILITY

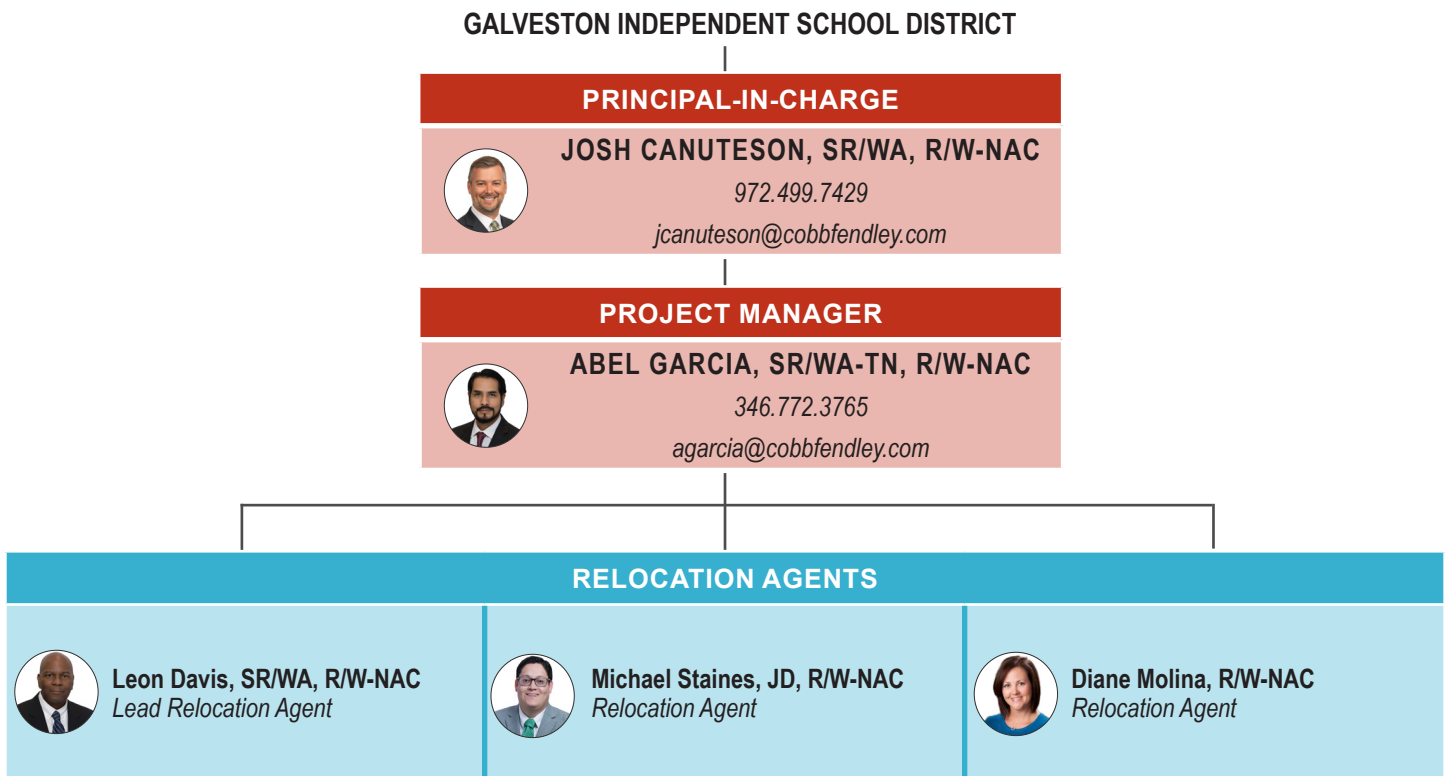
Our firm has a strong track record of professional, timely delivery

of ROW projects on behalf of governmental entities. We are accustomed to shifting responsibilities when the need arises to achieve successful project delivery. The availability of qualified, experienced personnel who can service GISD's needs will not be an issue.

The individuals that make up our team are very familiar and experienced in working with the Uniform Act and other Federal and local policies and procedures in acquiring ROW. We also have many years of experience performing work for governmental entities, particularly across the state of Texas.

PROJECT ORGANIZATION

The following organization chart provides an overview of the management structure for ROW tasks and the proposed team members assigned to GISD.



COMMITMENT OF STATED TEAM

CobbFendley's ROW Department has a wide variety of experience, both in terms of the type of project and in terms of the makeup of the project area. Over the course of our history providing relocation assistance services on just about every type of project, we have developed an understanding of the subtle nuances in dealing with displacees from each type of geographical area. Our Agents connect and communicate effectively with displacees with varying levels of sophistication. Each of their concerns are valid and must

be addressed in a professional manner, no matter how small they may seem to an outside party.

Our Greater Houston staff, including engineers, project managers, and field and office personnel, regularly work together as a comprehensive team to deliver services to clients throughout the GISD area. The CobbFendley team presents a strong group of CobbFendley employees with extensive knowledge and experience on ROW projects. We stand ready to serve and assist the District in the completion of your proposed projects.



1. Firm Profile



NAME
JOSH CANUTESON, SR/WA,
R/W-NAC
TITLE
PRINCIPAL-IN-CHARGE

YEARS OF EXPERIENCE

17 years total experience

EDUCATION

B.S., Economics, Texas A&M University, 2005

CERTIFICATIONS AND TRAINING

Real Estate Broker, Texas, No. 0559898

Corporate Broker of CobbFendley, License No. 602081

IRWA Senior ROW Professional Certification (SR/WA), No. 6438

IRWA Negotiation Certification (R/W-NAC)

Notary Public/Online Notary Public, Texas, No. 125651016

SUMMARY OF SKILLS

Mr. Canuteson has 17 years of experience providing ROW services on a variety of types of projects for a wide array of clientele. Throughout his time in the ROW industry, he has provided services in the areas of Project Management, Negotiation, Title Research/Curative, Closing Support, Relocation, and Condemnation Support. Mr. Canuteson has demonstrated excellent technical, analytical, and communication skills throughout his career. He strives to find innovative and proficient ways of achieving the client's desired objectives in a timely and efficient manner with a results-oriented focus. As Principal-in-Charge, Mr. Canuteson will utilize his extensive experience to provide guidance to project teams ensuring contract compliance, timely delivery on the scope, adherence to project budgets and schedule, as well as appropriate resource allocation.

Grand Parkway Segments H, I-1, & I-2, Grand Parkway Infrastructure, LLC, Houston Area, Texas. Mr. Canuteson serves as the Principal-in-Charge for this project, which consists of the acquisition of approximately 140 parcels as well as 94 relocations for mostly new alignment of Grand Parkway (SH 99) Segments H, I-1, and I-2 from IH 69 to FM 686. He provided project management support.

McHard Road, City of Pearland, Texas. Mr. Canuteson served as the Project Manager for this project, which consists of the acquisition of 75 parcels for mostly new alignment of McHard Road from Cullen Boulevard to Mykawa Road. Additionally, there are 10 residential displacees and 1 business displacee. Services included project management, project administration, negotiation, title curative, closing, relocation, and condemnation support.

FM 1960, TxDOT - Houston District, Humble, Texas. Mr. Canuteson served as the Project Manager for this project, which consisted of the acquisition of 40 parcels and 18 business relocations for the widening of FM 1960 from BF 1960A to East of Twigsworth Lane in Humble, Texas. In addition to serving as the Project Manager, he provided services in the areas of appraisal coordination, negotiation, title curative, closing, and condemnation support.

Hillcrest Voluntary Buyout Program, Port of Corpus Christi Authority, Corpus Christi, Texas. Mr. Canuteson served as Principal-in-Charge for this project, which consisted of a voluntary buyout program in support of the TxDOT Harbor Bridge Project. CobbFendley's role was to be the Acquisition Manager and to negotiate the majority of the parcel acquisitions. He provided project management support to the Acquisition Manager.

SH 146, TxDOT-Houston District, Seabrook, Texas. Mr. Canuteson served as the Project Manager for this project, which consisted of the acquisition of approximately 100 parcels and relocation of 68 businesses for the widening of SH 146 in Seabrook, Texas. The project limits were from Red Bluff Road to the Harris County/Galveston County Line. In addition to serving as the Project Manager, he provided appraisal coordination, negotiation, title curative, closing, and condemnation services.

CR 58 and CR 59, Brazoria County, Texas. Mr. Canuteson serves as Principal-in-Charge for these projects. The CR 58 project consists of the acquisition 9 parcels as well as the relocation of 6 residential displacees, 3 business displacees, and 1 personal property displacee for the widening of the existing CR 58 from Almeda School Road to Linden Creek Lane in Brazoria County, Texas. CR 59 consists of the acquisition 19 parcels as well as the relocation of 1 residential displacee and 2 personal property displacees for the widening of the existing CR 59 from Airline Road S to Kirby Drive in Brazoria County, Texas. He provided project management support.

206 and 210 First Street, Town of Prosper, Texas. Mr. Canuteson served as the Principal-in-Charge for this project, which consisted of performing a Relocation Assistance Estimate for 2 parcels as part of the widening of First Street and construction of a new Town Hall. He provided support in the preparation of the Relocation Assistance Estimate and facilitated communications with Town staff to inform them of Relocation rules/regulations.

FM 1409 Water and Sanitary Sewer Improvements, Mont Belvieu, Texas. Mr. Canuteson served as the Project Manager and Negotiation Agent for this project, which consisted of the acquisition of 2 easements for water and sanitary sewer improvements along FM 1409.

1. Firm Profile



NAME
ABEL GARCIA, SR/WA-TN,
R/W-NAC
TITLE
PROJECT MANAGER

YEARS OF EXPERIENCE

17 years total experience

CERTIFICATIONS AND TRAINING

Real Estate Sales Agent License, Texas, No. 577348

IRWA Negotiation Certification (R/W-NAC)

Notary Public, Texas, No. 126216398

SUMMARY OF SKILLS

Mr. Garcia served as a Harris County Deputy County Clerk, responsible for eminent domain management for 7 years and in 2005 began his ROW career. Throughout his time in the ROW industry, he has provided services in the areas of Project Management, Negotiation, Title Research/Curative, Closing Support, Relocation, and Condemnation Support. Mr. Garcia has additional experience in resource management, including the development of process-related tools to increase efficiency in the right of way process and creation of cloud-based, collaborative tools, that allow clients to view reports, documents, and project status in real time. He strives to find innovative and proficient ways of achieving the client's desired objectives in a timely and efficient manner with a results-oriented focus.

Grand Parkway (SH99) Segments H, I-1, & I-2, TxDOT-Houston District/Grand Parkway Infrastructure, LLC, Houston Area, Texas. Mr. Garcia serves as the Project Manager. This project consists of the acquisition of 90 parcels and 70 displacements of various complexities. The project limits are from IH 69 to Harris County line and Liberty County Line to US90. Services include: project management, project administration, negotiation, title curative, closing, relocation, and condemnation support.

Bolivar Culvert Outfalls, Galveston County, Texas. Mr. Garcia served as the Co-Project and Manager Negotiation Agent for the acquisition of 12 ROW parcels for easement acquisition. Project services include project administration, negotiation, title curative and closing.

SH 3 42-inch Waterline Relocation, Gulf Coast Water Authority, La Marque, Galveston County, Texas. Mr Garcia serves as Project Manager and is responsible for the acquisition of 6 easements and 2 fee simple conveyances. The Project limits are from Poplar Street, along SH 3 to SH 146. Services include project management, project administration, negotiation, title curative and closing.

CR 58 Phase II and CR 59 Phase III Improvement Projects, Brazoria County and TxDOT - Houston District, Brazoria County, Texas. Mr. Garcia served as ROW Task Lead. The CR 58 project consisted of the acquisition 9 parcels as well as the relocation of 6 residential displacees, 3 business displacees, and 1 personal property displacee for the widening of the existing CR 58 from Almeda School Road to Linden Creek Lane in Brazoria County, Texas. CR 59 consisted of the acquisition 19 parcels as well as the relocation of 1 residential displacee and 2 personal property displacees for the widening of the existing CR 59 from Airline Road S to Kirby Drive in Brazoria County, Texas.

FM 1488, TxDOT - Houston District, Montgomery County, Texas. Mr. Garcia served as the Negotiator/Condemnation Specialist for the acquisition of 10 parcels. Project services included project administration, negotiation, title curative, closing, relocation and condemnation support.

US 59 (IH 69), TxDOT - Houston District, Fort Bend County, Texas. Mr. Garcia served as the Co-Project Manager for the acquisition of 9 parcels. Project services include project management, project administration, negotiation, title curative, closing and condemnation support.

FM 60, TxDOT - Bryan District, Burleson County, Texas. Mr. Garcia served as the Co-Project Manager for the acquisition of 48 parcels and 15 displacements of various complexities. The project spanned SH 36 to West of CR 231. Project services included project management, project administration, negotiation, title curative, closing, relocation, and condemnation support.

US 90, TxDOT - San Antonio District, San Antonio, Texas. Mr. Garcia serves as Project Manager for this project, which consists of 49 parcels for the widening of US 90 from SH 211 to 0.8 Miles West of IH 410 in San Antonio, Texas. Project services included project administration, negotiation, title curative, closing, relocation and condemnation support.



1. Firm Profile



NAME

LEON DAVIS, SR/WA, R/W-NAC

TITLE

LEAD RELOCATION AGENT

YEARS OF EXPERIENCE

34 years total experience

EDUCATION

M.B.A., Business Administration, Our Lady of the Lake University, 2011

B.A., Business Administration, LeTourneau University, 2004

CERTIFICATIONS AND TRAINING

Real Estate Sales Agent, Texas, No. 0535217

IRWA Senior ROW Professional, (SR/WA) No. 6363

IRWA Negotiation Certification (R/W-NAC)

Local Government Project Procedures, (LGPP) Certification, Texas No. 51615

LS ROW/Project Land Management Program, Certification

Notary Public, Texas, No. 6829220

SUMMARY OF SKILLS

Mr. Davis has more than 34 years of ROW Acquisition, Appraisal, Relocation Assistance and Property Management experience. He has extensive knowledge in Land Acquisition, Relocation Assistance, and Eminent Domain Support. Mr. Davis is also well versed in The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970.

Grand Parkway Segments H, I-1, & I-2, Grand Parkway Infrastructure, LLC, Houston, Texas. Mr. Davis served as Relocation Agent. This project consisted of the acquisition of approximately 140 parcels, as well as 94 relocations for mostly new alignment of Grand Parkway (SH 99) Segments H, I-1, and I-2 from IH 69 to FM 686. Services include project administration, negotiation, title curative, closing, relocation assistance, and condemnation support.

FM 1960 Expansion, TxDOT - Houston District, Humble, Texas. Mr. Davis served as Relocation Agent. This project consisted of the acquisition of 40 parcels and 12 business relocations for the widening of FM 1960 in Humble, Texas. Services include project administration, negotiations, title curative, closing support, and condemnation support.

US 90, TxDOT - San Antonio District, Bexar County, Texas. Mr. Davis served as an Acquisition Agent, Disposal of Property Agent and Relocation Assistance Agent for the 50-parcel project. The project consists of the widen of U.S. Route 90 through San Antonio, Texas. Mr. Davis duties included negotiation, title curative, closing, disposal of property, relocation assistance and condemnation support.

SH 105, TxDOT - Houston District, Cleveland, Texas. Mr. Davis served as Negotiation and Relocation Agent. The project limits are FM 1484 to San Jacinto County Line that consists of 12 parcels and 8 relocations. Services included negotiation, title curative, and closing.

CR 58 & 59, Brazoria County Engineer’s Office, Brazoria County, Texas. Mr. Davis serves as the Project Manager and Acquisition Agent. This project consists of the acquisition 29 parcels for the widening of the existing CR 58 and CR 59 facilities in Brazoria County, Texas. Services include negotiation, title curative, closing, and condemnation support.

Tomball Loop Line Relocation Project, Energy Transfer Partners, Harris County, Texas. Mr. Davis served as Acquisition Agent and worked to obtain permanent and temporary easements from landowners in order to relocate the gas pipelines to Harris County Flood Control District project. Responsibilities included drafting easements and negotiation.

Enerfin Premont Pipeline Relocation, Enerfin Resources, Jim Wells County, Texas. Mr. Davis served as Acquisition Agent. His responsibilities were to obtain permanent and temporary easements from landowners in order to relocate the gas pipelines due to TxDOT US 281 project. Work included drafting easements and negotiation.

IH 45 Road Widening, Texas New Mexico Power, Harris County, Texas. Mr. Davis served as Acquisition Agent for aerial easement. His responsibilities included negotiating and acquiring an aerial easement.

State Loop 88 (FM 1585), TxDOT - Lubbock District, Lubbock, Texas. Mr. Davis served as Relocation Agent. He was responsible for relocating Business and Residential and Farm Operations on this roadway expansion. Mr. Davis was also responsible for ensuring these displacee’s were relocated to new replacement sites.

1. Firm Profile



NAME
MICHAEL STAINES, JD, R/W-NAC
TITLE
RELOCATION AGENT

YEARS OF EXPERIENCE

5 years total experience

EDUCATION

Juris Doctorate, Law, University of Arkansas at Little Rock, 2016

B.S., Environmental Geosciences, Texas A&M University, 2012

CERTIFICATIONS AND TRAINING

Real Estate Sales Agent, Texas, No. 641125

IRWA Negotiation Certification (R/W-NAC)

Notary Public, Texas, No. 3025844

SUMMARY OF SKILLS

Mr. Staines has 5 years of experience in right-of-way services in the areas of Negotiation, Title Research/Curative, Closing Support and Condemnation Support.

Grand Parkway (SH 99) Segments H, I-1 & I-2, NTE Mobility Partners Segments 3 LLC, Houston Area, Texas. Mr. Staines served as Acquisition Support Agent and Condemnation Support Agent. Project consists of the acquisition of approximately 140 parcels. CobbFendley services include project administration, negotiation, title curative, closing, relocation assistance, and condemnation support. Responsibilities include project administration, acquisition support, drafting E-49 submissions, and coordinating Special Commissioner's Hearings.

FM 1960 Expansion, TxDOT – Houston District, Humble, Texas. Mr. Staines served as Eminent Domain Coordinator and Acquisition Support Agent. Project consists of the acquisition of approximately 40 parcels of FM 1960 from BF 1960A to East of Twigsworth Lane. CobbFendley services include project administration, negotiation, title curative, closing, relocation assistance and condemnation support. Responsibilities include project administration, acquisition support, drafting all E-49 submissions for TxDOT, filing requisite eminent domain proceeding documents, and coordinating all Special Commissioner's Hearings.

McHard Road Extension, City of Pearland, Texas. Mr. Staines served as Acquisition Support Agent. Project consists of 75 parcels for mostly new alignment of McHard Road from Cullen Boulevard to Mykawa Road. CobbFendley services include project administration, negotiation, title curative, closing, and relocation assistance. Responsibilities include project administration, acquisition support, and title curative support.

SH 105, Montgomery County, Texas. Mr. Staines served as Acquisition Agent/Title/Condemnation Agent for the ROW acquisition for expansion of SH 105.

Brazoria County CR 58 and CR 59, Brazoria County, Rosharon, Texas. Mr. Staines served as Acquisition Agent/Title/Condemnation Agent for the ROW acquisition for expansion of CR 58 and CR 59.

Tomball Loop/Energy Transfer Gas Line Relocation Project, Harris County, Texas. Mr. Staines served as Acquisition Agent. He worked to obtain permanent and temporary easements from landowners to relocate the gas pipelines. Work included drafting easements and negotiation.

SH 146, Red Bluff to Harris County/Galveston County Line, TxDOT Right-of-Way Division, Houston, Texas. Mr. Staines served as Condemnation Support Agent. His responsibilities include negotiation, drafting E-49s, filing requisite eminent domain proceeding documents, and coordinating Special Commissioners Hearings.

US 90, TxDOT - San Antonio District, San Antonio, Texas. Mr. Staines serves as Acquisition Support Agent for this project, which consists of 49 parcels for the widening of US 90 from SH 211 to 0.8 Miles West of IH 410 in San Antonio, Texas. Project services included project administration, negotiation, title curative, closing, relocation and condemnation support.

1. Firm Profile



NAME
DIANE MOLINA, R/W-NAC
TITLE
RELOCATION AGENT

YEARS OF EXPERIENCE

33 years total experience

CERTIFICATIONS AND TRAINING

Real Estate Sales Agent, Texas, No. 641125

IRWA Negotiation Certification (R/W-NAC)

Notary Public, Texas, No. 3025844

SUMMARY OF SKILLS

Ms. Molina has 33 years of experience in managing title, escrow, and relocation transactions with national title companies. The past 7 years she has concentrated her efforts in ROW services. Her experience includes project coordination, negotiations, relocation assistance, assembly and quality control analysis of files and packages, filing condemnation paper work prepared by the Texas Attorney General's Office with the court, reviewing, researching and updating title and title curative, assisting the Texas Assistant Attorney General in Special Commissioner's Hearings by coordinating hearings, preparing ROW-E-49 and ROW-E-73 forms, preparing and filing Notices of Deposits with the courts, and filing objections when requested by the state and having citations issued to proper parties.

Grand Parkway (SH 99) Segments H, I-1, & I-2, Grand Parkway Infrastructure, LLC, Houston Area, Texas. Ms. Molina serves as Title Coordinator, Acquisition and Relocation Agent for this project which consists of the acquisition of approximately 140 parcels, as well as 94 relocations for mostly new alignment of Grand Parkway (SH 99) Segments H, I-1, and I-2 from IH 69 to FM 686. Services include project administration, negotiation, title curative, closing, relocation assistance and condemnation support.

FM 1960 Expansion, TxDOT – Houston District, Humble, Texas. Ms. Molina served as Acquisition Agent for this project which consists of the acquisition of 40 parcels and 12 business relocations for the widening of FM 1960 in Humble, Texas. Services include project administration, negotiations, title curative, closing support and condemnation support.

McHard Road Extension, City of Pearland, Texas. Ms. Molina served as Acquisition Agent and provided Condemnation Support services for this project which consisted of the acquisition of 75 parcels for mostly new alignment of McHard Road from Cullen Boulevard to Mykawa Road. Additionally, there are 10 residential displacees and 1 business displacee. Services include project administration, negotiation, title curative, closing, relocation, and condemnation support.

Grand Parkway (SH 99) Segments F and G, Zachry Odebrecht Parkway Builders, TxDOT Special Projects Division, Houston, Texas. Ms. Molina served as Acquisition/Relocation Agent for the ROW acquisition for Segments F1, F2 and G of the Grand Parkway SH 99, a \$1.04B Design-Build-Maintain-Operate contract for 37 miles of Grand Parkway north of Houston, Texas. Ms. Molina's responsibilities included: the coordination of closings with landowners; performed QA/QC on documentation for the developer, client, and subconsultants; reviewed and analyzed land titles to identify defects and outline curative plan; negotiated parcels with property owners in full compliance with SB 18, Property Code, and Statutes; prepared payment and closing package submittals following TXDOT-SPD specifications; drafted and presented Administrative Settlements to TXDOT-SPD through hearing process; maintained TRACKER database; provided direct support to the ROW Project Manager; worked with multiple review agencies for approvals and stringent milestone goals were met.

Brazoria CR 58 Phase II, Brazoria County Engineer's Office, Rosharon, Texas. Ms. Molina serves as Acquisition Agent for this project which consists of the acquisition 10 parcels for the widening of the existing CR 58 and CR 59 facilities in Brazoria County, Texas. Services include negotiation, title curative, closing and condemnation support.

Brazoria CR 59 Phase II, Brazoria County Engineer's Office, Rosharon, Texas. Ms. Molina serves as Acquisition Agent and Title Coordinator for this project which consists of the acquisition 19 parcels for the widening of the existing CR 59 facilities in Brazoria County, Texas. Services include negotiation, title curative, closing and condemnation support.

SH 146, TxDOT - Houston District, Seabrook, Texas. Ms. Molina served as Acquisition Agent for this project which consisted of the acquisition of 100 parcels and relocation of 68 businesses for the widening of SH 146 in Seabrook, Texas. Services included project administration, negotiations, title curative, closing support and condemnation support.

US 90, TxDOT - San Antonio District, San Antonio, Texas. Ms. Molina serves as Acquisition Agent for this project, which consists of 49 parcels for the widening of US 90 from SH 211 to 0.8 Miles West of IH 410 in San Antonio, Texas. Project services included project administration, negotiation, title curative, closing, relocation and condemnation support.



2. Experience on Similar Projects

GRAND PARKWAY (SH 99) SEGMENTS F1, F2, G, H, I-1 & I-2 | TXDOT HOUSTON DISTRICT CHAMBERS, HARRIS, MONTGOMERY, & LIBERTY COUNTIES, TEXAS



SEGMENTS F1, F2, & G. CobbFendley provided Utility Coordination, Utility Design, Surveying, Subsurface Utility Engineering, and ROW Acquisition for Segments F1, F2 and G of the Grand Parkway State Highway 99, a \$1.04 billion design-build-maintain-operate contract for 37 miles of Grand Parkway north of Houston, Texas. As the right-of-way and surveying consultant, CobbFendley oversaw the development of mapping for approximately 500 parcels, as well as 37 miles of right-of-way recovery and verification. CobbFendley was responsible for the acquisition of 181 parcels and easements on this fast-tracked project to expedite the construction of the Grand Parkway. While navigating multiple review agencies for approvals and multiple consultants, stringent milestone goals were met, allowing for successful and timely delivery of the project. Throughout the right-of-way process CobbFendley maintained continual communication and coordination with the Developer (Zachry-Odebrecht), and TxDOT.

SEGMENTS H, I-1 & I-2. As a result of our work on Segments F1, F2, & G, CobbFendley was contracted to provide additional Right-of-Way services for Segments H, I-1, and I-2 from IH 69 to FM 686 This part of the development is an \$855 million design-build construction contract for 52.8 miles of the Grand Parkway loop, spanning Chambers, Harris, Liberty and Montgomery Counties.

CobbFendley is responsible for the acquisition of approximately 90 parcels as well as 70 relocations. This project requires stringent inner office quality control and assurance. Therefore, all paperwork is pushed through a three-tier review process. Clear communication and purpose driven collaboration with the developer, Grand Parkway Infrastructure, and TxDOT is paramount. Throughout the right-of-way process CobbFendley provides real time status updates, which helps the project stay on time and on budget. There is a tight schedule for gaining possession of the parcels, but CobbFendley has been able to meet scheduled milestones and goals. CobbFendley faced a multitude of adversities to reach these goals including:

- 1. Negative community perspectives.** CobbFendley provided one-on-one attention to each landowner using minimal industry jargon, giving them the insight and information needed to re-examine their perspective.
- 2. Design changes.** CobbFendley was still able to provide expedient and quality work when tasked with unpredicted design changes.
- 3. Title curative.** Our agents provided several solutions to title issues that would have normally created a condemnation situation, saving the developer time and money.

CLIENT CONTACT

Thien Nguyen, P.E.
ROW Manager
TxDOT Houston District
713.802.5745
Thien.Q.Nguyen@txdot.gov

SERVICES PROVIDED



Project Management/Admin.



Appraisal Services



Negotiation Services



Title Coordination



URA Compliant Relocation



Closing/Escrow



Condemnation Support

2. Experience on Similar Projects



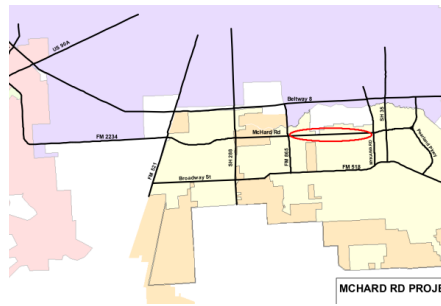
MCHARD ROAD | CITY OF PEARLAND PEARLAND, TEXAS

PROJECT DESCRIPTION

The acquisition of 75 parcels for new alignment of McHard Road from Cullen Boulevard to Mykawa Road. There are 10 residential displacees, 1 business displacee, and 2 personal property displacees. This project has been performed on behalf of the City of Pearland but with TxDOT oversight and involvement. All submittals requiring approvals are submitted to the City and TxDOT concurrently. We are also assisting the City in securing reimbursement from TxDOT according to their level of participation.

PROJECT PURPOSE

- Provide land for the construction of 3.5 miles of four-lane divided concrete roadway with curb and gutter, landscaped medians, irrigation, Drainage and detention ponds and five signalized intersections including the widening of intersecting roads for left-turn bays within a 120-foot right-of-way
- Install bike trails and sidewalks with pedestrian ramps
- Improve connectivity along North-South roadways between Cullen Boulevard and Mykawa Road
- Improve local transportation network



CLIENT CONTACT

Anthony Vu
Acquisition Manager, City of Pearland
281.652.1794
avu@pearlandtx.gov

SERVICES PROVIDED

- Project Management/Admin.
- Negotiation Services
- Title Curation
- Closing
- Relocation Assistance
- Condemnation Support

CLIENT CONTACT

Colan Dishman
TxDOT Houston ROW Project Manager
512.463-8588
colan.dishman@txdot.gov

SERVICES PROVIDED

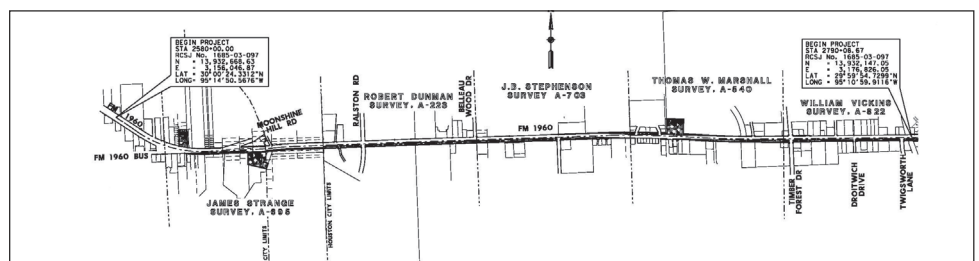
- Project Management/Administration
- Negotiation Services
- Title Curation
- Closing
- Relocation Assistance
- Condemnation Support

FM 1960 | TXDOT HOUSTON DISTRICT HUMBLE, TEXAS

PROJECT DESCRIPTION

Acquisition of 40 parcels and 18 business relocations for the widening of FM 1960 from five to six lanes, from BF 1960A near the Eastex Freeway, to just east of Twigsworth Lane in Atascocita on behalf of the TxDOT Houston District. Many of the parcels on this project necessitated land plans to cure parking/setback/circuitry issues. Many of the displacees were voluntary displacees, which necessitated increased communication with the landowners and tenants to appropriately relay the impact the acquisition has on the remainder property. Project goals included:

- Resurfacing the entire length of BF 1960A
- Constructing 14 foot raised median, with left turn bays at intersections from Lee Road to FM 1960 East of Humble
- Implementing intersection improvements at Kenswick Drive
- Implementing drainage improvements
- Installing sidewalks



3. Pricing



Compensation to CobbFendley for the Scope of Services and project expenses will be billed on an hourly basis with a total budgeted amount as detailed below.

CAD ID	ADDRESS	OWNER	EST. # OF DISPLACEES	EST. FEE PER DISPLACEE	TOTAL EST. FEE
105791	4224 AVE O	AGUILLON FEDERICO & VELIA	1	\$6,500.00	\$6,500.00
105793	4228 AVE O	CAMPSIMS INC	3	\$6,500.00	\$19,500.00
105790	4220 AVE O	CONTRERAS ALFREDO	1	\$6,500.00	\$6,500.00
105784	4209 AVE N 1/2	FANUIEL ISAAC & CLAYTONIA G	1	\$6,500.00	\$6,500.00
105783	4215 AVE N 1/2	GREAT SCOTT ENTERPRISES LLC	11	\$6,500.00	\$71,500.00
105780	1610 43RD ST				
TOTAL BUDGETED AMOUNT			17		\$110,500.00

CobbFendley 2022 Rate Schedule

ROW Project Manager	\$225.00/HR
Right-of-Way Agent III.....	\$180.00/HR
Right-of-Way Agent II.....	\$145.00/HR
Right-of-Way Agent I.....	\$125.00/HR
Administrative.....	\$110.00/HR

REIMBURSABLE EXPENSES

Consultant or Specialty Contractor (Outside Firm)	@ Cost + 10%
Mileage (Standard Car or Truck)	IRS Approved Rate
Other Misc. Expenses Related to the Project	@ Cost + 10%