

August 3, 2020

Hon. David Fuentes  
 Commissioner, Hidalgo County Pct. #1  
 1902 Joe Stephens  
 Weslaco, TX 78596

**RE: Contract # C-17-315-03-13 ~ Hidalgo County Precinct No. 1 Tax Office  
 Work Authorization No. 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 July 2020 on the subject referenced project.

The following is attached:

- Invoice No. 10052

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>	<b>100%</b>
<b>UPDATED:</b> 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>	<b>100%</b>
<b>UPDATED:</b> This task is complete. Please refer to invoice dated April 1, 2019.	
<b>2.2 – Contractor Qualification/Bid Solicitation &amp; Selection</b>	<b>100%</b>
<b>UPDATED:</b> This task is complete. Please refer to invoice dated August 1, 2018.	

<b>3.0 – Construction Phase Services</b>		
<b>3.1 – Construction &amp; Contract Management</b>		<b>97%</b>
<p><b><u>UPDATED:</u></b>  B2Z continues to coordinate all aspects of construction, contract management and manage all project documentation.</p> <p><b>Pending RFI's:</b></p> <ul style="list-style-type: none"> <li>▪ N/A</li> </ul> <p><b>Pending Sample Approval:</b></p> <ul style="list-style-type: none"> <li>• N/A</li> </ul> <p><b>Pending Submittals:</b></p> <ul style="list-style-type: none"> <li>▪ Landscape (Plants) in Court of Landscape Arch since 7/6/2020</li> </ul> <p><b>Change Orders and Allowance Expenditures:</b></p> <p><b>Change Order #001 - \$8,003.18</b></p> <ul style="list-style-type: none"> <li>▪ <b>Approved/Executed</b></li> <li>▪ PCO #003 – \$1,037.18 Fire Dampers</li> <li>▪ PCO #004 - \$3,137.60 Fire Alarm conduits &amp; back boxes</li> <li>▪ PCO #006 - \$3,088.40 Schlage Primus keying system as requested by Executive Office in lieu of VE Option</li> <li>• PCO #007 - \$740.00 to build Chase for sprinkler lines at foyer and room A110 not on plans, left out by Architect</li> </ul> <p><b>Change order #002 - \$15,776.80</b></p> <ul style="list-style-type: none"> <li>• <b>Approved/Executed</b></li> <li>• \$15,776.80 for Millwork modification per executive Office and Tax Office I.T. Department</li> </ul>		

3.2 – Daily Field Reports and Progress Photos		97%
<p><b><u>UPDATED:</u></b>  Conducting daily job-site inspections to document the following: Job-site conditions, weather conditions, job-site safety, job progress, material deliveries, and installed construction. Documented inspection findings via job reports and photo journal.</p> <p><b>Project Schedule:</b></p> <ul style="list-style-type: none"> <li>▪ Project Start Date - 08/14/2019</li> <li>▪ Original Completion Date - 04/21/2020</li> <li>▪ Granted Weather Days - 19 days</li> <li>▪ Project Completion Date - 05/10/2020</li> <li>▪ Change Order #001 <ul style="list-style-type: none"> <li>○ 28 days</li> </ul> </li> <li>• Change Order #002 <ul style="list-style-type: none"> <li>○ 21 Days</li> </ul> </li> <li>▪ Covid-19 Delays/Lack of Response from Architect <ul style="list-style-type: none"> <li>○ 48 days</li> </ul> </li> <li>▪ Project Completion Date – 08/14/2020</li> </ul> <p><b>Project Delays:</b></p> <ul style="list-style-type: none"> <li>▪ 19 days due to weather</li> <li>▪ 48 days due to Covid-19 &amp; lack of response from Architect</li> <li>▪ 21 days due to Millwork Modifications By executive Office/Tax Office</li> </ul> <p><b>Completed Tasks:</b></p> <ul style="list-style-type: none"> <li>▪ Installation of Final Coat of paint</li> <li>▪ Installation of Flooring</li> <li>▪ Installation of millwork</li> <li>▪ Installation of Irrigation Lines</li> <li>▪ Paving of Parking Lot</li> <li>▪ Exterior Signage &amp; Stripping</li> </ul>		

<p><b>Tasks In-Progress:</b></p> <ul style="list-style-type: none"> <li>• Installation of canopies</li> <li>• Pending interior Signage</li> <li>▪ Pending Programing of lighting system</li> <li>▪ Pending approval of Certificate of Occupancy</li> <li>▪ Final punch List by B2Z/ROFA</li> </ul> <p><b>Meetings:</b></p> <ul style="list-style-type: none"> <li>▪ Owner/Architect/Contractor (OAC) Bi-Weekly Meetings. These meetings are held at Precinct No.1 Administration Office. B2Z facilitates discussion of general project topics, administrative items, project progress, document management, open issues, and any other new business. <ul style="list-style-type: none"> <li>○ 07/24/2020 ACS walk thru w/ Erickson &amp; Exec. Office</li> </ul> </li> </ul>		
<b>4.0 – Project Close Out</b>		<b>0%</b>
<p><b><u>UPDATED:</u></b> Task has not begun.</p>		
<b>5.0 – Meetings &amp; Coordination on Project Development w/Stakeholders</b>		<b>100%</b>
<p><b><u>UPDATE:</u></b> This task is complete. Refer to invoice date May 1, 2019.</p>		

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, PMP  
Senior Project Manager  
B2Z Engineering, LLC



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

## Invoice

Date	Invoice #
8/3/2020	10052

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 78596

Project Info:

Contract #C-17-315-03-13 WA#1  
 Tax Office  
 Construction Mgmt Services  
 B2Z JOB: 1101  
 PO # 778474

**Billing Period July 2020**

Description	Contract	Previous Applications	Current Completed	Total Completed	% Complete
<b>Task 1.0</b> - Pre-Design Phase Services	\$ 5,432.82	\$ 5,432.82	\$ -	\$ 5,432.82	100%
<b>Task 2.1</b> - Oversight of A/E Design Team/Plan Review/Value Engineering	\$ 4,510.24	\$ 4,510.24	\$ -	\$ 4,510.24	100%
<b>Task 2.2</b> - Contractor Qualification/Bid Solicitation and Selection (CMAR Delivery Method)	\$ 5,842.92	\$ 5,842.92	\$ -	\$ 5,842.92	100%
<b>Task 3.1</b> - Construction & Contract Management	\$ 13,454.00	\$ 12,377.68	\$ 672.70	\$ 13,050.38	97%
<b>Task 3.2</b> - Daily Field Reports and Progress Photos	\$ 38,925.46	\$ 35,811.42	\$ 1,946.28	\$ 37,757.70	97%
<b>Task 4.0</b> - Project Close Out	\$ 2,255.12	\$ -	\$ -	\$ -	0%
<b>Task 5.0</b> - Meetings & Coordination on Project Development Activities w/Stakeholders	\$ 15,093.98	\$ 15,093.98	\$ -	\$ 15,093.98	100%
<b>Direct Expenses</b>	\$ 4,465.07	\$ 4,107.86	\$ -	\$ 4,107.86	92%
<b>Total For This Billing Period</b>				<b>2,618.98</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	\$83,176.92	95.4%	\$4,183.71

Aisha Gonzalez - President