



# J.E. SAENZ & ASSOCIATES, INC.

ENGINEERS ■ SURVEYORS ■ PLANNERS  
CONSTRUCTION MANAGERS ■ GEOGRAPHICAL INFORMATION SYSTEMS

October 31, 2006

Mr. P.R. Avila  
City Manager  
City of Donna  
307 South 12<sup>th</sup> Street  
Donna, Texas 78537

Re: Revised - Additional Engineering Services  
FM 493 (Lift Station #4) Gravity Line

Mr. Avila,

It is our pleasure to submit to the City of Donna and Hidalgo County- Urban County Program this proposal for the additional engineering services for the above-mentioned project. The additional services will include reproduction of plans, specification books and additional bidding coordination, bid tabulation, and recommendation of the project. Our basic fee for additional services is \$3,500.00 in addition to the original contract. We will proceed with this project upon receipt of a written notice to proceed from HC-UCP.

Please review the following and provide us with direction for this project. We are available to answer any questions that you may have regarding either the proposal, scope of services, and/or preliminary construction cost of this project. Should you have any questions contact us at (956) 383-2984.

Respectfully Submitted,

Samuel Maldonado, P.E.  
Director of Engineering

SM,rsc

Cc: Tony Barco, Urban County

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## EXHIBIT "B"

### CITY OF DONNA FM 493 (LIFT STATION #4) FORCE MAIN

### **SCOPE OF SERVICES FOR ADDITIONAL SCOPE OF SERVICE**

- **Generate plans and profiles for the proposed project.**
- **Generate Bid Documents for the proposed project.**
- **Assist the City to advertise and put out for Bid, the proposed project.**
- **Conduct a Pre-Bid meeting before Bids are submitted.**
- **Open bids and provide a Bid Tabulation for the City's review.**
- **Make a recommendation to the City for Award of Contract.**
- **Conduct a Pre-construction meeting before construction begins.**
- **Provide by monthly site visits to monitor progress**
- **Review pay requests and make recommendation for action by the City.**
- **Administer the project closeout on behalf of the City, including testing observation, documentation, etc.**
- **Generate As-Built plans for the City upon project completion.**
- **If approved, JES will also provide Construction Observation Services (RPR) for the duration of the project.**
  - **Daily site visits and coordination with Contractor**