



EXHIBIT “F”
HIDALGO COUNTY
Professional Engineering Services
Agreement # C-22-0325-08-09

WORK AUTHORIZATION NO. 1

THIS WORK AUTHORIZATION is made pursuant to the terms and conditions of the Professional Engineering Services Agreement No. C-22-0325-08-09, incorporated herein by reference, for the **“Hidalgo County Animal Control Center”** 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 the feasibility study, implementation, and preliminary design for a future Hidalgo County owned Animal Control Center.

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 **\$119,321.66**. 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-22-0325-08-09** between the **Owner** and the **Engineer**.

PART 4. FUNDING

This Work Authorization No. 1 shall be funded through funding source:
Account No. 2-1100-461-00-125-025-0-334
Requisition Number 459683 (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-22-0325-08-09, 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-22-0325-08-09.

PART 7. ACCEPTANCE AND APPROVAL

This Work Authorization is hereby accepted and approved by the 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 August 9, 2022.

Agenda Item No. 86896

ENGINEER:

B2Z ENGINEERING, LLC

Nicholas Munoz
Nicholas Munoz (Aug 24, 2022 16:14 CDT)

Nicholas Munoz, Vice President

Executive Office: MS

COUNTY:

COUNTY OF HIDALGO

Richard F Cortez

Hon. Richard F. Cortez, County Judge

ATTEST:

Arturo Guajardo Jr

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

Attachment A

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 Construction Management services for the following described facility:

COUNTY/CITY: HIDALGO COUNTY

PROJECT/DESCRIPTION: Hidalgo County Animal Control Center

ENGINEER shall mean B2Z Engineering

STATE shall mean Texas Department of State Health Services

COUNTY shall mean Hidalgo County.

Attachment A

Scope of Services to be provided by the Engineer

SECTION 1 – PRE-DESIGN PHASE

Project Kick-Off

The ENGINEER will work with the COUNTY to establish basic design concepts, project controls and general scope of Projects.

- 1) Review of existing materials (drawings, programs, maps, budgets, schedules, surveys and project requirements) to familiarize the team with the project and work complete to date.
- 2) Identification of stakeholders, Authorities Having Jurisdiction (AHJ's), and project committees. Development of registers.
- 3) Assist the County in the development of the guiding principles and project imperatives which will become the basis of all future decisions regarding the project.

Development of Project Controls

The ENGINEER will develop preliminary site evaluations (3 sites) to include:

- 1) Data Collection (Existing Utilities, FEMA Zoning, Drainage Requirements, etc.)
- 2) Preliminary Mapping and Exhibit Creation (w/ updated aerials)
- 3) Research Zoning Issues and Subdivision Platting Requirements
- 4) Produce an Engineers Estimate for Off-Site Utilities, Drainage, and Other Needed Infrastructure (Building Not Included)
- 5) Meet with Hidalgo County Judge and Commissioners to Select Technically Preferred Location

Update Strategic Plan

- 1) Review HCACC Strategic Plan FY 2019-2022 and Other Related HC Produced Documents
- 2) Meet with Appropriate Hidalgo County Departments to Document Updated Project Imperatives
- 3) Identify Various Potential Project Sites (County Owned & Private) and Narrow the List Down to 3 for Further Evaluation
- 4) Identify and Initiate Preliminary Coordination and Outreach with Authorities Having Jurisdiction
- 5) Coordinate and Meet with Palm Valley Animal Shelter to Obtain and Analyze Historical Data (5 years)
- 6) Meet with Hidalgo County Judge and Commissioners to Present Updated Strategic Plan
- 7) Update Strategic Plan to Incorporate Comments and Direction from Hidalgo County Judge and Commissioners

Meetings, Coordination & Support for Project Development

The ENGINEER shall provide coordination services and shall assist in meetings and workshops with the COUNTY and all other affected 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) Assistance to the Planning Department as needed to facilitate any required master plan amendments, zoning changes, permitting requirements, and procurement restrictions.
- 2) Meet with Utility companies to understand specific requirements and risks. Coordinate the requirements with design team.
- 3) Conduct design meetings as needed to discuss progress, review designs and documents, and provide direction.

Attachment A

Scope of Services to be provided by the Engineer

- 4) Report to the Governing and Steering Committees on progress and decisions needing to be made.
- 5) Coordinate a design review of the preliminary schematic at critical design milestones to address:
 - a. Develop Program of Spaces (i.e. Vet Office, Support Office, Kennels, Quarantine Kennels, Clinic Space, etc.)
 - b. Develop Site Plan at Technically Preferred Location
 - c. Develop Milestone Project Schedule
 - d. Develop Construction Cost Estimates & Total Project Cost
- 6) Coordinate with the Facilities Management Division for the input and design review of building systems and equipment, and general facility maintenance.
- 7) Implement and maintain communication tools identified in the strategic plan.
- 8) Provide and maintain PMIS software as the central filing system for project official documents information and communications records. This will be turned over to the County at the end of the project as a record of all project files.
- 9) Document and record meeting minutes for all meetings that will be the official project meeting record.
- 10) Create and present a monthly report that will provide the County with the following:
 - a. Executive Summary
 - b. Discussion of major activities on the project
 - c. Outstanding issues
 - d. Budget changes (detailed description of change orders)
 - e. Schedule and related issues



ATTACHMENT B

FEE PROPOSAL

Attachment B



Fee Proposal

Hidalgo County Animal Control Center (HCACC) Feasibility Study Update, Implementation & Preliminary Design

TASKS		Project Manager	Construction Superintendent	Engineering Tech	Admin/Clerical	Total Hours	Total Line Item Cost
Feasibility Study							
<i>Due Diligence Phase</i>							
1	Review HCACC Strategic Plan FY 2019-2022 and Other Related HC Produced Documents	12	8		2		\$3,849.72
2	Meet with Appropriate Hidalgo County Departments to Document Updated Project Imperatives	14	14		4		\$5,240.26
3	Identify Various Potential Project Sites (County Owned & Private) and Narrow the List Down to 3 for Further Evaluation	6	12		4		\$3,218.84
4	Identify and Initiate Preliminary Coordination and Outreach with Authorities Having Jurisdiction	10	14		6		\$4,506.38
5	Coordinate and Meet with Palm Valley Animal Shelter to Obtain and Analyze Historical Data (5 years)	12	12		20		\$5,665.24
6	Meet with Hidalgo County Judge and Commissioners to Present Updated Strategic Plan	16	16		10		\$6,373.32
7	Update Strategic Plan to Incorporate Comments and Direction from Hidalgo County Judge and Commissioners	20	24		24		\$9,321.84
	Subtotal Labor Hours	90	100	0	70	260	\$38,175.60
<i>Site Evaluation (3 Sites)</i>							
1	Data Collection (Existing Utilities, FEMA Zoning, Drainage Requirements, etc.)	24		40	12		\$9,321.76
2	Preliminary Mapping and Exhibit Creation (w/ updated aerials)	12		30			\$5,040.66
3	Research Zoning Issues and Subdivision Platting Requirements	16		24			\$5,433.36
4	Produce a Engineers Estimate for Off-Site Utilities, Drainage, and Other Needed Infrastructure (Building Not Included)	36		40			\$11,098.48
5	Meet with Hidalgo County Judge and Commissioners to Select Technically Preferred Location	16		10	10		\$5,014.98
	Subtotal Labor Hours	104	0	144	22	270	\$35,909.24
<i>Preliminary Design</i>							
1	Develop Program of Spaces (i.e. Vet Office, Support Office, Kennels, Quarantine Kennels, Clinic Space, etc.)	32		40			\$10,222.96
2	Develop Site Plan at Technically Preferred Location	20		60			\$9,205.80
3	Develop Milestone Project Schedule	10	24	6	10		\$6,624.38
4	Develop Construction Cost Estimates & Total Project Cost	14	20		12		\$6,617.96
	Subtotal Labor Hours	76	44	106	22	248	\$32,671.10
<i>Miscellaneous Technical Activities</i>							
1	Meetings and Coordination	10	20		16	46	\$6,025.72
	Subtotal Labor Hours	10	20	0	16	46	\$6,025.72
Total Labor Hours		280	164	250	130	824	
Hourly Base Rates		\$ 68.00	\$ 42.00	\$ 25.00	\$ 22.00		
Contract Rate FY2022		\$ 218.88	\$ 135.19	\$ 80.47	\$ 70.82		
Total Costs		\$ 61,286.40	\$ 22,171.16	\$ 20,117.50	\$ 9,206.60		\$112,781.66
Direct Expenses							
Mileage: \$0.56/mile		\$ 5,040.00					
Drone Flight (\$250.00/hr)		\$ 1,500.00					
B2Z Engineering Total Cost							\$119,321.66



ATTACHMENT C

APPROVED WORK/PROJECT SCHEDULE

Attachment "C"
PROJECT SCHEDULE

Hidalgo County Animal Control Center (HCACC)
Feasibility Study Update, Implementation Preliminary Design

TASK AND DESCRIPTION	2022					2023		
	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR
WA #1								
Notice to Proceed								
Due Diligence Phase								
Site Evaluation (3 Sites)								
Preliminary Design								












WA #1

Final Audit Report


2022-08-26

Created:	2022-08-24
By:	Keila Gonzalez (keila.gonzalez@co.hidalgo.tx.us)
Status:	Signed
Transaction ID:	CBJCHBCAABAABixOHcxNhpT2OZRFPVDNazY6_HffoyrO

"WA #1" History

-  Document created by Keila Gonzalez (keila.gonzalez@co.hidalgo.tx.us)
2022-08-24 - 9:10:28 PM GMT
-  Document emailed to nicholus@b2zeng.com for signature
2022-08-24 - 9:13:13 PM GMT
-  Email viewed by nicholus@b2zeng.com
2022-08-24 - 9:14:09 PM GMT
-  Signer nicholus@b2zeng.com entered name at signing as Nicholus Munoz
2022-08-24 - 9:14:44 PM GMT
-  Document e-signed by Nicholus Munoz (nicholus@b2zeng.com)
Signature Date: 2022-08-24 - 9:14:45 PM GMT - Time Source: server
-  Document emailed to Monica Salinas (monica.salinas@co.hidalgo.tx.us) for approval
2022-08-24 - 9:14:48 PM GMT
-  Email viewed by Monica Salinas (monica.salinas@co.hidalgo.tx.us)
2022-08-24 - 9:50:00 PM GMT
-  Document approved by Monica Salinas (monica.salinas@co.hidalgo.tx.us)
Approval Date: 2022-08-24 - 9:50:12 PM GMT - Time Source: server
-  Document emailed to countyjudge@co.hidalgo.tx.us for signature
2022-08-24 - 9:50:15 PM GMT
-  Email viewed by countyjudge@co.hidalgo.tx.us
2022-08-25 - 1:25:00 PM GMT
-  Signer countyjudge@co.hidalgo.tx.us entered name at signing as Richard F. Cortez
2022-08-26 - 6:11:34 PM GMT



 Document e-signed by Richard F. Cortez (countyjudge@co.hidalgo.tx.us)


Signature Date: 2022-08-26 - 6:11:35 PM GMT - Time Source: server

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 Signer carolyn.thornton@co.hidalgo.tx.us entered name at signing as Carolyn Thornton

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 Signer arturo.guajardo@co.hidalgo.tx.us entered name at signing as Arturo Guajardo Jr.

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 Document e-signed by Arturo Guajardo Jr. (arturo.guajardo@co.hidalgo.tx.us)

Signature Date: 2022-08-26 - 7:21:06 PM GMT - Time Source: server

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 Agreement completed.

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