

October 1, 2018

Valde Guerra, Executive Officer  
**Attn: Glinda Pacheco, Planning Analyst III**  
 County of Hidalgo Texas Executive Office  
 2818 S. Bus. Hwy. 281  
 Edinburg, Texas 78539

**RE: On-Call Services for “Road and Bridge, C.I.P. and Other Projects in General”  
 (C-17-243-09-05)**

**Work Authorization No. 7 ~ Preliminary Design and Construction Phase Services –  
 County Services Facilities**

Dear Mr. Guerra:

Attached for your review and approval is our invoice for services rendered under Work Authorization #7 during the month of September 2018 on the subject referenced project.

The following is attached:

- Invoice No. 40046

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

TASK	% Complete
<b>1.1 – Review of Existing Materials</b>	
<p><b>UPDATED:</b>            This task is complete. Please reference invoice dated September 1, 2018.</p>	<b>100%</b>
<b>1.2 – Prepare PMP</b>	
<p><b>UPDATED:</b>            B2Z continued preparing the Project Management Plan (PMP) for the County Services Facilities. This plan will outline the goals and objectives of the project, the project scope, assumptions, constraints, the project management approach, and all required appendices. Appendices will include:</p> <ol style="list-style-type: none"> <li>1. Stakeholder Register</li> <li>2. Project Schedule</li> <li>3. Preliminary Budget</li> <li>4. Risk Assessment</li> </ol>	<b>90%</b>

<p>5. Communications Plan</p> <p>A draft PMP will be issued to the County in early October for their review prior to issuing the final PMP. Once the final draft is approved, this will serve as the baseline for the project moving forward.</p>	
<p><b>2.0 – Preliminary Cost Estimate</b></p>	
<p><b><u>UPDATED:</u></b>  B2Z completed the preliminary project cost estimate and submitted it via email to Glinda Pacheco on September 18, 2018. The cost estimate will also be an appendix to the Final Project Management Plan (PMP). The preliminary total project budget is \$5,880,618.00.</p>	<p><b>100%</b></p>
<p><b>3.1 - Coordinate plans with all County's Departments (IMS, Facilities, Parks, etc.)</b></p>	
<p><b><u>NO UPDATE:</u></b>  <i>This task has not begun.</i></p>	<p><b>0%</b></p>
<p><b>3.2 - Consultation &amp; Coordination with the County Consultants (Geotech, Survey, CMT, FF&amp;E, etc.)</b></p>	
<p><b><u>NO UPDATE:</u></b>  <i>This task has not begun.</i></p>	<p><b>0%</b></p>
<p><b>3.3 - Utility Coordination</b></p>	
<p><b><u>NO UPDATE:</u></b>  <i>This task has not begun.</i></p>	<p><b>0%</b></p>
<p><b>3.4 - Coordinate Design Review at 30%, 60% &amp; 90%</b></p>	
<p><b><u>NO UPDATE:</u></b>  <i>This task has not begun.</i></p>	<p><b>0%</b></p>
<p><b>3.5 - Monthly Design Meetings</b></p>	
<p><b><u>NO UPDATE:</u></b>  <i>This task has not begun.</i></p>	<p><b>0%</b></p>

<b>4.1 - Assist in preparation of One Step CMAR Procurement Package/Advertisement Docs</b>	
<p><b><u>UPDATED:</u></b>  B2Z worked with the Executive office to modify the 1<sup>st</sup> draft of the CMAR Procurement Packet. Several modifications were incorporated, and a “Final” Draft was emailed to the Executive Office and the Purchasing department on September 28, 2018.</p>	<p><b>100%</b></p>
<b>4.2 - Contractor Outreach/Contractor Pre-Qualification</b>	
<p><b><u>UPDATED:</u></b>  B2Z has identified potential contractors and begun the pre-qualification process. The contractors identified are as follows:</p> <ol style="list-style-type: none"> <li>1. Bullard Construction</li> <li>2. Enriquez Construction Group (ECON)</li> <li>3. Davila Construction</li> <li>4. Wilson Construction</li> <li>5. Granchelli Construction</li> <li>6. Holchemont LTD</li> </ol> <p>B2Z has initiated contact with following contractors and advised them of the upcoming project.</p> <ol style="list-style-type: none"> <li>1. Bullard Construction</li> <li>2. Davila Construction</li> <li>3. ECON</li> <li>4. Granchelli Construction</li> </ol> <p>B2Z will continue to inform potential contractors of the project to raise interest and create a competitive proposal environment.</p>	<p><b>65%</b></p>
<b>4.3 - Conduct Pre-RFQ/P Meeting</b>	
<p><b><u>NO UPDATE:</u></b>  <i>This task has not begun.</i></p>	<p><b>0%</b></p>
<b>4.4 - Coordinate and prepare responses to Contractor Questions</b>	
<p><b><u>NO UPDATE:</u></b>  <i>This task has not begun.</i></p>	<p><b>0%</b></p>
<b>4.5 - Assist in the grading, ranking, interview (optional) and selection of CMAR Contractor</b>	
<p><b><u>NO UPDATE:</u></b>  <i>This task has not begun.</i></p>	<p><b>0%</b></p>

<b>4.6 - Assistance, preparation and coordination of formal contract documentation (AIA Documents).</b>	
<b><u>NO UPDATE:</u></b> <i>This task has not begun.</i>	<b>0%</b>
<b>5.1 - Coordinate and conduct a Pre-Construction Conference (PCC)</b>	
<b><u>NO UPDATE:</u></b> <i>This task has not begun.</i>	<b>0%</b>
<b>5.2 - Bi-Weekly Construction Meetings</b>	
<b><u>NO UPDATE:</u></b> <i>This task has not begun.</i>	<b>0%</b>
<b>5.3 - Permit Coordination</b>	
<b><u>NO UPDATE:</u></b> <i>This task has not begun.</i>	<b>0%</b>
<b>5.4 - Daily Project Site Visits with field reports and photographs.</b>	
<b><u>NO UPDATE:</u></b> <i>This task has not begun.</i>	<b>0%</b>
<b>5.5 - Project Documentation Review/Document Control (shop drawings, submittals, CMT Reports, Samples, etc.)</b>	
<b><u>NO UPDATE:</u></b> <i>This task has not begun.</i>	<b>0%</b>
<b>5.6 - Change Order Review, Negotiation, and Preparation.</b>	
<b><u>NO UPDATE:</u></b> <i>This task has not begun.</i>	<b>0%</b>

<b>5.7 - Review and verify Contractor Applications for Payment</b>	
<b><u>NO UPDATE:</u></b> <i>This task has not begun.</i>	<b>0%</b>
<b>5.8 - Conduct 6 and 11 months walk through and Contractor follow-up.</b>	
<b><u>NO UPDATE:</u></b> <i>This task has not begun.</i>	<b>0%</b>

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  
Senior Construction Manager – B2Z Engineering, LLC



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

## Invoice

Date	Invoice #
10/1/2018	40046

Please send remittance with copy of invoice to:

Attn: Mrs. Aisha Gonzalez  
 P.O. Box 2724  
 McAllen, Tx. 78502

Bill To:

Hidalgo County Precinct #4  
 1051 Doolittle Rd  
 Edinburg, TX 78542

Project Info:

Hidalgo County Precinct #4  
 Contract # C-17-243-09-05  
 Work Authorization #7  
 County Services Facilities

B2Z JOB: 4111  
 PO # 783749

**Billing Period**                      **September 2018**

Description	Contract	Previous Applications	Current Completed	Total Completed	% Complete
<b>Preliminary Design and Construction Phase Services - County Services Facilities</b>					
<b>1.0 Preliminary Design Values</b>					
Task 1.1 - Review of Existing Materials	\$ 3,331.36	\$ 3,331.36	\$ -	\$ 3,331.36	100.00%
Task 1.2 - Prepare Project Management Plan	\$ 9,584.12	\$ 4,792.06	\$ 3,833.65	\$ 8,625.71	90.00%
<b>2.0 Preliminary Cost Estimate</b>	\$ 3,587.64	\$ -	\$ 3,587.64	\$ 3,587.64	100.00%
<b>3.0 Meetings, Coordination &amp; Support for Project Development</b>					
Task 3.1 - Coordinate Plans	\$ 7,482.76	\$ -	\$ -	\$ -	0.00%
Task 3.2 - Consultation & Coordination	\$ 11,531.66	\$ -	\$ -	\$ -	0.00%
Task 3.3 - Utility Coordination	\$ 4,151.40	\$ -	\$ -	\$ -	0.00%
Task 3.4 - Coord Design Review (30%,60%,90%)	\$ 5,893.96	\$ -	\$ -	\$ -	0.00%
Task 3.5 - Monthly Design Meetings	\$ 7,892.80	\$ -	\$ -	\$ -	0.00%

#### 4.0 Construction Bidding

Task 4.1 - Assist w/CMAR Package	\$ 10,250.56	\$ 5,125.28	\$ 5,125.28	\$ 10,250.56	100.00%
Task 4.2 - Contractor Outreach/Pre-Qual	\$ 5,073.92	\$ 1,268.48	\$ 2,029.57	\$ 3,298.05	65.00%
Task 4.3 - Conduct Pre-RFQ/P Meeting	\$ 1,921.96	\$ -	\$ -	\$ -	0.00%
Task 4.4 - Coord & Prepare responses to Quest	\$ 1,793.82	\$ -	\$ -	\$ -	0.00%
Task 4.5 - Assist in Selection of CMAR Contractor	\$ 8,046.56	\$ -	\$ -	\$ -	0.00%
Task 4.6 - Assist/Prepare/Coordinate Contract	\$ 9,712.26	\$ -	\$ -	\$ -	0.00%

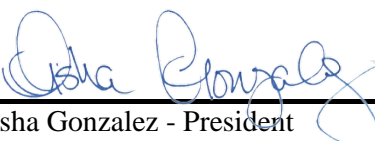
#### 5.0 Construction Contract Administration and Oversight

Task 5.1 - Coord & Conduct Pre-Const Conf.	\$ 1,921.96	\$ -	\$ -	\$ -	0.00%
Task 5.2 - Bi-Weekly Construction Meetings	\$ 19,732.00	\$ -	\$ -	\$ -	0.00%
Task 5.3 - Permit Coordination	\$ 1,281.30	\$ -	\$ -	\$ -	0.00%
Task 5.4 - Daily Project Site Visits	\$ 118,135.40	\$ -	\$ -	\$ -	0.00%
Task 5.5 - Project Documentation Review/Control	\$ 52,533.20	\$ -	\$ -	\$ -	0.00%
Task 5.6 - Change Order Review, Negotiation, Preparation	\$ 14,222.40	\$ -	\$ -	\$ -	0.00%
Task 5.7 - Review & Verify Contractor Applications for Payment	\$ 8,149.04	\$ -	\$ -	\$ -	0.00%
Task 5.8 - Conduct 6 & 11 month walk through and Contractor follow-up	\$ 3,152.00	\$ -	\$ -	\$ -	0.00%
<b>Direct Expenses</b>	\$ 5,617.92	\$ -	\$ -	\$ -	0.00%

**Total For This Billing Period      \$14,576.14**

#### Work Authorization ~ Summary

<u>WA No.</u>	<u>WA Amount</u>	<u>Previously Inv.</u>	<u>Percent Complete</u>	<u>Remaining Balance</u>
7	\$315,000.00	\$14,517.18	9.24%	\$285,906.68

  
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 Aisha Gonzalez - President