



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

## Invoice

Date	Invoice #
10/1/2018	10010

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**                      **September 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	\$ 1,127.56	\$ 451.02	\$ 1,578.58	35%
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	\$ 9,811.09	\$ 1,509.40	\$ 11,320.49	75%
Direct Expenses	\$ 4,465.07	\$ 893.01	\$ 223.26	\$ 1,116.27	25%
<b>Total For This Billing Period</b>					<b>2,183.68</b>

Work Authorization ~ Summary

<u>WA No.</u>	<u>WA Amount</u>	<u>Previously Inv.</u>	<u>Percent Complete</u>	<u>Remaining Balance</u>
1	\$89,979.61	\$23,107.40	28.1%	\$64,688.53

  
 Aisha Gonzalez - President

October 1, 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 September 2018 on the subject referenced project.

The following is attached:

- Invoice No. 10010

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>		100%
<u><b>UPDATED:</b></u> 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>		35%
<u><b>UPDATED:</b></u> An initial schematic design concept was completed by ROFA and presented to B2Z for review on September 13, 2018. The preliminary design included: <ol style="list-style-type: none"> <li>1. Overall Site Plan (Entire Campus)</li> </ol>		

<p>2. Site Plan 3. Floor Plan</p> <p>The plans were reviewed and comments were provided to both ROFA and Precinct No. 1 Commissioner and staff on September 18, 2018.</p> <p>B2Z verified occupant loads with the County departments that will be occupying the facility to ensure the spaces would not be overdesigned and the square footage kept under the maximum requested by the County. Verification was conducted by phone, email and/or meeting. The departments that will occupy the facility are as follows:</p> <ol style="list-style-type: none"> <li>1. Tax</li> <li>2. Health</li> <li>3. Planning/Permits</li> </ol> <p>End-user meetings have initiated, and feedback received from those meetings will be incorporated into the schematic plans. ROFA will continue to work on the schematic design, and present a “final” schematic to the Precinct during a collaborative meeting/workshop.</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>1. Perimeter fencing for portions of campus.</li> <li>2. Controlled access for both parking and facility.</li> <li>3. Secured areas for Constable.</li> <li>4. Infrastructure for cameras/security.</li> </ol>		
<b>2.2 – Contractor Qualification/Bid Solicitation &amp; Selection</b>		<b>100%</b>
<p><b>UPDATED:</b> This task is complete. Please refer to invoice dated August 1, 2018.</p>		
<b>3.0 – Construction Phase Services</b>		
<b>3.1 – Construction &amp; Contract Management</b>		<b>0%</b>
<p><b>UPDATED:</b> Task has not begun.</p>		
<b>3.2 – Daily Field Reports and Progress Photos</b>		<b>0%</b>
<p><b>UPDATED:</b> Task has not begun.</p>		
<b>4.0 – Project Close Out (Occupancy/Maint. programs/ Warranty/ 6 &amp; 11 Month Walk Thru)</b>		<b>0%</b>

<p><b>UPDATED:</b> Task has not begun.</p>		
<p><b>5.0 – Meetings &amp; Coordination on Project Development w/Stakeholders</b></p>		<p>75%</p>
<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>09/07/18</b> – meeting with Pct#1 to discuss project progress and review previous month’s invoice.</p> <p><b>09/21/2018</b> – design meeting at Hidalgo County Tax Assessor.  Attendees:</p> <ol style="list-style-type: none"> <li>1. ROFA <ol style="list-style-type: none"> <li>a. Mike Allex (ROFA Architects),</li> <li>b. Eliazar (ROFA),</li> </ol> </li> <li>2. Hidalgo County Tax Assessor <ol style="list-style-type: none"> <li>a. Eva Mireles (HC),</li> <li>b. Paul Villarreal (HC), and</li> <li>c. Rudy Flores (HC).</li> </ol> </li> <li>3. B2Z Engineering <ol style="list-style-type: none"> <li>a. Carlos Del Angel</li> <li>b. David Rivera</li> </ol> </li> </ol> <p>Major items of discussion were:</p> <ol style="list-style-type: none"> <li>1. Introductions</li> <li>2. Reviewed schematic design <ol style="list-style-type: none"> <li>a. One (1) office needed for supervisor</li> <li>b. One (1) office needed for title examiner</li> <li>c. Storage may need to be increased</li> <li>d. More motor vehicle teller spaces if possible</li> <li>e. <b>Addition of two (2) to three (3) Express Lane Windows</b></li> <li>f. Secure parking not a requirement for tax employees</li> <li>g. Sharing a facility is not ideal because of the cash involved in the daily tax office operations</li> <li>h. Security/Cameras also imperative, Rudy Flores will be our contact</li> </ol> </li> </ol> <p><b>09/21/2018</b> – contractor introduction meeting with Erickson Construction, B2Z, and Jorge Pena of Hidalgo County Precinct No. 1.</p>		

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

Sincerely,

A handwritten signature in blue ink, appearing to read 'CD', is positioned above a horizontal line.

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