

EXHIBIT E
-Work Authorization

HIDALGO COUNTY
Professional Engineering Services
Contract # C-13-132-06-25
Work Authorization Form

WORK AUTHORIZATION NO. I

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, **LeFevre Engineering & Management Consulting, LLC**, professional engineers of **McAllen**, 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 Sunflower Road Park Project Phase I Project. Engineering Services to be included are design of on-site lift station, sewer lines, manholes, and force main, drainage improvements, site work and grading, preparation of plans and specifications for construction of the aforementioned project.

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 **\$ 89,270.00**. 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 6.1** of the Agreement.

PART 4. FUNDING

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

Account No. 3-1336-431-00-124-132-0-739

Requisition Number 238895 (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 No. 1**.

HIDALGO COUNTY PRECINCT No. 4

BY: _____
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:
LeFevre Engineering & Management
Consulting, LLC,

THE OWNER:
HIDALGO COUNTY

By: _____
Richard LeFevre, BS, MS, PE/President

By: _____
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

-Scope of Services to be provided by the Engineer Sunflower Road Park Project - Phase I

PREPARED BY:

**Le FEVRE ENGINEERING & MANAGEMENT
CONSULTING, LLC. (LEMC)**

The County of Hidalgo, Texas, proposes to construct paving a park on Sunflower Road for the purposes of temporary detention for the area. The improvements include construction/modification of a new detention/drainage ditch, soccer/playing field, play areas, restrooms, pavilion with seating and walking trails. The scope of services will include all basic engineering, which includes civil design.

Contract Amount: \$ 89,270.00

Task 1 – Project Orientation and Startup

LEMC proposes an initial project orientation meeting be scheduled so that both the County and the engineer may have a clear understanding of the design and construction process, parameters to be used and the final product desired.

Task 2 – Preliminary Plans (30%)

1. Meet with County personnel and relevant parties to gather information and coordinate project.
2. Consult with sub-consultant regarding engineering requirements for boundary and topographic survey of project area.
3. Analyze the survey of existing utilities that will be affected by any excavation.
4. Study the need for soils testing and perform soils investigation if deemed necessary.
5. Develop preliminary construction plans/profile of project.
6. Submit preliminary engineering plans and profiles to County and other affected entities for preliminary approval of proposed improvements.
7. Prepare engineering report(s), plans, and cost estimates to County.

Task 3 – Design (60-90%)

1. Analyze detailed surveys of existing underground and overhead utilities within the project.
2. Consult with the utility companies for their consideration of all utility data found. Provide construction plans to the utility companies involve.
3. Prepare detailed specifications and contract drawings for construction.
4. Prepare detailed cost estimates and proposals, which will include bid items and quantities based on unit price system of bidding for accounting/auditing purposes.
5. Furnish the necessary copies of the approved plans and specifications and to County.

Task 4 – Final Plans and Specifications (100%)

Final plans, specifications, quantities, and an Engineer's Opinion of Probable Cost will be prepared during this task. The output of this task will be the documents necessary for bidding and constructing the project.

Task 5 – Bidding and Award

LEMC will assist the County in the advertisement, opening and tabulation of bids, analyzing the bids, recommendations for award of the construction contract and assist on the preparation of formal Contract Documents for the Offsite Lift Station.

The Architect will be in charge of all bidding and award procedures for the park, however, LEMC will provide assistance and coordination for the Civil Portion of the Project.

Task 6 – Construction

1. Provide periodic construction supervision and inspection
2. Review shop drawings/submittals
3. Prepare change orders due to unexpected conditions encountered
4. Prepare monthly estimates of work performed by Contractor
5. Assist with pay request review
6. Provide final project close-out










Task 7 – As Builts

Once Construction is completed, LEMC and the County will coordinate the survey required (provided by Hidalgo County) to provide Record Drawings ("As Builts").

COUNTY OF HIDALGO - PRECINCT NO. 4
SUNFLOWER RD. PARK PROJECT
Work Authorization No. 1
Work Schedule

ID	Task Name	Duration	Start	Finish	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1	Project Start Up	30 days	Mon 5/20/13	Thu 6/27/13										
2	Define Scope of Work and Tasks	30 days	Mon 5/20/13	Thu 6/27/13										
3														
4	Preliminary Plans (30% Submittal)	45 days	Fri 6/28/13	Wed 8/28/13										
5	Develop Alternatives	20 days	Fri 6/28/13	Wed 7/24/13										
6	Design Calculations	30 days	Fri 6/28/13	Wed 8/7/13										
7	Preliminary Plans and General Notes	45 days	Fri 6/28/13	Wed 8/28/13										
8	Preliminary Specifications	45 days	Fri 6/28/13	Wed 8/28/13										
9														
10	60-90% Submittal of Plans and Specifications	35 days	Thu 8/29/13	Wed 10/16/13										
11	Suvey Coordination	7 days	Thu 8/29/13	Fri 9/6/13										
12	Plans and Specifications	35 days	Thu 8/29/13	Wed 10/16/13										
13														
14	100% Submittal	30 days	Thu 10/17/13	Wed 11/27/13										
15	Final Plans & Specifications	30 days	Thu 10/17/13	Wed 11/27/13										

Date: Thu 6/20/13

Task		Progress		Summary		External Tasks		Split	
Split		Milestone		Project Summary		External MileTask			



612 Notara, Suite 520
McAllen, Texas 78504
Tel. 956.661.8000
Fax. 956.661.8001

Texas Registered Engineering Firm F-11722

Professional Engineering Cost Breakdown

Professional Engineering Services for Sunflower Road Park Project Phase 1 - Pct 4

LEMC Professional Engineering Services:

Hourly Rates:

Principal Engineer	140	\$/Hr
Engineer	120	\$/Hr
Project Manager	90	\$/Hr
CADD Technician	65	\$/Hr
Inspector	40	\$/Hr
Administration	30	\$/Hr

Project Start Up (Task 2)	\$140/Hr Principal Engineer	\$90/Hr Project Manager	\$120/Hr Project Engineer	\$65/Hr CADD Technician	\$30/Hr Clerk	N/A Other
Meeting w/ Pct 4 Staff	4	12	12			
Define Scope of Work & Tasks	4	12	12			
Total	8	24	24	0	0	0
Preliminary Plans (Task 3 - 30% Submittal)	\$140/Hr Principal Engineer	\$90/Hr Project Manager	\$120/Hr Project Engineer	\$65/Hr CADD Technician	\$30/Hr Clerk	N/A Other
Develop Feasible Alternatives	4	32	32			
Develop Preferred Alternative	4	20	24			
Prepare Environmental Clearance (if any)						
Preliminary Design Calculations	4	0	40			
Preliminary Plans and General Notes	4	32	40	90	24	
Preliminary Specifications	4	8	12		24	
Total	20	92	148	90	48	0
Design - Civil (Task 4 - 60% & 90% Submittals)	\$140/Hr Principal Engineer	\$90/Hr Project Manager	\$120/Hr Project Engineer	\$65/Hr CADD Technician	\$30/Hr Clerk	N/A Other
Survey Coordination and Evaluation	1	6	12	24		
Final Design Calculations/Drainage	4		40			
Final Plan and General Notes	4	40	60	160	24	
Final Specifications	2	8	12		24	
Design	11	54	124	184	48	0
Final Plans and Specifications (Task 5 - 100% Submittal)	\$140/Hr Principal Engineer	\$90/Hr Project Manager	\$120/Hr Project Engineer	\$65/Hr CADD Technician	\$30/Hr Clerk	N/A Other
Final Plan and General Notes	4	12	24	60	12	
Final Specifications	2	12	12		24	
Design	6	24	36	60	36	0
Total Hours	45	194	332	334	132	0
Amount Per Hour	\$140	\$90	\$120	\$65	\$30	40
Grand Total	\$6,300	\$17,460	\$39,840	\$21,710	\$3,960	\$0

CONTRACT TOTAL AMOUNT	\$89,270
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