



TRANSMITTAL

To:	Hidalgo County Health Department
Address:	1304 S 25th Ave
	Edinburg, TX 78542
Attn:	Josefina Garces

Date: 11/1/2023

Project: El Paraiso Project- Health C

We Transmit:

Herewithin
 In accordance with your request
 Under separate cover via _____
 Attached

For Your:

<input type="checkbox"/> Approval	<input type="checkbox"/> Signature
<input checked="" type="checkbox"/> Review	<input type="checkbox"/> Record
<input type="checkbox"/> Your Use	<input type="checkbox"/> Information

The Following:

<input type="checkbox"/> Submittals	<input type="checkbox"/> Product Literature	<input type="checkbox"/> Test Reports
<input type="checkbox"/> Specifications	<input type="checkbox"/> Shop Drawings	<input type="checkbox"/> Other:
<input checked="" type="checkbox"/> Documents	<input type="checkbox"/> Sample	

Item No.	Description	Copies	Date Submitted
1	October Monthly Report	1	11/1/2023
2	October Invoice	1	11/1/2023
3			

Comments: Please see attached October's invoice and monthly report for your review.

Name	Signature:	Date:
		11/1/2023



PROGRESS INVOICE

Hon. Everardo Villarreal
 Hidalgo County
 724 Breyfogle Rd
 Mission, TX 78574

Invoice Date: 11/01/23
Billing Period: 10/01/23-10/31/23
Invoice Due: 12/01/23
Invoice # : 4124085
Project Name: El Paraiso Project - Health Clinic
Project #: 2022-04

FIXED FEE SERVICES

Task	Contract Fee	Billed to Date	Percent Complete	Previously Billed	Amount Due
Professional Services					
Pre-Design	\$19,608.00	\$19,608.00	100 %	\$19,608.00	\$0.00
Task 1 - Identify stakeholders and Authorities Having Jurisdiction (AHJs) & develop stakeholder register	\$1,176.00		100 %	\$1,176.00	\$0.00
Task 2 - Initial coordination and meetings with AHJs	\$2,400.00		100 %	\$2,400.00	\$0.00
Task 3 - Develop overall project schedule	\$2,352.00		100 %	\$2,352.00	\$0.00
Task 4 - Develop overall project budget	\$3,264.00		100 %	\$3,264.00	\$0.00
Task 5 - Prepare project management information system and software (PMIS)	\$960.00		100 %	\$960.00	\$0.00
Task 6 - Verify Owner Project Requirements	\$2,124.00		100 %	\$2,124.00	\$0.00
Task 7 - Assist in Selection of Project Delivery Method	\$798.00		100 %	\$798.00	\$0.00
Task 8 - Evaluate and Select Other Consultant(s)	\$2,430.00		100 %	\$2,430.00	\$0.00
Task 9 - Assist in the Development of Other Consultant(s) Contracts	\$4,104.00		100 %	\$4,104.00	\$0.00
Design Phase	\$68,103.00	\$68,103.00	100 %	\$68,103.00	\$0.00
Task 1 - Coordinate Master Site Plan Development	\$2,880.00		100 %	\$2,880.00	\$0.00
Task 2 - Bi-Weekly Design Update Meetings	\$10,728.00		100 %	\$10,728.00	\$0.00

Task 5 - Updates to Project Schedule	\$3,144.00		100 %	\$3,144.00	\$0.00
Task 6 - Site Visits	\$984.00		100 %	\$984.00	\$0.00
Task 7 - Permit Coordination	\$720.00		100 %	\$720.00	\$0.00
Task 8 - Owner Update Meetings	\$10,728.00		100 %	\$10,728.00	\$0.00
Task 9 - Update PMIS	\$4,224.00		100 %	\$4,224.00	\$0.00
Task 10 - Review of Architect/Consultant Invoices	\$2,931.00		100 %	\$2,931.00	\$0.00
Task 11 - Meetings and Coordination for Project Development	\$19,980.00		100 %	\$19,980.00	\$0.00
Task 3 - Review of Design Documents	\$8,640.00		100 %	\$8,640.00	\$0.00
Task 4 - Updates to Project Budget	\$3,144.00		100 %	\$3,144.00	\$0.00
Procurement Phase	\$22,158.00	\$11,858.40	54 %	\$5,296.80	\$6,561.60
Task 11 - Updates to Project Schedule	\$1,212.00		60 %	\$484.80	\$242.40
Task 12 - Meetings and Coordination for Project Development	\$6,660.00		60 %	\$2,664.00	\$1,332.00
Task 5 - Attend Bid Day	\$612.00		50 %	\$0.00	\$306.00
Task 4 - Coordinate issuance of any Addendum	\$876.00		100 %	\$0.00	\$876.00
Task 3 - Coordinate Pre-Bid questions/responses	\$1,254.00		100 %	\$0.00	\$1,254.00
Task 2 - Coordinate and Conduct Pre-Bid Conference	\$1,596.00		100 %	\$0.00	\$1,596.00
Task 1 - Assist in the development of the procurement packet	\$2,376.00		100 %	\$1,663.20	\$712.80
Task 10 - Updates to Project Budget	\$1,212.00		60 %	\$484.80	\$242.40
Task 9 - Coordinate issuance of NTP	\$456.00		0 %	\$0.00	\$0.00
Task 8 - Assist in contract development	\$2,520.00		0 %	\$0.00	\$0.00
Task 7 - Prepare formal recommendation	\$876.00		0 %	\$0.00	\$0.00
Task 6 - Proposal Evaluation	\$2,508.00		0 %	\$0.00	\$0.00
Construction Phase	\$128,774.40	\$0.00	0 %	\$0.00	\$0.00
Task 1 - Coordinate and conduct a Pre-Construction Conference	\$2,143.20		0 %	\$0.00	\$0.00
Task 2 - Conduct/Attend bi-weekly construction meetings	\$12,139.20		0 %	\$0.00	\$0.00
Task 3 - Periodic site visits with project inspector	\$57,240.00		0 %	\$0.00	\$0.00

Task 4 - Document Control (RFI's, Submittals, Shop Drawings, CMT Reports, etc.)	\$10,596.00		0 %	\$0.00	\$0.00
Task 5 - Review Contract Change Directives (CCD's) and Proposed Change Orders (PCO's). Prepare and process Change Orders for Owner (CO's) as needed	\$7,080.00		0 %	\$0.00	\$0.00
Task 6 - QA/QC and execution of applications for payment	\$4,800.00		0 %	\$0.00	\$0.00
Task 7 - Create, Update, and Distribute Monthly Status Reports	\$7,524.00		0 %	\$0.00	\$0.00
Task 8 - Updates to Project Budget	\$3,636.00		0 %	\$0.00	\$0.00
Task 9 - Updates to Project Schedule	\$3,636.00		0 %	\$0.00	\$0.00
Task 10 - Meetings and Coordination for Project Development	\$19,980.00		0 %	\$0.00	\$0.00
Post-Construction Phase	\$13,866.00	\$0.00	0 %	\$0.00	\$0.00
Task 1- Punch List substantial completion and final inspection	\$6,264.00		0 %	\$0.00	\$0.00
Task 2 - Review close-out requirements and documentation submitted by the Contractor	\$1,488.00		0 %	\$0.00	\$0.00
Task 3 - Prepare and issue final reconciliation change order and provide recommendations	\$1,710.00		0 %	\$0.00	\$0.00
Task 4 - Assist in the development of warranty policies and procedures	\$4,404.00		0 %	\$0.00	\$0.00
Reimbursable					
Direct Expenses - Mileage	\$3,159.00	\$0.00	0 %	\$0.00	\$0.00

TOTAL THIS INVOICE	\$6,561.60
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Thank you for your business! Please make checks payable to Brownstone Consultants, LLC. and return them to the address below. Should you have any questions, please feel free to contact our office.

El Paraiso Clinic | ARPA-21-340-019
 PO # 853570
 ACCT. # 4-1290-441-12-115-215-6-452

**Received 11/01/2023 &
 Acknowledged by:**

[Handwritten Signature]
 E. Durbin



Maritza Guerra <maritza.guerra@hchd.org>

Approval for El Paraiso Invoice from Brownstone - October

2 messages

Maritza Guerra <maritza.guerra@hchd.org>

Wed, Nov 1, 2023 at 8:56 AM

To: Oscar Villarreal <oscar.rvillarreal@co.hidalgo.tx.us>, Eduardo Olivarez <eduardo.olivarez@hchd.org>

Cc: Ariel De La Fuente <ariel.delafuente@co.hidalgo.tx.us>, Rigoberto Hinojosa <rigoberto.hinojosa@hchd.org>, Hector Garcia <hector.garcia1@co.hidalgo.tx.us>, Victor Borrego <victor.borrego@co.hidalgo.tx.us>

Good morning gentlemen,

Attached is the monthly report and invoice for October for your review and approval.

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Thank you,**Maritza Guerra****Accountant II****Hidalgo County Health Department****1304 S. 25th Avenue****Edinburg, Texas 78542****Phone: (956) 292-7000 Ext. 7224**maritza.guerra@hchd.org

2 attachments

 **El Paraiso Project Health Clinic -October 23 Invoice.pdf**
1488K **01 EPP - October Monthly Report.pdf**
1748K**Oscar Villarreal** <oscar.rvillarreal@co.hidalgo.tx.us>

Wed, Nov 1, 2023 at 2:31 PM

To: Maritza Guerra <maritza.guerra@hchd.org>, Eduardo Olivarez <eduardo.olivarez@hchd.org>

Cc: Ariel De La Fuente <ariel.delafuente@co.hidalgo.tx.us>, Rigoberto Hinojosa <rigoberto.hinojosa@hchd.org>, Hector Garcia <hector.garcia1@co.hidalgo.tx.us>, Victor Borrego <victor.borrego@co.hidalgo.tx.us>

Maritza and Eddy,

Please be advised that I have reviewed the request for payment submitted by Brownstone and agree that the requested amount is justifiable and should be submitted for payment once it meets all requirements established by both the Purchasing and Auditing Departments.

Let me know if you have any questions regarding this notice.

Best regards

Oscar V.

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Oscar Rene Villarreal
Director for Facilities Management
Hidalgo County, Executive Office
oscar.rvillarreal@co.hidalgo.tx.us

Hidalgo County Precinct 3

El Paraiso Project - Health Clinic and CRC



Hidalgo County
Health & Human
Services Department

MONTHLY REPORT
October 2023



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PROJECT BACKGROUND

Project Information

- **Owner:** Hidalgo County
- **Project Name:** El Paraiso Project
- **Project Location :** 1901 N. Los Ebanos Rd., Alton, TX 78573
- **Owner Representative:** Jorge Arcaute
- **Construction Manager:** Brownstone Consultants, LLC
- **Architect:** ERO
- **General Contractor:** TBD
- **Stakeholders:**
 - Hidalgo County
 - Hidalgo County Pct. 3
 - Hidalgo County Health Department

Project Scope

Brownstone Consultants (the Team) was procured by Hidalgo County in July of 2022 to manage the design and construction of the proposed El Paraiso Project (The project). The project is in Hidalgo County within the limits of Precinct 3 near Alton, Texas and it consists of two single-story facilities and their respective sitework infrastructure.

Health Clinic & Indigent Care: An approximately 8,000 sq. ft single-story facility that will house a Hidalgo County Precinct 3 health clinic. The building spaces include a large conference room, office spaces, exam rooms, laboratories, autoclave, biohazard, immunization, indigent reception, and large lobby space. Currently, the structure is proposed to be constructed using tilt-up concrete panels with interior structural steel columns and steel joists.

Community Resource Center (CRC): An approximately 5,300 sq. ft single-story facility that will house a Hidalgo County Precinct 3 community resource center. The building spaces include a large open group study area, kitchen, office spaces, reception, furniture storage, IT room, and public restrooms. Currently, the structure is proposed to be constructed using tilt-up concrete panels with interior structural steel columns and steel joists.

These two facilities are part of a campus master plan that will also include a CRC Play Area, CRC Picnic Area, and a Walking Trails Area. These projects will be developed at a future date.

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EXECUTIVE SUMMARY

The project is currently in the procurement phase. The project began the advertisement period after the project team received approval for the procurement packet and authority to advertise for the project on 09/19/2023. The period was extended an additional week because two informational addendum (Addendum #1 and Addendum # 2) were released via Opengov.com.

Addendum # 1 (ERO's Addendum #2) included the updated project manual and civil, structural, Architectural, and MEP & ITS Drawings. Addendum #2 was released on 10/04/2023 which included the removal of incorrect project files, the 100% Construction Documents combined with the architect addendums and the revised project timeline with an updated invitation letter from the Hidalgo County Purchasing Department.

The pre-proposal meeting took place on 10/12/2023 at the Hidalgo County Health Department Building's large conference room. The meeting had a low turnout and only two prime contractors attended the meeting. All the project details were discussed and there were very few questions. The interested parties submitted their questions through the portal before the 10/16/2023 question submission deadline. Brownstone coordinated with the Hidalgo County Purchasing Department and the design team to finalize the responses before the deadline. The design team submitted their responses on 10/18/2023 before 10:00 am and were released by the County on 10/19/2023.

The proposal submission deadline was scheduled on 10/25/2023 at 3:00 pm but got postponed because there was a concern that there was not going to be any bids for the project. The Purchasing Department released an addendum with the timeline modification and was followed by an official notice. The project team is currently deciding what is the best path forward to encourage participation.

Brownstone and the design team continue to coordinate with the Authorities Having Jurisdiction (AHJs) to make sure all the project requirements are met. Brownstone continues to follow up with SWSC to see if they can share the modified application and finalize the requirements to enter a contract with a public entity.

Brownstone received a proposal from Calidad Construction LLC to perform the asbestos survey and to provide a report. The proposal was submitted to Precinct 3 and to the Purchasing Department and is currently under review.

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FINANCIAL SUMMARY

Project Summary

Project Accounting		Budget		
		A Initial Budget	B Budget Changes	C Current Budget A+B
▼ A	Health Clinic	\$4,015,822.00	\$789,835.00	\$4,805,657.00
	▶ A.1 Construction	\$2,826,365.00	\$696,468.00	\$3,522,833.00
	▼ A.2 Architectural/Engineering	\$624,457.00	\$63,367.00	\$687,824.00
	A.2.A Architect	\$197,846.00	\$108,367.00	\$306,213.00
	A.2.B Surveyor	\$4,032.00	\$0.00	\$4,032.00
	A.2.C Geo/CMT	\$56,528.00	\$0.00	\$56,528.00
	A.2.D Civil Engineer	\$42,400.00	\$0.00	\$42,400.00
	A.2.E AVIT Consultant	\$15,000.00	(\$15,000.00)	\$0.00
	A.2.F FF&E Consultant	\$15,000.00	(\$15,000.00)	\$0.00
	A.2.G PM/CM	\$255,669.00	\$0.00	\$255,669.00
	A.2.H Landscape/Irrigation Consultant	\$15,000.00	(\$15,000.00)	\$0.00
	A.2.I Programming	\$22,982.00	\$0.00	\$22,982.00
	▼ A.3 Furniture, Fixtures, & Equipment	\$405,000.00	\$0.00	\$405,000.00
	A.3.A Furniture Allowance	\$160,000.00	\$0.00	\$160,000.00
	A.3.B Generator & ATS	\$185,000.00	\$0.00	\$185,000.00
	A.3.C Specialty Equipment Allowance	\$50,000.00	\$0.00	\$50,000.00
	A.3.D Breakroom Appliances	\$10,000.00	\$0.00	\$10,000.00
	▶ A.4 Miscellaneous	\$160,000.00	\$30,000.00	\$190,000.00
▼ B	Community Resource Center (CRC)	\$2,580,218.00	\$1,542,791.00	\$4,123,009.00
	▶ B.1 Construction	\$1,956,347.00	\$1,455,539.00	\$3,411,886.00
	▼ B.2 Architectural/Engineering	\$423,871.00	\$57,252.00	\$481,123.00
	B.2.A Architect	\$136,945.00	\$87,252.00	\$224,197.00
	B.2.B Surveyor	\$2,688.00	\$0.00	\$2,688.00
	B.2.C Geo/CMT	\$39,126.00	\$0.00	\$39,126.00
	B.2.D Civil Engineer	\$29,345.00	\$0.00	\$29,345.00
	B.2.E AVIT Consultant	\$10,000.00	(\$10,000.00)	\$0.00
	B.2.F FF&E Consultant	\$10,000.00	(\$10,000.00)	\$0.00
	B.2.G PM/CM	\$170,445.00	\$0.00	\$170,445.00
	B.2.H Landscape & Irrigation Consultant	\$10,000.00	(\$10,000.00)	\$0.00
	B.2.I Programming	\$15,322.00	\$0.00	\$15,322.00
	▶ B.3 Furniture, Fixtures, & Equipment	\$125,000.00	\$0.00	\$125,000.00
	▶ B.4 Miscellaneous	\$75,000.00	\$30,000.00	\$105,000.00
	Total	\$6,596,040.00	\$2,332,626.00	\$8,928,666.00

*Subject to change

Construction Summary (N/A)

Original Contract Amount	
Change Orders	
Contract Amount to Date	
Total To Date	
Retainage	
Total Due Less Retainage	
Less Previous Payments	
Current Payment Due	

PROJECT SCHEDULE

Project Milestones

ACTIVITY	Target Start	Actual Start	Target Finish	Actual Finish
Pre-Design	04/28/22	04/28/22	05/27/22	05/27/22
Schematic Design	05/28/22	05/28/22	07/26/22	09/22/22*
Design Development	09/25/22	02/09/23	11/11/22	05/18/23
Construction Documents	11/19/22	05/06/23	01/26/23	08/24/23
Procurement	01/26/23	08/25/23	04/27/23	
Construction			04/21/24	
Post-construction			05/21/24	

*Design was completed but approval signatures have not been provided

Construction Contract Time Overview

Notice to Proceed Date: TBD

Original Contract Time:

Total Rain Days: 0

Change Order Approved Days: 0

Total Approved Additional Days: 0

Pending Additional Days: 0

Original Completion Date:

New Completion Date:

Proposed Potential Completion Date:

PROJECT PROGRESS

Completed Tasks

- Site coordination of existing building demo
- Survey and staking for the water line improvement.
- Finalize 100% CDs Deliverable
- Receive Authority to Advertise
- Front End Documents Coordination
- Pre-Proposal Meeting
- Questions Response Coordination

Tasks In-Progress

- Update Project Schedule
- Continue Updating Project Management Information System and Software
- Continue Meetings, coordination, & support for project development
- Coordination with SWSC for contract language
- Procurement Phase Coordination
- Bid/Proposals Opening Coordination
- Asbestos Survey Procurement

30-Day Look Ahead

- Proposals Due and Opening
- Coordination with IT for special requirements
- Coordination and Approval of SWSC application with HC Purchasing
- Ranking and Selection

ISSUES

Owner Issues

ACTIVITY	DESCRIPTION	Status
Proposal Submission	The team is concerned that contractors are being discouraged to submit proposal due to the confusion of having to separate the proposals into the CRC and the Health Clinic. We are looking at options to encourage them to participate.	In-Progress
SWSC Main Water Line Improvements	The Hidalgo County Purchasing and Legal team provided redlines on the SWSC Contract language and is currently waiting for feedback from SWSC.	In-Progress
SWSC Waiver Letter	Brownstone will coordinate with the County to prepare a Fee Waiver Request Letter and send it to SWSC.	Completed (Pending Response from SWSC)

Contractor Issues

ACTIVITY	DESCRIPTION	Status
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MEETINGS

No.	DESCRIPTION	Date
1	Paraiso General Conditions Internal Coordination	10/02/2023
2	El Paraiso Pre-Proposal Meeting	10/12/2023
3	Questions Coordination Call w/ Design Team	10/18/2023
4	Paraiso Project Bi-Weekly Meeting	10/19/2023
5	Internal Procurement Planning and Coordination	10/23/2023
6	El Paraiso Proposal Opening Meeting (postponed)	10/25/2023

ATTACHMENTS

- Updated Schedule

**Hidalgo County
El Paraiso Project - Precinct 3
Project Schedule Update - October 2023**

ID	Task Mode	Task Name	Duration	Start	Finish
1	✓	Pre-Design	30 days	Thu 4/28/22	Fri 5/27/22
2	✓	Design	452 days	Sat 5/28/22	Wed 8/23/23
23	✓	Procurement	153 days	Wed 8/23/23	Mon 1/22/24
24	✓	Prepare Contractor Bid Packets	8 days	Wed 8/23/23	Wed 8/30/23
25	✓	Deliver Final Bid Packets to Hidalgo County	0 days	Wed 8/30/23	Wed 8/30/23
26	✓	Review by HC Legal Counsel	14 days	Thu 8/31/23	Wed 9/13/23
27	✓	Request Approval of Bid Packets & Authority to Advertise by HCCC	0 days	Tue 9/19/23	Tue 9/19/23
28	✓	Advertise Bid Documents	26 days	Wed 9/20/23	Sun 10/15/23
29	✓	Advertise in Owner Portal	26 days	Wed 9/20/23	Sun 10/15/23
30	✓	Advertise in local newspaper	0 days	Sat 9/23/23	Sat 9/23/23
31	✓	Advertise in local newspaper	0 days	Sat 9/30/23	Sat 9/30/23
32	✓	Pre Bid Conference	0 days	Thu 10/12/23	Thu 10/12/23
33	✓	Deadline for Questions	0 days	Mon 10/16/23	Mon 10/16/23
34	✓	Deadline for Responses	0 days	Thu 10/19/23	Thu 10/19/23
35	✓	Contractor Bid Due	0 days	Wed 11/1/23	Wed 11/1/23
36	✓	Analyze, Score, & Rank Proposals	13 days	Thu 11/2/23	Tue 11/14/23
37	✓	Request Authority to enter into Contract Negotiations	0 days	Tue 11/14/23	Tue 11/14/23
38	✓	Develop & Send Contract Award Letter	3 days	Wed 11/15/23	Fri 11/17/23
39	✓	Negotiate Contract Terms & Conditions	10 days	Mon 11/20/23	Wed 11/29/23
40	✓	Finalize Contract Documents (Bonds)*	19 days	Sat 12/2/23	Wed 12/20/23
41	✓	Final Legal Review & Execution	17 days	Sat 12/23/23	Mon 1/8/24
42	✓	Distribute Final Contract Documents*	14 days	Tue 1/9/24	Mon 1/22/24
43	✓	Construction	434 days	Mon 1/29/24	Mon 4/7/25
44	✓	Pre-Construction Meeting	0 days	Mon 1/29/24	Mon 1/29/24
45	✓	NTP/ Mobilization	10 days	Tue 1/30/24	Thu 2/8/24
46	✓	Start Construction	0 days	Thu 2/8/24	Thu 2/8/24
47	✓	Construction	425 days	Thu 2/8/24	Mon 4/7/25
48	✓	Substantial Completion	0 days	Mon 4/7/25	Mon 4/7/25
49	✓	Post-Construction	30 days	Tue 4/8/25	Wed 5/7/25

Project: Preliminary Project Sch
Date: Thu 10/26/23

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