

April 1, 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 March 2019 on the subject referenced project.

The following is attached:

- Invoice No. 40064

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

### **Building 1 – Justice Center**

<b>TASK</b>	<b>% Complete</b>
<b>1.1 – Review of Existing Materials</b>	
<b>UPDATED:</b> This task is complete. Please reference invoice dated September 1, 2018.	<b>100%</b>
<b>1.2 – Prepare PMP</b>	
<b>UPDATED:</b> This task is complete. Please reference invoice dated November 1, 2018	<b>100%</b>
<b>2.0 – Preliminary Cost Estimate</b>	
<b>UPDATED:</b> This task is complete. Please reference invoice dated October 1, 2018.	<b>100%</b>

<b>3.1 - Coordinate plans with all County's Departments (IMS, Facilities, Parks, etc.)</b>	
<b>UPDATED:</b> No update.	<b>70%</b>
<b>3.2 - Consultation &amp; Coordination with the County Consultants (Geotech, Survey, CMT, FF&amp;E, etc.)</b>	
<b>UPDATED:</b> B2Z requested the geotechnical testing proposal from the Pct#4 On-call geotechnical engineering (L&G Engineers). B2Z is coordinating with ROFA Architects and M. Garcia engineering for the topographic survey needed for the project.	<b>20%</b>
<b>3.3 - Utility Coordination</b>	
<b>NO UPDATE:</b> <i>This task has not begun.</i>	<b>0%</b>
<b>3.4 - Coordinate Design Review at 30%, 60% &amp; 90%</b>	
<b>NO UPDATE:</b> <i>This task has not begun.</i>	<b>0%</b>
<b>3.5 - Monthly Design Meetings</b>	
<b>UPDATED:</b> B2Z continues to coordinate and meet with the architect of record, ROFA architects for the development of schematic level design documents. B2Z met with ROFA on March 18, 2019 to rework the floor plans. ROFA will be providing updated schematics early next week for review by both Steering and Governing committees.	<b>50%</b>
<b>4.1 - Assist in preparation of One Step CMAR Procurement Package/Advertisement Docs</b>	
<b>UPDATED:</b> This task is complete. Please reference invoice dated November 1, 2018.	<b>100%</b>
<b>4.2 - Contractor Outreach/Contractor Pre-Qualification</b>	
<b>UPDATED:</b> This task is complete. Please reference invoice dated November 1, 2018.	<b>100%</b>

<b>4.3 - Conduct Pre-RFQ/P Meeting</b>	
<b><u>UPDATED:</u></b> This task is complete. Please reference invoice dated January 3, 2019.	<b>100%</b>
<b>4.4 - Coordinate and prepare responses to Contractor Questions</b>	
<b><u>UPDATED:</u></b> This task is complete. Please reference invoice dated January 3, 2019.	<b>100%</b>
<b>4.5 - Assist in the grading, ranking, interview (optional) and selection of CMAR Contractor</b>	
<b><u>UPDATED:</u></b> This task is complete. Please reference invoice dates March 1, 2019.	<b>100%</b>
<b>4.6 - Assistance, preparation and coordination of formal contract documentation (AIA Documents).</b>	
<b><u>UPDATED:</u></b> B2Z drafted AIA-A133 CMAR documentation and provided draft versions to Hidalgo County Executive Office, legal counsel and ECON (Contractor). This document will be modified as per legal counsel and stakeholder comments and likely undergo several iterations prior to being placed on Hidalgo County' Commissioner's Court for approval.	<b>75%</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>

### **Building 2 – County Services Facility**

<b>TASK</b>	<b>% Complete</b>
<b>1.1 – Review of Existing Materials</b>	
<b><u>UPDATED:</u></b> This task is complete. Please reference invoice dated September 1, 2018.	<b>100%</b>
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<b>2.0 – Preliminary Cost Estimate</b>	
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<b>3.1 - Coordinate plans with all County's Departments (IMS, Facilities, Parks, etc.)</b>	
<b><u>UPDATED:</u></b> No update on this task.	<b>70%</b>

<b>3.2 - Consultation &amp; Coordination with the County Consultants (Geotech, Survey, CMT, FF&amp;E, etc.)</b>	
<b><u>NO UPDATE:</u></b> B2Z requested the geotechnical testing proposal from the Pct#4 On-call geotechnical engineering (L&G Engineers). B2Z is coordinating with ROFA Architects and M. Garcia engineering for the topographic survey needed for the project.	<b>20%</b>
<b>3.3 - Utility Coordination</b>	
<b><u>NO UPDATE:</u></b> <i>This task has not begun.</i>	<b>0%</b>
<b>3.4 - Coordinate Design Review at 30%, 60% &amp; 90%</b>	
<b><u>NO UPDATE:</u></b> <i>This task has not begun.</i>	<b>0%</b>
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<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>
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<b>5.6 - Change Order Review, Negotiation, and Preparation.</b>	
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<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 #
4/1/2019	40064

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**                      **March 2019**

Description	Contract	Previous Applications	Current Completed	Total Completed	% Complete
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**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%
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**3.0 Meetings, Coordination & Support for Project Development**

Task 3.1 - Coordinate Plans	\$ 3,741.38	\$ 2,618.97	\$ -	\$ 2,618.97	70.00%
Task 3.2 - Consultation & Coordination	\$ 5,765.83	\$ -	\$ 1,153.17	\$ 1,153.17	20.00%
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	\$ 1,381.24	\$ 591.96	\$ 1,973.20	50.00%

#### 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	\$ 4,023.28	\$ -	\$ 4,023.28	100.00%
Task 4.6 - Assist/Prepare/Coordinate Contract	\$ 4,856.13	\$ 2,428.07	\$ 1,214.03	\$ 3,642.10	75.00%

#### 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%
<b>Direct Expenses</b>	\$ 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%

<b>2.0 Preliminary Cost Estimate</b>	\$ 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	\$ 2,618.97	\$ -	\$ 2,618.97	70.00%
Task 3.2 - Consultation & Coordination	\$ 5,765.83	\$ -	\$ 1,153.17	\$ 1,153.17	20.00%
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Task 3.4 - Coord Design Review (30%,60%,90%)	\$ 2,946.98	\$ -	\$ -	\$ -	0.00%
Task 3.5 - Monthly Design Meetings	\$ 3,946.40	\$ 1,381.24	\$ 591.96	\$ 1,973.20	50.00%

**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	\$ 4,023.28	\$ -	\$ 4,023.28	100.00%
Task 4.6 - Assist/Prepare/Coordinate Contract	\$ 4,856.13	\$ 2,428.07	\$ 1,214.03	\$ 3,642.10	75.00%

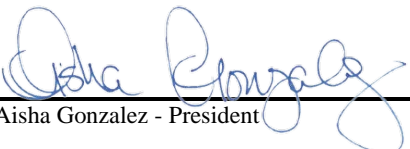
**5.0 Construction Contract Administration and Oversight**

Task 5.1 - Coord & Conduct Pre-Const Conf.	\$ 960.98	\$ -	\$ -	\$ -	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%
<b>Direct Expenses</b>	\$ 2,808.96	\$ -	\$ -	\$ -	0.00%

**Total For This Billing Period      \$5,918.32**

**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	\$56,446.50	19.80%	\$252,635.18

  
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 Aisha Gonzalez - President