

HIDALGO COUNTY
Professional Engineering Services
Agreement # C-24-0378-10-29

WORK AUTHORIZATION NO. 1

THIS WORK AUTHORIZATION is made pursuant to the terms and conditions of the Professional Engineering Services Agreement No. C-24-0378-10-29, incorporated herein by reference, for the “**Precinct 2 Indoor Sports Complex - Baseball Exhibit Buildout Park Project**” made by and between HIDALGO COUNTY, action herein by and through the Commissioner’s Court, hereinafter called the “**Owner,**” and **B2Z Engineering, LLC,** hereinafter called “**Engineer**”.

PART 1. SCOPE OF WORK

The purpose of this Work Authorization is for the **Engineer** to provide Professional **Engineering services for the Precinct 2 Indoor Sports Complex - Baseball Exhibit Buildout Park Project.** The **Engineer** is to provide the scope of Services as required by the Agreement with Owner.

The scope of services to be provided by the **Engineer** is identified in **Attachment “A” – “Scope of Services to be provided by Engineer”** attached hereto and incorporated by reference.

PART 2. ESTIMATED COST

The estimated cost for services under this Work Authorization is **\$79,969.63.** This amount is based upon the costs outlined in the **Attachment “B” – “Fee Proposal”** attached hereto and incorporated by reference.

PART 3. PAYMENT

Compensation and payment to the Engineer for the services established under this Work Authorization shall be made in accordance with the **Professional Engineering Services Agreement No. C-24-0378-10-29** between the **Owner** and the **Engineer**.

PART 4. FUNDING

This Work Authorization No.1 shall be funded through funding source:

Account No. _____

Requisition Number _____ **(MUST BE INCLUDED AFTER CC APPROVAL)**

PART 5. PERIOD OF SERVICE

This Work Authorization shall become effective on the date of final acceptance of the parties hereto, and terminate **upon completion of the scopes of the Work Authorization, within the limits of Agreement No. C-24-0378-10-29, provided in this Work Authorization; or on (_____ DATE _____).** *If applicable:* Engineer shall conform to the approved “Work/Project Schedule”, attached hereto and incorporated by reference herein as **Attachment “C”**.

PART 6. RESPONSIBILITIES AND OBLIGATIONS

This Authorization does not waive the parties’ responsibilities and obligations provided under the Agreement No. C-24-0378-10-29.

PART 7. ACKNOWLEDGEMENT AND CONFIRMATION

Acknowledgement and confirmation by **Hidalgo County Precinct 2, Commissioner Eduardo Cantu**, as to content and detail of this **Work Authorization No 1**.

HIDALGO COUNTY PRECINCT No. 2.

By: _____
Eduardo Cantu, Commissioner

PART 8. ACCEPTANCE AND APPROVAL

This Work Authorization is hereby accepted and approved by the Hidalgo County Commissioners Court and hereby executed and effective as of the date indicated below.

APPROVED BY COMMISSIONERS’ COURT ON MARCH 4, 2025.

Agenda Item No. 98612

Executive Office: _____

ENGINEER:
B2Z ENGINEERING, LLC

COUNTY:
COUNTY OF HIDALGO

Aisha Gonzalez, President

Hon. Richard F. Cortez, County Judge

ATTEST:

Arturo Guajardo, Jr., County Clerk

LIST OF ATTACHMENTS:

Attachment “A” – *Scope of Services to be provided by Engineer*

Attachment “B” – *Fee Proposal*

Attachment “C” – *Sub-Contracting Notice*



ATTACHMENT A

PROJECT SPECIFIC SCOPE OF SERVICES TO BE PROVIDED BY ENGINEER

ATTACHMENT “A” SCOPE OF SERVICES TO BE PROVIDED BY THE ENGINEER

PROJECT DESCRIPTION

The services designated herein as “Services provided by the ENGINEER” shall include the performance of all Professional Engineering Services and Construction Phase Services for the following described facility:

ENTITY: HIDALGO COUNTY

PROJECT/DESCRIPTION: Hidalgo County Pct 2 Indoor Sports Complex – Baseball Exhibit Buildout

ENGINEER/LABORATORY shall mean B2Z Engineering, LLC

COUNTY shall mean the Hidalgo County

CONSTRUCTION PHASE SERVICES

The ENGINEER will provide Construction Engineering, and Construction Inspection/Record Keeping services for and during the construction of the Project, or portions of the Project, as approved by the COUNTY. Specific services for CONSTRUCTION MANAGEMENT AND SUPPORT by the ENGINEER will include the following:

CONSTRUCTION CONTRACT ADMINISTRATION:

- 1) In general, the ENGINEER will provide the management and engineering support in accordance with plans and specifications required for consultation and advisement to the COUNTY, and act as the COUNTY’S representative as provided in the General Condition of the Construction Contract.
- 2) The ENGINEER will coordinate and conduct both a “Pre-Coordination Meeting” and a “Pre-Construction Conference” as required by the COUNTY.
- 3) The ENGINEER will work with the COUNTY REPRESENTATIVE to develop and issue a Notice to Proceed (NTP) to the contractor.
- 4) The ENGINEER will coordinate with the Design Engineer of Record (DEOR) and will use his best efforts to protect the COUNTY against defects and deficiencies in the work of the Contractor. The ENGINEER will promptly notify the COUNTY of any such defect or deficiency and take all steps possible to require the Contractor to correct the defect or deficiency.
- 5) The ENGINEER will review the contractor’s DBE Program and EEO Plan for compliance throughout the project.
- 6) The ENGINEER will work with the COUNTY REPRESENTATIVE to develop a Certificate of Substantial Completion at the appropriate time.
- 7) The ENGINEER will develop as built plans identifying any field and change order modifications done during the project. When applicable the ENGINEER will work with the DEOR to prepare the engineering data, including plan sheet drawings, specifications, and estimates, for the preparation of construction contract change orders, which may be required due to actual field conditions encountered or new requirements directed by the COUNTY.
- 8) The ENGINEER will provide the COUNTY REPRESENTATIVE a Certification that all work performed on the project met and/or exceeded the project specifications.

CONSTRUCTION MANAGEMENT AND INSPECTION:

1. Pre-Design Phase Services

B2Z Engineering will work with Hidalgo County representatives to develop a Construction/Project Management Plan, which shall define and document all project requirements. This will serve to outline the scope of work of each of the team members and the plans and strategies for fulfilling those requirements. Developing the Construction Management Plan (CMP) is imperative during the pre-design phase to define the project requirements, guidelines, and methods and procedures. Our goal is to accomplish the following items identified as part of the CMP:

ATTACHMENT "A"

SCOPE OF SERVICES TO BE PROVIDED BY THE ENGINEER

- 1.1. Identify project stakeholders, key staff and the project team and their respective roles
- 1.2. Assist in the development of a program and preliminary design
- 1.3. Review current budget and develop Master Project Budget
- 1.4. Develop Master Schedule with short and long-term milestones
- 1.5. Review Master Planning and Development Documents
- 1.6. Identify planned infrastructure improvements as they relate to the project
- 1.7. Identify risks or potential icebergs and develop recovery plans
- 1.8. Identify gaps within the program, budget, schedule and quality expectations
- 1.9. Explore project phasing and sequencing
- 1.10. Discuss all owner needs such as FF&E and additional consultants to establish an overall project budget
- 1.11. Identify communication pathways and needs
- 1.12. Establish quality assurance expectations
- 1.13. Establish project control procedures
- 1.14. Clarify methods of claims avoidance and how to foster a collaborative team approach
- 1.15. Develop the Project in the Project Management Information Software (PMIS)
- 1.16. Attend coordination meetings as necessary with Architect, Project Consultants, and Hidalgo County
- 1.17. Meetings & Coordination with Project Owner/Sponsor. Coordinate and Conduct Bi-Monthly Briefings to Hidalgo County Commissioner's Court or Chief's of Staff.

2. Pre-Construction (Design) Phase Services

2.1. Management of Design Phase

B2Z Engineering will provide Construction Management services for the design phase and support the development of scopes of construction work to be included in design review and delivery of construction documents. Activities to include:

- 2.1.1. Oversight of Architect & Design
- 2.1.2. Design Management for Budget Adherence
- 2.1.3. Cost control with assistance to CMAR in periodic cost estimates
- 2.1.4. Design schedule adherence
- 2.1.5. Key stakeholder approvals and acceptance
- 2.1.6. Quality reviews
- 2.1.7. Assist CMAR in Constructability reviews
- 2.1.8. Assist CMAR in Evaluation of alternative construction methods
- 2.1.9. Assist CMAR in Value engineering

2.2. Task Sequencing

B2Z Engineering will develop a Gantt chart or similar task sequencing model with a level of detail necessary to establish the overall sequence of project elements and timing for completion of those elements and the overall project. The master critical path schedule will include the following:

- 2.2.1. Design Milestones
- 2.2.2. Procurement Milestones
- 2.2.3. Permitting and Regulatory Process
- 2.2.4. Construction
- 2.2.5. Close-out
- 2.2.6. Commissioning (if applicable)
- 2.2.7. Ongoing schedule review

2.3. Contractor Bid Solicitation and Selection

B2Z Engineering will work in conjunction with Hidalgo County and project architects/engineers in order to solicit, review and select the contractor through the Construction Manager at Risk (CMAR) Delivery Method. This will include assistance in the development and execution of:

- 2.3.1. Bid Packages
- 2.3.2. Required Pre-Bid Conferences

ATTACHMENT "A"

SCOPE OF SERVICES TO BE PROVIDED BY THE ENGINEER

- 2.3.3. Review of Bid Documents/Proposals
- 2.3.4. Contractor Selection
- 2.3.5. Permits and Insurance
- 2.3.6. Notice of Award
- 2.3.7. Notice to Proceed

3. Construction Phase Services

Acting as liaison for the county, B2Z Engineering will operate as Hidalgo County's Representative in overseeing the day to day construction activities in the field. Oversight of the Contractor and consultants in all aspects of project control (quality, budget, schedule, & scope) is vital for successful project delivery.

3.1. Construction Management

- 3.1.1. Quality Assurance (QA)/Quality Control (QC)
- 3.1.2. Permit Coordination Assistance
- 3.1.3. Daily Construction Administration
- 3.1.4. Document Control
- 3.1.5. Monitor Overall Project Schedule
- 3.1.6. Monitor Activities
- 3.1.7. Change order Management & Processing
- 3.1.8. Procedure for processing Contractor Payments
- 3.1.9. Contractor Payment Review
- 3.1.10. Shop Drawing Management
- 3.1.11. Maintenance of the as-built documents
- 3.1.12. Safety & Health Program
- 3.1.13. Operations planning & Management review

3.2. Field Inspection Services

B2Z Engineering will provide on-site field representation to ensure building construction compliance to schedule, budget, quality and contractual requirements. On-site field representation during the construction phase will allow us to conduct, prepare and/or present the following:

- 3.2.1. Daily Field Reports
- 3.2.2. B2Z will prepare a daily log of all project activity to include:
 - 3.2.2.1. Weather
 - 3.2.2.2. Contractor(s) manpower
 - 3.2.2.3. Contractor(s) equipment
 - 3.2.2.4. Material/equipment deliveries
 - 3.2.2.5. General description of work performed and location
 - 3.2.2.6. Issues and areas of concern or critical to job progress

3.3. Monthly Progress Reports

Each month, B2Z will prepare a monthly report outlining the activities of the preceding month. The report will include, but not limited to, the following information as required by Hidalgo County:

- 3.3.1. Updated project information
- 3.3.2. Updated budget information
- 3.3.3. Updated schedule information
- 3.3.4. Progress photos

3.4. Progress Photos

B2Z will take and maintain a progress photo catalog on behalf of Hidalgo County. Each month, a disk of progress photos will be cataloged and be included in the Monthly Progress report. At the completion of the project, all photos will be transferred to Hidalgo County via the county's preferred method (i.e. disk, external hard drive, etc.).

ATTACHMENT “A”

SCOPE OF SERVICES TO BE PROVIDED BY THE ENGINEER

3.5. Project Progress Meetings

B2Z will organize, conduct, and document progress meetings involving the project architect/engineers, the contractor's principal personnel, and as required, Hidalgo County staff. Topics covered will include:

- 3.5.1. Quality Assurance (QA)/Quality Control (QC)
- 3.5.2. On-site Construction Administration
- 3.5.3. Document Control
- 3.5.4. Schedule Adherence
- 3.5.5. Budget Adherence
- 3.5.6. Change orders
- 3.5.7. Contractor Payment Review
- 3.5.8. Shop Drawings
- 3.5.9. Maintenance of the as-built documents
- 3.5.10. Safety & Health

3.6. Project Controls

By incorporating third-party project management software and the latest project control systems, vital information can be provided in a timely manner so that important decisions can be made by key stakeholders. These systems assist in creating a transparent environment where all stakeholders will have access to project information. B2Z Engineering will coordinate with the appropriate persons to manage the processing of schedules, design deliverables and distribution, invoices, contracts, change orders, amendments and other controls to develop systems that result in the delivery of work and services on time and on budget. Some of the key benefits of successful project control system are:

- 3.6.1. Transparency
- 3.6.2. Reporting to Key Stakeholder's
- 3.6.3. Record keeping of all inspection logs, test reports, pay requests, daily reports, change orders, submittals, RFI's, invoices, contracts,
- 3.6.4. Expediting Contractor and Consultant Pay Requests

4. Project Close-Out Phase Services

Project close out is a critical project element, that when performed properly will create significant benefits for Hidalgo County. B2Z will manage and assist the County during this phase to ensure successful transition from project close-out to building occupancy and finally building operations. Key elements of project close-out include:

- 4.1. Occupancy Permits
- 4.2. Preventative Maintenance Programs
- 4.3. Management of Warranties
- 4.4. Asset Preservation
- 4.5. All Necessary Financial & Project Information



ATTACHMENT B

FEE PROPOSAL



ATTACHMENT "B" FEE PROPOSAL

Hidalgo County Pct 2 Indoor Sports Complex – Baseball Exhibit Buildout Work Authorization No. 1

TASKS		MANHOURS				Total Hours	Total Line Item Cost
		Senior Project Manager	Construction Manager/PMP	Construction Inspector	Admin/ Clerical		
1	Coordination & Management of Specialty Sub Consultants	12	16			28	\$6,712.12
2	SUB: Architectural Drawings & Specifications	(See Detailed Proposal from Manuel Hinojosa Pg 2&3)					\$9,250.43
3	SUB: Display Visual Design/Construction Fee	(See Detailed Proposal from Manuel Hinojosa Pg 2&3)					\$20,556.50
4	SUB: Structural Engineering Services	(See Detailed Proposal from Hinojosa Engineering Pg 4&5)					\$12,000.00
5	Construction Contractor Procurement	6	8		8	22	\$4,020.06
6	Construction Management & Inspection	12	16	120	22	170	\$22,395.72
7	Meetings and Coordination	12			7	19	\$3,828.80
Subtotal Labor Hours		42	40	120	37	239	
Labor Hours		42	40	120	37	47	
Hourly Base Rates		\$ 75.00	\$ 60.00	\$ 32.00	\$ 23.00		
Contract Rate FY2025		\$ 270.65	\$ 216.52	\$ 115.48	\$ 83.00		
Total Costs		\$ 11,367.30	\$ 8,660.80	\$ 13,857.60	\$ 3,071.00		\$78,763.63

Direct Expenses

Mileage (\$0.67/mile)

\$ 1,206.00

B2Z Engineering Total Cost

\$79,969.63

Proposal Letter for Services

Manuel Hinojosa
P.P.O. Box 613
Port Isabel, Texas 78578

December 11, 2024

Reza Badiozzamani
President & project Manager at B2Z Engineering
900 S. Stewart Rd. Ste, 4
Mission, Texas,

Subject: Proposal for Professional Services performed at Baseball Academy.

Mr. Badiozzamani,

To determine the professional fee, I conducted a good faith estimate of the scope of work required.

The proposed architect's fee, which does not include typical engineering consultants used in conventional projects, accounts for the unique display design components associated with this type of construction. Additionally, the architect proposes to design and construct special exhibit displays, which include:

Manuel Hinojosa, FAIA, has proposed a fee of 4.5% to cover design, layout, construction working drawings, required plans, sections, construction details, and specifications.

This amounts to $0.045 \times \$205,565.00$, resulting in a total design fee of \$9,250.43, encompassing preliminary work, design development, working drawings, and administrative tasks.

Upon approval, the task will be completed in 45 days.

Exhibit Construction Fee

If desired, Manuel Hinojosa, FAIA, can propose comprehensive exhibit construction services to create display visuals. These visuals would include items such as baseball jerseys, bats, balls, photographs, game-used artifacts, and other elements to narrate the storyline of Rio Grande Baseball, featuring local legends like Jaime García and Jorge Cantú. The proposal would also include imaging of the storyline, detailed descriptions of the exhibits, custom-cut lettering, framing, uniform mannequins, display cases, artwork, and architectural lighting to enhance the overall presentation at a construction fee of ten percent.

Upon approval, the task will be completed in 60 days or after construction finish out.

$.10 \% \times \$205,565.00 = \$20,556.50$

Good faith estimates of Construction finish out.

Base on the understood scope (beginning at entry lobby, Cantu's room and outside wall that extends to the proposed new Mezzanine additions or wall enclosing current downstairs equipment room)

Project scope will require the building of walls with studs and gypsum board at hall locations. The exhibit construct develop height of 7'. Exterior areas used for exhibits under proposed mezzanine will require new insulation, gyp. Bd. finishes and electrical. Materials accomplish to scope work will require gypsum board tape and float, paint, display cabinets with safety glazing hardware, slat pressed board backing painted, ceiling with fixtures.

Estimated general materials cost is \$129,673.00

Estimated Labor cost \$75,892

Total estimated cost \$205,565.00

Note this is a good faith estimate. Once plans and specs are provided, estimates will be updated accordingly.

All materials is guaranteed to be specified and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in substantia workmanlike manner for payment amount.

Respectfully yours,

Manuel Hinojosa FAIA



HINOJOSA ENGINEERING, INC. Structural Engineering • Civil Engineering

REGISTRATION No. F-908 EXP. DATE 09-30-2025

108 W. 18TH STREET • MISSION, TEXAS 78572 • TEL (956) 581-0143 • FAX (956) 581-2074

**PROPOSAL AGREEMENT
(STRUCTURAL ENGINEERING SERVICES)**

B2Z Engineering
P.O. Box 2724
McAllen, Texas 78502

November 12, 2024

Re: Baseball Academy

Project No.: 24-146

Attn: Reza Badiozzamani, P.E.

Per your request, we are providing you with the following proposal-agreement for the Structural Engineering Services for the above-mentioned project.

**SCOPE OF SERVICES
(Basic Services)**

We will provide Plan Coordination of Structural Work, corrections to drawings as required (if any) from City Building Department Plancheck, Project Coordination as pertains to the structure and its components for the scope of work described below with all respective government, state, city or local agencies, review shop drawings, assist in clarifications and/or questions during the bidding and construction phases of the project.

The scope of work for the above-described service is limited to:

Structural Scope of Work:

1. Foundation Design, Foundation Plan and Details for Metal Building System
2. 2nd Floor Mezzanine Framing Design, Framing Plans and Details
3. Coordinate and Layout Proposed Metal Building System Building
4. Review Foundation Shop Drawings and Submittals, Review Metal Building System Shop Drawings and Submittals.
5. Job Site Visits (4 maximum)

EXCLUSIONS

Excluded in this proposal is Structural Engineering work other than the Scope of Services described above, Structural signature of any prefab. components, additional services by major modifications made to the project by either the Owner, their representatives, other project consultants, after initiation of construction document phase. A separate additional services contract mutually acceptable to the Client shall be drafted to accommodate any major Structural changes. All the work excluded in the foregoing are considered additional services and will be charged according to the terms and conditions of our standard agreement. See ENGINEERING FEE section for our prevailing hourly rates.



ATTACHMENT C

SUB-CONTRACTING NOTICE

February 17, 2025

Hon. Eduardo “Eddie” Cantu
Hidalgo County Precinct No. 2
300 West Hall Acres
Pharr, Texas 78589

**RE: Subcontracting Notice for On-Call Engineering (C-24-0378-10-29)
WA#1 – Hidalgo County Pct. 2 Indoor Sports Complex – Baseball Exhibit Buildout**

Dear Commissioner Cantu:

We would like to inform you of the subcontractor that we will be using under the On-Call Engineering Contract #C-24-0378-10-29 - Work Authorization #1, Hidalgo County Precinct 2 Indoor Sports Complex – Baseball Exhibit Buildout Project. Please coordinate with your Purchasing Department for Commissioner’s Court approval of this notification. This subcontractor will be providing Architectural and Structural Engineering Services respectively for the above-referenced project.

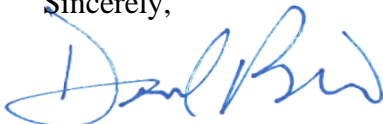
Subcontractor:

*Manuel Hinojosa Architecture
P.O. Box 613
Port Isabel, TX 78578
Phone (956) 792-6320*

*Hinojosa Engineering, Inc.
108 W. 18th St.
Mission, TX 78572
Phone (956) 581-0143*

Should you have any questions, please feel free to give me a call at 956-585-3773.

Sincerely,



David Rivera
Senior Project Manager

cc: Hidalgo County Auditor’s Office