

HIDALGO COUNTY
Professional Engineering Services
Contract # C-06-251-08-15
Work Authorization / Work Order Form

Work Authorization / Order No. 1

THIS WORK AUTHORIZATION is made pursuant to the terms and conditions of Article 1 of the Agreement made by and between **HIDALGO COUNTY**, action herein by and through the **Commissioner's Court**, hereinafter called the "**Owner**," and **R. Gutierrez Engineering Corporation**," professional engineers of Pharr, Texas, hereinafter called "**Engineer**".

PART 1. SCOPE OF WORK

The purpose of this Work Authorization is for the **Engineer** to provide engineering services for the construction of drainage improvements to provide drainage relief to the areas west and north of the Tower Road and El Gato Road intersection. The limits of the project are from El Gato Road, approximately 0.25 miles west of Tower Road, east to Tower Road, then south to an existing drain ditch just south of Rancho Blanco Road. The length of the project is approximately 0.75 miles.

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 **\$10,223.00**. This amount is based upon the costs outlined in the **Estimated Cost Proposal** attached hereto as **Attachment "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 8 of the **Agreement**.

PART 4. FUNDING

This Work Authorization No. 1 shall be funded through funding source:

Account No. _____

Requisition No. _____

PART 5. PERIOD OF SERVICE

This Work Authorization shall become effective on the date of final acceptance of the parties hereto and shall terminate upon completion of scopes of the work authorization.

PART 6. RESPONSIBILITIES AND OBLIGATIONS

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

PART 7. ACKNOWLEDGEMENT AND CONFIRMATION

Acknowledgement and conformation by Hidalgo County Precinct No. 2 Commissioner Hector Palacios as to the content and detail of the Work Authorization No. 1.

**HIDALGO COUNTY
COMMISSIONER PRECINCT NO. 2:**

BY: _____

PART 8. ACCEPTANCE AND APPROVAL

This Work Authorization is hereby accepted, approved by Hidalgo County Commissioner's Court on _____ as indicated below and effective as of _____ day of _____, 2006.

THE ENGINEER:
R. Gutierrez Engineering Corporation

THE OWNER:
HIDALGO COUNTY


By: Ramiro Gutierrez, President

By: Ramon Garcia, County Judge or Presiding Officer

ATTEST:

By: Eddy Trevino, County Clerk

LIST OF ATTACHMENTS

- EXHIBIT A – Services to be Provided by the Owner
- EXHIBIT B – Services to be Provided by the Engineer
- EXHIBIT C – Work Schedule
- EXHIBIT D – Estimate Cost Proposal

HIDALGO COUNTY
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Work Authorization No. 1

EXHIBIT A
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**.

General

The **Owner** will provide to the **Engineer** the following:

- (1) Payment for work performed by the **Engineer** and accepted by the **Owner** in accordance with Article 5 and Article 6, both of this Agreement.
- (2) 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.
- (3) Provide any available relevant data the **Owner** may have on file concerning the project.
- (4) Provide timely review and decisions in response to the **Engineer's** request for information and/or required submittals and deliverables.
- (5) Attend and participate in progress meetings as required and as coordinated and conducted by the **Engineer**.

HIDALGO COUNTY
Professional Engineering Services
Contract # C-05-229-06-21

Work Authorization No. 1

EXHIBIT B

Services to be Provided by the Engineer

The following provides an outline of the services to be provided by the **Engineer** in the development of the **Project**.

The **Engineer** will provide to the **Owner** the following:

The **Engineer** will perform, or provide for, professional engineering and surveying services for the design of drainage improvements for the purpose of providing relief to the areas west and north of the Tower Road and El Gato Road intersection. The project consists of designing the proper grades for the roadside ditches and driveway culverts to allow for a continuous flow of runoff from the areas on El Gato Road east of Tower Road, to Tower Road and south to a drain ditch south of Rancho Blanco Road.

PRELIMINARY PHASE

Field Surveying. The Engineer will provide field crews to obtain survey data for use in developing the project. Horizontal and vertical control datum will be obtained from existing data or established as necessary. A topographic survey of the field conditions will be obtained as necessary to supplement existing topographic data for providing a complete package for use in design.

Schematic Design. The Engineer will develop a preliminary schematic design of the proposed drainage improvements for review and approval by the Owner. The approved schematic will be utilized in developing the final design.

DESIGN PHASE

The Engineer will perform professional engineering services for the proposed drainage improvements project. The Engineer will develop plans for the proposed work to be constructed by Hidalgo County forces. The engineer will perform field surveys to obtain additional information that was not gathered during the schematic design part of the project. The plans will consist of plan and profile sheets indicating the existing roadside drainage structures to be removed and the proposed drainage structures to be constructed. Also included in the plans will be the proposed grade of the existing

roadside ditch to be regarded by Hidalgo County forces. Existing utility information will be based on information provided by the utility companies and a request for line locate will still be required to be performed by Hidalgo County forces prior to the work being performed.

The plans will be developed on 11"x17" sheets, and will be developed to meet Hidalgo County requirements. The plans will include, but not limited to, title sheet, project layout, estimate and quantity, typical sections, traffic control plan, plan & profile, roadway & drainage layout, drainage details, drain ditch details, storm water pollution prevention plan (SW3P). A project cost estimate will be developed to meet Hidalgo County requirements and based on the unit price system of bidding. The engineer will not be required to guarantee the accuracy of those estimates.

CONSTRUCTION PHASE

Construction Management and Support

The Engineer will provide engineering and support services for and during the construction of the Project by the Owner. Specific services for CONSTRUCTION MANAGEMENT AND SUPPORT by the Engineer will include the following:

Construction Bidding (required if Owner elects to use Contractor to perform the work)

- 1) The Engineer will furnish to the Owner the necessary copies of approved plans, specifications, notices to bidders, and proposals for construction services not performed by the Owner.
- 2) The Engineer will coordinate and conduct a Pre-Bid Conference for prospective bidders.
- 3) The Engineer will assist Owner the tabulation of bids, recommendations to the Owner as to the proper action on all bid proposals received, and the preparation of formal contract documents for the award of each construction contract.

Construction Contract Administration

- 4) In general, the Engineer will provide the management and engineering support/data required for consultation and advisement to the Owner and act as the Owners representative as provided in the General Condition of the Construction Contract.
- 5) The Engineer will coordinate and conduct a pre-construction conference with the Owner for construction services to be provided by Owner forces and with the

Contractor on any Construction Contracts for services not constructed by the Owner.

- 6) Defects and Deficiencies. The Engineer will use his best efforts to protect the Owner against defects and deficiencies in the work of either Owner forces or the Contractor. The Engineer will promptly notify the Owner of any such defect or deficiency, and take all steps possible to require that the defect or deficiency be corrected.
- 7) Contractor Payment. The Engineer will take measurements and calculate quantities, in accordance with the construction contract specifications, of those items of work accepted and conforming to the construction contract specifications, for the preparation of the monthly and final estimates for payment to the Contractor.
- 8) The Engineer will provide Project site inspection of the construction activities as follows:
 - a) Project Engineer. The Engineer will provide visits by the Project Engineer or a competent representative of the Engineer to the site of construction for the purpose of monitoring the progress and conformance to the construction plans and specifications.
 - b) Resident Engineer and/or Construction Inspector(s). If requested and authorized by Owner, the Engineer will furnish the services of a Resident Engineer and/or Construction Inspector(s) for continuous on the site inspection of construction to monitor/inspect the daily progress and conformance to PS&E specifications.

Miscellaneous Technical Activities

- 9) Construction Staking. The Engineer will provide construction staking services for construction services performed by the Owner.
- 10) Shop Drawings. The Engineer will review and check all shop or working drawings furnished by the Owner or Contractor.
- 11) Control of Materials & Equipment. The Owner will hire an independent construction materials testing firm for the project. The Engineer will provide inspection of all materials and equipment furnished or used by the Owner or Contractor as follows:
 - a) Review and record all laboratory, shop and mill tests of materials and equipment for compliance with the construction contract specifications.

- b) Observe and/or perform Project record testing and/or independent assurance testing performed by an independent construction materials testing firm as outlined in the construction contract specifications or as specified by the Engineer.
- 12) Change Orders. When applicable the Engineer will prepare the engineering data, including plan sheet drawings, specifications, and estimates, for the preparation of construction contract change orders, which may be required due to actual field conditions encountered or new requirements directed by the Owner.
 - 13) As Built Drawings. The Engineer will develop as built drawings to depict the work as actually constructed. The Owner will be furnished two (2) set of prints.

**EXHIBIT "C"
WORK SCHEDULE**

	2006		2007		
	NOV	DEC	JAN	FEB	MAR
Surveying and Topography					
Design and Plan Development					
Construction Staking & Construction Administration					

TASK	ESTIMATED CONSTRUCTION COST	PROFESSIONAL SERVICES FEE (10.5%)
PLANS, SPECIFICATION & ESTIMATE		
18-Inch Reinforced Concrete Pipe	\$38,760	\$4,070
18-inch Safety End Treatments	\$45,900	\$4,820
Excavation & Ditch Regrading	\$12,700	\$1,334
SUB-TOTAL	\$97,360	\$10,223
TOTAL ESTIMATED FEE		\$10,223