



TRANSMITTAL

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

Date: 1/2/2024

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	December Monthly Report	1	1/2/2024
2	December Invoice	1	1/2/2024
3			

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

Name	Signature:	Date:
		1/2/2024



PROGRESS INVOICE

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

Invoice Date: 01/02/24
Billing Period: 12/01/23-12/31/23
Invoice Due: 02/01/24
Invoice # : 4135321
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	\$21,930.00	99%	\$18,273.60	\$3,656.40
Task 11 - Updates to Project Schedule	\$1,212.00		100%	\$1,090.80	\$121.20
Task 12 - Meetings and Coordination for Project Development	\$6,660.00		100%	\$5,994.00	\$666.00
Task 5 - Attend Bid Day	\$612.00		100%	\$612.00	\$0.00
Task 4 - Coordinate issuance of any Addendum	\$876.00		100%	\$876.00	\$0.00
Task 3 - Coordinate Pre-Bid questions/responses	\$1,254.00		100%	\$1,254.00	\$0.00
Task 2 - Coordinate and Conduct Pre-Bid Conference	\$1,596.00		100%	\$1,596.00	\$0.00
Task 1 - Assist in the development of the procurement packet	\$2,376.00		100%	\$2,376.00	\$0.00
Task 10 - Updates to Project Budget	\$1,212.00		100%	\$1,090.80	\$121.20
Task 9 - Coordinate issuance of NTP	\$456.00		50%	\$0.00	\$228.00
Task 8 - Assist in contract development	\$2,520.00		100%	\$0.00	\$2,520.00
Task 7 - Prepare formal recommendation	\$876.00		100%	\$876.00	\$0.00
Task 6 - Proposal Evaluation	\$2,508.00		100%	\$2,508.00	\$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

\$3,656.40

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 01/02/2024 &
 Acknowledged by:**



Maritza Guerra <maritza.guerra@hchd.org>

Approval for El Paraiso Invoice - Brownstone

2 messages

Maritza Guerra <maritza.guerra@hchd.org>

Tue, Jan 2, 2024 at 2:25 PM

To: Oscar Villarreal <oscar.villarreal@co.hidalgo.tx.us>, Ariel De La Fuente <ariel.delafuente@co.hidalgo.tx.us>, Russell Solis <russell.solis@co.hidalgo.tx.us>

Cc: Eduardo Olivarez <eduardo.olivarez@hchd.org>, Rigoberto Hinojosa <rigoberto.hinojosa@hchd.org>, Hector Garcia <hector.garcia1@co.hidalgo.tx.us>, Victor Borrego <victor.borrego@co.hidalgo.tx.us>

Good afternoon Mr. Villareal,

Attached is the December Invoice and Monthly Report from Brownstone for your review and approval in regards to El Paraiso.

--

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 - December 23 Invoice.pdf

1490K



01 EPP - December Monthly Report.pdf

1742K

Russell Solis <russell.solis@co.hidalgo.tx.us>

Wed, Jan 3, 2024 at 9:42 AM

To: Maritza Guerra <maritza.guerra@hchd.org>

Cc: Oscar Villarreal <oscar.villarreal@co.hidalgo.tx.us>, Ariel De La Fuente <ariel.delafuente@co.hidalgo.tx.us>, Eduardo Olivarez <eduardo.olivarez@hchd.org>, Rigoberto Hinojosa <rigoberto.hinojosa@hchd.org>, Hector Garcia <hector.garcia1@co.hidalgo.tx.us>, Victor Borrego <victor.borrego@co.hidalgo.tx.us>

Good Morning Ms. Guerra,

Please proceed with processing.

Respectfully,




Russell R. Solis, MPA
Division Manager, Business Services
Hidalgo County Facilities Management
3100 South Business Highway 281
Edinburg, Texas 78539
Ph. (956)289-7850 Ext: 4366

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Hidalgo County Precinct 3

El Paraiso Project - Health Clinic and CRC



Hidalgo County
Health & Human
Services Department

MONTHLY REPORT
November 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:** *NM Contractors, LLC*
- **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. NM Contractors LLC submitted the sole proposal to the Hidalgo County Purchasing Department through Sam.Gov.

Brownstone reviewed the proposal and requested additional clarification from the contractor. After receiving the responses to the questions and gathering the responses from the references (Pct. 4 and Pct. 2) Brownstone finalized the formal proposal acceptance recommendation letter and sent it to the team on 11/20/2023. The proposal was placed on the 11/28/2023 Hidalgo Commissioners Court for approval.

The proposal was approved, and it received authority to award a contract to NM Contractors, LLC for the total amount of \$6,877,000.00. The contractor Sam.gov registration expired, and the Hidalgo County Purchasing Department was unable to move forward with the procurement until the registration was updated.

NM's Sam.gov registration was renewed after a couple of weeks and the executed contract between Hidalgo County and NM Contractors was sent to the team on 12/22/2023 by Mr. Borrego. The Purchasing Department is currently waiting for the contractor to drop off the payment & and performance bonds to schedule a pre-construction meeting and issue the notice to proceed thereafter.

Brownstone continued to coordinate with the project team to procure the asbestos survey team and to make sure all the project requirements were met.

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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

- Front End Documents Coordination
- Pre-Proposal Meeting
- Questions Response Coordination
- Review Contractor Proposal
- Provide Formal Recommendation
- Approval to Award Contract to NM Contractors
- Contract Negotiations and Award

Tasks In-Progress

- Update Project Schedule
- Continue Updating Project Management Information System and Software
- Continue Meetings, coordination, & support for project development
- Procurement Phase Coordination
- Asbestos Survey Procurement
- SWSC Agreement Coordination
- Planning Pre-construction meeting and NTP.
- Coordination with ERO to renew their contract.

30-Day Look Ahead

- Prepare Notice to Proceed
- Prepare Preconstruction Meeting Agenda
- Coordination and Approval of SWSC application with HC Purchasing
- Engage Asbestos Surveyor

ISSUES

Owner Issues

ACTIVITY	DESCRIPTION	Status
Proposal Submission	The project received one proposal. The proposal was deemed responsive and was accepted by Hidalgo County.	Completed
SWSC Main Water Line Improvements	Hidalgo County received the revised agreement. The agreement included the modified language as requested by the County. Currently waiting for HC approval and submission.	In-Progress
Contractor Sam.gov registration	The contractors Sam.gov registration expired and the purchasing department was unable to move forward with the procurement process.	Completed

Contractor Issues

ACTIVITY	DESCRIPTION	Status

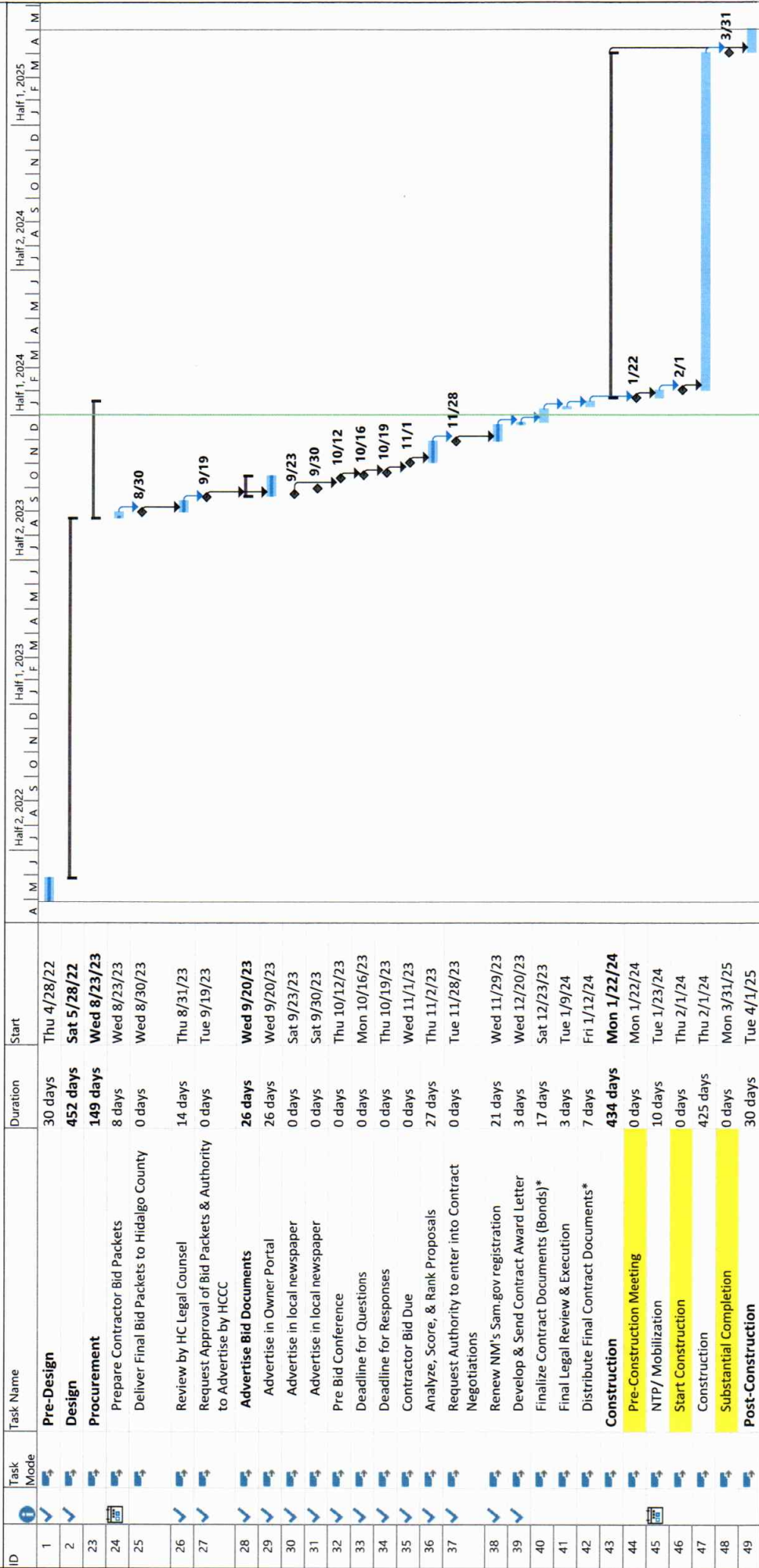
MEETINGS

No.	DESCRIPTION	Date
1	Internal Coordination Meeting for Invoice Review	12/07/2023
2	Paraiso Project Bi-Weekly Meeting	12/14/2023
3		
4		
5		
6		

ATTACHMENTS

- Updated Schedule

Hidalgo County El Paraiso Project - Precinct 3 Project Schedule Update - December 2023



Project: Preliminary Project Sch
Date: Tue 1/2/24

Task Mode: [Task Mode Icon]

Task Legend:

- Task
- Split
- Milestone
- Summary
- Project Summary
- Inactive Task
- Inactive Milestone
- Inactive Summary
- Manual Task
- Duration-only
- Manual Summary Rollup
- Manual Summary
- Start-only
- Finish-only
- External Tasks
- External Milestone
- External Summary
- Deadline
- Progress
- Manual Progress