

**HIDALGO COUNTY**  
**Professional Engineering Services**  
**Contract # [C-13-098-04-16](#)**  
**Work Authorization Form**  
**WORK AUTHORIZATION No. 1**

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, [HALFF ASSOCIATES, INC.](#), professional engineers of [McAllen, TEXAS](#), hereinafter called the "Engineer".

**PART 1. SCOPE OF WORK**

The purpose of this Work Authorization is for the Engineer to provide: [Electrical Engineering Review, Electrical Design by Sub Consultant \(Prodigy\), Contract coordination, & Administration Precinct 4 Site Lighting Linn-San Manuel Rest Stop.](#)

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 [\\$ 6,000.00](#). 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/Part/Section 6** of the Agreement.

**PART 4. FUNDING**

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

Account No. [3-1100-452-00-124-009-0-334](#).

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 scopes of the work authorization.

**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 #4, Commissioner Joseph Palacios**, as to content and detail of this **Work Authorization**.

**HIDALGO COUNTY PRECINCT No. 4**

By: \_\_\_\_\_  
Hon. Joseph Palacios, 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 \_\_ day of \_\_, 2013.

**THE ENGINEER:**  
**HALFF ASSOCIATES, INC.**

**THE OWNER:**  
**HIDALGO COUNTY**

By: \_\_\_\_\_  
Menton J. Murray, III, PE, LEED AP

By: \_\_\_\_\_  
Hon. Ramon Garcia, County Judge

**ATTEST:**

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"

### 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.

The OWNER will provide to the ENGINEER the following:

- (1) Authorization to the ENGINEER to begin work in accordance with Section 3 of this Agreement.
- (2) Payment for work performed by the ENGINEER and accepted by the OWNER in accordance with Section 6 of the Agreement.
- (3) 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.
- (4) Provide any available relevant data the OWNER may have on file concerning the project.
- (5) Provide timely review and decisions in response to the ENGINEER'S request for information and/or required submittals and deliverables, in order for the ENGINEER to maintain the agreed-upon work schedule prepared in accordance with Attachment "C" of this Agreement.
- (6) Attend and participate in progress meetings as required and as coordinated and conducted by the ENGINEER.
- (7) Assist the ENGINEER in the preparation of the project mailing list; provide representation, a site and stenographer for all public meetings; additionally:  
  
*Public Meetings*
  - (a) Approve agenda and all exhibits prior to public meeting.
  - (b) Approve date and location of the meeting.
  - (c) Review/approve Public Meeting Report.
- (8) Attend the Preliminary Concept Conference coordinated and conducted by the ENGINEER and more particularly identified in Attachment "B" of the Agreement.
- (9) Assist the ENGINEER as required in the coordination with the USACE and the Federal Emergency Management Agency (FEMA) and any other coordinating agency or entity.
- (10) Review and approve the Project design criteria.
- (11) Review and approve change orders as required and prepared by the ENGINEER.

## EXHIBIT "B"

### Services to be provided by the Engineer

- **Halff Associates** is pleased to submit this task order proposal to Hidalgo County (Precinct 4) Contract C-13-098-04-16 to Provide Electrical Engineering Design, Contract Coordination, and Construction Administration for the Site Lighting of the San Manuel – Linn Rest Station.

#### **SCOPE OF SERVICES**

##### Data Acquisition/Design Phase Services:

1. Plan Meetings for Design (1 visits).
2. Electrical Services and Lighting Design. (Sub consultant Prodigy)
3. 95% Review Meeting.
4. Issue Sealed Drawings.

##### Bid Phase Services:

1. Printing coordination.
2. Attendance of Meeting for Project Award (1 Meeting).

##### Construction Phase Services:

1. Submittal Review.
2. Response to RFI's.
3. Site Observation Visits and Reports

EXHIBIT "C"  
Work Schedule

ID	Task Name	Duration	Start	Finish	Predecessors	April			May			June				
						3/31	4/7	4/14	4/21	4/28	5/5	5/12	5/19	5/26	6/2	6/9
1	Project Proposal	1 day	Mon 4/8/13	Mon 4/8/13												
2	Proposal Award	1 day	Tue 4/9/13	Tue 4/9/13	1											
3	Electrical Design	8 days	Mon 4/8/13	Wed 4/17/13												
4	Issue Const. Documents	1 day	Thu 4/18/13	Thu 4/18/13	3											
5	Project Procurement	5 days	Fri 4/19/13	Thu 4/25/13	4											
6	Construction Kick-Off	1 day	Fri 4/26/13	Fri 4/26/13	5											
7	Construction	30 days	Mon 4/29/13	Fri 6/7/13	6											
8	Project Punchlist	1 day	Mon 6/10/13	Mon 6/10/13	7											
9	Project Back Punchlist	3 days	Tue 6/11/13	Thu 6/13/13	8											

Project: SCH130408_Pct4_SanMa Date: Mon 4/8/13	Task		External Milestone		Manual Summary Rollup	
	Split		Inactive Task		Manual Summary	
	Milestone		Inactive Milestone		Start-only	
	Summary		Inactive Summary		Finish-only	
	Project Summary		Manual Task		Deadline	
	External Tasks		Duration-only		Progress	

EXHIBIT "D"  
COST PROPOSAL

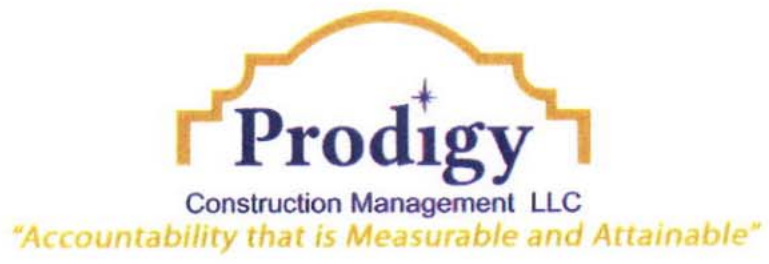
Provide Electrical Engineering Design, Contract Coordination, and Construction Administration for the Site Lighting of the San Manuel – Linn Rest Station.

**Professional Fee:**

Electrical Engineering	\$ 2,000
Electrical Design (Sub Consultant-Prodigy)	\$ 4,000
<b>Total Fee (as listed):</b>	<b>\$ 6,000</b>

## SITE LIGHTING FOR SAN MANUEL LINN REST STOP

		Project Manager	PE	EIT	Designer	Const. Admin	CAD Tech	Clerical	Sub- Consultant	TOTAL (HOURS)	TOTAL (\$)
	Contracted Rate	\$175	\$140	\$100	\$70	\$75	\$50	\$50			
Task #	Task / Scope										
	<b>Design Phase</b>										
	Review Scope of project	2						2		4	\$500
	Electrical Engineering Review	2						2	\$4,000	4	\$500
	Project Documents	2		2			3	8		15	\$1,300
	<b>Design Phase Sub-Total (Hours)</b>	<b>6</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>12</b>		<b>23</b>	
	<b>Design Phase Sub-Total (\$)</b>	<b>\$1,050</b>	<b>\$0</b>	<b>\$200</b>	<b>\$0</b>	<b>\$0</b>	<b>\$150</b>	<b>\$600</b>	<b>\$4,000</b>		<b>\$6,000</b>
	<b>TOTAL HOURS (PRIME CONSULTANT)</b>	<b>6</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>12</b>		<b>23</b>	
	Contracted Rate	\$175	\$140	\$100	\$70	\$75	\$50	\$50			
	<b>TOTAL LABOR COSTS</b>	<b>\$1,050</b>	<b>\$0</b>	<b>\$200</b>	<b>\$0</b>	<b>\$0</b>	<b>\$150</b>	<b>\$600</b>			
	<b>TOTAL EXPENSES</b>								<b>\$4,000</b>		
	<b>TOTAL LABOR PLUS EXPENSES</b>										<b>\$6,000</b>



February 8, 2013

Menton "Trey" Murray, P.E.  
Halff Associates  
5000 W. Military Highway, Suite 100  
McAllen, Texas 78503

Dear Mr. Murray:

RE: San Manuel-Linn Rest Stop Lighting

This correspondence outlines the complete scope of work you requested, including estimated fees.

**SCOPE OF SERVICES**

1. MEP Engineering Services

- a. Review existing site conditions for design requirements.
- b. Provide Plans and specifications for Electrical and Lighting.
- c. A complete and final design signed and sealed by a **Professional Engineer**.

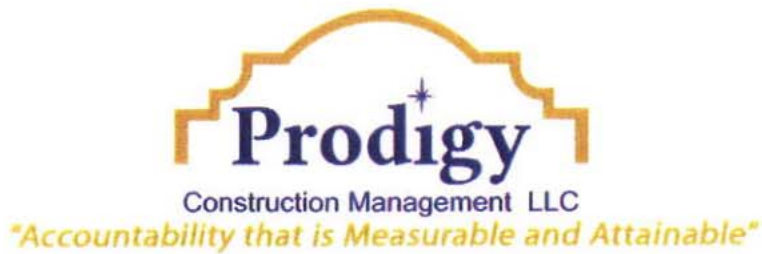
**COSTS AND PROFESSIONAL FEES**

Costs and fee estimates are summarized on the attached schedule. Our professional fees are billed upon completing of the plans and specifications.

- |                    |            |
|--------------------|------------|
| 1. MEP Engineering | \$4,000.00 |
|--------------------|------------|

1335 E Jasmine.  
McAllen, Texas 78501  
prodigy@prodigycompany.com

Phone: 956-800-1122  
Fax: 956-664-1832  
www.prodigycompany.com



CLOSING

We appreciate the opportunity to service your needs. If you want to accept this proposal, please sign one copy and return it.

Sincerely,

Hugo H. Avila, P.E.  
Associate Principal

Enclosure

RESPONSE

This letter correctly sets forth the understanding of providing Professional MEP Engineering Services.

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Accepted by	Title	Date
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**1335 E Jasmine.  
McAllen, Texas 78501  
prodigy@prodigycompany.com**

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