



P.O. Box 2724  
 McAllen, Tx. 78502  
 (956) 585-3773

## Invoice

Date	Invoice #
9/4/2018	10008

Please send remittance with copy of invoice to:  
 Attn: Mrs. Aisha Gonzalez  
 P.O. Box 2724  
 McAllen, Tx. 78502

**Bill To:**  
 Hidalgo County Precinct #1  
 1902 Joe Stephens  
 Weslaco, TX 78577

**Project Info:**  
 Contract #C-17-315-03-13 WA#1  
 Tax Office  
 Construction Mgmt Services  
 B2Z JOB: 1101  
 PO # 778474

**Billing Period August 2018**

Description	Contract	Previous Applications	Current Completed	Total Completed	% Complete
Task 1.0 - Pre-Design Phase Services	\$ 5,432.82	\$ 5,432.82	\$ -	\$ 5,432.82	100%
Task 2.1 - Oversight of A/E Design Team/Plan Review/Value Engineering	\$ 4,510.24	\$ 676.54	\$ 451.02	\$ 1,127.56	25%
Task 2.2 - Contractor Qualification/Bid Solicitation and Selection (CMAR Delivery Method)	\$ 5,842.92	\$ 5,842.92	\$ -	\$ 5,842.92	100%
Task 3.1 - Construction & Contract Management	\$ 13,454.00	\$ -	\$ -	\$ -	0%
Task 3.2 - Daily Field Reports and Progress Photos	\$ 38,925.46	\$ -	\$ -	\$ -	0%
Task 4.0 - Project Close Out	\$ 2,255.12	\$ -	\$ -	\$ -	0%
Task 5.0 - Meetings & Coordination on Project Development Activities w/Stakeholders	\$ 15,093.98	\$ 9,056.39	\$ 754.70	\$ 9,811.09	65%
Direct Expenses	\$ 4,465.07	\$ 669.76	\$ 223.25	\$ 893.01	20%
<b>Total For This Billing Period</b>					<b>1,428.97</b>

### Work Authorization ~ Summary

WA No.	WA Amount	Previously Inv.	Percent Complete	Remaining Balance
1	\$89,979.61	\$21,678.43	25.7%	\$66,872.21

  
 Aisha Gonzalez - President

September 4, 2018

Hon. David Fuentes  
 Commissioner, Hidalgo County Pct. #1  
 1902 Joe Stephens  
 Weslaco, TX 78577

**RE: Contract # C-17-315-03-13 ~ Hidalgo County Precinct No. 1 Tax Office**

**Work Authorization #1 ~ Hidalgo County Precinct No. 1 Tax Office –  
 Construction Management Services  
 PO #778474**

Dear Commissioner Fuentes:

Attached for your review and approval is our invoice for services rendered under Work Authorization #1 during the month of August 2018 on the subject referenced project.

The following is attached:

- Invoice No. 10008

The following is a narrative of the progress for this period.


TASK		% Complete
<b>1.0 – Pre-Design Phase Services (Generate Project Management Plan)</b>		<b>100%</b>
<b>UPDATED:</b> This task is complete. Please refer to invoice dated June 1, 2018.		
<b>2.0 – Design Phase Services</b>		
<b>2.1 – Oversight of A/E Design Team/Plan Review/Value Engineering</b>		<b>25%</b>
<b>UPDATED:</b> A preliminary design concept was completed by ROFA and presented to B2Z and Hidalgo County Precinct No. 1 on August 29, 2018. The preliminary design included: 1. Two Site Options		

<p>a. <b>Option A</b> - Kept the detention pond where it is currently located and placed building on the east section of the campus site.</p> <p>b. <b>Option B</b> - Placed the building directly over the current detention pond and incorporated an under-ground detention system. The details of this system would be further determined by the Civil Engineer.</p> <p>2. A bubble diagram that showed:</p> <ol style="list-style-type: none"> <li>Public spaces</li> <li>Work spaces</li> <li>Staff spaces</li> <li>Circulation spaces</li> <li>Support spaces</li> <li>Occupant load and</li> <li>Individual square footages and overall square footages</li> </ol> <p>After discussion, and given the recent weather events, it was decided to proceed with the Option A Site Plan. This determination was made to keep the current drainage infrastructure in place and possibly improve on it with the construction of this project.</p> <p>ROFA will continue to work on the schematic design, and that will then be shared with all the end-users in individual meetings prior to presenting to the Precinct during a collaborative meeting/workshop.</p> <p>B2Z is trying to confirm the occupant load for the individual tax office departments such as property tellers and auto tellers, reception staff, support staff, etc. This will aid ROFA in the continuation of their design and assure proper sizing of work spaces.</p> <p>B2Z will continue to monitor both the project budget and schedule to ensure adherence to both.</p> <p>Design imperatives:</p> <ol style="list-style-type: none"> <li>Perimeter fencing for portions of campus.</li> <li>Controlled access for both parking and facility.</li> <li>Secured areas for Constable.</li> <li>Infrastructure for cameras/security.</li> </ol>		
<p><b>2.2 – Contractor Qualification/Bid Solicitation &amp; Selection</b></p>		<p><b>100%</b></p>
<p><b>UPDATED:</b> This task is complete. Please refer to invoice dated August 1, 2018.</p>		
<p><b>3.0 – Construction Phase Services</b></p>		
<p><b>3.1 – Construction &amp; Contract Management</b></p>		<p><b>0%</b></p>

<b>UPDATED:</b> Task has not begun.		
<b>3.2 – Daily Field Reports and Progress Photos</b>		<b>0%</b>
<b>UPDATED:</b> Task has not begun.		
<b>4.0 – Project Close Out (Occupancy/Maint. programs/ Warranty/ 6 &amp; 11 Month Walk Thru)</b>		<b>0%</b>
<b>UPDATED:</b> Task has not begun.		
<b>5.0 – Meetings &amp; Coordination on Project Development w/Stakeholders</b>		<b>65%</b>
<p><b>UPDATED:</b>  Conducted and/or attended both inter-office, administrative, or pre-construction meetings with B2Z staff, Hidalgo County Precinct No. 1 Representatives, Hidalgo County Purchasing Department, project consultants, and/or Architect of Record.</p> <p><b>08/02/18</b> – meeting with Pct#1 to discuss project progress and review previous month’s invoice.</p> <p><b>08/29/2018</b> – design meeting at ROFA McAllen Offices with Mike Allex (ROFA Architects), Eliazar (ROFA) and Jorge Pena (HCP#1). Major items of discussion were:</p> <ol style="list-style-type: none"> <li>1. Site Options</li> <li>2. Bubble diagram</li> <li>3. User groups</li> <li>4. Schedule</li> <li>5. Budget</li> <li>6. Next steps</li> <li>7. Design Imperatives</li> </ol> <p>B2Z has will continue to coordinate the Contractor kick-off meeting with Erickson Construction LLC. There have been several attempts to conduct this meeting but they have been postponed due to scheduling conflicts.</p>		

Should you have any questions regarding this submittal, please do not hesitate to call me at (956) 585-3773.

Sincerely,




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Carlos Del Angel, PMP  
Senior Project Manager  
B2Z Engineering, LLC