

HIDALGO COUNTY
Professional Construction Management Services
Contract # C-20-204-06-09
Work Authorization Form

WORK AUTHORIZATION NO. 1

THIS WORK AUTHORIZATION is made pursuant to the terms and conditions of Article 7 of the Agreement made by and between **HIDALGO COUNTY**, action herein by and through the **Commissioner’s Court**, hereinafter called the “**Owner**,” and, **B2Z Engineering, LLC**, professional Construction Managers of Mission, Texas, hereinafter called “**Construction Manager**”.

PART 1. SCOPE OF WORK

The purpose of this Work Authorization is for the **Construction Manager** to provide professional construction management services required for the **Programming, Design, Construction Management and Oversight** of the **Hidalgo County Laboratory Project** for **Hidalgo County** hereinafter referred to as the “**Project**”.

The scope of services to be provided by the **Owner** is identified in *EXHIBIT “A” – Scope of Services to be provided by the Owner* attached hereto.

The scope of services to be provided by the **Construction Manager** is identified in *EXHIBIT “B” – Scope of Services to be provided by the Construction Manager* attached hereto.

PART 2. ESTIMATED COST

The estimated cost for services under this Work Authorization is \$19,176.75. This amount is based upon the costs outlined in the **Estimated Cost Proposal** attached hereto as *EXHIBIT “D” Fee Schedule*.

PART 3. PAYMENT

Compensation and payment to the **Construction Manager** for the services established under this Work Authorization shall be made in accordance with **Article 6** of the Agreement.

PART 4. FUNDING

This Work Authorization No. 1 shall be funded through funding source:

Account No. _____

Requisition Number _____ (MUST BE INCLUDED AFTER CC APPROVAL)

PART 5. PERIOD OF SERVICE

This Work Authorization shall become effective on the date of final acceptance of the parties hereto, and terminate upon completion of scopes of the work authorization.

PART 6. RESPONSIBILITIES AND OBLIGATIONS

This Authorization does not waive the parties' responsibilities and obligations provided under the Agreement.

PART 7. ACKNOWLEDGEMENT AND CONFIRMATION

Acknowledgement and confirmation by **Hidalgo County**, Judge Richard F. Cortez as to content and detail of this **Work Authorization No. 1**.

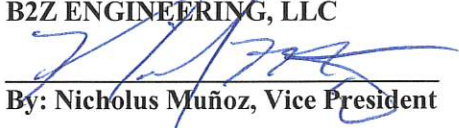
**HIDALGO COUNTY
JUDGE**

BY: _____

PART 8. ACCEPTANCE AND APPROVAL

This Work Authorization is hereby accepted, approved by Hidalgo County Commissioners' Court on _____ as indicated below.

**THE CONSTRUCTION MANAGER:
B2Z ENGINEERING, LLC**


By: Nicholas Muñoz, Vice President

**THE OWNER:
HIDALGO COUNTY**

By: Richard F. Cortez, County Judge

ATTEST:

LIST OF ATTACHMENTS

- Exhibit A – Services to be Provided by the Owner
- Exhibit B – Services to be Provided by the Construction Manager
- Exhibit C – Work Schedule
- Exhibit D – Fee Schedule

EXHIBIT “A”
SCOPE OF SERVICES TO BE PROVIDED BY THE OWNER

The following provides an outline of the services to be provided by the **Owner** in the development of the “**Health Department Testing/Bio-Safety Laboratory**” for **Hidalgo County** hereinafter denoted as the **Project**.

GENERAL:

The **Owner** will provide to the **Construction Manager** the following:

- 1) Provide the authorization to proceed with services through coordination with the project consulting and design Engineer.
- 2) Payment for work performed by the **Construction Manager** and accepted by the **Owner** in accordance with Articles 5 and 6 of the Agreement.
- 3) Assistance to the **Construction Manager**, as necessary, to obtain the required data and information from other local, regional, State and Federal agencies the **Construction Manager** cannot easily obtain.
- 4) Provide any available relevant data the **Owner** may have on file concerning the **Project**.
- 5) Provide timely review and decisions in response to the **Construction Manager’s** request for information and/or required submittals and deliverables, in order for the **Construction Manager** to maintain the agreed upon work schedule prepared in accordance with Exhibit “C” attached to this Work Authorization.
- 6) Attend and participate in progress meetings as required and as coordinated and conducted by **Construction Manager**.

EXHIBIT "B"
SCOPE OF SERVICES TO BE PROVIDED BY THE CONSTRUCTION
MANAGER

PROJECT DESCRIPTION

The services designated herein as "Services provided by the CONSTRUCTION MANAGER" shall include the performance of all construction manager services for the following described facility:

COUNTY/CITY: HIDALGO COUNTY

PROJECT/DESCRIPTION: HEALTH DEPARTMENT TESTING/BIO-SAFETY LABORATORY

EXHIBIT “B”
SCOPE OF SERVICES TO BE PROVIDED BY THE CONSTRUCTION
MANAGER

1. Pre-Design Phase Services

B2Z Engineering will work with Hidalgo County representatives and the Architect to develop a Construction/Project Management Plan, which shall define and document all project requirements. This will serve to outline the scope of work of each of the team members and the plans and strategies for fulfilling those requirements. Developing the Construction Management Plan (CMP) is imperative during the pre-design phase to define the project requirements, guidelines, and methods and procedures. Our goal is to accomplish the following items identified as part of the CMP:

- 1.1. Identify project stakeholders, key staff and the project team and their respective roles
- 1.2. Assist in the development of a program and preliminary design
- 1.3. Review current budget and develop Master Project Budget
- 1.4. Develop Master Schedule with short and long-term milestones
- 1.5. Review Master Planning and Development Documents
- 1.6. Identify planned infrastructure improvements as they relate to the project
- 1.7. Identify risks or potential icebergs and develop recovery plans
- 1.8. Identify gaps within the program, budget, schedule and quality expectations
- 1.9. Explore project phasing and sequencing
- 1.10. Discuss all owner needs such as FF&E and additional consultants to establish an overall project budget
- 1.11. Identify communication pathways and needs
- 1.12. Establish quality assurance expectations
- 1.13. Establish project control procedures
- 1.14. Clarify methods of claims avoidance and how to foster a collaborative team approach
- 1.15. Develop the Project in the Project Management Information Software (PMIS)
- 1.16. Attend coordination meetings as necessary with Architect, Project Consultants, and Hidalgo County
- 1.17. Meetings & Coordination with Project Owner/Sponsor. Coordinate and Conduct Bi-Monthly Briefings to Hidalgo County Commissioner's Court or Chief's of Staff.

Exhibit "C" Work Schedule

Hidalgo County
Health Department Testing/Bio-Safety Laboratory

ID	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names	e 2020 July 2020																						
								4	6	8	10	12	14	16	18	20	22	24	26	28	30	2	4	6	8	10	12	14	16	18
1		Pre-Design Phase Services	39 days	Tue 6/9/20	Fri 7/17/20																									

Project: Exhibit C - Schedule.mp Date: Fri 6/5/20	Task		Inactive Summary		External Tasks	
	Split		Manual Task		External Milestone	
	Milestone		Duration-only		Deadline	
	Summary		Manual Summary Rollup		Progress	
	Project Summary		Manual Summary		Manual Progress	
	Inactive Task		Start-only			
	Inactive Milestone		Finish-only			



EXHIBIT D FEE PROPOSAL

Contract # C-20-204-06-09

Health Department Testing/Bio-Safety Laboratory

Hidalgo County

Work Authorization #1

<i>Project/Pre-Construction Management Services</i>		MANHOURS			Total Hours	Total Line Item Cost			
		Project Management Professional	Senior Construction Inspector	Admin/ Clerical					
TASKS									
Preliminary Design Phase									
1	Identify project stakeholders, key staff and the project team and their respective roles					4	\$760.52		
2	Assist in the development of a program and preliminary design					16	\$3,042.08		
3	Develop Master Schedule with short and long-term milestones					4	\$760.52		
4	Review Master Planning and Development Documents					2	\$380.26		
5	Identify planned infrastructure improvements as they relate to the project					2	\$380.26		
6	Identify risks or potential icebergs and develop recovery plans					4	\$760.52		
7	Identify gaps within the program, budget, schedule and quality expectations					2	\$380.26		
8	Explore project phasing and sequencing					4	\$760.52		
9	Discuss all owner needs such as FF&E and additional consultants and establish an Overall Project Budget					8	\$1,908.22		
10	Identify communication pathways and needs					1	\$190.13		
11	Establish quality assurance expectations					1	\$190.13		
12	Establish project control procedures					1	\$190.13		
13	Develop the Project in the Project Management Information Software (PMIS)					4	\$1,313.64		
14	Attend coordination meetings as necessary with Architect, Project Consultants, and Hidalgo County					24	\$6,222.48		
15	Meetings & Coordination with Project Owner/Sponsor. Coordinate and Conduct Bi-Monthly Briefings to Hidalgo County Commissioner's Court or Chief's of Staff.					4	\$1,037.08		
		Subtotal Labor Hours			81	2	38	121	
		Labor Hours			81	2	38	121	
		Hourly Base Rates			\$ 55.00	\$ 36.00	\$ 20.00		
		Contract Rate FY2020			\$ 190.13	\$ 124.45	\$ 69.14		
		Total Costs			\$ 15,400.53	\$ 248.90	\$ 2,627.32		\$18,276.75

Owner-Insite Project Management Software
RS Means Estimating Software

Pass Through Expense / TBD

\$ 900.00
Total Direct Expenses \$ 900.00

B2Z Engineering Total Cost

\$19,176.75