

December 1, 2025

Mr. Valde Guerra, Chief Executive Officer
Hidalgo County
Attn: Hector A. Garcia, Constr. Div. Manager
505 S. McColl Rd.
Edinburg, TX 78539

**RE: Hidalgo County Courthouse Phase II Project
Construction Management Services – Abatement & Demolition GMP (2.3)
C-21-0819-11-16
Work Authorization No. 4**

Dear Mr. Guerra,

As requested by Commissioner Eddie Cantu, attached please find the Revised Level of Effort and updated **Work Authorization No. 4** under Contract No. **C-21-0819-11-16**, for **Construction Management Services** associated with the *Hidalgo County Courthouse Phase II – Abatement & Demolition GMP (2.3)*.

This Work Authorization provides professional Construction Management oversight during the implementation of the Guaranteed Maximum Price (GMP) package totaling **\$4,704,994.00**, which includes site demolition, asbestos abatement, and the removal of existing plumbing, HVAC, and electrical systems, as well as concrete, pavement, and sidewalk demolition and backfill of the existing basement.

The total amount for **Work Authorization No. 4** is **\$423,330.92**, reflecting 2,746 staff hours through October 2026, as detailed in **Exhibit “D” – Cost Proposal**. Services include project coordination, field oversight, documentation, and reporting aligned with the County’s schedule milestones.

We appreciate the opportunity to continue supporting Hidalgo County on this important project. **Should you have any questions or require additional information, please contact the Senior Project Manager for the project, Mr. Reza Badiozzamani, P.E., at (956) 585-3773.**

Sincerely,



Aisha M. Gonzalez
President

Attachments: Work Authorization No. 4 w/Attachments A, B, C, Form 1295

EXHIBIT “E”
HIDALGO COUNTY
Professional Construction Management Services
Agreement # C-21-0819-11-16
WORK AUTHORIZATION NO. 4

THIS WORK AUTHORIZATION is made pursuant to the terms and conditions of the **Professional Construction Management Services** Agreement No. C-21-0819-11-16, incorporated herein by reference, for the “Hidalgo County Phase II Project – Courthouse Demolition and Other Services Project” made by and between **HIDALGO COUNTY**, action herein by and through the **Commissioner’s Court**, hereinafter called the “**Owner**,” and **BZZ Engineering, LLC**, hereinafter called “**Construction Manager**”.

PART 1. SCOPE OF WORK

The purpose of this Work Authorization is for the Construction Manager to provide **Professional Construction Management Services for the Guaranteed Maximum Price (GMP) 2 ~ “Hidalgo County Courthouse Phase II –Abatement & Demolition (2.3)”** project located in **Edinburg, Texas**.

The **Construction Manager** is to provide the scope of Services as required by the Agreement with Owner.

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

PART 2. ESTIMATED COST

The estimated cost for services under this Work Authorization is **\$423,330.92**. This amount is based upon the costs outlined in the **Attachment “B” – “EXHIBIT “D” – Fee Proposal”** attached hereto and incorporated by reference.

PART 3. PAYMENT

Compensation and payment to the Construction Manager for the services established under this Work Authorization shall be made in accordance with the **Construction Management Services** Agreement No. C-21-0819-11-16 between the **Owner** and the **Construction Manager**.

PART 4. FUNDING

This Work Authorization No. 4 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-21-0819-11-16, provided in this Work Authorization; or on** (_____ **DATE** _____). *If applicable:* Engineer shall conform to the

approved "Project Schedule", attached hereto and incorporated by reference herein as **Attachment "C"**.

PART 6. RESPONSIBILITIES AND OBLIGATIONS

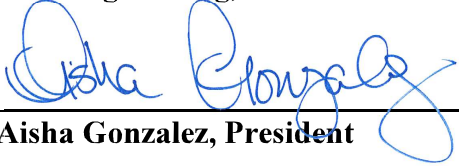
This Authorization does not waive the parties' responsibilities and obligations provided under **Agreement No. C-21-0819-11-16.**

PART 7. ACCEPTANCE AND APPROVAL

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

APPROVED BY COMMISSIONER'S COURT ON _____, 2025.

**CONSTRUCTION MANAGER:
B2Z Engineering, LLC**



Aisha Gonzalez, President

**OWNER:
County of Hidalgo**

Hon. Richard F. Cortez, County Judge

ATTEST:

Arturo Guajardo, Jr., County Clerk

LIST OF ATTACHMENTS:

Attachment "A" – EXHIBIT "C" – Scope of Services to be provided by Construction Manager

Attachment "B" – EXHIBIT "D" – Fee Proposal

Attachment "C" – Project Schedule

Form 1295



Attachment A

Scope of Services to be provided
by Construction Manager

EXHIBIT C

Scope of Services to be provided by the Construction Manager

SECTION I - PROJECT DESCRIPTION

The services designated herein as “Services provided by the Construction Manager” shall include the performance of all Construction Management services for the following described facility:

COUNTY/CITY: HIDALGO COUNTY

PROJECT/DESCRIPTION: Hidalgo County Phase II Project – Construction Management Services – Abatement & Demolition GMP (2.3)

CONSTRUCTION MANAGER shall mean B2Z Engineering

STATE shall mean Texas Department of Transportation, Texas Department of State Health Services, Texas Commission on Environmental Quality, Texas Historical Commission, Texas Commission on Jail Standards.

COUNTY shall mean Hidalgo County.

ARCHITECT shall mean Architect of Record

EXHIBIT C

Scope of Services to be provided by the Construction Manager

SECTION 4 - CONSTRUCTION PHASE SERVICES

Construction Management Services:

The **CONSTRUCTION MANAGER** will provide support services during the **duration** of the *Hidalgo County Courthouse Phase II – GMP 2.3 Abatement and Demolition Project*, or portions thereof as authorized by the **COUNTY**.

Specific **Construction Management and Support Services** to be provided by the **CONSTRUCTION MANAGER** include, but are not limited to, the following:

- Provide coordination and oversight of demolition, asbestos abatement, and related utility disconnection activities in accordance with the approved project schedule and safety requirements.
- Monitor and document contractor activities for compliance with contract documents, environmental regulations, and project specifications related to demolition, debris removal, and site restoration.
- Review and process contractor submittals, requests for information (RFIs), and change order proposals related to the Abatement and Demolition phase.
- Facilitate communication between the **COUNTY**, the General Contractor, and project stakeholders to ensure timely issue resolution and minimize schedule impacts.
- Oversee field inspection and verification of work progress, including air monitoring coordination and confirmation of asbestos abatement completion reports.
- Maintain accurate daily reports, photographic documentation, and progress tracking consistent with the County's Construction Management procedures.
- Participate in progress meetings, safety briefings, and coordination meetings as required by the **COUNTY**.
- Support the **COUNTY** in reviewing pay applications, verifying quantities, and validating work completion for payment recommendations.
- Provide final project documentation and assist the **COUNTY** with closeout activities related to demolition and abatement, including punch list verification and turnover documentation.

Quality Assurance / Quality Control

The **CONSTRUCTION MANAGER** will implement and maintain a Quality Assurance / Quality Control (QA/QC) program to ensure that all abatement and demolition work meets project requirements, regulatory standards, and the **COUNTY**'s expectations for safety and performance. QA/QC responsibilities will include:

- Performing regular field inspections to verify materials, methods, and workmanship comply with approved plans and specifications.
- Reviewing test reports, air monitoring results, and third-party environmental documentation to confirm compliance with applicable regulations.
- Tracking and resolving non-conformance items promptly, documenting corrective actions, and maintaining communication with the **COUNTY** regarding quality-related issues.
- Ensuring that all project records, inspection logs, and test documentation are properly organized and submitted to the **COUNTY** for final acceptance and closeout.

Construction Contract Administration and Oversight:

- 1) In general, the **CONSTRUCTION MANAGER** will provide the management and Engineering support/data required for consultation and advisement to the **COUNTY** and act as the **COUNTY**'s

EXHIBIT C

Scope of Services to be provided by the Construction Manager

representative as it relates to the various aspects of design, as well as construction as provided in the General Condition of the Construction Contract.

- 2) The CONSTRUCTION MANAGER will coordinate and conduct a pre-construction conference.
- 3) Defects and Deficiencies. The CONSTRUCTION MANAGER will use his best efforts to protect the COUNTY against defects and deficiencies in the work of the ARCHITECT and Contractor. The CONSTRUCTION MANAGER will promptly notify the COUNTY of any such defect or deficiency and take all steps possible to require the ARCHITECT or Contractor to correct the defect or deficiency.

Miscellaneous Technical Activities:

- 1) The CONSTRUCTION MANAGER will coordinate various aspects of the project development component as directed by the COUNTY.
- 2) The CONSTRUCTION MANAGER will act as an agent of the COUNTY when dealing with the ARCHITECT hired by the COUNTY.
- 3) The CONSTRUCTION MANAGER will coordinate with the COUNTY on a bi-weekly basis to ensure that the project is meeting all defined project goals.
- 4) The CONSTRUCTION MANAGER will perform other various coordination tasks as directed by the COUNTY to push the project through various aspects of project development.
 - i. Administer the construction contract.
 - ii. Conduct the Pre-Construction Conference and Partnering Session (if applicable) simultaneously.
 - iii. Assist the contractor to confirm that all permits have been obtained to maintain the schedule.
 - iv. Serve as the primary liaison between the County and the CMAR to facilitate clear and effective communication.
 - v. Update the Hidalgo County ORG monthly on the status of the project based upon mutually agreed format.
 - vi. Monitor the CMAR Schedule and advise the County of construction schedule slippage and work with County personnel to bring the project back to schedule.
 - vii. Coordinate Independent Testing Firm's Activities & Assist in Procurement of these firms (Test & Air Balance, Material Testing, Commissioning, Air Quality Testing, Special Inspections, etc.) in conjunction with County officials. Reports will be posted to the PMIS.
 - viii. Review the results of the Owner-provided Independent Testing Firm for Compliance with Construction Documents.
 - ix. Track construction progress and compliance with the construction schedule.
 - x. Track and control project construction contingency funds.

EXHIBIT C

Scope of Services to be provided by the Construction Manager

- xi. Facilitate the integration of the various County departments, government agencies and public and private utilities into the process as needed to maintain the schedule.
- xii. Daily project site visits to document and photograph the activity for a permanent record to be stored in PMIS – Raken App.
 - i. Site visits will be documented via daily report that will include but not limited to:
 - 1. Weather Conditions and any related impacts
 - 2. Workforce headcounts and CMAR activity logs with man hour quantities.
 - 3. General Notes, Issues and Concerns
 - 4. Site Safety Observations
 - 5. Quality Control Observations
 - 6. Delays
 - 7. Equipment usage and material deliveries
 - 8. Observe CMAR's work performance against contract documents for general conformance with contract specifications without assuming responsibility for formal code or regulatory inspections.
- xiii. Receive, review and direct all project documentation. This includes submittals, shop drawings, product data, samples, CMT reports, RFI's, ASIs and any other required documentation for compliance with the Owner's design guidelines. All documentation will be stored in PMIS and will be turned over to County at the conclusion of project.
- xiv. Review Contract Change Directives (CCD's) and Proposed Change Orders (PCO's). Prepare and process Change Orders (CO's) as needed and make recommendations to County personnel and the Architect.
- xv. Review and verify all Contractor pay requests.
- xvi. Verify stored material with architect prior to approval of payment.
- xvii. Participate in the creation of the final punch list with the architect during the architect's evaluation of substantial completion. Once the certificate of substantial completion is issued, we'll monitor the completion of the punch list work. The project manager will participate in the architect's final inspection and acceptance of the work.
- xviii. Evaluate project status and provide a recommendation for the issuance of the Substantial Completion certificate.
- xix. Act as liaison and central point of communication between contractor, architect, the County and other affected stakeholders.
- xx. Assist the County in evaluating and responding to potential claims or disputes arising during construction.

EXHIBIT C

Scope of Services to be provided by the Construction Manager

- xxi. Provide regular progress reports, design status updates, and risk assessments to County leadership.
- xxii. Attend pre-installation meetings with the CMAR and subcontractors.
- xxiii. Conduct bi-weekly OAC (owner, architect, and contractor) construction progress meetings to monitor construction progress, verify compliance with approved schedule, and identify any potential delays or issues.
- xxiv. Perform a cost analysis of each change order issued and challenge the CMAR's pricing if necessary.
- xxv. Interact daily with the contractor to resolve potential problems or issues before they turn into change orders or cause delays.
- xxvi. Maintain thorough documentation of all project records and regularly update the Project Management System (Autodesk Build).

SECTION 5 – POST-CONSTRUCTION PHASE SERVICES

- 1) Track punch list progress and participate in back-punch site visits to verify completion of corrective work.
- 2) Assess final project conditions and, if applicable, recommend issuing the Final Completion certificate.
- 3) Coordinate and verify the complete turnover of required certifications, O&M manuals, and compliance documentation per contract requirements.
- 4) Coordinate training of facility maintenance staff for familiarization with all systems.
- 5) Review as-built drawings and completeness of all close-out documentation, warranties, and guarantees for conformance with specifications requirements.
- 6) Conduct a 6-month warranty walk through with the contractor, noting required repairs and warranty issues. Follow up with contractor to insure completion of all open items.
- 7) Conduct an 11-month warranty walk through with the contractor, noting required repairs and warranty issues. Following up with contractor to insure completion of all open items.

EXHIBIT C

Scope of Services to be provided by the Construction Manager

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.
7. Project Commissioning after final completion.
8. Support Owner in legal, arbitration, or dispute resolution proceedings by serving as a subject matter expert or technical witness.



Attachment B

Fee Schedule



Work Authorization #4 ~ EXHIBIT "D"
Construction Management Services Fee - Phase 2 Abatement & Demolition GMP (2.3)

Construction Management Team		
Role	Contract Rate	
	FY2025	FY2026
Admin / Clerical	\$ 77.38	\$ 79.70
Unmanned Aircraft System (UAS) Pilot	\$ 94.97	\$ 97.82
Construction Inspector	\$ 105.52	\$ 108.69
Senior Project Manager (PE)	\$ 263.80	\$ 271.71
Project Manager	\$ 239.18	\$ 246.36

Role	2025	2026										Total Hrs	Amount
	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26	Oct-26		
	hours/month	hours/month	hours/month	hours/month	hours/month	hours/month	hours/month	hours/month	hours/month	hours/month	hours/month		
Construction Management Team													
Admin / Clerical	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	20.00	120	\$ 9,517.60
Unmanned Aircraft System (UAS) Pilot	8.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00	16.00	96	\$ 9,345.12
Construction Inspector	160.00	160.00	160.00	160.00	160.00	160.00	160.00	160.00	160.00	160.00	80.00	1,680	\$ 181,584.80
Senior Project Manager (PE)	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	20.00	120	\$ 32,447.00
Project Manager	65.00	65.00	65.00	65.00	65.00	65.00	65.00	65.00	65.00	65.00	80.00	730	\$ 178,909.40
Sub-Total	253.00	253.00	253.00	253.00	253.00	253.00	253.00	253.00	253.00	253.00	216.00	2,746	\$ 411,803.92

Total Monthly Cost	\$36,601.46	\$37,700.46	\$37,700.46	\$37,700.46	\$37,700.46	\$37,700.46	\$37,700.46	\$37,700.46	\$37,700.46	\$37,700.46	\$36,997.32		
Direct Expenses: UAS Pilot	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00		
Direct Expenses: Mileage	\$448.00	\$448.00	\$448.00	\$448.00	\$448.00	\$448.00	\$448.00	\$448.00	\$448.00	\$448.00	\$448.00		
Total Combined Monthly Cost	\$37,549.46	\$38,648.46	\$38,648.46	\$38,648.46	\$38,648.46	\$38,648.46	\$38,648.46	\$38,648.46	\$38,648.46	\$38,648.46	\$37,945.32		

FEE SUMMARY		
Year	Hours	CM Fee
2025	253	\$36,601.46
2026	2,493	\$376,301.46
Sub-Total Billable Hourly Fee	2,746	\$412,902.92

DIRECT EXPENSES		
TYPE	UNIT	TOTAL
Unmanned Aircraft System (UAS) Pilot	Hours	\$ 5,500.00
Mileage	Mile	\$ 4,928.00
Sub-Total Direct Expenses		\$ 10,428.00

Total Work Auth. No. 4 Amount: \$423,330.92



Attachment C

Project Schedule

