



County of Hidalgo Pct. 4

Commissioner Joseph Palacios
1051 N. Doolittle Road
Edinburg Texas 78542-0337

MEMO

DATE: NOVEMBER 30, 2011
TO: PURCHASING DEPARTMENT
C/O LETICIA "LETTY" SAENZ CPPB/CONTRACTS MANAGER
FROM: HIDALGO COUNTY PCT. #4
REF: WORK AUTHORIZATION #7
C-08-477-12-09

HIDALGO COUNTY PRECINCT #4 IS HEREBY REQUESTING THE FOLLOWING WORK AUTHORIZATION NO. 7 IN THE AMOUNT OF \$2,500.00 FOR QUINTANILLA, HEADLEY AND ASSOCIATES, INC. BE PLACED ON THE NEXT COMMISSIONERS' COURT FOR APPROVAL.

FISCAL IMPACT: ACCOUNTS:
1-1342-431-00-124-039-0-711 \$2,500.00

NOTE: CURRENTLY FUNDING FOR THIS WORK AUTHORIZATION IS NOT IN PLACE. A TRANSFER HAS BEEN PREPARED UNDER AGENDA ITEM AI-29899 (SEE ATTACHED) AND SUBMITTED.

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

RUMALDO MUNOZ JR 
ACCOUNTS PAYABLE SPECIALIST III

CC: COUNTY FILES

AI-29899

3. 0.

CC CONSENT

Meeting

Date: 12/06/2011

Submitted By: Jr. Munoz, COMM. PCT. #4

Department: COMM. PCT. #4

Information

CAPTION

Approval of 2011 interdepartmental transfer within Certificate of Obligations Series 2010 A&B - Precinct #4 Drain Improvments (program 036) to Fike Pond (program 039) in the amount of \$2,500.00

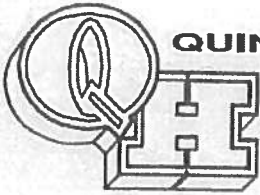
BACKGROUND

Attachments

LIT

Form Review

Inbox	Reviewed By	Date
Budget & Management		
Auditor's Office		
Form Started By: Jr. Munoz		Started On: 11/30/2011 10:56 AM



QUINTANILLA, HEADLEY AND ASSOCIATES, INC.

Consulting Engineers ★ Land Surveyors

Alfonso Quintanilla, P.E., R.P.L.S. Eulalio Ramirez, P.E.
Engineering Firm Registration No. F-1513
Surveying Firm Registration No. 100411-00
Municipal & County Projects ★ Subdivisions ★ Surveys

November 29, 2011

Mr. Joseph Palacios
Commissioner
Hidalgo County Precinct No.4
1102 N. Doolittle Road
Edinburg, Texas 78539

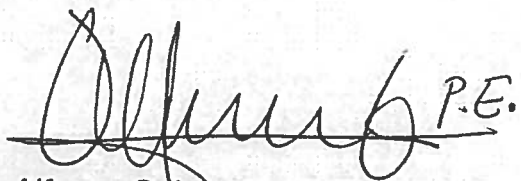
**Re: San Carlos Drainage Improvements
Professional Services Contract # C-08-477-12-09
Fike Pump Station
Work Authorization No.7**

Dear Commissioner Palacios:

As requested by Mr. J. Benito Rodriguez, attached please find the work authorization form and attachments for the surveying services of the proposed parcel of land for this project.

Should you have any questions, please feel free to call me at 381-6480.

Respectfully,


Alfonso Quintanilla, P.E., R.P.L.S.
President

HIDALGO COUNTY
Professional Engineering Services
Contract # C-08-477-12-09
Work Authorization Form

WORK AUTHORIZATION No. 7

THIS WORK AUTHORIZATION No.7 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 No.7 is for the **Engineer** to provide field surveying for: **San Carlos Drainage Improvements (Fike Pump Station)**

The scope of services to be provided by the **Engineer** is identified in **EXHIBIT "A" – Scope of Services to be Provided by the Engineer** attached hereto.

PART 2. ESTIMATED COST

The estimated cost for services under this Work Authorization No.7 is **\$ 2,500.00**. 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 No.7 shall be made in accordance with **Article/Part/Section 6** of the Agreement.

PART 4. FUNDING

This Work Authorization No.7 shall be funded through funding source:
Account No. **1-1342-431-00-124-039-0-711**
Requisition Number **206775** (MUST BE INCLUDED AFTER CC APPROVAL)

PART 5. PERIOD OF SERVICE

This Work Authorization No.7 shall become effective on the date of final acceptance of the parties hereto, and terminate upon completion of scopes of the work .

PART 6. RESPONSIBILITIES AND OBLIGATIONS

This Work Authorization No.7 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 Joseph Palacios** as to content and detail of this **Work Authorization No.7.**

**HIDALGO COUNTY
COMMISSIONER PRECINCT No.4**

BY: _____
Joseph Palacios., County Commissioner

PART 8. ACCEPTANCE AND APPROVAL

This Work Authorization No.7 is hereby accepted, approved by Hidalgo County Commissioners' Court on _____ as indicated below and effective as of _____ day of _____, 2011.

THE ENGINEER:
Quintanilla, Headley and Associates, Inc.

THE OWNER:
Hidalgo County

By:Alfonso Quintanilla, P.E.

By:Ramon Garcia, County Judge

ATTEST:

By: Arturo Guajardo, Jr., County Clerk

LIST OF ATTACHMENTS

- ATTACHMENT "A" - Service to be Provided by the Engineer
- ATTACHMENT "B" - Service to be Provided by the Owner
- ATTACHMENT "C" - Work Schedule
- ATTACHMENT "D" - Engineering Hourly Rates
- ATTACHMENT "E" - Cost Proposal (Fee Breakdown Schedule)

EXHIBIT "A"

**Project: Hidalgo County Precinct No. 4 – San Carlos Drainage
Improvements**

Contract No. C-08-477-12-09

Work Authorization No. 7

Scope of services to be provided by the Engineer

1. Perform parcel survey, prepare metes and bounds descriptions for Fike Pump Station Site.

EXHIBIT “B”

**Project: Hidalgo County Precinct No. 4 – “San Carlos
Drainage Improvements”**

Contract No. C-08-477-12-09

Work Authorization No. 7

Scope of services to be provided by the Owner

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 “C”

Work Schedule

**Project: Hidalgo County Precinct No. 4 – San Carlos
Drainage Improvements**

Contract No. C-08-477-12-09

Work Authorization No. 7

The Engineer shall provide the deliverables for this project as follows:

5 days after the written notice to proceed.

EXHIBIT "D"

Engineer's Hourly Rates

**Project: Hidalgo County Precinct No. 4 – San Carlos Drainage
Improvements**

Contract No. C-08-477-12-09

Work Authorization No.7

1. Licensed 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"

**Project: Hidalgo County Precinct No.4 – San Carlos Drainage
Improvements**

Contract No. C-08-477-12-09

Work Authorization No.7

Cost Proposal (Fee Breakdown)

1. Site survey parcel 1 @ \$ 2,500.00 = \$ 2,500.00

Total fee = \$ 2,500.00