



**GUZMAN & MUÑOZ**  
**ENGINEERING AND SURVEYING, INC.**  
Texas Registered Engineering Firm F-8017

2020 E. EXPRESSWAY 83  
MERCEDDES, TX 78570

PHONE: (956) 565-4637  
FAX: (956) 565-4636

September 20, 2011

Commissioner Joel Quintanilla  
County of Hidalgo, Precinct # 1  
1902 Joe Stephens Ave.  
Weslaco, Texas 78596

RE: Colonia Adams & Black (Mile 10 ½ North & Mile 3 West)  
Drainage Study and Improvements  
Engineering Services Proposal

Commissioner Quintanilla:

It is our pleasure to submit to Hidalgo County Precinct # 1, this proposal for Professional Engineering Services in relation to the above mentioned project and your request for a Work Authorization proposal. Our site visits and preliminary research along with our meeting with you and your staff concerning Colonia Adams & Black and the adjoining areas, has given us an understanding of the required improvements for this project. Based on this information the following are our fees for engineering services:

Topography Surveying for Study & Design	\$ 8,760.00
Drainage Study	\$ 5,000.00
Engineering Design from Drainage Study Recommendations	\$16,382.30
Construction Phase Services/Daily Inspection	\$ 6,552.92

We are prepared to proceed with the drainage study and construction plans for the improvements to Colonia Adams & Black and the adjoining areas. The plans will meet all criteria requirements set forth by the County. We will be performing services as follows:

- Topographic Survey
- Drainage Study
- Plans
- Specifications
- Construction Cost Estimates
- Construction Oversight
- Close Out Documentation
- As-Built Plans

This is our best and final offer. Should you have any questions or concerns please feel free to contact our office at (956) 565-4637.

Respectfully Submitted,

Jose L. Muñoz, P.E., S.I.T.  
Principal

# Hidalgo County Precinct #1 Colonia Adams & Black Improvements

September 2011



2020 E. Expressway 83  
Mercedes, Texas 78570  
(956) 565-4637

# HIDALGO COUNTY

Professional Engineering Services

Contract # C-11-111-04-19

Work Authorization Form

## WORK AUTHORIZATION NO. 005

THIS WORK AUTHORIZATION is made pursuant to the terms and conditions of Section I.A. of the Agreement made by and between HIDALGO COUNTY, action herein by and through the Commissioner's Court, hereinafter called the "Owner," and, Guzman & Munoz Engineering and Surveying Inc., professional engineers of Mercedes, Texas, hereinafter called "Engineer".

### PART 1. SCOPE OF WORK

The purpose of this Work Authorization is for the Engineer to provide Professional Engineering, Services for Drainage Improvements to Colonia Adams & Black (Mile 10.5 North and Mile 3 West).

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 \$ 36,695.22. 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 6 thru 6.5 and all applicable sections of the Agreement.

**PART 4. FUNDING**

This Work Authorization No.005 shall be funded through funding source: Account No. 1-1342-431-00-121-095-0-731 & 733 Requisition Number 203158

**PART 5. PERIOD OF SERVICE**

This Work Authorization shall become effective on the date of final acceptance of the parties hereto, and terminate on April, 30, 2012 as indicated in the "Exhibit C-Preliminary Work Schedule".

**PART 6. RESPONSIBILITIES AND OBLIGATIONS**

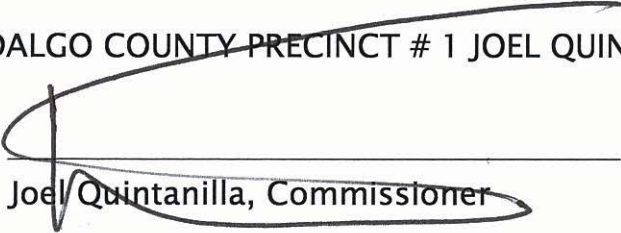
This Authorization does not waive the parties' responsibilities and obligations provided under the Agreement.

**PART 7. ACKNOWLEDGEMENT AND CONFIRMATION**

Acknowledgement and confirmation by Hidalgo County Precinct #1, Commissioner as to content and detail of this Work Authorization No.005.

HIDALGO COUNTY PRECINCT # 1 JOEL QUINTANILLA.

BY:

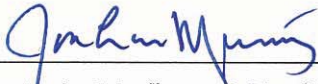
  
Joel Quintanilla, Commissioner

**PART 8. ACCEPTANCE AND APPROVAL**

This Work Authorization is hereby accepted, approved by Hidalgo County Commissioners' Court on 09/27/11 as indicated below and effective as of 27<sup>th</sup> day of September, 2011.

**THE ENGINEER:**

Guzman & Muñoz Engineering  
& Surveying Inc.



By: Jose Luis Muñoz, P.E., SIT  
President

**THE OWNER:**

HIDALGO COUNTY

By: Ramon Garcia, County Judge

**ATTEST:**

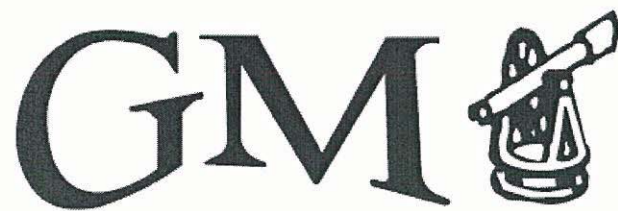
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By: Arturo Guajardo, Jr., County Clerk

**LIST OF ATTACHMENTS**

- ATTACHMENT "A" - Service to be Provided by the Owner
- ATTACHMENT "B" - Services to be Provided by the Engineer
- ATTACHMENT "C" - Work Schedule
- ATTACHMENT "D" - Cost Proposal

**EXHIBIT "A"**

**Scope of Services  
Provided by Owner**



## **EXHIBIT “A”**

### **HIDALGO COUNTY PRECINCT 1**

#### **Colonia Adams & Black Drainage Study and Improvements**

##### **Scope of Services**

1. The following provides an outline of the services to be provided by OWNER in the development of Project.
2. The OWNER will provide to the ENGINEER the following:
3. Authorization to the ENGINEER to begin work in accordance with Section 3 of this Agreement.
4. Payment for work performed by the ENGINEER and accepted by the OWNER in accordance with Section 6 of the Agreement.
5. Assistance to the ENGINEER, as necessary, to obtain the required data and information from local, regional, State and Federal agencies that the ENGINEER cannot easily obtain as required.
6. Provide any available relevant data the OWNER may have on file concerning the project.
7. Provide timely review and decisions in response to the ENGINEER’S request for information and/or required submittals and deliverable, in order for the ENGINEER to maintain the agreed-upon work schedule prepared in accordance with Attachment “C” of this Agreement.
8. Attend and participate in progress meeting as required and as coordinated and conducted by the ENGINEER.
9. Attend the Preliminary Concept Conference coordinated and conducted by the ENGINEER and more particularly identified in Attachment “B” of the Agreement.
10. Assist the ENGINEER as required in the coordination with the USAGE and the Federal Emergency Management Agency (FEMA) and any other coordinating agency or entity.
11. Review and approve the Project design criteria.
12. Review and approve change orders if required and prepared by the ENGINEER.

**EXHIBIT "B"**

**Scope of Services  
Provided by Engineer**



## **EXHIBIT “B”**

### **HIDALGO COUNTY PRECINCT 1**

#### **Colonia Adams & Black Drainage Study and Improvements**

#### **Scope of Services**

This project consists of providing all necessary bid pack documentation, as well as construction plans, surveying for the Colonia Adams & Black Drainage Study and Improvements.

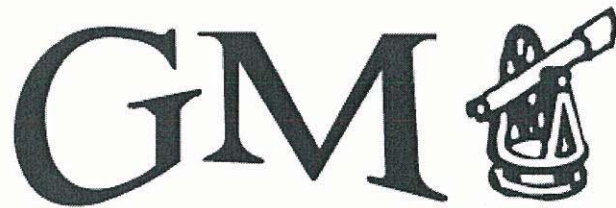
The following is the work to be done for this project:

1. Drainage Study and Drainage Improvements Project
  - a. Conduct a topographic survey for the project area.
  - b. Study drainage Issues and recommend improvements
  - c. Generate plans and profiles for the proposed project.
  - d. Provide site visits to monitor construction progress.
  - e. Review pay request and make recommendations
  - f. Administer the project closeout on behalf of the County including testing observations, documentation, etc.
  - g. Generate As-Built plans for the County upon project completion.

Please find attached as Exhibit “D” a preliminary Statement of Probable Cost in order to ensure that the discussed scope is in agreement with Hidalgo County Precinct #1.

EXHIBIT "C"

Work Schedule

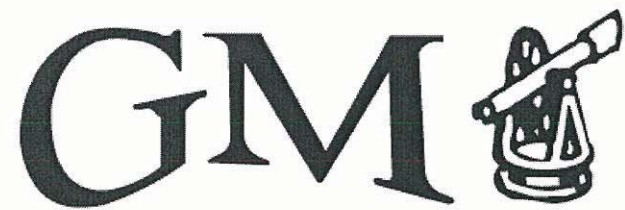


WA 005 Exhibit C-Work Schedule.xlsx

	August			September			October			November			December			January			February			March			April																
	6	13	20	27	3	10	17	24	1	8	15	22	29	5	12	19	26	3	10	17	24	31	7	14	21	28	4	11	18	25	3	10	17	24	31	7	14	21	28		
1 Kick-off Meeting																																									
2 Data Collection																																									
3 Drainage Study																																									
4 Inventory & Needs Assessments																																									
5 Preliminary Plan and Specs																																									
6 QA/QC																																									
7 Final Plans & Specs																																									
8 Bidding & Contracts																																									
9 Construction																																									
10 Close-out																																									

**EXHIBIT "D"**

**Estimated Cost Proposal**



## EXHIBIT "D"

**ENGINEERS OPINION OF PROBABLE CONSTRUCTION COST  
HIDALGO COUNTY PCT. 1 -COLONIA ADAMS & BLACK DRAINAGE IMPROVEMENTS  
PROJECT  
(Mile 10.5 North & Mile 3 West)**

ITEM NO.	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL PRICE
<b>Drainage Improvements</b>					
1	Roadside Drainage Swale Cut & Reshape (Lt. & Rt.)	30	STA.	\$400.00	\$11,800.00
2	18" RCP Culvert (Driveways)	1,220	L.F.	\$36.00	\$43,920.00
3	18" Concrete Safety End Treatment	0	EA.	\$700.00	\$0.00
4	24" RCP Equalizer	120	L.F.	\$48.00	\$5,760.00
5	Concrete Headwall for 24" RCP (Equalizer)	6	EA.	\$400.00	\$2,400.00
6	Caliche Driveway Repair	1,200	L.F.	\$4.00	\$4,800.00
7	Asphalt Driveway Repair	0	L.F.	\$7.00	\$0.00
8	Concrete Driveway Repair	0	L.F.	\$12.00	\$0.00
9	36" RCP (for Grated Drop Inlet Connections to Ditch)	550	L.F.	\$65.00	\$35,750.00
10	Clean & Reshape Field Drain Ditch	27	STA.	\$500.00	\$13,500.00
11	4' X 6' Grated Drop Inlet	3	EA.	\$4,000.00	\$12,000.00
12	36" RCP Bored under Mile 3 West (Labor Only)	170	L.F.	\$100.00	\$17,000.00
13	Concrete Rip-Rap (20' X 40')	0	L.S.	\$5,000.00	\$0.00
14	Barricades, Signs & Traffic Control Plan per TxDOT TMUTCD (For Entire Project)	1	L.S.	\$1,000.00	\$1,000.00
15	Mobilization (Entire Project)	1	L.S.	\$1,000.00	\$1,000.00
Estimated Construction Cost					\$148,930.00
16	Contingency				\$14,893.00
<b>Total Probable Engineers Estimated Construction Cost</b>					<b>\$163,823.00</b>

## EXHIBIT "D"

**ENGINEERS OPINION OF PROBABLE CONSTRUCTION COST  
 HIDALGO COUNTY PCT. 1 -COLONIA ADAMS & BLACK DRAINAGE IMPROVEMENTS  
 PROJECT  
 (Mile 10.5 North & Mile 3 West)**

<b>Total Probable Engineers Estimated Construction Cost</b>				<b>\$163,823.00</b>	
<b>Engineering, Surveying and Special Services</b>					
a.	Topography Surveying for Study & Design	2920	L.F.	\$3.00 / L.F.	\$8,760.00
b.	Drainage Study Fee	1	L.S.		\$5,000.00
c.	Eng. Design based on Drainage Study Fee	at	10%		\$16,382.30
d.	Const. Phase Services / Daily Inspection Fee	at	4%		\$6,552.92
<b>Total Engineers Services</b>					<b>\$36,695.22</b>
Drainage Engineering Cost		\$5,000.00			
<b>Engineering &amp; Surveying Cost</b>		<b>\$31,695.22</b>			
<b>Total</b>		<b>\$36,695.22</b>			

**EXHIBIT D  
TASKS FEES BY MANHOURS & RATES**

ENGINEERING & SURVEYING FEE ESTIMATE  
BASIC SERVICES

**WORK AUTHORIZATION No. 005 - Colonia Adams & Black ( Mile 10 1/2 North & Mile 3 West )**

GWIS TASK	DESCRIPTION OF WORK TASK	PRINCIPAL HOURS	PROJECT ENGINEER HOURS	PROJECT MANAGER HOURS	EIT HOURS	TECH / CADD HOURS	CLERICAL HOURS	SURVEYOR HOURS	3 PERSON SURVEY CREW	INSPECTOR HOURS	TOTAL HOURS	TOTAL COST PER TASK
<b>1. PRELIMINARY ENGINEERING PLANS &amp; SPECIFICATIONS APPROVED BY LOCALITY PHASE:</b>												
1.1	PRELIMINARY PROJECT KICK-OFF MEETING	1	1	2	1						5	\$680.00
1.2	OBTAIN EXISTING PLANS AND REPORTS			2	2	4	2				10	\$930.00
1.3	REVIEW INFORMATION, PERFORM TOPOGRAPHIC SURVEYING FOR ENGINEERING DESIGN, SCOPE FOR GEOTECHNICAL		1					3	16		20	\$2,560.00
1.4	PREPARE PRELIMINARY PLANS AND SPECIFICATIONS	1	3	2	4	12	2				22	\$2,300.00
1.5	PREPARE COST ESTIMATES		1	4	4	4	2				15	\$1,530.00
1.6	SUBMIT PLANS & SPECIFICATIONS TO OWNER FOR REVIEW	1	1	1	4	4	2				15	\$1,290.00
1.7	ADDRESS REVIEW COMMENTS FROM OWNER			1	3	3	1				8	\$755.00
	TOTAL PRELIMINARY PHASE	3	7	12	18	27	7	3	16	0	95	
	HOURLY RATE	\$180.00	\$120.00	\$140.00	\$100.00	\$90.00	\$45.00	\$120.00	\$130.00	\$70.00		
	SUB-TOTAL PHASE 1	\$540.00	\$840.00	\$1,680.00	\$1,800.00	\$2,430.00	\$315.00	\$360.00	\$2,080.00	\$0.00		\$10,045.00
<b>2. PLANS &amp; SPECIFICATIONS APPROVED BY REGULATORY AGENCIES PHASE:</b>												
2.1	PREPARE FINAL PLANS	1	4	4	4	32	8	4			57	\$5,340.00
2.2	CONDUCT QUALITY ASSURANCE AND CONTROL		2	2	2	4	2	3			15	\$1,530.00
2.3	PREPARE FINAL PROJECT SPECIFICATIONS		2	2	6	12	8				30	\$2,560.00
2.4	PRESENT FINAL PLANS AND SPECIFICATIONS FOR REVIEW		2	2	2	4	1				11	\$1,125.00
2.5	REVISE FINAL PLANS AFTER REVIEW BY REGULATORY AGENCIES		2	2	4	4	2				14	\$1,370.00
2.6	PREPARE MATERIALS SCHEDULES FOR OWNER		1	2	4	6	4				17	\$1,520.00
2.7	PREPARE FINAL COST ESTIMATE	1	1	2	2	4	3				13	\$1,275.00
2.8	COORDINATE WITH GOVERNMENTAL AND OTHERS REQUIRING APPROVAL AND PREPARE PERMITS FOR CONSTRUCTION	1	1	2	6	6	6				22	\$1,990.00
	TOTAL DESIGN PHASE	3	15	18	30	72	34	7	0	0	179	
	HOURLY RATE	\$180.00	\$120.00	\$140.00	\$100.00	\$90.00	\$45.00	\$120.00	\$130.00	\$70.00		
	SUB-TOTAL PHASE 2	\$540.00	\$1,800.00	\$2,520.00	\$3,000.00	\$6,480.00	\$1,530.00	\$840.00	\$0.00	\$0.00		\$16,710.00
<b>3. COMPLETION OF BID ADVERTISEMENT, CONTRACT AWARD AND NOTICE TO PROCEED PHASE</b>												
3.1	PRE-CONSTRUCTION CONFERENCE AND ASSISTANCE	1	1	2	2	2	1			2	9	\$945.00
3.2	CONDUCT PERIODIC INSPECTIONS			1	1					29	30	\$2,170.00
3.3	ASSIST WITH CONFLICTS AND RFI REQUESTS			1	1	3					4	\$410.00
3.4	REVIEW SHOP DRAWINGS			1	1	3					4	\$410.00
3.5	CONDUCT FINAL INSPECTION			1	1					2	3	\$280.00
3.6	PREPARE PUNCH LIST			1	1	3				2	6	\$550.00
3.7	PREPARE AS-BUILT PLANS					6				2	8	\$680.00
	TOTAL CONSTRUCTION PHASE	1	1	7	0	17	1	0	0	37	64	
	HOURLY RATE	\$180.00	\$120.00	\$140.00	\$100.00	\$90.00	\$45.00	\$120.00	\$130.00	\$70.00		
	SUB-TOTAL PHASE 3	\$180.00	\$120.00	\$980.00	\$0.00	\$1,530.00	\$45.00	\$0.00	\$0.00	\$2,590.00		\$5,445.00



# Requisition

**Req # 00203158**

PO #  
Date: 09/22/11

Bill To: x  
x

**Vendor:** 202754  
GUZMAN & MUNOZ ENGINEERING & SURVEYII  
2020 E. EXPRESSWAY 83  
MERCEDES TX 78570  
FAX (956)565-4636

**Ship To:** HIDALGO CO. PCT 1  
1902 Joe Stephens Ave  
WESLACO TX 78596

**Contact:** PR/CELLUM  
956-968-8733

**Contract No:** C-11-111-04-019

**Special Instructions:**  
RM175

QUANTITY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
1.00	EACH	DO NOT DUPLICATE ORDER  WORK AUTHORIZATION NO. 005 PROFESSIONAL ENGINEERING SERVICE FOR DRAINAGA IMPROVEMENT TO COLONIA ADAMS & BLACK (MILE 10.5 N AND MILE 3 W	36,695.22	36,695.22
		<u>Account No</u>	<u>Encumbrance</u>	
		1-1342-431-00-121-095-0-731	31,695.22	
		1-1342-431-00-121-095-0-733	5,000.00	
			Freight	.00
			Total	36,695.22
		REPORT ROAD HAZARDS 1-866-HCR-SAFE OR 1-866-427-7233		

**Authorized By:** \_\_\_\_\_