

February 1, 2022

The Honorable Commissioner Ellie Torres  
**Attn: Leticia Saenz**  
Hidalgo County Precinct #4  
1051 N. Doolittle Rd.  
Edinburg, Texas 78542

**RE: Work Authorization No. 1 - Construction Management Services for project specific  
– The Design & Construction of Sunflower Park in Precinct #4 (C-21-228-03-16)  
PO# 830040**

Dear Commissioner Torres:

Attached for your review and approval is our invoice for services rendered under Work Authorization #1 during the month of January 2022 on the subject referenced project.

The following is attached:

- Invoice No. 40163

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

<b>TASK</b>	<b>% Complete</b>
<b>Pre-Construction - Design</b>	
<b>Task 1 - Assist Precinct 4 in the preparation of formal AIA contract documents for Architect</b>	<b>100%</b>
<b><u>NO UPDATE:</u></b> <ul style="list-style-type: none"><li>• B2Z has completed this task and the architect has commenced the programming phase of the design.</li></ul>	
<b>Task 2 - Monthly Architect design review meetings (based on 5 months)</b>	<b>100%</b>
<b><u>NO UPDATE:</u></b> <ul style="list-style-type: none"><li>• 8/4/2021 – Monthly design meeting with TWG, NAWSC, HCDD1.</li><li>• 8/26/2021 – Meeting with Mr. Omar Cano on 95% Civil CDs.</li></ul>	
<b>Task 3 - Monthly owner status meetings (based on 5 months)</b>	<b>100%</b>
<b><u>NO UPDATE:</u></b> <ul style="list-style-type: none"><li>• 8/12/2021 – Monthly project status meeting at Precinct 4.</li><li>• 8/26/2021 – Review of 95% CDs with Precinct 4.</li></ul>	

<b>Task 4 - Prepare and conduct pre-construction conference</b>	<b>0%</b>
<b><u>NO UPDATE:</u></b> <i>This task has not begun.</i>	
<b>Task 5 - Permit coordination</b>	<b>70%</b>
<b><u>UPDATE:</u></b> B2Z is coordinating with NAWSC on access to their lines along with the required items needed to include on bid docs.	
<b>Construction Bidding</b>	
<b>Task 1 - Contractor outreach/Contractor pre-qualification</b>	<b>100%</b>
<b><u>UPDATE:</u></b> B2Z reached out to various local contractors to inform them of the project and where to obtain the information needed for them to bid the Project	
<b>Task 2 - Evaluate bids and make recommendations to Hidalgo County Precinct 4</b>	<b>100%</b>
<b><u>UPDATE:</u></b> B2Z has made the recommendation to start negotiations with RG Enterprises and discuss possible value engineering options.	
<b>Task 3 - Assist in the preparation of formal AIA contract documents for Contractor</b>	<b>0%</b>
<b><u>NO UPDATE:</u></b> <i>This task has not begun</i>	
<b>Task 4 - Assist Hidalgo County Precinct 4 with contractor negotiations</b>	<b>100%</b>
<b><u>NO UPDATE:</u></b> <ul style="list-style-type: none"> <li>▪ B2Z coordinated and conducted initial negotiations between Precinct 4 and RG Enterprises on 12/13/2021.</li> <li>▪ B2Z coordinated and conducted a final negotiation meeting with RG Enterprises on 01/17/2022.</li> <li>▪ B2Z met with Precinct 4 on 1/25/2022 to finalize best and final offer.</li> </ul>	

<b>During Construction</b>	
<b>Task 1 - Conduct bi-weekly Owner/Architect/Contractor (OAC) Meetings</b>	<b>0%</b>
<b><u>NO UPDATE:</u></b> <i>This task has not begun.</i>	
<b>Task 2 - Monthly owner status meetings (based on 8 months)</b>	<b>0%</b>
<b><u>NO UPDATE:</u></b> <i>This task has not begun.</i>	
<b>Task 3 - Daily project site visits with field reports and photographs</b>	<b>0%</b>
<b><u>NO UPDATE:</u></b> <i>This task has not begun.</i>	
<b>Task 4 - Project documentation review/document control (shop drawings, submittals, CMT reports, samples, etc.)</b>	<b>0%</b>
<b><u>NO UPDATE:</u></b> <i>This task has not begun.</i>	
<b>Task 5 - Project Documentation Review/Document Control (shop drawings, submittals, CMT Reports, Samples, etc.)</b>	<b>0%</b>
<b><u>NO UPDATE:</u></b> <i>This task has not begun.</i>	
<b>Task 6 - Change order review, negotiation, and preparation</b>	<b>0%</b>
<b><u>NO UPDATE:</u></b> <i>This task has not begun.</i>	

<b>Post Construction</b>	
<b>Task 1 - Conduct 6 and 11 months walk through and Contractor follow-up</b>	<b>0%</b>
<b><u>NO UPDATE:</u></b> <i>This task has not begun.</i>	
<b>Miscellaneous Technical Activities</b>	
<b>Task 1 – Develop and update project schedule monthly</b>	<b>0%</b>
<b><u>NO UPDATE:</u></b> <i>This task has not begun.</i>	
<b>Task 2 – Develop and update project budget monthly</b>	<b>0%</b>
<b><u>NO UPDATE:</u></b> <i>This task has not begun.</i>	
<b>Task 3 – Meetings and Coordination</b>	<b>25%</b>
<b><u>NO UPDATE:</u></b> 5/24/2021: B2Z coordinated a meeting with Precinct #4, TWG and Oasis Water Playground to capture Precinct 4 vision for splashpad.	

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

Sincerely,

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Jesse Ozuna  
Project Manager  
B2Z Engineering, LLC



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

**Invoice**

Date	Invoice #
2/1/2022	40163

Please send remittance with copy of invoice to:  
Attn: Mrs. Aisha Gonzalez  
P.O. Box 2724  
McAllen, Tx. 78502

**Bill To:**  
Hidalgo County Precinct #4  
1051 Doolittle Rd  
Edinburg, TX 78542

**Project Info:**  
Hidalgo County Precinct #4  
Contract # C-21-228-03-16  
Work Authorization #1  
Sunflower Park

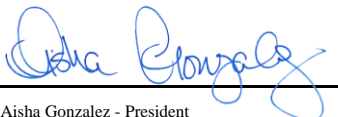
B2Z JOB: 4120

**Billing Period**                      **January 2022**

Description	Contract	Previous Applications	Current Completed	Total Completed	% Complete
<b>Pre-Construction - Design</b>					
Task 1 - Assist Precinct 4 in the preparation of formal AIA contract documents for Architect	\$ 1,819.08	\$ 1,819.08	\$ -	\$ 1,819.08	100%
Task 2 - Monthly design status meetings	\$ 6,991.70	\$ 6,991.70	\$ -	\$ 6,991.70	100%
Task 3 - Monthly owner status meetings	\$ 6,991.70	\$ 6,991.70	\$ -	\$ 6,991.70	100%
Task 4 - Prepare and conduct pre-construction conference	\$ 1,905.70	\$ -	\$ -	\$ -	0%
Task 5 - Permit coordination	\$ 2,029.44	\$ 1,217.66	\$ 202.95	\$ 1,420.61	70%
<b>Construction Bidding</b>					
Task 1 - Contractor outreach/Contractor pre-qualification	\$ 2,425.44	\$ 2,425.44	\$ -	\$ 2,425.44	100%
Task 2 - Evaluate bids and make recommendations to Hidalgo County Precinct 4	\$ 1,955.20	\$ 1,955.20	\$ -	\$ 1,955.20	100%
Task 3 - Assist in the preparation of formal AIA contract documents for Contractor	\$ 3,502.04	\$ -	\$ -	\$ -	0%
Task 4 - Assist Hidalgo County Precinct 4 with contractor negotiations	\$ 1,348.84	\$ 674.42	\$ 674.42	\$ 1,348.84	100%
<b>During Construction</b>					
Task 1 - Conduct bi-weekly Owner/Architect/Contractor (OAC) Meetings	\$ 5,147.84	\$ -	\$ -	\$ -	0%
Task 2 - Monthly owner status meetings	\$ 6,570.96	\$ -	\$ -	\$ -	0%
Task 3 - Daily project site visits with field reports and photographs	\$59,398.40	\$ -	\$ -	\$ -	0%
Task 4 - Project documentation review/document control (shop drawings, submittals, CMT reports, samples, etc.)	\$23,635.60	\$ -	\$ -	\$ -	0%
Task 5 - Change order review, negotiation, and preparation	\$ 5,661.42	\$ -	\$ -	\$ -	0%
Task 6 - Review and verify contractor applications for payment	\$ 7,536.18	\$ -	\$ -	\$ -	0%
<b>Post Construction</b>					
Task 1 - Conduct 6 and 11 month walk through and Contractor follow-up	\$ 1,014.72	\$ -	\$ -	\$ -	0%
<b>Misc. Technical Activities</b>					
Task 1 - Develop and update project schedule monthly	\$ 5,048.88	\$ -	\$ -	\$ -	0%
Task 2 - Develop and update project budget monthly	\$ 5,048.88	\$ -	\$ -	\$ -	0%
Task 3 - Meetings and Coordination	\$ 7,548.56	\$ 1,509.71	\$ 377.43	\$ 1,887.14	25%
Mileage	\$ 4,048.00	\$ -	\$ -	\$ -	0%
				<b>Total For This Billing Period</b>	<b>\$1,254.80</b>

**Work Authorization - Summary**

WA No.	WA Amount	Previously Inv.	Percent Complete	Remaining Balance
1	\$159,628.58	\$23,584.91	15.6%	\$134,788.87

  
Aisha Gonzalez - President