

December 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 November 2021 on the subject referenced project.

The following is attached:

- Invoice No. 40154

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

Design Phase	% Complete
Tasks 1 - Oversight of Architect & Design - Meetings & Coordination with Core Design Team. (Architect, MEP Engineer, Structural Engineer, Civil Engineer, etc.)	100%
<u>UPDATED:</u> <ul style="list-style-type: none"> ▪ Design is 100% complete and bid packages are now being developed for advertisement and release in January of 2022. The decision was made to push bidding into the new year collectively to increase bidder participation and avoid bidding the project during the holiday season. 	
Tasks 2 - Oversight of Architect & Design - Meetings & Coordination with Other Project Consultants (Geotech, Survey, FF&E, Equipment Vendors, etc.)	100%
<u>UPDATED:</u> <ul style="list-style-type: none"> ▪ Design is 100% complete and bid packages are now being developed for advertisement and release in January of 2022. The decision was made to push bidding into the new year collectively to increase bidder participation and avoid bidding the project during the holiday season. ▪ We continue to coordinate with JCI for building automation. 	

Tasks 3 - Design & Bidding Schedule Adherence - Monthly Updates to Multi-Discipline Baseline Project Schedule	100%
<p><u>UPDATED:</u></p> <p>Below are the updated milestones based on the updated latest schedule. The updated schedule will be provided to all stakeholders. There have been changes to the bidding schedule due to a change in procurement methodology. Procurement methodology changed from Sealed Bids to Competitive Sealed Proposals.</p> <ul style="list-style-type: none"> ▪ November 2021 – Design Completion ▪ January 2022 – Bids Due ▪ March 2022 – Construction Start ▪ February 2023 – Substantial Completion (based on a 365-day construction schedule) ▪ March 2023 – Turnover and occupancy 	
Tasks 4 - Budget Adherence - Monthly Updates to the Total Project Baseline Budget	95%
<p><u>NO UPDATE:</u></p> <ul style="list-style-type: none"> ▪ There is no update on this task. 	
Tasks 5 - Quality Reviews & Key Stakeholder Approvals and Acceptance (Schematic, Design Development, & Construction Documents)	100%
<p><u>UPDATED:</u></p> <ul style="list-style-type: none"> ▪ Design is 100% complete and bid packages are now being developed for advertisement and release in January of 2022. The decision was made to push bidding into the new year collectively to increase bidder participation and avoid bidding the project during the holiday season 	
Tasks 6 - Development of Monthly Status Reports & Presentation to HCCC, Steering & Governing Committees	80%
<p><u>NO UPDATE:</u></p> <ul style="list-style-type: none"> ▪ There is no update on this task. 	

Bidding Phase	% Complete
Tasks 7- Assist the Owner with Review of Final Bid Packages.	0%
<p><u>UPDATED:</u> <i>This task has not begun.</i></p>	
Tasks 8- Attend Pre-Bid Conference	0%
<p><u>UPDATED:</u> <i>This task has not begun.</i></p>	
Tasks 9 - Review Bid Submissions & Coordinate with Project Architect to Make a Joint Recommendation on Contract Award.	0%
<p><u>UPDATED:</u> <i>This task has not begun.</i></p>	
Tasks 10 - Submit Plans to City of Edinburg to Initiate Permit Review Process	0%
<p><u>UPDATED:</u> <i>This task has not begun.</i></p>	
Tasks 11 - Coordinate Notice of Award & Required Contract Documentation w/ the selected Contractor	0%
<p><u>UPDATED:</u> <i>This task has not begun.</i></p>	
Tasks 12 - Misc. Meetings & Coordination (Design/Bidding Duration ~ 8 months)	90%
<p><u>UPDATED:</u></p>	

<ul style="list-style-type: none">▪ Misc meetings have increased due to the sub-projects that continue and require additional coordination.▪ Additional meetings for bidding coordination.▪ Additional meetings for CDBG-CV specific requirements.▪ Additional meetings for procurement methodology decision.▪ Additional meetings for building automation.	
---	--

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 #
12/1/2021	40154

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 November 2021

Description	Contract	Previous Applications	Current Completed	Total Completed	% Complete
Design Phase					
Task 1 - Oversight of Architect & Design - Meetings & Coordination with Core Design Team. (Architect, MEP Engineer, Structural Engineer, Civil Engineer, etc.)	\$ 34,568.80	\$ 32,840.36	\$ 1,728.44	\$ 34,568.80	100%
Task 2 - Oversight of Architect & Design - Meetings & Coordination with Other Project Consultants (Geotech, Survey, FF&E, Equipment Vendors, etc.)	\$ 12,099.08	\$ 11,494.13	\$ 604.95	\$ 12,099.08	100%
Task 3 - Design & Bidding Schedule Adherence - Monthly Updates to Multi-Discipline Baseline Project Schedule	\$ 7,328.60	\$ 6,962.17	\$ 366.43	\$ 7,328.60	100%
Task 4 - Budget Adherence - Monthly Updates to the Total Project Baseline Budget	\$ 9,195.40	\$ 8,735.63	\$ -	\$ 8,735.63	95%
Task 5 - Quality Reviews & Key Stakeholder Approvals and Acceptance (Schematic, Design Development, & Construction Documents)	\$ 13,896.60	\$ 13,201.77	\$ 694.83	\$ 13,896.60	100%
Task 6 - Development of Monthly Status Reports & Presentation to HCCC, Steering & Governing Committees	\$ 24,060.00	\$ 19,248.00	\$ -	\$ 19,248.00	80%
Bidding Phase					
Task 7 - Assist the Owner with Review of Final Bid Packages.	\$ 3,007.50	\$ -	\$ -	\$ -	0%
Task 8 - Attend Pre-Bid Conference	\$ 1,728.44	\$ -	\$ -	\$ -	0%
Task 9 - Review Bid Submissions & Coordinate with Project Architect to Make a Joint Recommendation on Contract Award.	\$ 2,454.38	\$ -	\$ -	\$ -	0%
Task 10 - Submit Plans to City of Edinburg to Initiate Permit Review Process	\$ 2,419.80	\$ -	\$ -	\$ -	0%
Task 11 - Coordinate Notice of Award & Required Contract Documentation w/ the selected Contractor	\$ 2,558.12	\$ -	\$ -	\$ -	0%
Task 12 - Misc. Meetings & Coordination (Design/Bidding Duration ~ 8 months)	\$ 21,847.52	\$ 18,570.39	\$ 1,092.38	\$ 19,662.77	90%
Total For This Billing Period					\$4,487.03

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	\$111,052.45	85.5%	\$19,624.76


Aisha Gonzalez - President