

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-25-0648-12-22**.

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. 101855

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: DONNA ISD SPAY AND NEUTER PROGRAM PROJECT

ENGINEER shall mean B2Z ENGINEERING, LLC.

COUNTY shall mean HIDALGO COUNTY

ENGINEER'S BASIC SERVICES

The Engineer shall manage the Engineer’s services, consult with the COUNTY, research applicable criteria, attend Project meetings, communicate with the Project team, and provide progress updates.

The Engineer shall coordinate its services with the COUNTY and any COUNTY-designated entities. The Engineer shall provide prompt written notice to the COUNTY if it becomes aware of errors, omissions, or inconsistencies in information furnished by the COUNTY.

The Engineer shall submit a schedule for the performance of its services for COUNTY approval.

The Engineer shall act in the COUNTY’s best interests and comply with all terms and conditions of this Agreement.

The Engineer shall contact governmental authorities as appropriate for feasibility-level planning and shall respond to applicable development requirements. The Engineer shall assist the COUNTY with documents needed for coordination between the COUNTY, Donna ISD, and the City of Donna.

In addition to the responsibilities above, the following services shall be the responsibility of the Engineer:

- Project Programming (in coordination with COUNTY)
- Feasibility-level Site Evaluation
- Conceptual Layout Development
- Opinion of Probable Construction Cost
- Feasibility Study Report Preparation

SCOPE OF SERVICES TO BE PROVIDED BY THE ENGINEER

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.

SITE EVALUATION

The Engineer shall:

- Visit and assess the proposed Donna ISD site.
- Evaluate drainage, utilities, access, easements, constraints, and permitting considerations.
- Identify opportunities and limitations impacting development of the facility.
- Prepare a site opportunities and constraints summary.

PROGRAM REQUIREMENTS AND SPACE PLANNING

The Engineer shall:

- Identify space needs for required operational functions including:
 - Intake and waiting
 - Examination
 - Surgery suite
 - Recovery and holding
 - Kennel and storage areas
 - Staff and administrative space
 - Parking and loading
 - Estimate square footage requirements for each functional component.

CONCEPTUAL LAYOUT DEVELOPMENT

The Engineer shall:

- Prepare two conceptual site layout alternatives.
- Show circulation, access drives, parking, building footprint, and utility routing concepts.
- Incorporate preliminary grading considerations based on available topography.

SCOPE OF SERVICES TO BE PROVIDED BY THE ENGINEER

OPINION OF PROBABLE CONSTRUCTION COST

The Engineer shall:

- Prepare cost opinions for each conceptual alternative.
- Include site work, structure, utility connections, paving, drainage, and soft costs.
- Provide a recommended planning budget.

IMPLEMENTATION STRATEGY

The Engineer shall:

- Identify required permitting steps.
- Outline coordination needed between COUNTY, Donna ISD, and the City of Donna.
- Provide anticipated development timeline and next steps.

FINAL FEASIBILITY STUDY REPORT

The Engineer shall:

- Prepare a consolidated feasibility report summarizing all findings.
- Include conceptual layouts, cost opinions, schedule, and site evaluation.
- Provide final deliverables in PDF and editable formats.
- Attend COUNTY presentation(s) if requested.

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. 25-0648
FEE PROPOSAL
Donna ISD Spay and Neuter 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. 25-0648
Donna ISD Spay and Neuter 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				