

January 3, 2019

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 December 2018 on the subject referenced project.

The following is attached:

- Invoice No. 40060

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

Building 1 – Justice Center

TASK	% Complete
1.1 – Review of Existing Materials	
UPDATED: This task is complete. Please reference invoice dated September 1, 2018.	100%
1.2 – Prepare PMP	
UPDATED: This task is complete. Please reference invoice dated November 1, 2018	100%

2.0 – Preliminary Cost Estimate	
UPDATED: This task is complete. Please reference invoice dated October 1, 2018.	100%
3.1 - Coordinate plans with all County's Departments (IMS, Facilities, Parks, etc.)	
NO UPDATE:	20%
3.2 - Consultation & Coordination with the County Consultants (Geotech, Survey, CMT, FF&E, etc.)	
NO UPDATE: <i>This task has not begun.</i>	0%
3.3 - Utility Coordination	
NO UPDATE: <i>This task has not begun.</i>	0%
3.4 - Coordinate Design Review at 30%, 60% & 90%	
NO UPDATE: <i>This task has not begun.</i>	0%
3.5 - Monthly Design Meetings	
UPDATED: December 18, 2018 <ul style="list-style-type: none"> • Attendees: <ul style="list-style-type: none"> ○ Hidalgo County <ul style="list-style-type: none"> ▪ Glinda Pacheco ○ ROFA Architects <ul style="list-style-type: none"> ▪ Mike Alex ▪ Eliazar Rodriguez ○ B2Z Engineering <ul style="list-style-type: none"> ▪ Carlos Del Angel ▪ David Rivera ○ The preliminary site plan and floor plan were presented by Mike Alex and Eliazar of ROFA Architects. The floor plans were basically a digital representation of the sketches that were provided to ROFA by Hidalgo County. Several notes, comments and action items were created in the meeting and will be followed up on in January of 2019. These action items, specifically 	20%

meeting with the Justice of the Peace's for input will be complete prior to ROFA updating the plans.	
4.1 - Assist in preparation of One Step CMAR Procurement Package/Advertisement Docs	
UPDATED: This task is complete. Please reference invoice dated November 1, 2018.	100%
4.2 - Contractor Outreach/Contractor Pre-Qualification	
UPDATED: This task is complete. Please reference invoice dated November 1, 2018.	100%
4.3 - Conduct Pre-RFQ/P Meeting	
UPDATED: The Pre-RFQ/P meeting was conducted on December 4, 2018 at Hidalgo County Purchasing Department. All pertinent project information contained in the RFQ/P packet was reviewed with all meeting attendees. All questions posed in the meeting were answered in writing via an issued addendum.	100%
4.4 - Coordinate and prepare responses to Contractor Questions	
UPDATED: B2Z Engineering coordinated and responded to all questions posed by interested contractors. Questions and responses were emailed to Rocio Villarreal of Hidalgo County Purchasing on December 10, 2018 for distribution to all interested parties via addendum. In addition to responses, a digital copy of both the project milestone schedule and a copy of the County's prevailing wage rate was provided.	100%
4.5 - Assist in the grading, ranking, interview (optional) and selection of CMAR Contractor	
NO UPDATE: <i>This task has not begun.</i>	0%
4.6 - Assistance, preparation and coordination of formal contract documentation (AIA Documents).	
UPDATED: No update on this task this month.	25%
5.1 - Coordinate and conduct a Pre-Construction Conference (PCC)	

<u>NO UPDATE:</u> <i>This task has not begun.</i>	0%
5.2 - Bi-Weekly Construction Meetings	
<u>NO UPDATE:</u> <i>This task has not begun.</i>	0%
5.3 - Permit Coordination	
<u>NO UPDATE:</u> <i>This task has not begun.</i>	0%
5.4 - Daily Project Site Visits with field reports and photographs.	
<u>NO UPDATE:</u> <i>This task has not begun.</i>	0%
5.5 - Project Documentation Review/Document Control (shop drawings, submittals, CMT Reports, Samples, etc.)	
<u>NO UPDATE:</u> <i>This task has not begun.</i>	0%
5.6 - Change Order Review, Negotiation, and Preparation.	
<u>NO UPDATE:</u> <i>This task has not begun.</i>	0%
5.7 - Review and verify Contractor Applications for Payment	
<u>NO UPDATE:</u> <i>This task has not begun.</i>	0%
5.8 - Conduct 6 and 11 months walk through and Contractor follow-up.	
<u>NO UPDATE:</u> <i>This task has not begun.</i>	0%

Building 2 – County Services Facility

TASK	% Complete
1.1 – Review of Existing Materials	
UPDATED: This task is complete. Please reference invoice dated September 1, 2018.	100%
1.2 – Prepare PMP	
UPDATED: This task is complete. Please reference invoice dated November 1, 2018.	100%
2.0 – Preliminary Cost Estimate	
UPDATED: This task is complete. Please reference invoice dated October 1, 2018.	100%
3.1 - Coordinate plans with all County's Departments (IMS, Facilities, Parks, etc.)	
NO UPDATE: <i>This task has not begun.</i>	0%
3.2 - Consultation & Coordination with the County Consultants (Geotech, Survey, CMT, FF&E, etc.)	
NO UPDATE: <i>This task has not begun.</i>	0%
3.3 - Utility Coordination	
NO UPDATE: <i>This task has not begun.</i>	0%
3.4 - Coordinate Design Review at 30%, 60% & 90%	
NO UPDATE: <i>This task has not begun.</i>	0%
3.5 - Monthly Design Meetings	

<p>UPDATED: December 18, 2018</p> <ul style="list-style-type: none"> • Attendees: <ul style="list-style-type: none"> ○ Hidalgo County <ul style="list-style-type: none"> ▪ Glinda Pacheco ○ ROFA Architects <ul style="list-style-type: none"> ▪ Mike Allex ▪ Eliazar Rodriguez ○ B2Z Engineering <ul style="list-style-type: none"> ▪ Carlos Del Angel ▪ David Rivera ▪ The preliminary site plan and floor plan were presented by Mike Allex and Eliazar of ROFA Architects. The floor plans were basically a digital representation of the sketches that were provided to ROFA by Hidalgo County. Several notes, comments and action items were created in the meeting and will be followed up on in January of 2019. These action items, specifically meeting with the Justice of the Peace's for input will be complete prior to ROFA updating the plans. 	<p>20%</p>
<p>4.1 - Assist in preparation of One Step CMAR Procurement Package/Advertisement Docs</p>	
<p>UPDATED: This task is complete. Please reference invoice dated November 1, 2018.</p>	<p>100%</p>
<p>4.2 - Contractor Outreach/Contractor Pre-Qualification</p>	
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4.5 - Assist in the grading, ranking, interview (optional) and selection of CMAR Contractor	
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5.3 - Permit Coordination	
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5.5 - Project Documentation Review/Document Control (shop drawings, submittals, CMT Reports, Samples, etc.)	
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5.6 - Change Order Review, Negotiation, and Preparation.	

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

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

Sincerely,

Carlos Del Angel
Senior Construction Manager
B2Z Engineering, LLC



Invoice

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

Date	Invoice #
1/3/2019	40060

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
 County Wide Departments
 Judicial & Law Enforcement Bldg

B2Z JOB: 4111
 PO # 783749

Billing Period **December 2018**

Description	Contract	Previous Applications	Current Completed	Total Completed	% Complete
Preliminary Design and Construction Phase Services - Building 1 - Justice Center					
1.0 Preliminary Design Values					
Task 1.1 - Review of Existing Materials	\$ 1,665.68	\$ 1,665.68	\$ -	\$ 1,665.68	100.00%
Task 1.2 - Prepare Project Management Plan	\$ 4,792.06	\$ 4,792.06	\$ -	\$ 4,792.06	100.00%
2.0 Preliminary Cost Estimate	\$ 1,793.82	\$ 1,793.82	\$ -	\$ 1,793.82	100.00%
3.0 Meetings, Coordination & Support for Project Development					
Task 3.1 - Coordinate Plans	\$ 3,741.38	\$ 748.28	\$ -	\$ 748.28	20.00%
Task 3.2 - Consultation & Coordination	\$ 5,765.83	\$ -	\$ -	\$ -	0.00%
Task 3.3 - Utility Coordination	\$ 2,075.70	\$ -	\$ -	\$ -	0.00%
Task 3.4 - Coord Design Review (30%,60%,90%)	\$ 2,946.98	\$ -	\$ -	\$ -	0.00%
Task 3.5 - Monthly Design Meetings	\$ 3,946.40	\$ 394.64	\$ 394.64	\$ 789.28	20.00%

4.0 Construction Bidding

Task 4.1 - Assist w/CMAR Package	\$ 5,125.28	\$ 5,125.28	\$ -	\$ 5,125.28	100.00%
Task 4.2 - Contractor Outreach/Pre-Qual	\$ 2,536.96	\$ 2,536.96	\$ -	\$ 2,536.96	100.00%
Task 4.3 - Conduct Pre-RFQ/P Meeting	\$ 960.98	\$ -	\$ 960.98	\$ 960.98	100.00%
Task 4.4 - Coord & Prepare responses to Quest	\$ 896.91	\$ -	\$ 896.91	\$ 896.91	100.00%
Task 4.5 - Assist in Selection of CMAR Contractor	\$ 4,023.28	\$ -	\$ -	\$ -	0.00%
Task 4.6 - Assist/Prepare/Coordinate Contract	\$ 4,856.13	\$ 1,214.03	\$ -	\$ 1,214.03	25.00%

5.0 Construction Contract Administration and Oversight

Task 5.1 - Coord & Conduct Pre-Const Conf.	\$ 960.98	\$ -	\$ -	\$ -	0.00%
Task 5.2 - Bi-Weekly Construction Meetings	\$ 9,866.00	\$ -	\$ -	\$ -	0.00%
Task 5.3 - Permit Coordination	\$ 640.65	\$ -	\$ -	\$ -	0.00%
Task 5.4 - Daily Project Site Visits	\$ 59,067.70	\$ -	\$ -	\$ -	0.00%
Task 5.5 - Project Documentation Review/Control	\$ 26,266.60	\$ -	\$ -	\$ -	0.00%
Task 5.6 - Change Order Review, Negotiation, Preparation	\$ 7,111.20	\$ -	\$ -	\$ -	0.00%
Task 5.7 - Review & Verify Contractor Applications for Payment	\$ 4,074.52	\$ -	\$ -	\$ -	0.00%
Task 5.8 - Conduct 6 & 11 month walk through and Contractor follow-up	\$ 1,576.00	\$ -	\$ -	\$ -	0.00%
Direct Expenses	\$ 2,808.96	\$ -	\$ -	\$ -	0.00%

Description	Contract	Previous Applications	Current Completed	Total Completed	% Complete
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Preliminary Design and Construction Phase Services - Building 2 - County Services Facility

1.0 Preliminary Design Values

Task 1.1 - Review of Existing Materials	\$ 1,665.68	\$ 1,665.68	\$ -	\$ 1,665.68	100.00%
Task 1.2 - Prepare Project Management Plan	\$ 4,792.06	\$ 4,792.06	\$ -	\$ 4,792.06	100.00%

2.0 Preliminary Cost Estimate

	\$ 1,793.82	\$ 1,793.82	\$ -	\$ 1,793.82	100.00%
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3.0 Meetings, Coordination & Support for Project Development

Task 3.1 - Coordinate Plans	\$ 3,741.38	\$ -	\$ -	\$ -	0.00%
Task 3.2 - Consultation & Coordination	\$ 5,765.83	\$ -	\$ -	\$ -	0.00%
Task 3.3 - Utility Coordination	\$ 2,075.70	\$ -	\$ -	\$ -	0.00%
Task 3.4 - Coord Design Review (30%,60%,90%)	\$ 2,946.98	\$ -	\$ -	\$ -	0.00%
Task 3.5 - Monthly Design Meetings	\$ 3,946.40	\$ 394.64	\$ 394.64	\$ 789.28	20.00%

4.0 Construction Bidding

Task 4.1 - Assist w/CMAR Package	\$ 5,125.28	\$ 5,125.28	\$ -	\$ 5,125.28	100.00%
Task 4.2 - Contractor Outreach/Pre-Qual	\$ 2,536.96	\$ 2,536.96	\$ -	\$ 2,536.96	100.00%
Task 4.3 - Conduct Pre-RFQ/P Meeting	\$ 960.98	\$ -	\$ 960.98	\$ 960.98	100.00%
Task 4.4 - Coord & Prepare responses to Quest	\$ 896.91	\$ -	\$ 896.91	\$ 896.91	100.00%
Task 4.5 - Assist in Selection of CMAR Contractor	\$ 4,023.28	\$ -	\$ -	\$ -	0.00%
Task 4.6 - Assist/Prepare/Coordinate Contract	\$ 4,856.13	\$ 1,214.03	\$ -	\$ 1,214.03	25.00%

5.0 Construction Contract Administration and Oversight

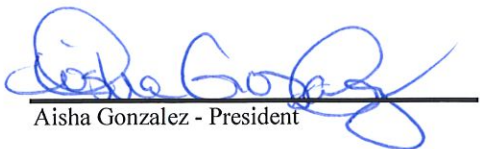
Task 5.1 - Coord & Conduct Pre-Const Conf.	\$ 960.98	\$ -	\$ -	\$ -	0.00%
Task 5.2 - Bi-Weekly Construction Meetings	\$ 9,866.00	\$ -	\$ -	\$ -	0.00%
Task 5.3 - Permit Coordination	\$ 640.65	\$ -	\$ -	\$ -	0.00%
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Task 5.7 - Review & Verify Contractor Applications for Payment	\$ 4,074.52	\$ -	\$ -	\$ -	0.00%
Task 5.8 - Conduct 6 & 11 month walk through and Contractor follow-up	\$ 1,576.00	\$ -	\$ -	\$ -	0.00%

Direct Expenses \$ 2,808.96 \$ - \$ - \$ - 0.00%

Total For This Billing Period \$4,505.06

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	\$35,793.22	12.79%	\$274,701.72


 Aisha Gonzalez - President



Letter of Transmittal

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

DATE:
January 4, 2019

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 ~ County Services Facilities

TRANSMITTED:

- For Your Use, Please comment, Approved as Noted, As Requested, Reply ASAP, As Noted Below

VIA:

- US Mail, Courier, Hand Carry, E-Mail, Lonestar Overnight, Pick up

Table with 2 columns: COPIES, DESCRIPTION. Row 1: 1, Progress Report & Invoice #40060 (Job #4111) for County Services Facilities -Work Authorization #7

REMARKS:

Should you have any questions or comments, please feel free to contact me, Carlos Del Angel at (956) 585-3773.

Thank you,

Handwritten signature of Carlos Del Angel

Received By: Bucky D... Date: 1/4/19 Time: 11:52 am