

August 5, 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 July 2021 on the subject referenced project.

The following is attached:

- Invoice No. 40133

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>	65%
<b>UPDATED:</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 (DD) phase due to a two delay. ERO expects to deliver the final DD package on August 5, 2021. The DD package will include minor changes made by the Hidalgo County Health Department in late July.</li><li>▪ Design development reached the 90% milestone.</li><li>▪ B2Z continues coordination with HC and Sames Engineering, for the south parking area and canopy structure. The plans and specifications for this sub-project are at</li></ul>	

<p>90%. We are waiting on front-end documents from Hidalgo County to be able to bid this sub-project.</p> <ul style="list-style-type: none"> <li>▪ B2Z continues coordination of the electrical relocation Project. The plans and specifications developed by Trinity Engineering for this project are at 90%. We are waiting on front-end documents from Hidalgo County to be able to bid this sub-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>65%</b></p>
<p><b><u>UPDATED:</u></b></p> <ul style="list-style-type: none"> <li>▪ Geotechnical – borings were completed in June, and the report was completed in July. The geotechnical report was delivered to the design team on July 12, 2021.</li> <li>▪ Lab Equipment – an updated equipment procurement list has been uploaded to BIM 360. B2Z/ERO/Superior/HC will be making updates to the lab equipment list after completion of DD’s. This is an on-going task that will continue through the construction document phase.</li> <li>▪ City of Edinburg – the site plan and application were delivered to the City on July 8, 2021. A meeting was held with the city and supporting documentation was delivered on that date. B2Z will follow up with the City to get a status on the application.</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. B2Z will coordinate with the IT and Health departments to review drawings at the completion of DD’s.</li> <li>▪ Oscar Villarreal from facilities and maintenance has been attending most design meetings to ensure that we follow all County design guidelines. Exterior colors from the courthouse were shared with HC.</li> </ul>	
<p><b>Tasks 3 - Design &amp; Bidding Schedule Adherence - Monthly Updates to Multi-Discipline Baseline Project Schedule</b></p>	<p><b>65%</b></p>
<p><b><u>UPDATED:</u></b></p> <p>B2Z updated the project schedule, there is one change this month. There were some minor changes requested by the health department. These changes have been incorporated into the plan set but did result in a two-week delay. We will try to condense the project schedule through bidding but the milestones as of now are:</p>	

<ul style="list-style-type: none"> <li>▪ September 2021 – Design Completion</li> <li>▪ October 2021 – Bids Due</li> <li>▪ December 2021 – Construction Start</li> <li>▪ November 2022 – Substantial Completion</li> <li>▪ December 2022 – Turnover and occupancy</li> </ul>	
<p><b>Tasks 4 - Budget Adherence - Monthly Updates to the Total Project Baseline Budget</b></p>	<b>65%</b>
<p><b><u>UPDATED:</u></b>  ERO and B2Z are working on the budget updates for the DD phase. We expect to complete the updates on 8/13/2021. The updates will be presented to the team as well as the County Commission.</p> <p>The last project budget was updated at the end of SD phase:</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>	
<p><b>Tasks 5 - Quality Reviews &amp; Key Stakeholder Approvals and Acceptance (Schematic, Design Development, &amp; Construction Documents)</b></p>	<b>65%</b>
<p><b><u>UPDATED:</u></b></p> <ul style="list-style-type: none"> <li>▪ Review of 50% design development package has been completed. 90% review has commenced of the DD package with the changes incorporated.</li> </ul>	
<p><b>Tasks 6 - Development of Monthly Status Reports &amp; Presentation to HCCC, Steering &amp; Governing Committees</b></p>	<b>50%</b>
<p><b><u>UPDATED:</u></b></p> <ul style="list-style-type: none"> <li>▪ B2Z is preparing a presentation to present to the County Commission in the month of August. The presentation will incorporate the latest changes to the floor plan, exterior façade review and selection, budget review and updates, and schedule milestone review and updates.</li> </ul>	

<b>Tasks 7- Assist the Owner with Review of Final Bid Packages.</b>	<b>0%</b>
<b><u>UPDATED:</u></b> <i>This task has not begun.</i>	
<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>60%</b>
<b><u>UPDATED:</u></b> <ul style="list-style-type: none"> <li>▪ B2Z continues to meet and brief (telephonic and email) Hidalgo County Commissioners, their respective chiefs of staff (collectively Governing Committee), and Urban County to keep them informed of the progress of the project.</li> <li>▪ Misc meetings have increased due to the sub-projects that continue and require additional coordination.</li> </ul>	

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

Sincerely,

A handwritten signature in blue ink, consisting of a stylized, cursive 'J' followed by 'Ozuna'.

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Jesse Ozuna  
Project Manager  
B2Z Engineering, LLC



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

### Invoice

Date	Invoice #
8/5/2021	40133

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 July 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	\$ 20,741.28	\$ 1,728.44	\$ 22,469.72	65%
<b>Task 2</b> - Oversight of Architect & Design - Meetings & Coordination with Other Project Consultants (Geotech, Survey, FF&E, Equipment Vendors, etc.)	\$ 12,099.08	\$ 6,049.54	\$ 1,814.86	\$ 7,864.40	65%
<b>Task 3</b> - Design & Bidding Schedule Adherence - Monthly Updates to Multi-Discipline Baseline Project Schedule	\$ 7,328.60	\$ 3,297.87	\$ 1,465.72	\$ 4,763.59	65%
<b>Task 4</b> - Budget Adherence - Monthly Updates to the Total Project Baseline Budget	\$ 9,195.40	\$ 4,137.93	\$ 1,839.08	\$ 5,977.01	65%
<b>Task 5</b> - Quality Reviews & Key Stakeholder Approvals and Acceptance (Schematic, Design Development, & Construction Documents)	\$ 13,896.60	\$ 5,558.64	\$ 3,474.15	\$ 9,032.79	65%
<b>Task 6</b> - Development of Monthly Status Reports & Presentation to HCCC, Steering & Governing Committees	\$ 24,060.00	\$ 9,624.00	\$ 2,406.00	\$ 12,030.00	50%
<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	\$ 2,184.75	\$ 13,108.51	60%
<b>Total For This Billing Period</b>				<b>\$14,913.00</b>	

**Work Authorization ~ Summary**

<u>WA No.</u>	<u>WA Amount</u>	<u>Previously Inv.</u>	<u>Percent Complete</u>	<u>Remaining Balance</u>
2	\$135,164.24	\$60,333.02	55.7%	\$59,918.22

Aisha Gonzalez - President

September 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 August 2021 on the subject referenced project.

The following is attached:

- Invoice No. 40140

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

<b>Design Phase</b>	<b>% Complete</b>
<b>Tasks 1 - Oversight of Architect &amp; Design - Meetings &amp; Coordination with Core Design Team. (Architect, MEP Engineer, Structural Engineer, Civil Engineer, etc.)</b>	75%
<b>UPDATED:</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, SAMES, &amp; ERO continue to be vetted and approved for payment.</li><li>▪ B2Z continues both internal and external weekly design meetings. The project has moved to the Construction Document (CD's) phase.</li><li>▪ Design development is 100% complete.</li><li>▪ B2Z continues coordination with HC and Sames Engineering, for the south parking area and canopy structure. The plans and specifications for this sub-project are at 100%. Front-end documents are ready and will be incorporated into bid sets.</li></ul>	

<ul style="list-style-type: none"> <li>▪ South parking area and canopy structure (SAMES) will be included in main Bio-Safety lab Project and not be bid out as a separate Project.</li> <li>▪ B2Z continues coordination of the electrical relocation Project. The plans and specifications developed by Trinity Engineering for this project are at 100%. Front end documents are complete. Bidding schedule will be developed in conjunction with Urban County.</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>	75%
<p><b><u>UPDATED:</u></b></p> <ul style="list-style-type: none"> <li>▪ Geotechnical – borings were completed in June, and the report was completed in July. The geotechnical report was delivered to the design team on July 12, 2021.</li> <li>▪ Lab Equipment – an updated equipment procurement list has been uploaded to BIM 360. B2Z/ERO/Superior/HC are making continuous updates to the lab equipment list. This is an on-going task that will continue through the construction document phase to ensure timely delivery of all equipment.</li> <li>▪ City of Edinburg – the site plan was approved by the City of Edinburg.</li> <li>▪ Hidalgo County IT – B2Z will follow up with the IT department to ensure their comments are incorporated into the CD set of documents.</li> <li>▪ Oscar Villarreal from facilities and maintenance has been attending most design meetings to ensure that we follow all County design guidelines. Exterior colors from the courthouse were shared with HC. We still have not received any guidance from HC on exterior color selections.</li> </ul>	
<p><b>Tasks 3 - Design &amp; Bidding Schedule Adherence - Monthly Updates to Multi-Discipline Baseline Project Schedule</b></p>	75%
<p><b><u>UPDATED:</u></b></p> <p>Below are the updated milestones based on the updated August 2021 schedule:</p> <ul style="list-style-type: none"> <li>▪ October 2021 – Design Completion</li> <li>▪ November 2021 – Bids Due</li> <li>▪ January 2021 – Construction Start</li> <li>▪ November 2022 – Substantial Completion (based on a 300 day construction schedule)</li> <li>▪ December 2022 – Turnover and occupancy</li> </ul>	

<b>Tasks 4 - Budget Adherence - Monthly Updates to the Total Project Baseline Budget</b>	<b>75%</b>
<p><b><u>UPDATED:</u></b></p> <p>Budget updates at the end of design development have been completed and shared with the project team, County Commission, and budget department.</p> <p>Key takeaways:</p> <ul style="list-style-type: none"> <li>▪ \$1,386,136 increase in construction budget – material volatility and addition of parking and electrical relocation sub-projects</li> <li>▪ \$45,000 increase in FF&amp;E</li> <li>▪ \$13,048 increase in consultant fees for parking and canopy structures</li> <li>▪ \$25,218 increase in contingencies an escalation</li> <li>▪ \$1,431,136 increase to be covered by Urban County</li> <li>▪ \$138,266 increase to be covered by Hidalgo County</li> </ul>	
<b>Tasks 5 - Quality Reviews &amp; Key Stakeholder Approvals and Acceptance (Schematic, Design Development, &amp; Construction Documents)</b>	<b>75%</b>
<p><b><u>UPDATED:</u></b></p> <ul style="list-style-type: none"> <li>▪ Design development review completed. All comments made via BIM 360 and documented digitally.</li> </ul>	
<b>Tasks 6 - Development of Monthly Status Reports &amp; Presentation to HCCC, Steering &amp; Governing Committees</b>	<b>60%</b>
<p><b><u>UPDATED:</u></b></p> <ul style="list-style-type: none"> <li>▪ B2Z has briefed the following governing and steering committee members and other project stakeholders. Those not on this list will be briefed within the next 30 days: <ul style="list-style-type: none"> <li>○ Judge Cortez</li> <li>○ Commissioner Cantu</li> <li>○ Commissioner Torres</li> <li>○ P. R. Avila – Urban County</li> <li>○ Sergio Cruz – Budget</li> <li>○ Eddie Olivarez - HCHD</li> </ul> </li> </ul>	

<b>Tasks 7- Assist the Owner with Review of Final Bid Packages.</b>	<b>0%</b>
<b><u>UPDATED:</u></b> <i>This task has not begun.</i>	
<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>65%</b>
<b><u>UPDATED:</u></b> <ul style="list-style-type: none"> <li>▪ Misc meetings have increased due to the sub-projects that continue and require additional coordination.</li> <li>▪ Toured UTRGV bio-safety labs.</li> </ul>	

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

Sincerely,

A handwritten signature in blue ink, consisting of a large loop followed by a horizontal line extending to the right.

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Jesse Ozuna  
Project Manager  
B2Z Engineering, LLC



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

Invoice

Date	Invoice #
9/1/2021	40140

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

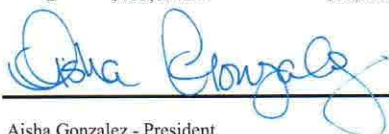
B2Z JOB: 4118  
 PO # 828387

**Billing Period August 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	\$ 22,469.72	\$ 3,456.88	\$ 25,926.60	75%
<b>Task 2</b> - Oversight of Architect & Design - Meetings & Coordination with Other Project Consultants (Geotech, Survey, FF&E, Equipment Vendors, etc.)	\$ 12,099.08	\$ 7,864.40	\$ 1,209.91	\$ 9,074.31	75%
<b>Task 3</b> - Design & Bidding Schedule Adherence - Monthly Updates to Multi-Discipline Baseline Project Schedule	\$ 7,328.60	\$ 4,763.59	\$ 732.86	\$ 5,496.45	75%
<b>Task 4</b> - Budget Adherence - Monthly Updates to the Total Project Baseline Budget	\$ 9,195.40	\$ 5,977.01	\$ 919.54	\$ 6,896.55	75%
<b>Task 5</b> - Quality Reviews & Key Stakeholder Approvals and Acceptance (Schematic, Design Development, & Construction Documents)	\$ 13,896.60	\$ 9,032.79	\$ 1,389.66	\$ 10,422.45	75%
<b>Task 6</b> - Development of Monthly Status Reports & Presentation to HCCC, Steering & Governing Committees	\$ 24,060.00	\$ 12,030.00	\$ 2,406.00	\$ 14,436.00	60%
<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	\$ 13,108.51	\$ 1,092.38	\$ 14,200.89	65%
<b>Total For This Billing Period</b>					<b>\$11,207.23</b>

**Work Authorization - Summary**

WA No.	WA Amount	Previously Inv.	Percent Complete	Remaining Balance
2	\$135,164.24	\$75,246.02	64.0%	\$48,710.99

  
 Aisha Gonzalez - President