

EXHIBIT “F”
HIDALGO COUNTY
Professional Engineering Services
Agreement # C-25-0649-12-22

WORK AUTHORIZATION NO. 1

THIS WORK AUTHORIZATION is made pursuant to the terms and conditions of the Professional Engineering Services Agreement No. C-25-0649-12-22, incorporated herein by reference, for the “Professional Engineering Services for City of Donna Wellness Program” 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 Programming, Site Evaluation, Concept Layout Development, Cost Estimating, and Feasibility Report Preparation Services for the “City of Donna Wellness Program” 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 **\$75,006.33**. 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-25-0649-12-22** between the **Owner** and the **Engineer**.

PART 4. FUNDING

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

Account No. 5-1200-431-00-121-005-0-334

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-25-0649-12-22 , 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-25-0649-12-22**.

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.

EXECUTED as of the day and year first written above.

APPROVED BY COMMISSIONERS' COURT ON December 22, 2025.

Agenda Item No. 101859

Executive Office: _____

ENGINEER:

_____ ENGINEERING.

COUNTY:

COUNTY OF HIDALGO

_____, _____

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**

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 necessary to support the feasibility study for:

ENTITY: HIDALGO COUNTY PRECINCT NO. 1

PROJECT/DESCRIPTION: CITY OF DONNA WELLNESS PROGRAM PROJECT

ENGINEER shall mean B2Z ENGINEERING, LLC.

COUNTY shall mean HIDALGO COUNTY

ENGINEER'S BASIC SERVICES

The **Engineer** will manage all tasks, coordinate with the **County**, attend meetings, track progress, and report status. The **Engineer** will coordinate with the **County** and supporting entities. The **Engineer** will notify the **County** if gaps or issues arise in information supplied by the County.

The **Engineer** will submit a schedule for **County** approval.

The **Engineer** will communicate with agencies and utilities as needed for feasibility level planning.

The **Engineer** will assist the **County** with any documents needed for coordination with Donna ISD and the City of Donna.

The **Engineer** will complete the following services.

- Programming
- Site evaluation
- Concept layout development
- Cost estimating
- Feasibility report preparation

PROJECT INITIATION

The Engineer shall:

- Conduct a kickoff meeting with COUNTY staff.
- Confirm project goals, deliverables, communication methods, and schedule.
- Collect available County data, GIS files, parcel information, utility mapping, and any relevant documentation.

SCOPE OF SERVICES TO BE PROVIDED BY THE ENGINEER

SITE EVALUATION

The Engineer shall:

- Visit the proposed parcel.
- Review drainage, utilities, grading, access, easements, and nearby development.
- Identify limits and risks that affect the project.
- Prepare a site opportunities and constraints summary.

PROGRAM REQUIREMENTS AND SPACE PLANNING

The Engineer shall:

- Identify required Wellness Program spaces.
- Develop a space list that includes activity rooms, wellness classrooms, administrative rooms, storage, exterior areas, and parking.
- Estimate square footage needs.
- Prepare a functional layout diagram

CONCEPTUAL LAYOUT DEVELOPMENT

The Engineer shall:

- Prepare two site layout alternatives.
- Show building footprint, parking, walkways, driveways, and utility routing.
- Include early grading concepts.
- Refine layouts after internal review.

OPINION OF PROBABLE CONSTRUCTION COST

The Engineer shall:

- Prepare a planning level cost opinion for each layout.
- Include site work, structure cost, utilities, drainage, pavement, and soft costs.
- Prepare a list of cost assumptions.

IMPLEMENTATION STRATEGY

The Engineer shall:

- Identify required permits.
- List coordination steps with Donna ISD and the City of Donna.
- Prepare a high level project timeline.

SCOPE OF SERVICES TO BE PROVIDED BY THE ENGINEER

FINAL FEASIBILITY STUDY REPORT

The Engineer shall:

- Prepare the full report with all findings.
- Include exhibits, mapping, cost tables, and conceptual drawings.
- Submit a draft and final version.
- Provide files in PDF and editable format.
- Attend a presentation meeting if required.

MEETINGS AND COORDINATION

The Engineer shall:

- Meet with the County at key milestones.
- Coordinate with Donna ISD and other parties as needed.
- Prepare written updates and meeting minutes for the County.

NOTE: Change in and/or additional services to Scope will require prior approval from the COUNTY prior to undertaking.



ATTACHMENT B

FEE PROPOSAL

PROJECT NO. 25-0649
FEE PROPOSAL
City of Donna Wellness Program Project for Precinct 1
Work Authorization #1

WA #1 - City of Donna Wellness Program for Precinct 1		MANHOURS							Total Hours	Subtotal
		PRINCIPAL	PROJECT MANAGER	CIVIL ENGINEER	GIS ANALYST	CADD OPERATOR	ADMIN			
TASKS										
1	Project Initiation	6	12	4	4	4	4	34	\$6,050.36	
2	Site Evaluation	6	16	22	12	6	4	66	\$10,898.10	
3	Program Requirements and Space Planning	6	22	6	4	4	4	46	\$8,644.36	
4	Conceptual Layout Development	10	18	28	9	18	4	87	\$13,963.71	
5	Opinion of Probable Construction Cost	6	12	12	6	6	4	46	\$7,697.72	
6	Implementation Strategy	6	10	6	4	4	4	34	\$5,895.40	
7	Final Feasibility Study Report	8	16	10	6	6	10	56	\$9,281.04	
8	Meetings and Coordination in Support for Project Development Activities	10	16	10	6	6	6	54	\$9,476.44	
								423	\$71,907.13	
Labor Hours		58	122	98	51	54	40			
Contract Rate FY2025		\$ 252.66	\$ 229.08	\$ 151.60	\$ 128.01	\$ 89.27	\$ 77.48			
Total Labor Costs		\$ 14,654.28	\$ 27,947.76	\$ 14,856.80	\$ 6,528.51	\$ 4,820.58	\$ 3,099.20			

Direct Expenses	Units		
Mileage (\$0.700/mile)	856	\$	599.20
Aerial Drone Flight (\$250/hr)	10	\$	2,500.00
Total Direct Expenses		\$	3,099.20

WA#1 - Total Cost **\$75,006.33**



ATTACHMENT C

APPROVED WORK/PROJECT SCHEDULE

PROJECT NO. 25-0649
City of Donna Wellness Program Project for Precinct 1
WORK/PROJECT SCHEDULE
Work Authorization #1

TASK AND DESCRIPTION		FIRM	2026			
			JAN	FEB	MAR	APR
1	Project Initiation	B2Z				
2	Site Evaluation	B2Z				
3	Program Requirements & Space Planning	B2Z				
4	Conceptual Layout Development	B2Z				
5	Opinion of Probable Construction Cost	B2Z				
6	Implementation Strategy	B2Z				
7	Final Feasibility Study Report	B2Z				
8	Meetings & Coordination	B2Z				