

EXHIBIT “F”
HIDALGO COUNTY
Professional Construction/Project Management Services
Agreement # C-22-0214-05-17

WORK AUTHORIZATION NO. 2

THIS WORK AUTHORIZATION is made pursuant to the terms and conditions of the Professional Engineering Services Agreement No. C-22-0214-05-17, incorporated herein by reference, for the "Construction and Project Management Oversight of El Paraiso Project" made by and between HIDALGO COUNTY, action herein by and through the Commissioner's Court, hereinafter called the "**Owner**," and Brownstone Consultants, LLC, hereinafter called "**Construction/Project Manager**".

PART 1. SCOPE OF WORK

The purpose of this Work Authorization is for the **Engineer** to provide Construction and Project Management Oversight for the El Paraiso 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 **\$76,184.00**. 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 Services Agreement No. C-22-0214-05-17** between the **Owner** and the **Construction/Project Manager**.

PART 4. FUNDING

This Work Authorization No.2 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-22-0214-05-17, 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-22-0214-5-17.

PART 7. ACKNOWLEDGEMENT AND CONFIRMATION

Acknowledgement and confirmation by **Hidalgo County Precinct 3, Commissioner Everardo "Ever" Villarreal**, as to content and detail of this **Work Authorization No. 2**.

HIDALGO COUNTY PRECINCT No. 3

By: _____
Everardo "Ever" Villarreal, 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 May 29, 2025.

Agenda Item No. 99525

Executive Office: _____

ENGINEER:
Brownstone Consultants, LLC

COUNTY:
COUNTY OF HIDALGO

Carlos Del Angel, Managing Partner

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” – *Approved Work/Project Schedule (If applicable)*



ATTACHMENT A

**PROJECT SPECIFIC SCOPE OF SERVICES
TO BE PROVIDED BY ENGINEER**

May 20, 2025

Hidalgo County
Ignacio Amezcua
Purchasing Director
2802 S. Business Hwy 281
Edinburg, TX 78539

Re: C-22-0214-05-17 (ARPA-21-340-019/ARPA 22-123-075) - Hidalgo County Precinct #3 El Paraiso Project Request for Work Authorization No. 2 for Professional Construction/Project Management Services for

Dear Mr. Amezcua:

Brownstone Consultants LLC respectfully submits this request for Work Authorization No. 2 with Hidalgo County for the El Paraiso Project. ***This request seeks an extension of the contract duration and associated fee to support continued professional construction/project management services.***

Our current contract expires on May 31, 2025; however, most (~97%) of the allocated funds were expended as of March 31, 2025. We propose extending the contract term to August 31, 2025, to allow for continued, uninterrupted support through the project's anticipated completion and closeout. **Should the project conclude earlier than expected, we will promptly complete our services and credit any unused balance from this supplemental agreement.**

This proposal includes one full-time equivalent (FTE) construction inspector billed at 50%, along with supporting staff. Since construction began, this staffing level has been necessary to meet the project's daily demands and oversight responsibilities.

We remain committed to delivering professional services in support of Hidalgo County's objectives. Please do not hesitate to contact me directly at (956) 307-3057 should you have any questions or require any additional information.

Sincerely,



Carlos Del Angel, PMP, CCM
Managing Partner
Brownstone Consultants, LLC

PROPOSAL

Brownstone Consultants LLC is pleased to submit its proposal to provide Project/Construction Management Services for the **El Paraiso Project** in Hidalgo County, Texas. This proposal is based on the following project assumptions.

ASSUMPTIONS & CLARIFICATIONS

1. The current project schedule shows a substantial completion date of July 31, 2025.
2. The proposed duration of Brownstone activities for this supplemental agreement is five months. This applies to both the construction and post-construction phases.
3. The project's current construction budget is \$ 6.2 million.
4. Since ~97% of the allocated funds have been expended, we are proposing a start date of April 1, 2025 for this supplemental/amendment.

SCOPE OF SERVICES TO BE PROVIDED BY CONSULTANT

Refer to Exhibit A for Brownstone’s Scope of Services.

SCOPE OF SERVICES TO BE PROVIDED BY OWNER

Refer to Exhibit B for the Owner’s Scope of Services.

BROWNSTONE EXECUTION SCHEDULE

Refer to Exhibit C for the Project Execution Plan.

BASE FEE TOTAL

Stipulated Sum Fee of **Seventy-Six Thousand One Hundred & Eighty-Four Dollars and 00/100 (\$76,184.00)**.

Facility	Base Fee Total
Community Resource Center	\$45,710.00
Health Clinic	\$30,474.00

The stipulated sum will be invoiced in eight (5) equal monthly installments of \$15,236.80 each.

Facility	Monthly Invoice Total
Community Resource Center	\$9,142.08
Health Clinic	\$6,094.72

Please refer to Exhibit D (Standard Labor Rates) and Exhibit D-1 (Staffing Plan).

| ADDITIONAL SERVICES

Any services not specified in this proposal will constitute an additional service and will be billed at our hourly fee schedule (referenced in Exhibit D) or by a separate proposal. The County of Hidalgo must approve all additional services in writing prior to their performance.

| EXCLUSIONS

This proposal excludes the following services:

- Architectural or Engineering Design Services
- Site Surveys and Platting
- Construction Materials Testing
- Environmental and Geotechnical Testing
- Commissioning

Should you have any questions regarding this proposal, please call me at (956) 307-3057.

EXHIBIT A – SCOPE OF SERVICES TO BE PROVIDED BY CONSULTANT

Construction Phase – Brownstone Consultants is proposing the following scope of services for the Hidalgo County El Paraiso Project.

- ~~1. Coordinate and conduct a Pre-Construction Conference.~~
2. Conduct/Attend bi-weekly construction meetings.
3. Daily Site Visits by the Construction Inspector (to include Daily Reports) and Periodic Site visits by Senior PM & PM.
4. Document Control (RFI's, Submittals, Shop Drawings, CMT Reports, etc.).
5. Review Contract Change Directives (CCD's) and Proposed Change Orders (PCO's). Prepare and process Change Orders for Owner (CO's) as needed.
6. QA/QC and execution of applications for payment.
7. Create, Update, and Distribute Monthly Status Reports.
8. Updates to Project Budget.
9. Updates to Project Schedule.
10. Meetings and Coordination for Project Development.

The Construction Phase shall be considered complete when the Project has been substantially completed.

Post-Construction Phase – Brownstone Consultants is proposing the following scope of services for the Hidalgo County El Paraiso Project.

1. Participate in the creation of the final punch list with the Owner & Architect of Record during the architect's evaluation of substantial completion and participate in the architect's final inspection and acceptance of the work.
2. Review close-out requirements and documentation submitted by the Contractor
3. Prepare and issue a final reconciliation change order and provide a recommendation for the final payment.
4. Assist in developing warranty policies and procedures.

The Construction Phase shall be considered complete when the Project has been finally accepted under the contract and final payment authorized to the contractor.

Consultant's Additional Services

Advance Authorization Required - If authorized in writing by the Owner, the Consultant shall furnish or obtain from others Additional Services of the types listed below.

1. Prepare applications for governmental approvals.
2. Make measured drawings of or investigate existing conditions or facilities.
3. Perform services resulting from significant changes in scope, extent, or character.
4. Undertake investigations and studies in addition to those specified in Basic Services.
5. Furnish services attributable to more than one prime contract.
6. Perform services during out-of-town travel required of the Consultant other than for visits to the site or Owner's office.

EXHIBIT A – SCOPE OF SERVICES TO BE PROVIDED BY CONSULTANT

7. Project Commissioning after final completion.
8. Prepare to serve or serve as a consultant or witness for Owner in any litigation, arbitration, or other dispute resolution process related to the Project.

EXHIBIT B
SCOPE OF SERVICES TO BE PROVIDED BY OWNER

In addition to other responsibilities of the Owner, as set forth in the Agreement, the Owner shall:

1. Provide the Consultant with information as to the Owner's requirements for the project, including design objectives and constraints, space, capability, and performance requirements, security needs, flexibility, expandability, and budgetary limitations.
2. Furnish copies of the Owner's standard forms, conditions, and related documents for inclusion in the project, when applicable.
3. Furnish Consultant any other available information pertinent to the Project, including any reports and data relative to previous design efforts, or investigations at or adjacent to the Site.



ATTACHMENT B

FEE PROPOSAL



Contract Rates FY 2022

Labor Category / Personnel	Rate (\$/hr)
Principal in Charge / Executive	\$ 270.00
Senior Project Manager (PMP)	\$ 220.00
Project Manager (CCM/PE)	\$ 190.00
Assistant Project Manager	\$ 170.00
Project Engineer	\$ 160.00
Engineer in Training (EIT)	\$ 120.00
Construction Manager	\$ 118.00
Construction Inspector	\$ 98.00
Unmanned Aircraft System (UAS) Pilot - Drone	\$ 90.00
Project Control Specialist	\$ 90.00
Admin/Clerical	\$ 65.00
Direct Expenses	
Travel	
Lodging (per night)	\$ 150.00
Per Diem (Meals)	\$ 60.00
Airfare	Cost
Car Rental (per day)	\$ 60.00
Parking	Cost
Mileage (per mile)	\$ 0.58
Copies	
8.5 x 11 (per sheet)	\$ 1.00
11 x 17 (per sheet)	\$ 2.00
Overnight Mail (EA)	\$ 25.00
Unmanned Aircraft System (UAS) Flight - Drone (per hour)	\$ 250.00

All Contract Rates are inclusive of overhead and profit.

EXHIBIT D-1

Construction Management Services - Fee Proposal - Brownstone

Direct (Billable) Hours / Year	2000
Annual Hourly Rate Increase	2.0%
Hours per Month	168

FEE SUMMARY		
Year	Hours	CM Fee
2025	600	\$ 73,400
	-	\$ -

Construction Management Team	
Role	Contract Rates FY 2022
Principal in Charge / Executive	\$ 270.00
Senior Project Manager (PMP)	\$ 220.00
Project Manager (CCM/PE/AIA)	\$ 190.00
Assistant Project Managers/Engineers	
Assistant Project Manager	\$ 170.00
Project Engineers	\$ 120.00
Support Team	
Construction Inspector	\$ 98.00
Unmanned Aircraft System (UAS) Pilot - Drone	\$ 90.00
Project Control Specialist	\$ 90.00
Admin/Clerical	\$ 65.00

Sub-Total Billable Hourly Fee	\$ 73,400
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DIRECT EXPENSES		
TYPE	UNIT	TOTAL
Utility Vehicle	month	
Drone Flights	hour	
mileage	mile	\$ 2,784
Sub-Total Direct Expenses		\$ 2,784
Total		\$ 76,184
Health Clinic Total		\$ 30,474
CRC Total		\$ 45,710

2025															
Role	Rate	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Total Hrs	Amount
		FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE		
Senior Project Manager (PMP)	\$ 220.00				8	8	8	8	8					40	\$ 8,800
Project Manager (CCM/PE/AIA)	\$ 190.00				24	24	24	24	24					120	\$ 22,800
Support Team														-	\$ -
Construction Inspector	\$ 98.00				80	80	80	80	80					400	\$ 39,200
Admin/Clerical	\$ 65.00				8	8	8	8	8					40	\$ 2,600
														-	\$ -
Total		-	-	-	120	120	120	120	120	-	-	-	-	600	\$ 73,400
Avg. Monthly Hours/Billing														67	\$ 8,156



ATTACHMENT C

APPROVED WORK/PROJECT SCHEDULE

EXHIBIT C HIDALGO COUNTY - EL PARAISO PROJECT EXECUTION PLAN / PROJECT SCHEDULE

ID	Task Mode	Task Name	Duration	Start	Finish	Gantt Chart																											
						April 2025	May 2025	June 2025	July 2025	August 2025																							
1		Construction	91 days	Tue 4/1/25	Mon 6/30/25	[Gantt bar from 4/1/25 to 6/30/25]																											
2		Post Constructiton & Closeout	60 days	Tue 7/1/25	Fri 8/29/25	[Gantt bar from 7/1/25 to 8/29/25]																											

Project: Exhibit C - Schedule Date: Mon 4/7/25	Task		Inactive Task		Manual Summary Rollup		External Milestone	
	Split		Inactive Milestone		Manual Summary		Deadline	
	Milestone		Inactive Summary		Start-only		Progress	
	Summary		Manual Task		Finish-only		Manual Progress	
	Project Summary		Duration-only		External Tasks			