

HIDALGO COUNTY
Professional Engineering Services
Contract # C-10-072A-03-30
Work Authorization Form

WORK AUTHORIZATION No. I

THIS WORK AUTHORIZATION is made pursuant to the terms and conditions of the Service Contract made by and between **HIDALGO COUNTY**, action herein by and through the **Commissioner's Court**, hereinafter called the "**Owner**," and, **Quintanilla, Headley and Associates, Inc.**, professional engineer of Edinburg, Texas, hereinafter called "**Engineer**".

PART 1. SCOPE OF WORK

The purpose of this Work Authorization is for the **Engineer** to provide engineering for: **Mile 25 North Road from U.S. 281 east 2,278.0 feet.**

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 \$ **11,500.00**. This amount is based upon the costs outlined in the Estimated **Cost Proposal** attached hereto as **EXHIBIT "E"**.

PART 3. PAYMENT

Compensation and payment to the **Engineer** for the services established under this Work Authorization shall be made in accordance with **Article/Part/Section 6** of the Agreement.

PART 4. FUNDING

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

Account No. **0-1204-431-00-124-007-0-731**

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 scope of the work .**

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 Oscar L. Garza, Jr.** as to content and detail of this **Work Authorization No.1.**

**HIDALGO COUNTY
COMMISSIONER PRECINCT No. 4**

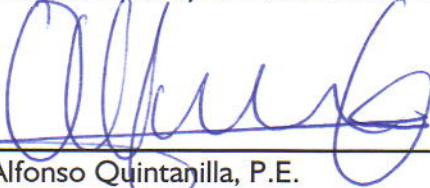
By: 
Oscar L. Garza, Jr., County Commissioner

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 20th day of April, 2010.

THE ENGINEER:

Quintanilla, Headley and Associates, Inc.

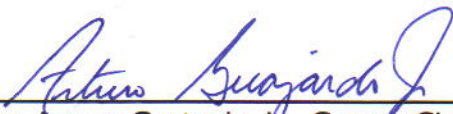

By: Alfonso Quintanilla, P.E.

THE OWNER:

HIDALGO COUNTY


By: Rene Ramirez, County Judge

ATTEST:


By: Arturo Guajardo, Jr., County Clerk

LIST OF ATTACHMENTS

- EXHIBIT "A" - Service to be Provided by the Owner
- EXHIBIT "B" - Service to be Provided by the Engineer
- EXHIBIT "C" - Work Schedule
- EXHIBIT "D" - Hourly Rates
- EXHIBIT "E" - Fee Breakdown Schedule

EXHIBIT "A"

Scope of services to be provided by the Owner

**Hidalgo County Precinct No. 4
Paved/Unpaved County Roads
Engineering Contract No. C-10-072A-03-30**

Work Authorization No. I

Mile 25 North Road from U.S. 281 east 2,278.0 feet

General

The Owner will provide the following:

- (1) Authorization to begin work.
- (2) Payment for work performed by the **Engineer**.
- (3) Provide any available relevant data on file concerning the project.

EXHIBIT “B”

Scope of services to be provided by the Engineer

**Hidalgo County Precinct No. 4
Paved/Unpaved County Roads
Engineering Contract No. C-10-072A-03-30**

Work Authorization No. I

Mile 25 North Road from U.S. 281 east 2,278.0 feet

1. Topography to establish centerlines, right of ways, locates all structures within the existing right of ways.
 2. Prepare right of way layout
 3. Prepare construction plans and specifications
 4. Field staking for construction
 5. As-Built Plans
-

EXHIBIT “C”

Work Schedule

**Hidalgo County Precinct No. 4
Paved/Unpaved County Roads
Engineering Contract No. C-10-072A-03-30**

Work Authorization No. I

Mile 25 North Road from U.S. 281 east 2,278.0 feet

The Engineer shall provide the deliverables for this work authorization as follows:

- Field surveying within one week from the date of the notice to proceed.
- Plans and specifications within two weeks from date of the notice to proceed.
- Construction staking three days after request

EXHIBIT "D"

Engineer's Hourly Rates

**Hidalgo County Precinct No. 4
Paved/Unpaved County Roads
Engineering Contract No. C-10-072A-03-30**

Work Authorization No. I

Mile 25 North Road from U.S. 281 east 2,278.0 feet

1. Registered Professional Engineer	\$ 150.00
2. Registered Professional Land Surveyor	\$ 150.00
3. Three Man Survey Crew	\$ 125.00
4. Computer Technician	\$ 85.00
5. Administrative	\$ 60.00
6. Research	\$ 50.00

EXHIBIT “E”

Fee Breakdown

**Hidalgo County Precinct No. 4
Paved/Unpaved County Roads
Engineering Contract No. C-10-072A-03-30**

Work Authorization No. I

Mile 25 North Road from U.S. 281 east 2,278.0 feet

- Topography survey and right of way staking \$ 3,500.00
- Plans and specifications - \$ 6,500.00
- Construction staking - \$ 1,500.00

Total Engineering Fee = \$11,500.00



County of Hidalgo Pct. #4

Commissioner Oscar L. Garza Jr
1051 N. Doolittle Road
Edinburg Texas 78542-0337

MEMO

DATE: APRIL 14, 2010
TO: PURCHASING DEPARTMENT
C/O LETICIA "LETTY" SAENZ CONTRACTS MANAGER
FROM: HIDALGO COUNTY PCT. #4
REF: WORK AUTHORIZATION #1
"MILE 25 NORTH RD"
C-10-072A-03-30

HIDALGO COUNTY PRECINCT #4 IS HEREBY REQUESTING THE FOLLOWING WORK AUTHORIZATION #1 IN THE AMOUNT OF \$11,500.00 FOR QUINTANILLA, HEADLEY AND ASSOCIATES, INC., BE PLACED ON THE NEXT COMMISSIONERS' COURT FOR APPROVAL.

FUNDING FOR THIS PROJECT WILL BE FROM ACCOUNT No.:
0-1204-431-00-124-007-0-731

SHOULD YOU HAVE ANY QUESTIONS, PLEASE CONTACT OUR OFFICE, THANK YOU.

RUMALDO MUNOZ JR
ACCOUNTS PAYABLE CLERK

CC: COUNTY FILES

Leticia Saenz

From: Rumaldo Munoz [rumaldo.munoz@co.hidalgo.tx.us]
Sent: Wednesday, April 14, 2010 2:56 PM
To: leticia.saenz@co.hidalgo.tx.us
Subject: REVISED W/O#1 C-10-072A-03-30
Attachments: Mile+25+North+Road.zip; MEMO WO #1 MILE 25.doc; Picture 001.jpg

GOOD AFTERNOON

ATTACHED IS THE REVICED W/O# FOR CONTRACT C-10-072A-03-30

THANKS MUNOZ

AI-20799**44.G.0.****Pct 4-WA#1-QHA-C-10-072A-03-30 & WA#5-QHA-C-08-477-12-09 and Inv#s
ENG1288 & ENG1290-J E Saenz & Assoc Inc.-C-10-072-03-23****CC REGULAR**

Date: 04/20/2010

Submitted By: Letty Saenz, PURCHASING DEPT.

Submitted For: Marty Salazar

Department: PURCHASING DEPT.

Agenda Category: Purchasing Department

Sub-category: Prct. 4

Information

CAPTION

1. Requesting approval of Work Authorization #1 (\$11,500.00) from Quintanilla, Headley & Associates Inc. for Professional Engineering Services for Paving/Un-Paved Road Construction Projects (on an as needed basis) located within Hidalgo County Pct. No. 4, in connection with Contract No. C-10-072A-03-30.

2. Requesting approval of Work Authorization #5 (\$ 163,079.00) from Quintanilla, Headley & Associates Inc. for Professional Engineering Services for "San Carlos Drainage Improvements Project" (NORTH BRANCH DRAIN: Cesar Chavez Road, West Alamo Road, Mile 17 1/2 East of Alamo Road, Sharp Road, South of Mile 17 1/2, Mile 17 1/2 West of Valverde Road & Rogers Road West of Valverde Road - Drain Ditch Culvert Crossings & CURRY DRAIN: 83rd Street & Sharp Road - Drain Ditch Culvert Crossings) within Hidalgo County Pct. No. 4, in connection with Contract No. C-08-477-12-09.

3. Requesting approval of request for payment for Inv #ENG 1288 (\$3,500.00) submitted by J. E. Saenz & Associates, Inc. with authority for County Auditor to review and complete processing procedures and for County Treasurer to issue payment in connection with contract #C-10-072-03-23 (PO# 638515) -"Paved/Un-Paved Construction Road Projects" (on an as needed basis) - Chapa Road (San Manuel) within Precinct #4.

4. Requesting approval of request for payment for Inv #ENG 1290 (\$ 8,000.00) submitted by J. E. Saenz & Associates, Inc. with authority for County Auditor to review and complete processing procedures and for County Treasurer to issue payment in connection with contract #C-10-072-03-23 (PO# 638516) -"Paved/Un-Paved Construction Road Projects" (on an as needed basis) - Murillo II Subdivision within Precinct #4.

BACKGROUND

WA#1-QHA-C-10-072A-03-30-Pct 4 (Paved/Un-Paved Road Construction Projects) on an as needed basis

WA#5-QHA-C-08-477-12-09-Pct 4 (San Carlos Drainage Imprv. Project)

Inv#ENG1288- J.E. Saenz & Associates Inc -C-10-072-03-23

Inv#ENG1290 -J.E. Saenz & Associates Inc -C-10-072-03-23

Fiscal Impact

FISCAL YEAR: 2010
 FUNDS AVAILABLE Y/N?:
 BUDGETARY IMPACT:

ACCT. #: 0-1339-431-00-124-049-0-733
 MATCHING FUNDS Y/N?:

FISCAL YEAR: 2010
 FUNDS AVAILABLE Y/N?:
 BUDGETARY IMPACT:

ACCT. #: 0-1339-431-00-124-052-0-733
 MATCHING FUNDS Y/N?:

FISCAL YEAR: 2010
 FUNDS AVAILABLE Y/N?:
 BUDGETARY IMPACT:

ACCT. #: 0-1204-431-00-124-007-0-731/711
 MATCHING FUNDS Y/N?:

Attachments

- Link: [WA#1-QHA-C-10-072A-03-30-Pct 4](#)
- Link: [WA#5-QHA-C-08-477-12-09](#)
- Link: [Inv#ENG1288-C-10-072-03-23-JE Saenz & Assoc](#)
- Link: [Inv#ENG1290-C-10-072-03-23](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
	(Originator)	Letty Saenz	04/14/2010 04:49 PM	CREATED
1	Purchasing Department	Letty Saenz	04/15/2010 03:27 PM	APRV
2	Budget & Management	Erika Zamora	04/15/2010 03:32 PM	APRV
3	Manuel Chapa			NEW
4	Auditor's Office			
Form Started By: Letty Saenz			Started On: 04/14/2010 04:49 PM	

5. **AI-20769** Acceptance and approval of final contract document with "S&B Infrastructure, Ltd." (authorized for negotiations by CC on 03/30/) for the provision of Professional Engineering Services for the "Raymondville Drain Project-County Wide" based on a one-time project specific with no work authorizations.
- approved
6. **AI-20741** Requesting authority to advertise and approve to auction Abandoned and Unclaimed items as detailed on the A&U list #33. As set forth under Texas Local Government Code, 263.152.(a)(1) as detailed on Exhibit "A" attached hereto.
- approved
- B. Pct. 2**
1. **AI-20722** Approval of Request for Payment-Application No.4 in the amount of \$628,545.65 from D. Wilson Construction Co., #C-09-037C-11-17, awarded contractor for the, "New Administration Offices for Hidalgo County Pct.#2 and Other County Offices," and as certified for payment by project architect, VA Architecture.
- approved
- C. Pct. 4**
1. **AI-20745** a. Requesting exemption from competitive bidding requirements under the Texas Local Government Code, Section 262.024 (A) (4) a professional service for Appraisal Services;
- approved
- b. Presentation of scoring grid (for the purposes of ranking by CC) of the firms graded & evaluated through the County's approved "pool" of Appraisers in connection with professional Appraisal Services required for Precinct #4's San Carlos Drainage Improvement Projects;
- approved
- 1st. HLH 91; 2nd. Professional 88; 3rd. Southmost Appraisal 60
- c. Authority for the Purchasing Department to negotiate a professional Appraisal Services Contract with the No.1 ranked firm of HLH for the provision of Appraisal Services for the San Carlos Drainage Improvement Projects located in Precinct No. 4.
- approved
2. **AI-20799** a. Requesting approval of Work Authorization #1 (\$11,500.00) from Quintanilla, Headley & Associates Inc. for Professional Engineering Services for Paving/Un-Paved Road Construction Projects (on an as needed basis) located within Hidalgo County Pct. No. 4, in connection with Contract No. C-10-072A-03-30.
- approved
- b. Requesting approval of Work Authorization #5 (\$ 163,079.00) from Quintanilla, Headley & Associates Inc. for Professional Engineering Services for "San Carlos Drainage Improvements Project" (NORTH BRANCH DRAIN: Cesar Chavez Road, West Alamo Road, Mile 17 1/2 East of Alamo Road, Sharp Road, South of Mile 17 1/2, Mile 17 1/2 West of Valverde Road & Rogers Road West of Valverde Road - Drain Ditch Culvert Crossings & CURRY DRAIN: 83rd Street & Sharp Road - Drain Ditch Culvert Crossings) within Hidalgo County Pct. No. 4, in connection with Contract No. C-08-477-12-09.
- approved
- c. Requesting approval of request for payment for Inv #ENG 1288 (\$3,500.00) submitted by J. E. Saenz & Associates, Inc. with authority for County Auditor to review and complete processing procedures and for County Treasurer to issue payment in connection with contract #C-10-072-03-23 (PO# 638515) -"Paved/Un-
- approved

C.C. Agenda: APRIL 20, 2010