

HIDALGO COUNTY
Professional Construction Management Services
Contract # C-20-204-06-09
Work Authorization Form

WORK AUTHORIZATION NO. 2

FILED
AT <u>11:00</u> O'CLOCK <u>A</u> M
JAN 22 2021
ARTURO GUAJARDO, JR. COUNTY CLERK HIDALGO COUNTY, TEXAS
BY <u>[Signature]</u> DEPUTY

THIS WORK AUTHORIZATION is made pursuant to the terms and conditions of Article 7 of the Agreement made by and between **HIDALGO COUNTY**, action herein by and through the **Commissioner's Court**, hereinafter called the "**Owner**," and, **B2Z Engineering, LLC**, professional Construction Managers of Mission, Texas, 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 required for the **Programming, Design, Construction Management and Oversight** of the **Hidalgo County Laboratory Project** for **Hidalgo County** hereinafter referred to as the "**Project**".

The scope of services to be provided by the **Owner** is identified in *EXHIBIT "A" – Scope of Services to be provided by the Owner* attached hereto.

The scope of services to be provided by the **Construction Manager** is identified in *EXHIBIT "B" – Scope of Services to be provided by the Construction Manager* attached hereto.

PART 2. ESTIMATED COST

The estimated cost for services under this Work Authorization is **\$135,164.24**. This amount is based upon the costs outlined in the **Estimated Cost Proposal** attached hereto as *EXHIBIT "D" Fee Schedule*.

PART 3. PAYMENT

Compensation and payment to the **Construction Manager** for the services established under this Work Authorization shall be made in accordance with **Article 6** of the Agreement.

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 scopes of the work authorization.

PART 6. RESPONSIBILITIES AND OBLIGATIONS

This Authorization does not waive the parties' responsibilities and obligations provided under the Agreement.

PART 7. ACKNOWLEDGEMENT AND CONFIRMATION

Acknowledgement and confirmation by Hidalgo County, Judge Richard F. Cortez as to content and detail of this Work Authorization No. 2.

PART 8. ACCEPTANCE AND APPROVAL

This Work Authorization is hereby accepted, approved by Hidalgo County Commissioners' Court on _____ as indicated below.

THE CONSTRUCTION MANAGER:
B2Z ENGINEERING, LLC

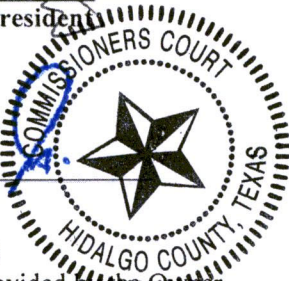
By: Nicholas Muñoz, Vice President

THE OWNER:
HIDALGO COUNTY

By: Richard F. Cortez, County Judge

ATTEST:

Rafael Guajardo



APPROVED BY
COMMISSIONERS' COURT
ON: 11/2/21

LIST OF ATTACHMENTS

- Exhibit A – Services to be Provided by the Owner
- Exhibit B – Services to be Provided by the Construction Manager
- Exhibit C – Work Schedule
- Exhibit D – Fee Schedule

EXHIBIT "A"
SCOPE OF SERVICES TO BE PROVIDED BY THE OWNER

The following provides an outline of the services to be provided by the **Owner** in the development of the "**Health Department Testing/Bio-Safety Laboratory**" for **Hidalgo County** hereinafter denoted as the **Project**.

GENERAL:

The **Owner** will provide to the **Construction Manager** the following:

- 1) Provide the authorization to proceed with services through coordination with the project consulting and design Engineer.
- 2) Payment for work performed by the **Construction Manager** and accepted by the **Owner** in accordance with Articles 5 and 6 of the Agreement.
- 3) Assistance to the **Construction Manager**, as necessary, to obtain the required data and information from other local, regional, State and Federal agencies the **Construction Manager** cannot easily obtain.
- 4) Provide any available relevant data the **Owner** may have on file concerning the **Project**.
- 5) Provide timely review and decisions in response to the **Construction Manager's** request for information and/or required submittals and deliverables, in order for the **Construction Manager** to maintain the agreed upon work schedule prepared in accordance with Exhibit "C" attached to this Work Authorization.
- 6) Attend and participate in progress meetings as required and as coordinated and conducted by **Construction Manager**.

EXHIBIT "B"
SCOPE OF SERVICES TO BE PROVIDED BY THE CONSTRUCTION
MANAGER

PROJECT DESCRIPTION

The services designated herein as "Services provided by the CONSTRUCTION MANAGER" shall include the performance of all construction manager services for the following described facility:

COUNTY/CITY: HIDALGO COUNTY

PROJECT/DESCRIPTION: HEALTH DEPARTMENT TESTING/BIO-SAFETY LABORATORY

EXHIBIT “B”
SCOPE OF SERVICES TO BE PROVIDED BY THE CONSTRUCTION
MANAGER

1. Pre-Construction (Design & Bidding) Phase Services

1.1. 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:

- 1.1.1. **Oversight of Architect & Design** – Meetings (at a minimum weekly, or as needed) and Coordination with Core Design Team – to include Architect and Architect’s Sub-consultants. Sub-consultants include but is not limited to MEP Engineer, Structural Engineer, Landscape Architect, Lab Specialist, etc.
- 1.1.2. **Oversight of Architect & Design** - Meetings and Coordination with other project consultants and Hidalgo County departments – This will include but is not limited to Geotechnical Engineer, Surveyor, Commissioning Consultants, Civil Engineer, FF&E Vendor(s), Facilities and Maintenance, IT, Health Department (End Users) etc.
- 1.1.3. **Design & Bidding Schedule Adherence** - Monthly updates to the Multi-Disciplined baseline project schedule. B2Z Engineering developed 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:
 - Design Milestones
 - Procurement Milestones
 - Permitting and Regulatory Process
 - Construction
 - Close-out
 - Commissioning
- 1.1.4. **Design Management for Budget Adherence** – monthly updates to the Total Project Baseline Budget. The project budget was validated during the project definition phase. This budget shall be identified as the baseline budget for the project. We will manage the budget using our project management plan that will allow for modification and adjustments based upon the changes that occur during the design phases. In addition, we will provide:
 - Major budget reviews and updates monthly and/or at the critical project milestones (such as the end of project definition and at key points during design and construction documentation).
 - Recommendations for adjustments in the budget as needed. If projections indicate the project to be over budget at any point, we will make recommendations to recover the budget to within acceptable parameters. In extreme cases the work by the architect may be rejected with the direction to revise the design to comply with the maximum budget for the project and/ or project schedule.
- 1.1.5. Quality reviews and Key stakeholder approvals and acceptance. We will conduct design workshops at key design milestones (schematic, design development, construction

EXHIBIT “B”
SCOPE OF SERVICES TO BE PROVIDED BY THE CONSTRUCTION
MANAGER

documents) to present the latest design documents to all committees and stakeholders, receive governing committee approval, and ensure adherence with:

- established program
- quality requirements
- constructability review
- schedule
- budget

1.1.6. **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:

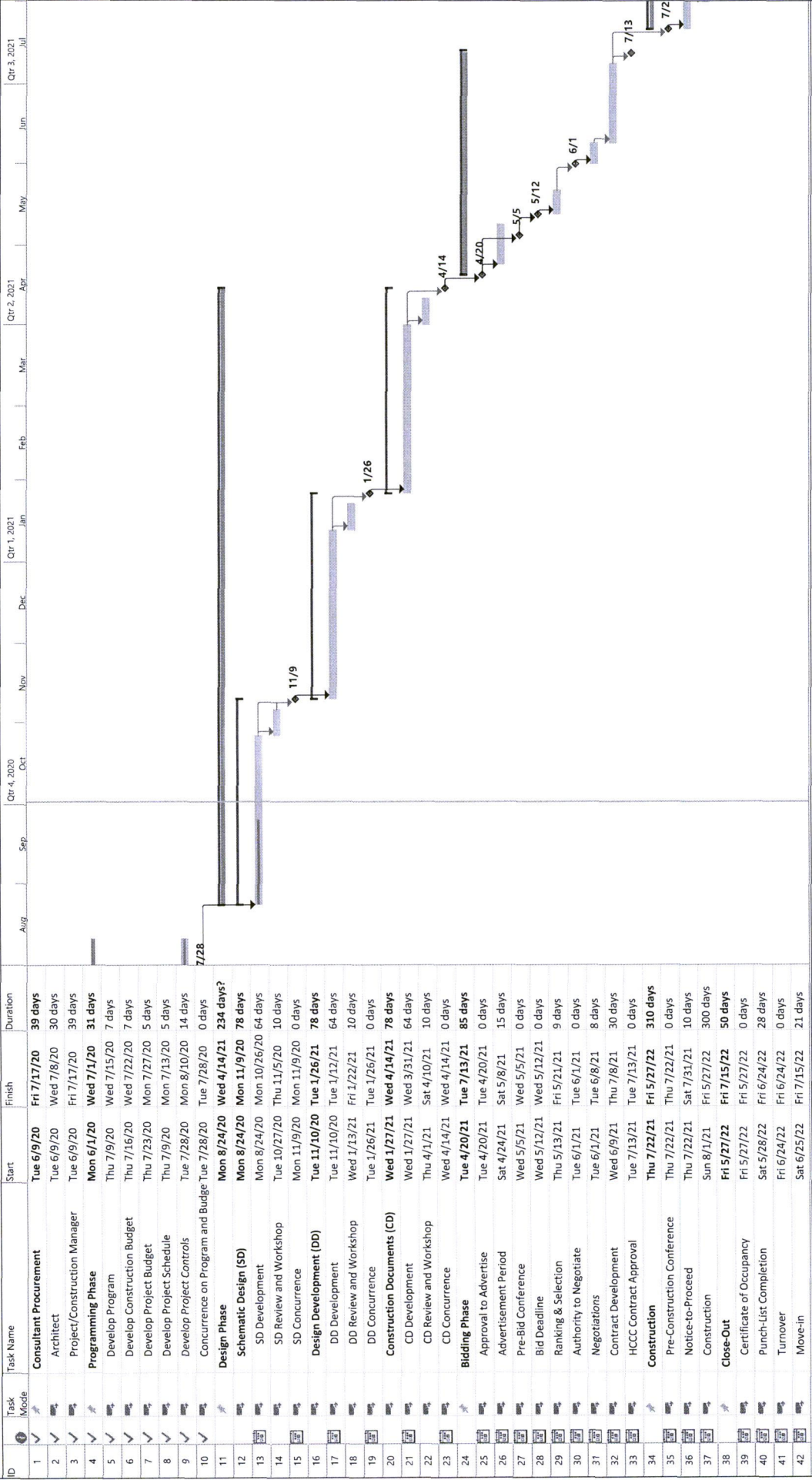
- Updated project information
- Updated budget information
- Updated schedule information

1.1.7. **Bidding Phase** – we will work in conjunction with Hidalgo County and the Architect to solicit, review and select the contractor through the selected_Delivery Method. This will include assistance in the development and execution of:

- Bid Packages
- Required Pre-Bid Conferences
- Review of Bid Submissions/Proposals
- Contractor Selection and Recommendations to Owner
- Permits and Insurance – submit plans to the City of Edinburg to initiate the permit review process
- Notice of Award – develop and issue the notice of award and coordinate required contract documentation with the selected contractor

1.1.8. **Miscellaneous meetings and coordination**

Exhibit C - Project Schedule



Project: HC_BioSafeLab_Sch_Ba
Date: Fri 10/2/20

Task: Summary, Project Summary, Inactive Task, Inactive Milestone, Inactive Summary, Manual Task, Manual Summary, Manual Rollup, Start-only, Finish-only, External Task, External Milestone, External Milestone, External Milestone, Manual Progress

Legend: Summary, Project Summary, Inactive Task, Inactive Milestone, Inactive Summary, Manual Task, Manual Summary, Manual Rollup, Start-only, Finish-only, External Task, External Milestone, External Milestone, Manual Progress



**EXHIBIT D
FEE PROPOSAL**

**Contract # C-20-204-06-09
Health Department Testing/Bio-Safety Laboratory
Hidalgo County
Work Authorization #2**

		TASKS	MANHOURS				Total Line Item Cost
			Project Management Professional	Construction Superintendent	Admin/ Clerical	Total Hours	
		Design Phase					
1		Oversight of Architect & Design - Meetings & Coordination with Core Design Team. (Architect, MEP Engineer, Structural Engineer, Civil Engineer, etc.)	80	80	80	240	\$34,568.80
2		Oversight of Architect & Design - Meetings & Coordination with Other Project Consultants (Geotech, Survey, FF&E, Equipment Vendors, etc.)	28	28	28	84	\$12,099.08
3		Design & Bidding Schedule Adherence - Monthly Updates to Multi-Discipline Baseline Project Schedule	24	12	10	46	\$7,328.60
4		Budget Adherence - Monthly Updates to the Total Project Baseline Budget	20	12	48	80	\$9,195.40
5		Quality Reviews & Key Stakeholder Approvals and Acceptance (Schematic, Design Development, & Construction Documents)	36	36	12	84	\$13,896.60
6		Development of Monthly Status Reports & Presentation to HCCC, Steering & Governing Committees	48	48	96	192	\$24,060.00
		Bidding Phase					
7		Assist the Owner with Review of Final Bid Packages.	6	6	12	24	\$3,007.50
8		Attend Pre-Bid Conference	4	4	4	12	\$1,728.44
9		Review Bid Submissions & Coordinate with Project Architect to Make a Joint Recommendation on Contract Award.	6	6	4	16	\$2,454.38
10		Submit Plans to City of Edinburg to Initiate Permit Review Process	4	8	4	16	\$2,419.80
11		Coordinate Notice of Award & Required Contract Documentation w/ the selected Contractor	4	4	16	24	\$2,558.12
12		Misc. Meetings & Coordination (Design/Bidding Duration ~ 8 months)	64	40	40	144	\$21,847.52
Subtotal Labor Hours			324	284	354	962	
Labor Hours			324	284	354	962	
Hourly Base Rates			\$ 55.00	\$ 50.00	\$ 20.00		
Contract Rate FY2020			\$ 190.13	\$ 172.84	\$ 69.14		
Total Costs			\$ 61,602.12	\$ 49,086.56	\$ 24,475.56	\$ 135,164.24	

Owner-Insite Project Management Software

Pass Through Expense / TBD

Total Direct Expenses \$ -

B2Z Engineering Total Cost

\$135,164.24