

July 2, 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 June 2019 on the subject referenced project.

The following is attached:

- Invoice No.40068

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

Building 1 – Justice Center

TASK	% Complete
1.1 – Review of Existing Materials	
<u>UPDATED:</u> This task is complete. Please reference invoice dated September 1, 2018.	100%
1.2 – Prepare PMP	
<u>UPDATED:</u> This task is complete. Please reference invoice dated November 1, 2018	100%
2.0 – Preliminary Cost Estimate	
<u>UPDATED:</u> 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.)	
<u>UPDATED:</u> No update this month.	90%
3.2 - Consultation & Coordination with the County Consultants (Geotech, Survey, CMT, FF&E, etc.)	
<u>UPDATED:</u> B2Z coordinated the Work Authorization for the geotechnical services. The item was approved unanimously by Hidalgo County Commissioner's Court on June 18 th . B2Z will coordinate the drilling and report results with the geotechnical engineer. B2Z, with the authorization of Hidalgo County Executive Office, will provide the plans to at least two furniture vendors to commence furniture layout options (specifically cubicles) for the facility.	50%
3.3 - Utility Coordination	
<u>NO UPDATE:</u> <i>This task has not begun.</i>	0%
3.4 - Coordinate Design Review at 30%, 60% & 90%	
<u>UPDATED:</u> B2Z has reviewed the design and ensured that ROFA architects has incorporated all changes requested by end-users and approved by executive office. The plans have been signed-off on by all end users and the design has progressed into design development.	30%
3.5 - Monthly Design Meetings	
<u>UPDATED:</u> B2Z conducted and attended several design meetings for the development of the plans that have now progressed to the design development stage. ROFA has committed to providing updated drawings by mid-July for review by B2Z and Hidalgo County.	80%
4.1 - Assist in preparation of One Step CMAR Procurement Package/Advertisement Docs	
<u>UPDATED:</u> This task is complete. Please reference invoice dated November 1, 2018.	100%
4.2 - Contractor Outreach/Contractor Pre-Qualification	
<u>UPDATED:</u> This task is complete. Please reference invoice dated November 1, 2018.	100%

4.3 - Conduct Pre-RFQ/P Meeting	
<u>UPDATED:</u> This task is complete. Please refence invoice dated January 3, 2019.	100%
4.4 - Coordinate and prepare responses to Contractor Questions	
<u>UPDATED:</u> This task is complete. Please refence invoice dated January 3, 2019.	100%
4.5 - Assist in the grading, ranking, interview (optional) and selection of CMAR Contractor	
<u>UPDATED:</u> This task is complete. Please reference invoice dated March 1, 2019.	100%
4.6 - Assistance, preparation and coordination of formal contract documentation (AIA Documents).	
<u>UPDATED:</u> This task is complete. Please reference invoice dated May 1, 2019	100%
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	
<u>UPDATED:</u> This task is complete. Please reference invoice dated September 1, 2018.	100%
1.2 – Prepare PMP	
<u>UPDATED:</u> This task is complete. Please reference invoice dated November 1, 2018.	100%
2.0 – Preliminary Cost Estimate	
<u>UPDATED:</u> 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.)	
<u>UPDATED:</u> No update this month.	90%
3.2 - Consultation & Coordination with the County Consultants (Geotech, Survey, CMT, FF&E, etc.)	
<u>NO UPDATE:</u> B2Z coordinated the Work Authorization for the geotechnical services. The item was approved unanimously by Hidalgo County Commissioner's Court on	50%

<p>June 18th. B2Z will coordinate the drilling and report results with the geotechnical engineer.</p> <p>B2Z, with the authorization of Hidalgo County Executive Office, will provide the plans to at least two furniture vendors to commence furniture layout options (specifically cubicles) for the facility.</p>	
3.3 - Utility Coordination	
<p><u>NO UPDATE:</u> <i>This task has not begun.</i></p>	0%
3.4 - Coordinate Design Review at 30%, 60% & 90%	
<p><u>UPDATED:</u> B2Z coordinated with ROFA Architects to provide options on the addition of 2,000 SF to the facility. The two options included:</p> <ol style="list-style-type: none"> 1. Incorporating the 2,000 SF into the current design for future cubicle growth 2. Adding the 2,000 SF to the east side of the facility to be used as “storage” until future growth was needed <p>Both options were delivered via email to Hidalgo County for their review and consideration.</p> <p>B2Z will wait until a decision has been rendered by the County prior to proceeding with design development.</p>	30%
3.5 - Monthly Design Meetings	
<p><u>UPDATED:</u> B2Z conducted and attended several design meetings for the development of the plans. ROFA has committed to providing updated drawings by mid-July for review by B2Z and Hidalgo County.</p>	80%
4.1 - Assist in preparation of One Step CMAR Procurement Package/Advertisement Docs	
<p><u>UPDATED:</u> This task is complete. Please reference invoice dated November 1, 2018.</p>	100%
4.2 - Contractor Outreach/Contractor Pre-Qualification	
<p><u>UPDATED:</u> This task is complete. Please reference invoice dated November 1, 2018.</p>	100%
4.3 - Conduct Pre-RFQ/P Meeting	
<p><u>UPDATED:</u> This task is complete. Please reference invoice dated January 3, 2019.</p>	100%

4.4 - Coordinate and prepare responses to Contractor Questions	
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5.3 - Permit Coordination	
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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



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

Invoice

Date	Invoice #
7/2/2019	40068

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 June 2019

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	\$ 3,367.24	\$ -	\$ 3,367.24	90.00%
Task 3.2 - Consultation & Coordination	\$ 5,765.83	\$ 2,306.33	\$ 576.59	\$ 2,882.92	50.00%
Task 3.3 - Utility Coordination	\$ 2,075.70	\$ -	\$ -	\$ -	0.00%
Task 3.4 - Coord Design Review (30%,60%,90%)	\$ 2,946.98	\$ 589.40	\$ 294.69	\$ 884.09	30.00%
Task 3.5 - Monthly Design Meetings	\$ 3,946.40	\$ 2,762.48	\$ 394.64	\$ 3,157.12	80.00%

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	\$ 4,856.13	\$ -	\$ 4,856.13	100.00%

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%
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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	\$ 3,367.24	\$ -	\$ 3,367.24	90.00%
Task 3.2 - Consultation & Coordination	\$ 5,765.83	\$ 2,306.33	\$ 576.59	\$ 2,882.92	50.00%
Task 3.3 - Utility Coordination	\$ 2,075.70	\$ -	\$ -	\$ -	0.00%
Task 3.4 - Coord Design Review (30%,60%,90%)	\$ 2,946.98	\$ 589.40	\$ 294.69	\$ 884.09	30.00%
Task 3.5 - Monthly Design Meetings	\$ 3,946.40	\$ 2,762.48	\$ 394.64	\$ 3,157.12	80.00%

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	\$ 4,856.13	\$ -	\$ 4,856.13	100.00%

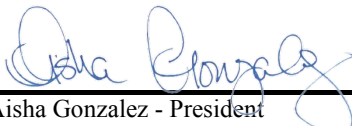
5.0 Construction Contract Administration and Oversight

Task 5.1 - Coord & Conduct Pre-Const Conf.	\$ 960.98	\$ -	\$ -	\$ -	0.00%
Task 5.2 - Bi-Weekly Construction Meetings	\$ 9,866.00	\$ -	\$ -	\$ -	0.00%
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Task 5.4 - Daily Project Site Visits	\$ 59,067.70	\$ -	\$ -	\$ -	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 \$2,531.84

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	\$71,353.10	23.46%	\$241,115.06



 Aisha Gonzalez - President