

July 1, 2021

Mr. 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: Professional Construction Management Services Contract  
(C-20-204-06-09)  
Work Authorization No. 2 ~ Pre-Design Phase Services – Bio/Safety Laboratory  
Project  
PO# 828387**

Dear Mr. Guerra:

Attached for your review and approval is our invoice for services rendered under Work Authorization #2 during the month of June 2021 on the subject referenced project.

The following is attached:

- Invoice No. 40130

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

Design Phase	% Complete
<b>Tasks 1 - Oversight of Architect &amp; Design - Meetings &amp; Coordination with Core Design Team. (Architect, MEP Engineer, Structural Engineer, Civil Engineer, etc.)</b>	<b>60%</b>
<b><u>UPDATED:</u></b> <ul style="list-style-type: none"><li>▪ B2Z continues to coordinate pending administrative items required for the project, including the processing of invoices with various Hidalgo County departments. Consultant invoices for both B2Z and ERO continue to be vetted and approved for payment.</li><li>▪ B2Z continues both internal and external weekly design meetings. The project remains in the design development phase, and there has been an adjustment to the weekly design meetings at the request of Hidalgo County. Internal consultant meetings led by ERO are held on Wednesday's, and end-user design meetings are now held on Thursday mornings.</li><li>▪ Design development reached the 50% milestone, and the review process has commenced on DD package.</li></ul>	

<ul style="list-style-type: none"> <li>▪ B2Z continues coordination with HC and Sames Engineering, for the south parking area and canopy structure.</li> <li>▪ B2Z continues coordination of the electrical relocation Project. This sub-project will be coordinated through ERO’s contract and will be funded by the Bio-Safety Lab. Trinity Engineering has completed design of the electrical relocation. A meeting will be held with Urban County to discuss the bidding of the project.</li> </ul>	
<p><b>Tasks 2 - Oversight of Architect &amp; Design - Meetings &amp; Coordination with Other Project Consultants (Geotech, Survey, FF&amp;E, Equipment Vendors, etc.)</b></p>	<p><b>50%</b></p>
<p><b><u>UPDATED:</u></b></p> <ul style="list-style-type: none"> <li>▪ Geotechnical – borings were completed in June. We expect to have a draft report for review in the month of July.</li> <li>▪ Lab Equipment – an updated equipment procurement list has been uploaded to BIM 360 where it will undergo a review in conjunction with the 50% DD set.</li> <li>▪ City of Edinburg – a meeting was held with the city to commence dialog on the project and specifically the site plan. A site plan review application was completed by B2Z and the check for the fee has been cut by HC. We are awaiting some minor changes to the site plan by ERO to submit to the city for the permit review.</li> <li>▪ Hidalgo County IT – plans were shared with IT to identify locations of all special system components. Special system locations will be incorporated into the low-voltage drawings of the plans set.</li> <li>▪ Oscar Villarreal from facilities and maintenance has been attending most design meetings to ensure that we follow all County design guidelines.</li> </ul>	
<p><b>Tasks 3 - Design &amp; Bidding Schedule Adherence - Monthly Updates to Multi-Discipline Baseline Project Schedule</b></p>	<p><b>45%</b></p>
<p><b><u>UPDATED:</u></b></p> <p>B2Z updated the project schedule, no significant changes this month. The project is on schedule and major milestone include:</p> <ul style="list-style-type: none"> <li>▪ September 2021 – Design Completion</li> <li>▪ September 2021 – Bids Due</li> <li>▪ November 2021 – Construction Start</li> </ul>	

<ul style="list-style-type: none"> <li>▪ September 2022 – Substantial Completion</li> <li>▪ October 2022 – Turnover and occupancy</li> </ul>	
<b>Tasks 4 - Budget Adherence - Monthly Updates to the Total Project Baseline Budget</b>	<b>45%</b>
<p><b><u>UPDATED:</u></b></p> <p>Project budget has been updated:</p> <ul style="list-style-type: none"> <li>• \$126,000 increase at the completion of the schematic design phase.</li> <li>• ~\$20,000 increase in FF&amp;E – will be finalized at the end of design development.</li> </ul> <p>Increases attributed to the volatility in construction material pricing.</p>	
<b>Tasks 5 - Quality Reviews &amp; Key Stakeholder Approvals and Acceptance (Schematic, Design Development, &amp; Construction Documents)</b>	<b>40%</b>
<p><b><u>UPDATED:</u></b></p> <ul style="list-style-type: none"> <li>▪ Review of 50% design development package has commenced. The review will remain on-going until the completion of the DD package schedule for July 7, 2021.</li> </ul>	
<b>Tasks 6 - Development of Monthly Status Reports &amp; Presentation to HCCC, Steering &amp; Governing Committees</b>	<b>40%</b>
<p><b><u>UPDATED:</u></b></p> <ul style="list-style-type: none"> <li>▪ No update this month.</li> </ul>	

<b>Bidding Phase</b>	<b>% Complete</b>
<b>Tasks 7- Assist the Owner with Review of Final Bid Packages.</b>	<b>0%</b>
<p><b><u>UPDATED:</u></b></p> <p><i>This task has not begun.</i></p>	

<b>Tasks 8- Attend Pre-Bid Conference</b>	<b>0%</b>
<b><u>UPDATED:</u></b> <i>This task has not begun.</i>	
<b>Tasks 9 - Review Bid Submissions &amp; Coordinate with Project Architect to Make a Joint Recommendation on Contract Award.</b>	<b>0%</b>
<b><u>UPDATED:</u></b> <i>This task has not begun.</i>	
<b>Tasks 10 - Submit Plans to City of Edinburg to Initiate Permit Review Process</b>	<b>0%</b>
<b><u>UPDATED:</u></b> <i>This task has not begun.</i>	
<b>Tasks 11 - Coordinate Notice of Award &amp; Required Contract Documentation w/ the selected Contractor</b>	<b>0%</b>
<b><u>UPDATED:</u></b> <i>This task has not begun.</i>	
<b>Tasks 12 - Misc. Meetings &amp; Coordination (Design/Bidding Duration ~ 8 months)</b>	<b>50%</b>
<b><u>UPDATED:</u></b> <ul style="list-style-type: none"> <li>▪ No update this month.</li> </ul>	

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

Sincerely,

---

Jesse Ozuna  
Project Manager  
B2Z Engineering, LLC



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

Invoice

Date	Invoice #
7/1/2021	40130

Please send remittance with copy of invoice to:

Attn: Mrs. Aisha Gonzalez  
P.O. Box 2724  
McAllen, Tx. 78502

**Bill To:**  
County of Hidalgo Texas Executive Office  
2818 S. Bus. Hwy. 281  
Edinburg, TX 78539

**Project Info:**  
*Bio/Safety Laboratory Project*  
Contract # C-20-204-06-09  
Work Authorization #2

B2Z JOB: 4118  
PO # 828387

**Billing Period** June 2021

Description	Contract	Previous Applications	Current Completed	Total Completed	% Complete
<b>Design Phase</b>					
<b>Task 1</b> - Oversight of Architect & Design - Meetings & Coordination with Core Design Team. (Architect, MEP Engineer, Structural Engineer, Civil Engineer, etc.)	\$ 34,568.80	\$ 17,284.40	\$ 3,456.88	\$ 20,741.28	60%
<b>Task 2</b> - Oversight of Architect & Design - Meetings & Coordination with Other Project Consultants (Geotech, Survey, FF&E, Equipment Vendors, etc.)	\$ 12,099.08	\$ 4,839.63	\$ 1,209.91	\$ 6,049.54	50%
<b>Task 3</b> - Design & Bidding Schedule Adherence - Monthly Updates to Multi-Discipline Baseline Project Schedule	\$ 7,328.60	\$ 2,565.01	\$ 732.86	\$ 3,297.87	45%
<b>Task 4</b> - Budget Adherence - Monthly Updates to the Total Project Baseline Budget	\$ 9,195.40	\$ 3,218.39	\$ 919.54	\$ 4,137.93	45%
<b>Task 5</b> - Quality Reviews & Key Stakeholder Approvals and Acceptance (Schematic, Design Development, & Construction Documents)	\$ 13,896.60	\$ 4,168.98	\$ 1,389.66	\$ 5,558.64	40%
<b>Task 6</b> - Development of Monthly Status Reports & Presentation to HCCC, Steering & Governing Committees	\$ 24,060.00	\$ 9,624.00	\$ -	\$ 9,624.00	40%
<b>Bidding Phase</b>					
<b>Task 7</b> - Assist the Owner with Review of Final Bid Packages.	\$ 3,007.50	\$ -	\$ -	\$ -	0%
<b>Task 8</b> - Attend Pre-Bid Conference	\$ 1,728.44	\$ -	\$ -	\$ -	0%
<b>Task 9</b> - Review Bid Submissions & Coordinate with Project Architect to Make a Joint Recommendation on Contract Award.	\$ 2,454.38	\$ -	\$ -	\$ -	0%
<b>Task 10</b> - Submit Plans to City of Edinburg to Initiate Permit Review Process	\$ 2,419.80	\$ -	\$ -	\$ -	0%
<b>Task 11</b> - Coordinate Notice of Award & Required Contract Documentation w/ the selected Contractor	\$ 2,558.12	\$ -	\$ -	\$ -	0%
<b>Task 12</b> - Misc. Meetings & Coordination (Design/Bidding Duration ~ 8 months)	\$ 21,847.52	\$ 10,923.76	\$ -	\$ 10,923.76	50%
<b>Total For This Billing Period</b>				<b>\$7,708.85</b>	

**Work Authorization ~ Summary**

WA No.	WA Amount	Previously Inv.	Percent Complete	Remaining Balance
2	\$135,164.24	\$52,624.17	44.6%	\$74,831.22

Aisha Gonzalez - President