

2812 S. Bus. Hwy 2811  
Edinburg, Texas 78539  
Phone: (956) 318-2626  
Fax: (956) 318-2629  
www.co.hidalgo.tx.us/purchasing

### TRANSMITTAL FORM

Today's Date:	<u>03/01/2021</u>	Department:	<u>280 - Sheriff's Office</u>
Contract No.:	<u>C-20-681-12-29</u>	Effective Date:	<u>02/23/2021</u>
Description of Project:	<u>WA#1 "Construction of wall partition in adult detention facility releasing area"</u>		
Awarded Vendor:	<u>B2Z Engineering</u>		
CC Approval on	<u>02/03/2021</u>	AI-	<u>79493</u>

*23 me*

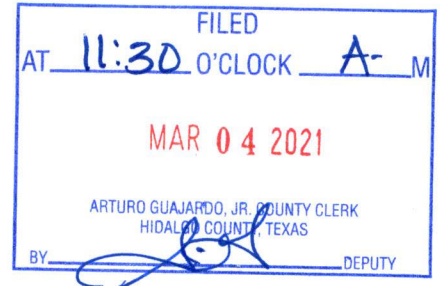
#### Routing of documents:

- 1. Executive Office – Attn: Monica Salinas
- 2. District Attorney's Office – Attn: Select ADA
- 3. County Judge's Office – Attn: Richard F. Cortez
- 4. County Clerk's Office – Attn: Arturo Guajardo, Jr.
- 5. Purchasing Department – Attn: Jorge Garza ext. 4874

#### **ATTENTION COUNTY CLERK'S OFFICE:**

Please do not attach the following to the minutes of this agenda due to the confidential nature of the information contained herein:

- Contract/Agreement
- Exhibit A – RFB Procurement Packet
- Exhibit B – Fee Schedule/Bid Page ( Pgs. \_\_\_\_\_ to \_\_\_\_\_ )
- Exhibit C – Certificate of Liability Insurance
- Other: \_\_\_\_\_



**HIDALGO COUNTY  
Professional Engineering Services  
Agreement #C-20-681-12-29**

**WORK AUTHORIZATION NO. 1**

**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** professional engineers of Mission, Texas, hereinafter called "**Engineer**".

**PART 1. SCOPE OF WORK**

The purpose of this Work Authorization is for the Engineer to provide Construction Management and Support for the Construction of Wall Partition in Adult Detention Facility Releasing Area located in Precinct No. 4.

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 **Engineer** is identified in **EXHIBIT "B" – Scope of Services to be provided by the Engineer** attached hereto.

**PART 2. ESTIMATED COST**

The estimated cost for services under this Work Authorization is **\$9,486.84**. This amount is based upon the costs outlined in the Estimated **Cost Proposal** attached hereto as **EXHIBIT "D"**.

**PART 3. PAYMENT**

Compensation and payment to the Engineer for the services established under this Work Authorization shall be made in accordance with Article 7 of the Agreement.

**PART 4. FUNDING**

This Work Authorization No. 1 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 Precinct No.4, Commissioner, Ellie Torres, as to content and detail of this **Work Authorization No. 1**.

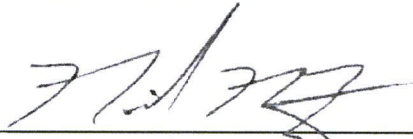
**HIDALGO COUNTY  
COMMISSIONER PRECINCT No. 4:**

BY: \_\_\_\_\_


**PART 8. ACCEPTANCE AND APPROVAL**

This Work Authorization is hereby accepted, approved by Hidalgo County Commissioners' Court on \_\_\_\_\_ as indicated below and effective as of \_\_\_\_\_ day of \_\_\_\_\_, 2021.

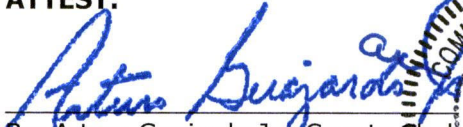
**THE ENGINEER:  
BZZ ENGINEERING**

  
By: Nicholus Muñoz, Vice President

**THE OWNER:  
HIDALGO COUNTY**

  
By: Richard Cortez, County Judge

**ATTEST:**

  
By: Arturo Guajardo Jr., County Clerk



APPROVED BY  
COMMISSIONERS' COURT  
ON: 2/13/21 

# **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 Project.

The **OWNER** will provide to the **ENGINEER** the following:

- (1) Authorization to the **ENGINEER** to begin work in accordance with Section 3 of this Agreement.
- (2) Payment for work performed by the **ENGINEER** and accepted by the **OWNER** in accordance with Section 6 of the Agreement.
- (3) Assistance to the **ENGINEER**, as necessary, to obtain the required data and information from other local, regional, State and Federal agencies that the **ENGINEER** 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 **ENGINEER'S** request for information and/or required submittals and deliverables, in order for the **ENGINEER** to maintain the agreed-upon work schedule prepared in accordance with Attachment "C" of this Agreement.
- (6) Attend and participate in progress meetings as required and as coordinated and conducted by the **ENGINEER**.
- (7) Assist the **ENGINEER** as required in the coordination with the USACE and the Federal Emergency Management Agency (FEMA) and any other coordinating agency or entity (*when and if applicable*).
- (8) Review and approve the Project design criteria.
- (9) Review and approve change orders as required and prepared by the **ENGINEER**.

# **EXHIBIT B**

## Scope of Services to be provided by the Engineer

### **SECTION I - PROJECT DESCRIPTION**

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

COUNTY/CITY: HIDALGO COUNTY PRECINCT NO. 4

PROJECT/DESCRIPTION: WA#1 – Construction of Wall Partition in Adult Detention Facility Releasing Area  
On-Call Contract #C-20-681-12-29

ENGINEER shall mean B2Z Engineering.

COUNTY shall mean Hidalgo County.

## **EXHIBIT B**

### Scope of Services to be provided by the Engineer

**Preliminary Design Values** - *The ENGINEER will work with the Owner to establish basic design concepts, project controls and general scope of the Project.*

1. Review of existing project materials and internal team project briefing. This would include, but not limited to site plans, budgets, preliminary sketches, surveys, etc.
2. Oversight of Sub-Consultant developing structural engineering construction documents.

**Meetings, Coordination & Support for Project Development** - *The ENGINEER shall provide coordination services and shall assist in meetings and workshops with the Hidalgo County Sheriff's Office, the structural engineer, and all other project stakeholders. The ENGINEER shall serve as representative for the Owner in coordination items. The ENGINEER shall coordinate with the Owner's staff on all Project related items.*

1. Meetings & Coordination as-needed Project Team.



**EXHIBIT D  
FEE PROPOSAL**

**Hidalgo County Precinct No. 4  
On-Call Contract # C-20-681-12-29**

**Work Authorization #1 - Construction of Wall Partition in Adult Detention Facility Releasing Area**

			MANHOURS				Total Hours	Total Line Item Cost
			Senior Construction Manager	Construction Superintendent	CADD Operator	Admin/ Clerical		
<i>Work Authorization #1 - Construction of Wall Partition in Adult Detention Facility Releasing Area</i>								
TASKS								
	1.0	Construction Inspection		28			\$3,638.32	
	2.0	SUB: Chanin Engineering - Structural Engineering					\$2,500.00	
	3.0	Meetings, Coordination & Support for Project Development	4	16		4	\$3,118.52	
			(see Exhibit D Page 2 of 3)					
<b>Labor Hours</b>			<b>4</b>	<b>44</b>	<b>0</b>	<b>4</b>	<b>52</b>	
Hourly Base Rates			\$ 62.00	\$ 42.00	\$ 23.00	\$ 22.00		
Contract Rate FY2021			\$ 191.81	\$ 129.94	\$ 70.16	\$ 68.06		
<b>Total Labor Costs</b>			\$ <b>767.24</b>	\$ <b>5,717.36</b>	\$ <b>-</b>	\$ <b>272.24</b>	\$ <b>9,256.84</b>	

**Direct Expenses** Mileage: (\$0.575/mile x 50 miles roundtrip x 8 trips)

\$ 230.00

*Total Direct Expenses* \$ 230.00

**B2Z Engineering Total Cost**

\$9,486.84

## SERVICE CONTRACT

February 3, 2021

Attn: David Rivera  
Senior Construction Inspector  
B2Z Engineering  
900 S. Stewart Rd Ste. 2  
Mission, TX. 78572  
956) 585-3773  
DavidR@b2zeng.com

**Re: Hidalgo County Jail Center Partition Wall Addition  
Edinburg, Texas (CE: Project No. 21-118)**

Dear David Rivera:

Chanin Engineering, LLC appreciates the opportunity to submit this proposal for professional design services for a new partition wall. The project is located at 711 E. El Cibolo Rd, Edinburg, TX 78541.

### **SCOPE OF SERVICES**

As determined by the initial site visit conducted on January 29, 2021, our project understanding is as follows:

We understand the Hidalgo County Sheriff's Office would like to install a new interior concrete masonry partition wall and convert an existing window opening into a man door.

Our scope of services will include:

### **ANALYSIS AND DESIGN**

- Review of existing conditions
- Establishing design criteria and project design

### **CONSTRUCTION DOCUMENTS PHASE**

- Construction document preparation
  1. General Notes
  2. Typical Details
  3. Foundation Retrofit Design (as needed)
  4. Wall Design
  5. Structural Details
  6. Structural Specifications

**CONSTRUCTION PHASE SERVICES**

- (1) Site visit with corresponding observation reports, submittal review, and answering contractor generated RFI's as needed

**PROFESSIONAL SERVICES FEE**

For the scope of work as described above we propose the following fee. Significant changes to the described scope of work or project costs, may result in a change of fee.

**Structural Engineering Fee:                    \$2,500**

\*Fees valid for **30** days from date on your proposal.

Our proposal is based on the following assumptions and exclusions:

- Additional site visits, including OAC meetings, will be charged at an hourly rate not to exceed \$500.
- Engineering fees included in this proposal only apply to items specifically listed in this proposal. No additional items are assumed or included unless requested in writing prior to signing the Professional Services Agreement. Engineering fees for additional work are not included in this proposal.

**FEE SCHEDULE**

Invoices for progress payments of the basic fee will be billed each month for services performed during the prior month on a percentage of completion basis in accordance with the following schedule:

Construction Documents:                    100%

Additional services required by the Client that may arise and are not outlined above shall be compensated on an hourly basis per work authorization by Client.

Authorized additional services will be billed at the following hourly rates:

Principal	\$145.00/HR
PE	\$135.00/HR
Project Engineer	\$125.00/HR
Construction Project Manager	\$85.00/HR
CAD Technician	\$65.00/HR
Administrative	\$40.00/HR

February 3, 2021

Commissioner Ellie Torres  
**Attn: Leticia Saenz**  
Hidalgo County Precinct No. 4  
1051 N. Doolittle Rd.  
Edinburg, Texas 78541

**RE: On-Call Services for “Building Repairs, Renovations, Alterations and/or Other Related Services to County Owned Buildings”  
(C-20-681-12-29)  
Work Authorization No. 1 ~ Construction of Wall Partition in Adult Detention Facility Releasing Area**

Dear Commissioner Torres:

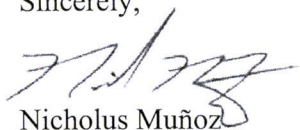
We would like to inform you of the subcontractors that we will be using on the Construction of Wall Partition in Adult Detention Facility Area ~ Work Authorization #1. Please coordinate with your Purchasing Department for Commissioner’s Court approval of this notification. These subcontractors will be providing Structural Engineering for the above referenced project as identified below:

**Subcontractor:**

*Chanin Engineering, LLC – Structural Engineering  
400 Nolana, Suite H2  
McAllen, Texas 78504  
(956) 687-9421*

Should you have any questions, please feel free to give me a call at 956-585-3773.

Sincerely,



Nicholas Muñoz  
Vice President

cc: Hidalgo County Auditor’s Office

# CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.  
 Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

**OFFICE USE ONLY  
 CERTIFICATION OF FILING**

Certificate Number:  
 2021-711205

Date Filed:  
 01/28/2021

Date Acknowledged:

**1 Name of business entity filing form, and the city, state and country of the business entity's place of business.**  
 B2Z Engineering LLC  
 Mission, TX United States

**2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.**  
 Hidalgo County

**3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.**  
 C-20-681-12-29  
 Work Authorization No. 1 - Inmate Release Area Wall

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary
	Gonzalez, Aisha	Mission, TX United States	X	

**5 Check only if there is NO Interested Party.**

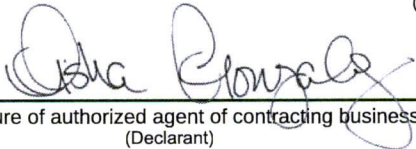
**6 UNSWORN DECLARATION**

My name is Aisha Gonzalez, and my date of birth is 1/23/79.

My address is 900 S. Stewart Rd. Suite 4, Mission, TX, 78572, USA.  
(street) (city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in Hidalgo County, State of Texas, on the 28 day of January, 20 21.  
(month) (year)



Signature of authorized agent of contracting business entity (Declarant)

# CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.  
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

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**1 Name of business entity filing form, and the city, state and country of the business entity's place of business.**

B2Z Engineering LLC  
Mission, TX United States

Certificate Number:  
2021-711205

Date Filed:  
01/28/2021

**2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.**

Hidalgo County

Date Acknowledged:  
02/08/2021

**3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.**

C-20-681-12-29  
Work Authorization No. 1 - Inmate Release Area Wall

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary
	Gonzalez, Aisha	Mission, TX United States	X	

5 Check only if there is NO Interested Party.

**6 UNSWORN DECLARATION**

My name is \_\_\_\_\_, and my date of birth is \_\_\_\_\_.

My address is \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_.  
(street) (city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in \_\_\_\_\_ County, State of \_\_\_\_\_, on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.  
(month) (year)

\_\_\_\_\_  
Signature of authorized agent of contracting business entity  
(Declarant)