

THE STATE OF TEXAS   §  
  §  
COUNTY OF HIDALGO   §

**AGREEMENT FOR PROFESSIONAL SERVICES**  
**C-11-234-09-13**

**THIS AGREEMENT** is made, by and between **HIDALGO COUNTY**, acting herein by and through the **Commissioner's Court**, hereinafter called the "**Owner**", and **L & G Consulting Engineers Inc. d/b/a L & G Engineering**, Professional Engineers of **Mercedes, Texas**, hereinafter called the "**Engineer**".

WITNESSETH:

**WHEREAS**, the **Owner** desires to contract with the **Engineer** to provide professional engineering services for the "**FM 1925 (from Kenyon Road to FM 907 (Old Alamo Road))**" project for **Hidalgo County Precinct No. 4** hereinafter referred to as the "**Project**".

**NOW, THEREFORE**, the **Owner** and the **Engineer** in consideration of the mutual covenants and agreements herein contained do mutually agree as follows:

**ARTICLE 1. Employment of Engineer.** The **Owner** agrees to employ the **Engineer** and the **Engineer** agrees to perform professional engineering services in connection with the **Project** as stated in the articles to follow and for having rendered such services, the owner agrees to pay the **Engineer** compensation as stated in the articles to follow.

**ARTICLE 2. Character and Extent of Services.** This Agreement will provide for the development of the **Project** with the following:

**2.1 Scope of Work.** The **Owner** will furnish items and provide those services for the development of the **Project** and fulfillment of this Agreement, as identified in **EXHIBIT "A"** *Services to be Provided by the Owner*, attached hereto and made a part of this Agreement as

identified in **EXHIBIT "B"**- Services to Provided by the Engineer, attached hereto and made a part of this agreement.

**2.2 Classification of Services** For this Agreement, the professional services to be provided by the **Engineer**, as more particularly identified in **EXHIBIT "B"**, attached hereto.

**2.3 Schedule of Work.** The **Engineer** shall prepare a schedule of work (hereinafter referred to as "**Work Schedule**") in accordance with the terms identified in **EXHIBIT "C" - Work Schedule**, attached hereto and made a part of this Agreement.

**ARTICLE 3. Period of Service.** Upon execution of this Agreement, the **Engineer** shall proceed with the work outlined under Article 2 hereof.

**3.1 Termination Date.** This Agreement shall terminate upon completion of projects (hereinafter referred to as the "**Termination Date**"), unless extended by written supplemental agreement, as provided in Article 8 hereof, duly executed by the **Engineer** and the **Owner** prior to the **Termination Date**, or otherwise terminated as provided in Article 3.4 herein and below. The **Owner** assumes no liability or obligation for payment to the **Engineer** for work performed or costs incurred by the **Engineer** prior to the date authorized by the **Owner** for the **Engineer** to begin work, during periods when work is suspended, or subsequent to the **Termination Date**.

**3.2 Extension of the Termination Date.** The **Engineer** shall notify the **Owner** in writing as soon as possible if it is determined, or reasonably anticipated, that the work under this Agreement cannot be completed before the **Termination Date**, and the **Owner** may , at the **Owner's** sole discretion, extend the **Termination Date** by written supplemental agreement as provided in Article 8 hereof. The **Engineer** shall allow adequate time for review and approval by the **Owner** of the written notice and request by the **Engineer** to extend the **Termination Date**.

**3.3 Suspension of Work.** Should the **Owner** desire to suspend the work under this Agreement, but not terminate this Agreement, the **Owner** shall provide thirty (30) calendar days

verbal notification to the **Engineer**, followed by written confirmation from the **Owner** to the **Engineer** to that effect. The thirty-day notice may be waived as agreed in writing by both the **Owner** and the **Engineer**. The work under this Agreement may be reinstated and resumed in full force and effect within sixty (60) days of receipt of written notice from the **Owner** to the **Engineer**. The sixty-day notice may be waived as agreed in writing by both the **Owner** and the **Engineer**.

If the **Owner** suspends the work, the **Termination Date** as identified above is not affected, and this Agreement will terminate on the date specified, unless extended by written supplemental agreement, as provided in Article 8 hereof, duly executed by the **Engineer** and the **Owner** prior to the **Termination Date**.

**3.4 Termination of Agreement.** This Agreement may be terminated before the stated **Termination Date** identified in Article 3.1 herein by any of the following conditions:

- (1) **Commitment of Current Revenues.** In the event that, during any term hereof, the **Owner** does not appropriate sufficient funds to meet to the obligations of this Agreement, the **Owner** may terminate this Agreement upon thirty (30) days written notice to the **Engineer**. The **Owner** agrees, however, to use reasonable efforts to secure funds necessary for the continued performance of this Agreement. The parties intend this provision to be a continuing right to terminate this Agreement at the expiration of each budget period of the **Owner** pursuant to the provisions of Tex. Loc. Govt. Code Ann. §271.903 (Vernon Supp. 1995).
- (2) By mutual agreement and consent, in writing, of both the **Engineer** and the **Owner**.
- (3) By the **Owner**, upon failure of the **Engineer** to fulfill the **Engineer's** obligations set forth herein in a satisfactory manner as determined by the

**Owner** and in sole opinion of the **Owner**, after the **Owner** provides written notice to the **Engineer** of such failure and the **Engineer** has not corrected such failure within (30) days of such written notice by the **Owner**.

- (4) By the **Engineer**, upon failure of the **Owner** to fulfill the **Owner's** obligations set forth herein, after the **Engineer** provides written notice to the **Owner** of such failure and the **Owner** has not corrected such failure within thirty (30) days of such written notice by the **Engineer**.
- (5) By the **Owner** without cause upon thirty (30) days written notice to the **Engineer**.
- (6) By satisfactory completion of all services and obligations described herein.

Should the **Owner** terminate this Agreement as herein provided, no fees other than fees due and payable at the time of termination shall thereafter be paid to the **Engineer** notwithstanding anything herein to the contrary. In determining the value of the work performed by the **Engineer** prior to termination, the **Owner** shall be the sole judge of the value of such work performed. Compensation for work at termination will be based on a percentage of the work completed at that time. Should the **Owner** terminate this Agreement under (5) of the paragraph above, the amount charged during the thirty (30) day notice period shall not exceed the amount charged during the preceding ninety (90) days.

If the termination of this Agreement is due to the failure of the **Engineer** to fulfill the **Engineer's** obligations under this Agreement, the **Owner** may take over the Project and prosecute the work to completion. In such case, the **Engineer** shall be liable to the **Owner** for any additional cost occasioned by the **Owner**.

If the **Engineer** defaults in the performance of this Agreement or if the **Owner** terminates this Agreement for fault on the part of the **Engineer**, the **Owner** will give consideration to payment

of an amount in settlement to include: the actual costs incurred by the **Engineer** in performing the work to the date of default, the amount of work required which was satisfactorily completed to date of default, the value of the work which is usable to the **Owner**, the cost to the **Owner** of employing another consultant and/or firm to complete the work required and the time required to do so, and other factors which affect the value to the **Owner** of the work performed at the time of default. This Agreement shall not be considered as specifying the exclusive remedy for any default by the **Engineer**, but all remedies existing at law and in equity may be availed of by either party and shall be cumulative.

The termination of the Agreement and payment of an amount in settlement as prescribed above shall extinguish all rights, duties, and obligations of the **Owner** and the **Engineer** under this Agreement, except the obligations set forth in Articles 11.2, 12, 13, 15, 16, 17, 18.3, 19, 22 and 26 hereto.

**ARTICLE 4. Progress and Coordination.** The **Engineer** shall, from time to time during the progress of the work, confer with the **Owner**. The **Engineer** shall prepare and present such information as may be pertinent and necessary, or as may be requested by the **Owner**, in order to evaluate features of the **Engineer's** services and work.

At the request of the **Owner** or the **Engineer**, conferences shall be provided at the **Engineer's** office, the office of the **Owner**, or at other locations designated by the **Owner**. These conferences shall also include evaluation of the **Engineer's** services and work when requested by the **Owner**.

All applicable study reports shall be submitted in preliminary form for approval by the **Owner** before the final report is issued. The **Owner's** comments regarding the **Engineer's** preliminary report will be addressed by the **Engineer** in the final report.

If funds by other agencies or entities are to be used for the development of the project under this Agreement, the **Engineer's** services and work will be subject to periodic review and approval by other agencies or entities, including those of the city, county, state and/or federal agencies.

Should it be determined that the progress in the production of the **Engineer's** services and work does not satisfy the requirements of the approved **Work Schedule** as provided by **EXHIBIT "C"**, attached hereto, the **Owner** shall review the approved **Work Schedule** with the **Engineer** to determine the corrective action needed by either the **Owner** or the **Engineer**.

The **Engineer** shall promptly advise the **Owner** in writing of events which have a significant impact upon the progress of the **Engineer's** services and work and the approved **Work Schedule**, including:

- (1) problems, delays, adverse conditions which will materially affect the ability to attain contract objectives, prevent the meeting of time schedules and goals, or preclude the timely completion and submittal of **Project** deliverables by the **Engineer** within established time periods; this disclosure will be accompanied by a statement by the **Engineer** of recommended or immediate action taken, or contemplated, and any **Owner** or other agency or entity assistance needed to resolve the situation: and
- (2) favorable developments or events which enable meeting the **Work Schedule** goals sooner than anticipated.

**ARTICLE 5. Compensation and Fees.** For and in consideration of the services to be rendered by the **Engineer**, the **Owner** shall compensate the **Engineer** as follows:

**5.1 Basic Services.** For and in consideration of the **Services** to be rendered by the **Engineer**, as identified in Article 2 and more particularly identified in **EXHIBIT "B"**, attached

hereto, the maximum amount payable by the **Owner** to the **Engineer** for **Services**, subject to adjustment in accordance with Article 6.1 herein, will be provided in each work authorization issued. An outline and breakdown of the **Services Fee** is more particularly identified in **EXHIBIT "D1"-Fee Schedule**, attached hereto and made a part of this Agreement. Payments to the **Engineer** for **Services** shall be made by the **Owner**, upon presentation by the **Engineer** of the monthly **Request for Payment**, in accordance with the terms and provisions of Article 6 herein.

**5.2 Special Services.** Those services that may be required to provided by the **Engineer** as **Special Services** are set forth below and more particularly described in **EXHIBIT "B"**, attached hereto. For and in consideration of these **Special Services** rendered as required by the **Engineer**, the **Owner** shall pay the **Engineer** a negotiated lump sum fee (hereafter referred to as "**Special Services Fee**") at the hourly labor rates and non-labor rates (hereinafter referred to as "**Contract Rates**") specified in **EXHIBIT "D" - Contract Rates**, attached hereto and made a part of this Agreement, and as follows:

1. **RESIDENT OR SITE ENGINEER, INSPECTOR** Actual performance of services of project site engineer, resident engineer and/or inspector, if required by **Owner**.
2. **DOCUMENT COPIES** Actual performance and/or providing of additional copies (over 10) of report; additional copies (over 10) of plans (contract drawings), specifications and estimates (PS&E); additional copies (over 10) of bidding documents: additional copies (over 10) of as-built drawings.
3. **EXTRA TRAVEL** Extra travel required of **Engineer** and authorized by **Owner** to points outside of Hidalgo County.
4. **EXPERT WITNESS** Assistance to the **Owner** as expert witness in any litigation with third parties, arising from the development or construction of the **Project**.
5. **MISCELLANEOUS.** Investigations involving detailed consideration of operation, maintenance and overhead expenses and (unless otherwise agreed) the preparation of rate schedules, earning and expense statements; preparation of feasibility studies; environmental document preparation; appraisals, valuations, and material audits; or inventories required for certification of force account construction performed by the **Owner**; preparation of change orders for extra work done by the **Contractor**.

## **ARTICLE 6. Method of Payment.**

**6.1 Request for Payment.** Payments to the **Engineer** for services rendered will be made while work is in progress as executed through a lump sum fee assigned to each work authorization (hereinafter referred to as "**Work Authorization**") in accordance with **Article 7** herein. For each **Work Authorization**, the **Engineer** shall prepare and submit to the **Owner** monthly progress reports in sufficient detail to support the progress of the work and in support of a request for payment (hereinafter referred to as "**Request for Payment**"). The progress report shall indicate the percent completion of the work accomplished by the **Engineer** during the billing period and to the date of the **Request for Payment**. On or before noon of the first Monday of each month during the performance of the services, the **Engineer** shall submit to the **Owner** for approval a **Request for Payment**. Payment of the lump sum fee for each **Work Authorization** identified in the **Request for Payment** will be in proportion to the percent completion of the work tasks identified in such **Work Authorizations** together with a detailed breakdown of the amount and the sum of all prior payments. The **Owner** shall review each such **Request for Payment** and may make such exceptions as the **Owner** reasonably deems necessary or appropriate under the circumstances then existing. About ten (10) working days after the Commissioners Court of the **Owner** meets approving such payment, the **Owner** shall make payment to the **Engineer** in the amount approved as aforesaid subject to Article 6.4 herein and below.

If the **Project**, or any portion(s) thereof, are deleted or otherwise not constructed, compensation to the **Engineer** by the **Owner** for the **Project** or such portions of the project shall be only the amounts paid the **Engineer** for actual work performed in accordance with the **Work Authorization(s)** approved by the **Owner**.

**6.2 Final Payment.** After final completion of the work and acceptance thereof by the **Owner**, the **Engineer** shall submit a final request for payment ("**Final Request for Payment**")

which shall set forth all amounts due and remaining unpaid to the **Engineer** and upon approval thereof by the **Owner**, the **Owner** shall pay to the **Engineer** the amount due ("**Final Payment**") under such **Final Request for Payment** in accordance with the provisions of Article 6.1 hereof. The **Final Payment** shall not be made until the **Engineer** delivers to the **Owner** an affidavit that so far as the **Engineer** has knowledge or information any and all amounts due for materials and services over which the **Engineer** has control have been paid.

**6.3 Qualification on Obligations to Pay.** Any provision hereof to the contrary notwithstanding, the **Owner** shall not be obligated to make any payment (whether a payment under Article 6.1 hereof or **Final Payment**) to the **Engineer** hereunder if any one or more of the following conditions precedent exist:

- (1) The **Engineer** is in default of any of its obligations hereunder or otherwise is in default under this Agreement or under any contract documents related to this Agreement;
- (2) Any part of such payment is attributable to the **Engineer's** services which are not performed in accordance with this Agreement; provided, however, such payment shall be made as to the part thereof attributable to the **Engineer's** services which were performed in accordance with this Agreement.
- (3) The **Engineer** has failed to make payments promptly to consultants or other third parties used in connection with the **Project** for which the **Owner** has made payment to the **Engineer**;
- (4) If the **Owner**, in good faith judgement, determines that the portion of the compensation then remaining unpaid will not be sufficient to complete the **Engineer's** services in accordance with this Agreement, no additional payments will be due the **Engineer** hereunder unless and until the **Engineer**, at its sole cost, performs a sufficient portion of the **Engineer's** services so that such portion of the compensation then remaining unpaid is determined by the **Owner** to be sufficient to so complete the **Engineer's** services.

**6.4** No partial payment made hereunder shall be or construed to be final acceptance or approval of that part of the **Engineer's** services to which such partial payment related or relieves the **Engineer** of any of its obligations hereunder with respect thereto.

**6.5** The **Engineer** shall promptly pay all bills for labor and material performed and furnished by others in connection with the performance of the **Engineer's** services.

**6.6 Waiver.** The making of the **Final Payment** shall constitute a waiver of all claims by the **Owner** except those arising from (1) faulty or defective services of the **Engineer** appearing after completion of the **Project**. (2) failure of the **Engineer's** services to comply with the requirements of this Agreement or any contracts or Agreements related to the **Project**, or (3) terms of any special warranties required by this Agreement or provided at law or in equity. The acceptance of **Final Payment** shall constitute a waiver of all claims by the **Engineer** except those previously made in writing and identified by the **Engineer** as unsettled at the time of the **Final Request for Payment**.

**ARTICLE 7. Work Authorization.** After execution of this Agreement, the **Engineer** shall proceed with the work outlined under Article 2 hereof, only as authorized by the **Owner** through an agreed **Work Authorization** document in the form identified in **EXHIBIT "E"- Work Authorization Form**, attached hereto and made a part of this Agreement. The **Engineer** will identify, as approved by the **Owner**, the needed services for the **Project**, as required through the course of the development to the **Project**. The **Owner** shall authorize the **Engineer** to perform one or more of the agreed tasks identified in **EXHIBIT "B"**, attached hereto, in the form of individual work authorizations. Upon authorization from the **Owner**, the **Engineer** will prepare a **Work Authorization** document, which will include a description of the work to be performed, including a description of the tasks and milestones, a work schedule, and an estimated cost proposal agreed upon by the **Owner** and the **Engineer**. The estimated cost proposal shall set forth in detail the computation of the cost of each work task, at the hourly rates established and identified in **EXHIBIT "D"**, attached hereto. The **Work Authorizations** shall not waive the **Owner's** and the **Engineer's** responsibilities and obligations established in this Agreement.

The estimated cost proposal for each **Work Authorization**, developed by the **Engineer** and approved by the **Owner** shall be used by the **Owner** to appropriate a purchase order for the **Work Authorization**. Each executed **Work Authorization** shall become a part of this **Agreement**. Upon satisfactory completion of the **Work Authorization**, the **Engineer** shall submit the **Project's** deliverables as specified in the executed **Work Authorization** to the **Owner** for review and acceptance.

Work included in a **Work Authorization** shall not begin until the **Owner** and the **Engineer** have signed the **Work Authorization**. All work must be completed on or before the completion date specified in the **Work Authorization**, unless extended by written agreement by the **Engineer** and the **Owner**. The **Engineer** shall promptly notify the **Owner** of any event that will affect completion of the **Work Authorization**. All **Work Authorizations** must be executed and completed by both the **Engineer** and the **Owner** within the period established for this Agreement as specified in Article 3 hereof.

The final acceptance by the **Owner** of each **Work Authorization** for the **Project** shall serve as evidence of completion, on the part of the **Engineer**, of all services under this Agreement insofar as they pertain to that portion of work on the **Project** identified in the applicable work authorization.

**ARTICLE 8. Supplemental Agreements.** The terms of this Agreement may be amended by supplemental agreement if the **Owner** determines that (1) there is a need to extend the **Termination Date** identified in Article 3.1 hereof, (2) there has been a significant change in the scope, complexity or character of the services to be performed by the **Engineer**, and/or (3) for any other reason agreeable to the **Owner** and the **Engineer**. All supplemental agreements will be developed in the form identified in **EXHIBIT "F" - Supplemental Agreement Form**, attached

hereto and made a part of this Agreement, and incorporated herein by reference as **"Supplemental Agreement"**.

If determined appropriate by the **Owner**, additional compensation to the **Engineer** for (1), (2) and/or (3) above shall be paid as a negotiated lump sum fee at the **Contract Rates** specified in **EXHIBIT "D"**, attached hereto. The negotiated lump sum fee shall be incorporated into the **Supplemental Agreement**.

Any **Supplemental Agreement** must be executed by both the **Engineer** and the **Owner** prior to the **Termination Date** specified in Article 3 hereof.

It is distinctly understood and agreed that no claim by the **Engineer** for additional work, as identified in Article 9 hereof, or changes or revisions in work, as identified in Article 10 hereof, shall be made by the **Engineer** until full execution of the **Supplemental Agreement** and authorization to proceed is granted by the **Owner**. The **Owner** reserves the right to withhold payment to the **Engineer** pending verification of satisfactory work performed by the **Engineer**.

**ARTICLE 9. Additional Work.** If the **Engineer** is of the opinion that any work it has been directed to perform is beyond the scope of this Agreement and constitutes extra work, the **Engineer** shall promptly notify the **Owner** in writing. In the event the **Owner** finds that such work does constitute extra work, the **Owner** shall so advise the **Engineer** and a written supplemental agreement will be executed between the **Owner** and the **Engineer** as provided herein. The **Engineer** shall not perform any proposed additional work or incur any additional cost prior to the execution by both the **Engineer** and the **Owner** of a supplemental agreement. Additional compensation from the **Owner** to the **Engineer** shall be paid as a negotiated lump sum fee at the **Contract Rates** specified in **EXHIBIT "D"** attached hereto. The negotiated lump sum fee shall be incorporated into the supplemental agreement as specified in Article 8 hereof. The **Owner** shall not be liable or under any obligation to compensate the **Engineer** for work performed or costs

incurred by the **Engineer** relating to additional work not directly associated with the performance of the work authorized in this Agreement or as amended through supplemental agreement.

**ARTICLE 10. Changes or Revisions in Work.** If the **Owner** finds it necessary to request changes to the work, and the changes are within the applications of sound engineering principles, the **Engineer** shall make such revisions if requested and directed by the **Owner**.

**10.1 Preliminary Work.** The **Engineer** will make, without expense to the **Owner**, such revisions of any preliminary reports or drawings as may be required to meet the needs of the **Owner** and the applications of sound engineering principles.

**10.2 Previously Approved or Satisfactorily Completed Work.** If the **Owner** funds it necessary to request the **Engineer** to make changes to work previously approved by the **Owner** or work satisfactorily completed for which the **Owner** approves or, after a definite plan has been approved by the **Owner**, if a decision is subsequently made by the **Owner**, which for proper execution involves extra services and expenses for changes in or additions to the drawings specifications or other documents, this will be considered as additional work, and compensation from the **Owner** to the **Engineer** will be in accordance with Article 9 hereof.

**10.3 Project Delays.** If the **Engineer** is required to perform additional work due to delays by the imposition of causes not within the **Engineer's** control, such as by the re-advertisement of bids or by the delinquency or insolvency of contractors, such work associated with these delays shall be considered additional work, and the **Engineer** shall be compensated by the **Owner** for such extra services and expense in accordance with Article 9 hereof.

**10.4 Reduction of Project Cost.** Notwithstanding any provision herein to the contrary, in the event it is necessary for the **Owner** to require changes in the final plan of the **Project** to enable it to reduce the construction cost of the **Project** to an amount within the sum estimated by the **Engineer**, the **Engineer** will be required to make such revisions or changes. These

changes will only be considered additional work by the **Engineer**, if the **Engineer** previously provided these same changes as options to the **Owner** at the stage of preliminary work or prior to the approval of the final plan for the Project, and the option or options were not selected or approved by the **Owner** to be incorporated into the final plan of the Project. Payment for this additional work will then be made to the **Engineer** in accordance with Article 9 hereof. If the **Engineer** failed to provide these changes as an option or options to the **Owner** at the stage of preliminary work or prior to the approval of the final plan of the **Project**, these changes will not be considered additional work and no additional compensation will be made to the **Engineer**.

**ARTICLE 11. Ownership and Release of Documents.**

**11.1 Ownership of Documents.** Original drawings and specifications are the property of the **Engineer** however the **Project** is the property of the **Owner**, and the **Engineer** may not use the drawings and specifications thereof for any purpose not relating to the **Project** with the **Owner's** consent. The **Owner** shall be furnished with such reproductions of drawings and specifications as the **Owner** may reasonably require. Upon completion of the work or any earlier termination of this Agreement under Article 3.4 hereof, the **Engineer** will revise drawings to reflect changes made during construction and will promptly furnish the **Owner** with one complete set of reproducible record prints. Prints shall be furnished by the **Engineer**, as an additional service, at any other time requested by **Owner**. All such reproductions shall be the property of the **Owner** who may use them without the **Engineer's** permission for any proper purpose relating to the **Project**, including but not limited to additions to or completion of the **Project**. Any additions or revisions by the **Owner** to a drawing signed, sealed, and dated by a registered professional engineer, shall be made in accordance with the Texas Engineering practice Act and the Rules of the State Board of Registration for Professional Engineers.

All documents furnished to the **Engineer** by the **Owner** shall be delivered to the **Owner** upon completion or termination of this Agreement. The **Engineer**, at the **Engineer's** own expense, may retain copies of such documents or any other data under this Agreement.

**11.2 Release of Documents or Information.** Release of information to the public or others regarding the **Project** will be accordance with the Texas Public Information Act.

**ARTICLE 12. Discounts, Rebates, Refunds.** In connection with procurement services rendered by the **Engineer**, if procurement services are required of the **Engineer** hereunder, all discounts, rebates and refunds shall accrue to the **Owner**. For some purchases, the **Engineer** may deem that payment within the discount period is not safe; and/or inspection, guarantees, or other considerations may dictate delay. In such cases, the **Engineer** shall promptly notify the **Owner** so that a course of action may be mutually agreed upon by the **Owner** and the **Engineer**.

**ARTICLE 13. Records, Accounting, Inspection.** The **Engineer** shall keep full and detailed records and accounts in a manner approved by the **Owner**. The **Engineer** shall afford the **Owner's** authorized personnel and independent auditors, if any, full access to the work performed by the **Engineer** regarding the **Project** and to all of the **Engineer's** books, records, correspondence, instructions, drawings, receipts, vouchers and other documents relating to such work under this Agreement and the **Engineer** shall preserve all such records for three (3) years after final payment. The **Engineer** shall deliver to the **Owner** upon completion of such work, a statement of the cost of such work detailed according to the accounting procedure and requirements of the **Owner**.

**ARTICLE 14. Subcontracting and Assignment.** The **Engineer** shall not assign, subcontract or transfer the **Engineer's** interest in this Agreement without the prior written consent of the **Owner**. The **Engineer** shall bind every subconsultant by written subcontract to observe all

the terms of this Agreement to the extent that they may be applicable to each subconsultant. No subcontract relieves the **Engineer** of any responsibilities under this Agreement.

The **Engineer**, and the **Owner**, do hereby bind themselves, their successors, executors, administrators and assigns to each other party of this Agreement and to the successors, executors, administrators, and assigns of such other party in respect to all covenants of this contract.

**ARTICLE 15. Patents.** The **Engineer** shall indemnify and save the **Owner** harmless from all liability for alleged or actual infringement of any patent resulting from the use of apparatus or equipment furnished or designed by the **Engineer** or from the use of any process designed by the **Engineer** or effected by said apparatus or equipment, and the **Engineer** shall indemnify and save the **Owner** harmless from and against all costs, legal fees, expenses and liabilities incurred in or about any claim of or action for such infringement: provided, however, that the **Owner** shall promptly transmit to the **Engineer** all papers served on the **Owner** in any suit involving such claim of infringement, and provided further, that the **Owner** permits the **Engineer** to have entire charge and control of the defense of any such suit. If because of actual infringement the use of such apparatus, equipment, or process is enjoined, the **Engineer** shall refund the purchase price thereof in proportion to the length of service uncompleted, the life of such apparatus or equipment being assumed as five years. The **Engineer** hereby grants to the **Owner** a non-exclusive, royalty-free license under patents now or hereafter owned by the **Engineer** covering any machines, apparatus, processes, articles, or products included in the **Engineer's** work hereunder.

**ARTICLE 16. Confidential Information, Inventions and Other Restrictions.**

**16.1 Confidential Information.** The **Engineer** shall not use in any way, commercial or otherwise, except to the extent required by the proper performance of this Agreement; and shall hold in confidence and not disclose to any person, for any reason or at any time, any information

relating to the secret processes, products, compositions, machinery, apparatus or trade secrets of the **Owner**, or any other confidential information given to the **Engineer** by any of the **Owner's** commissioners, elected officials, employees, or representatives or acquired by the **Engineer** during the term of or as a result of this Agreement. Any information not generally available to the public shall be considered secret and confidential for the foregoing purposes; provided, however, that any technical information which was lawfully in the **Engineer's** possession prior to such disclosure to the **Engineer** by the **Owner** or which is or shall lawfully be published or become part of general knowledge from sources other than the **Engineer** or which otherwise shall lawfully become available to the **Engineer** from a source other than the **Owner**, shall not be subject to these provisions. All the foregoing stipulations shall apply to such information and work hereunder as well as to any information and ideas originated or developed by the **Engineer** in performing such work. Such information may, of course, be disclosed to the proper officials or employees of the **Owner** if necessary to perform the work hereunder. The **Engineer** shall, however, inform each of its employees who receive such information of these restrictions and the **Engineer** shall take all reasonable precautions and exert all reasonable efforts to assure conformance with such restrictions by all of its officers, employees, and agents, obtaining from them if necessary, agreements satisfactory to the **Owner**, effectuating the purposes of this Article.

**16.2 Inventions.** The **Engineer** shall communicate to the **Owner** at once, and require the **Engineer's** employees assigned to this **Project** to communicate to the **Owner** all inventions and improvements which any of the **Engineer's** employees, either alone or in conjunction with any of the **Owner's** employees may conceive, make or discover during the course of or as a result of work on this **Project** under this or any ensuing agreement with the **Owner** that relates to the processes, products, compositions, machinery or plants of the **Owner**, or relating in any way to any of the operations in which the **Owner** may be obligated to pay to the **Engineer** as

compensation for services rendered by the **Engineer** under contract with the **Owner**. The **Engineer** shall require its employees to execute patent applications and assignments thereof to the **Owner** or its nominees, and powers of attorney relating thereto for any country the **Owner** may designate, and shall take all other actions as the **Owner** may request to maintain and protect such inventions and improvements. The **Owner** shall pay all costs or charges incurred in protecting such inventions and improvements if the **Owner** desires to protect them. Before assigning any of the **Engineer's** employees to work under any contract with the **Owner** concerning this **Project**, the **Engineer** shall obtain from them agreements satisfactory to **Owner** complying in all respects with the terms and provisions of this Article.

16.3 The rights and obligations set forth in Article 16 shall survive the performance of this Agreement, or any termination, discharge or cancellation thereof

#### **ARTICLE 17. Engineer's Seal, Responsibility and Warranties.**

17.1 **Engineer's Seal.** The **Engineer** shall assign a responsible engineer or engineers licensed to practice in the State of Texas, who shall sign, seal and date all appropriate engineering submissions to the **Owner** in accordance with the Texas Engineering Practice Act and the Rules of the State Board of Registration for Professional Engineers.

17.2 **Engineer's Responsibility.** The **Engineer** shall be responsible for the accuracy of the work for the **Project** and shall promptly make necessary revisions or corrections resulting from errors, omissions, or negligent acts by the **Engineer**. No additional compensation will be made to the **Engineer** for any necessary revisions or corrections resulting from errors, omissions, or negligent acts by the **Engineer**.

The **Engineer's** responsibility for all questions arising from design errors and/or omissions will be determined by the **Owner** or a designee appointed by the **Owner**. The **Engineer** will not be relieved of the responsibility for subsequent correction of any such errors or omissions or for

clarification of any ambiguities until after the construction phase of the **Project** has been completed.

### **17.3 Warranties.**

(a) The **Engineer** warrants that engineering design work performed by the **Engineer** hereunder shall be in accordance with sound engineering design practices and in conformance with applicable code and standards established for such work.

(b) Notwithstanding anything to the contrary contained in this Agreement, the **Owner** and the **Engineer** agree and acknowledge that the **Owner** is entering into this Agreement in reliance on the **Engineer's** experience and abilities with respect to performing the **Engineer's** services hereunder. The **Engineer** accepts the relationship of trust and confidence established between it and the **Owner** by this Agreement. The **Engineer** covenants with the **Owner** to use the **Engineer's** best efforts, skill, judgement and abilities to design the **Project** and to further the interests of the **Owner** in accordance with the **Owner's** requirements and procedures, in accordance with all professional standards, and in compliance with all applicable national, federal, state, county and municipal laws, regulations, codes, ordinances, orders and with those of any other body having jurisdiction. If the development of plans, specifications and estimates (hereinafter referred to as "**PS&E**") are identified in this Agreement under Article 2 hereof or **EXHIBIT "B"**, attached hereto, as part of the services to be provided by the **Engineer** for the **Project**, prior to the commencement of construction, the **Engineer** shall certify in writing to the **Owner** that the **PS&E** for the **Project**, and the improvements when built in accordance therewith, conform to all applicable governmental regulations, statutes and ordinances then in effect. The **Engineer** represents covenants and agrees that there are no obligations, commitments or impediments of any kind that will limit or prevent performance of the **Engineer's** services.

(c) The **Engineer** represents, covenants and agrees that all of **Engineer's** services to be furnished by the **Engineer** under or pursuant to this Agreement from the inception of the Agreement until the **Project** has been fully completed, shall be of the standard and quality which prevail among engineers of similar experience, knowledge, skill and ability engaged in engineering practice throughout Texas under the same or similar circumstances involving the design and construction of **Project**.

(d) The **Engineer** represents, covenants and agrees that the **Engineer's** special talent, training and experience cause the **Engineer** to be the prime professional on the **Project**; that because of such talent and training, the **Engineer** envisions the construction of the **Project** in its entirety and possesses the special skills which enable the **Engineer** to recognize dangerous conditions that a reasonable, prudent engineer having such special skills could anticipate may arise from the proper use of the **Project** after acceptance by **Owner**; and that the **Engineer** recognizes that any commissioners, elected officials, employees and agents of the **Owner**, plus residents and owners of property within the area affected by the **Project** are within a class of foreseeable persons who will be relying on the project being designed in a professional and safe manner.

(e) If the development of **PS&E** is identified in this Agreement under Article 2 hereof or **EXHIBIT "B"**, attached hereto, as part of the services to be provided by the **Engineer** for the **Project**, the **Engineer** represents, covenants and agrees that the **PS&E** of the **Project** will be accurate and free from any material errors. The **Engineer** additionally represents, covenants and agrees to the following: that the design of the **Project** will conform to its foreseeable use as a **Project** with all the amenities as set forth in any **PS&E** developed by the **Engineer** for the **Project**; that the result of such **PS&E**, if built in accordance therewith, will be suitable for purposes for which the **Project** is designed; and the **Project** will be inspected in a workmanlike, professional manner

and will be suitable for the **Project's** intended purpose. The **Engineer's** responsibilities as set forth herein shall at no time be in any way diminished by reason of any approval by the **Owner** of any **PS&E** developed by the **Engineer** for the **Project**, nor shall the **Engineer** be released from any liability by reason of such approval by the **Owner**, it being understood that the **Owner** at all times is ultimately relying upon the **Engineer's** skill and knowledge in preparing such **PS&E**.

(f) In connection with the **Engineer's** performance of procurement services hereunder, if any, the **Engineer** use its best efforts to obtain from all vendors of equipment and materials, fullest possible warranties against defective materials and workmanship for the benefit of the **Owner**.

**ARTICLE 18. Engineer's Resources.** The **Engineer** shall furnish and maintain, at the **Engineer's** own expense, office space for the performance of all services, skilled and sufficient personnel, as well as adequate and sufficient equipment to perform the services as required under this Agreement.

**18.1 Project Manager.** The **Engineer** shall provide a manager (**Project Manager**) for the **Project** that is a registered professional engineer in the State of Texas. The **Project** manager shall have such knowledge and experience as will enable that **Project Manager** during the course of the **Project** without prior consent of the **Owner**. If, due to situations beyond the control of the **Engineer**, the **Engineer** must change the **Project Manager** prior to the completion and acceptance of the **Project**, the **Engineer** will submit a request to change the **Project Manager** to the **Owner** for approval.

**18.2 Employees of the Engineer.** All employees of the **Engineer** shall have such knowledge and experience as will enable them to perform the duties assigned to them and required for the services under this Agreement. Any employee of the **Engineer** who, in the opinion of the **Owner**, is incompetent, or whose conduct becomes detrimental to the work required under

this Agreement, shall immediately be removed from association with the **Project** when so instructed by the **Owner**. The **Engineer** certifies that the **Engineer** presently has employed sufficient and qualified personnel, and will maintain sufficient and qualified personnel for performance of the services under this Agreement.

**18.3 Documents/Information Exchange** The purpose of this Article is to define the required automated resources, format for graphics files, and information exchange pertaining to the **Project**. Taking into consideration that the **Owner** has a significant investment in the development of the **Project**, there is a need for the **Engineer** to provide consistency in document development for information exchange. Consistency in document development for information exchange and production will help facilitate an economically efficient **Project**. Therefore, the **Engineer** shall provide the **Owner** with documents and information in accordance with the special requirement outlined in **EXHIBIT "B"** attached hereto.

**ARTICLE 19. Indemnification.** To the fullest extent permitted by applicable law, the **Engineer** and its agents, partners, subcontractors, and consultants (collectively "**Indemnitors**") shall and do agree to indemnify, and hold harmless the **Owner**, the **Owner's** respective directors, elected officials, employees and agents (collectively "**Indemnitees**") from and against all claims, damages, losses, liens, causes of action, suits, judgments and expenses, including attorney fees, of any nature, kind or description (collectively "**Liabilities**") of any person or entity whomsoever arising out of, caused by or resulting from the negligent performance of the **Engineer's** services through activities of the **Engineer**, its agents, partners, subcontractors and/or consultants performed under this Agreement, and which are caused by or result from error, omission, or negligent act of the **Engineer** or of any person employed or contracted by the **Engineer** provided that any such **Liabilities** (1) are attributable to bodily injury, personal injury, sickness, disease or death of any person, or to the injury to or destruction of tangible personal property including the

loss of use and consequential damages resulting there from and (2) are caused in whole or in part by any negligent act or omission of the **Engineer**, anyone directly or indirectly employed by the **Engineer** or anyone for whose acts the **Engineer** may be legally liable. The **Engineer** shall also save harmless the **Owner** from any and all expense, including but not limited to, attorney fees which may be incurred by the **Owner** in litigation or otherwise resisting said claim or liabilities which may be imposed on the **Owner** as a result of such activities by the **Engineer**, its agents partners, subcontractors and/or consultants. In this connection, it is agreed and understood that the **Engineer** shall not be responsible for any portion of the liability proximately caused by the **Owner's** negligence.

**ARTICLE 20. Joint and Several Liability.** In the event more than one of the **Indemnitors** are connected with an accident or occurrence covered by the indemnification in Article 19 hereof, then each of such **Indemnitors** shall be jointly and severally responsible to the **Indemnitees** for indemnification and the ultimate responsibility among such **Indemnitors** for the loss and expense of any such indemnification shall be settled by separate proceedings and without jeopardy to any **Indemnitee**. The provisions of this Article shall not be construed to eliminate or reduce any other indemnification or right which the **Owner** or any of the **Indemnitees** has by law.

**ARTICLE 21. Insurance.** The **Engineer** shall obtain and maintain insurance in the limits of liability for each of the types of insurance coverage identified as follows.

- (1) **Workers' Compensation**, endorsed with a waiver of subrogation in favor of the **Owner** in accordance with the statutory obligations imposed by Worker's Compensation or Occupational Disease laws under the Texas Workers' Compensation Law ("**Statutory Texas**")
- (2) **Commercial General Liability**, endorsed with the **Owner** as an additional insured and endorsed with a waiver of subrogation in favor of the **Owner all to**

***the extent of the liabilities assumed by the Engineer under Article 19 and Article 20*** herein, in limits of liability not less than one million dollars (**\$1,000,000**) combined single limit each occurrence and in the aggregate for bodily injury and property damage.

- (3) **Texas Business Automobile Policy**, endorsed with the **Owner** as an additional insured and endorsed with a waiver of subrogation in favor of the **Owner all to the extent of the liabilities assumed by the Engineer under Article 19 and Article 20 herein**, in limits of liability not less than two hundred fifty thousand dollars (**\$250,000**) each person for bodily injury, five hundred thousand dollars (**\$500,000**) each occurrence for bodily injury, and one hundred thousand dollars (**\$100,000**) each occurrence for property damage.
- (4) **Professional Liability** in limits of **\$1,000,000** each claim and aggregate.

The **Engineer** covenants and agrees to maintain an insurance policy in the minimum limits of liability for each of the types of insurance coverage identified above. The **Engineer** shall furnish the **Owner** with a certificate of insurance (**Hidalgo County Certificate of Insurance**) showing the said policy to be in full force and effect during the period of service, identified in Article 3 hereto, for this Agreement. The completed Hidalgo County Certificate of Insurance shall be attached hereto and identified as **EXHIBIT "G"- Hidalgo County Certificate of Insurance**. The **Engineer** will be considered in breach of contract should the **Engineer** fail to maintain an insurance policy in the minimum limits of liability and requirements identified above while performing services for and under this Agreement, and will be subject to default and termination of the Agreement as outlined in Article 3.4 hereto. Additionally, the **Engineer** covenants and agrees to use its best efforts to maintain an insurance policy in the minimum limits of liability and requirements identified above until one year following the date of the acceptance of the **Project** by **Owner**.

**ARTICLE 22. Compliance with Laws.** The **Engineer** shall comply with all applicable Federal, State and local laws, statutes, codes, ordinances, rules and regulations and the orders and decrees of any court, or administrative bodies or tribunals in any manner affecting the performance of this Agreement including, without limitation, worker's compensation laws, minimum and maximum salary and wage statutes and regulations and licensing laws and regulations. When required the **Engineer** shall furnish the **Owner** with satisfactory proof of its compliance therewith.

**ARTICLE 23. Non-collusion.** The **Engineer** warrants that the **Engineer** has not employed or retained any company or persons, other than a bona fide employee working solely for the **Engineer**, to solicit or secure this Agreement, and that the **Engineer** has not paid or agreed to pay any company, engineer or any other person or entity any fee, commission, percentage, brokerage fee, gifts or any other consideration contingent upon or resulting from the award or execution of this Agreement. For breach or violation of this warranty the **Owner** shall have the right to annul this Agreement without liability or, in the **Owner's** discretion, to deduct from the *Services Fee*, or otherwise recover, the full amount of each fee, commission, percentage, brokerage fee, gift or contingent fee.

**ARTICLE 24. Gratuities.** The **Owner** mandates that employees of the **Owner** shall not accept any benefits, gifts or favors from any person doing business or who reasonably speaking may do business with the **Owner** under this Agreement; the only exceptions allowed are ordinary business meals. Any person doing business with or who may reasonably seeking to do business with the **Owner** under this Agreement may not make any offer of benefits, gifts or favors to **Owner** employees, except as mentioned herein above. Failure on the part of the **Engineer** to adhere to this provision may result in the termination of this Agreement.

**ARTICLE 25. Payment of Franchise Tax.** The **Engineer** hereby certifies that the **Engineer** is not delinquent in Texas franchise tax payments, or that the **Engineer** is exempt from,

or not subject to, such as tax. A false statement concerning corporation's franchise tax status shall constitute grounds for termination of the Agreement at the sole option of the **Owner**.

**ARTICLE 26. Disputes.** The **Engineer** shall be responsible for the settlement of all contractual and administrative issues arising out of any procurement made by the **Engineer** in support of the services under this Agreement.

**ARTICLE 27. Severability.** In the event any one or more of the provisions contained in this Agreement shall for any reason, be held to be invalid, illegal, or unenforceable in any respect such invalidity, illegality or unenforceability shall not affect any other provision thereof and this Agreement shall be construed as if such invalid, illegal or unenforceable provision had never been contained herein .

**ARTICLE 28. Notices.** All notices to either party by the other required under this Agreement shall be personally delivered or mailed to such party at the following respective addresses:

**OWNER**

**Hidalgo County  
1615 S. Closner, Suite J  
Edinburg, Texas 78539**

**ENGINEER**

**L & G Consulting Engineers , Inc.  
2100 West Expwy 83  
Mercedes, Texas 78570**

The Address may be changed by either party by written notice and notice so mailed shall be effective upon mailing.

**ARTICLE 29. Miscellaneous Provisions.**

(a) This Agreement constitutes the entire Agreement between the **Engineer** and the **Owner** relating to the work herein described and supersedes any prior understanding or written or oral contracts between the parties respecting the subject matter defined herein. These are no

previous or contemporary representations or warranties of the **Owner** or the **Engineer** not set forth herein.

(b) Except as specifically provided herein no modification, waiver, termination, rescission, discharge or cancellation of this Agreement or of any terms thereof shall be binding on the **Owner** unless in writing and executed by an officer or employee of the **Owner** specifically authorized to do so.

(c) No waiver of any provision of or a default under this Agreement shall affect the right of the **Owner** thereafter to enforce said provision or to exercise any right or remedy in the event of any other default whether or not similar.

(d) No modification, waiver, termination, discharge or cancellation of this Agreement or of any terms thereof shall impair the **Owner's** right with respect to any liabilities whether or not liquidated of the **Engineer** to the **Owner** theretofore accrued.

(e) All rights and remedies of the **Owner** specified in this Agreement are in addition to the **Owner's** other rights and remedies.

(f) The **Engineer** shall remain an independent contractor and shall have no power nor shall the **Engineer** represent that the **Engineer** has any power to bind the **Owner** or to assume or to create any obligation express or implied on behalf of the **Owner** except as specifically authorized in advance by the **Owner**.

(g) The Agreement shall be construed under the laws of the State of Texas and is performable in Hidalgo County, Texas.

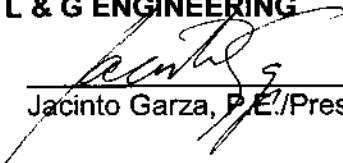
(h) This Agreement may only be amended by a written document executed by the **Owner** and the **Engineer** as provided by Article 8 herein.

**ARTICLE 30. Signatory Warranty** The undersigned signatory or signatories for the **Engineer** hereby represent and warrant that the signatory is an officer of the organization for

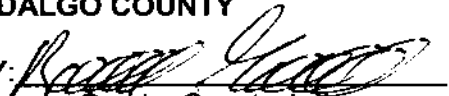
which he or she has executed this Agreement and that he or she has full and complete authority to enter into this Agreement on behalf of the **Engineer**. The above-stated representations and warranties are made for the purpose of inducing the **Owner** to enter into this Agreement.

WITNESS WHEREOF, the **Engineer** and the **Owner** have caused this **Agreement for Professional Services** to be effective as of the \_\_\_\_ day of \_\_\_\_\_, 2011.

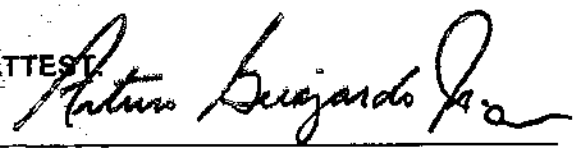
**ENGINEER:**  
**L & G CONSULTING ENGINEERS INC.**  
d/b/a **L & G ENGINEERING**

BY:   
Jacinto Garza, P.E./President

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


BY:   
Ramon Garcia, County Judge

Approved by Commissioners' Court  
on 9/13/11

ATTEST   
Arturo Guajardo, Jr., County Clerk

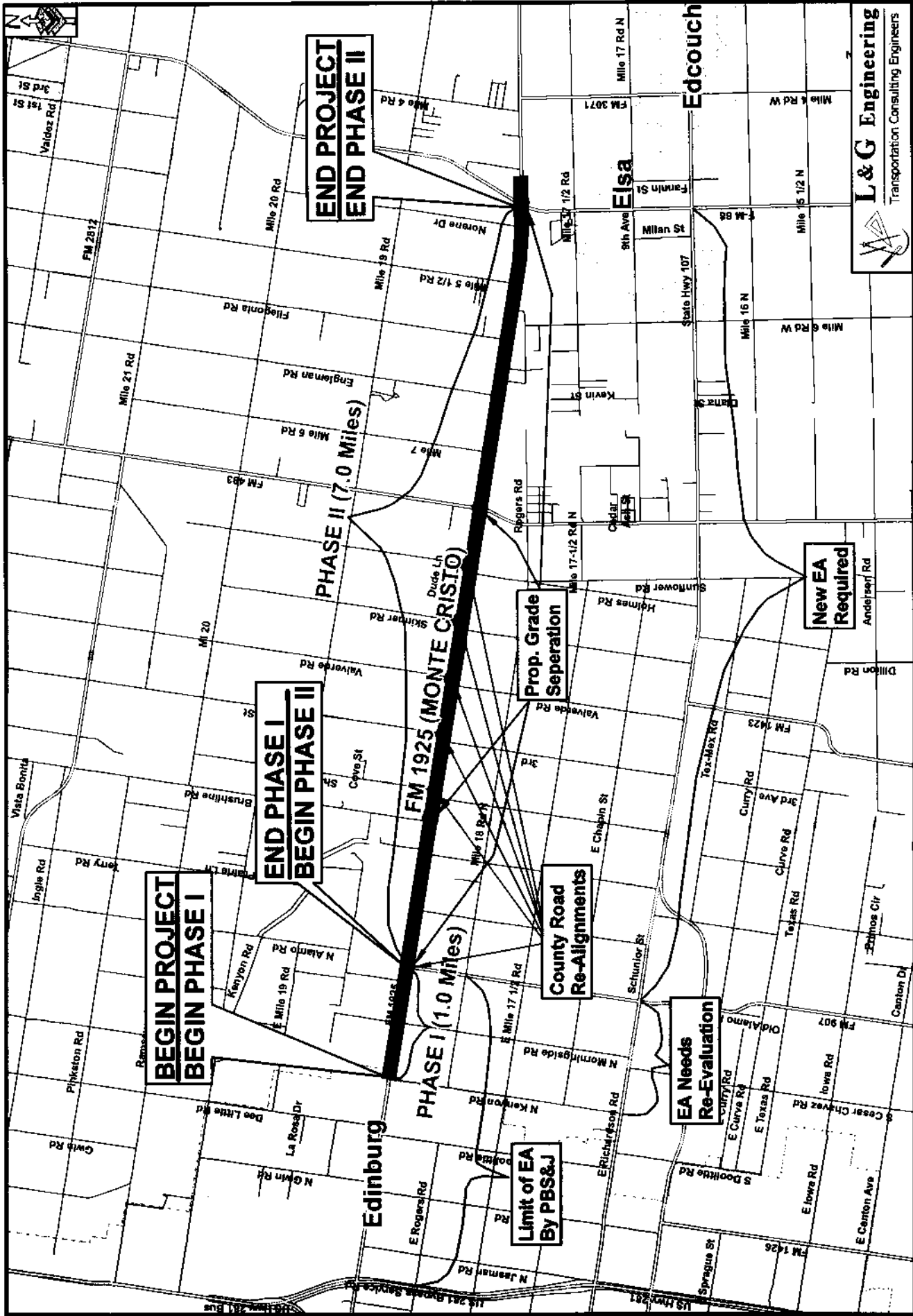
**Approved on Commissioners' Court:**

**APPROVED AS TO FORM:**  
Atlas & Hall, L.L.P.

By: 

**ATTACHMENTS:**

- LOCATION MAP
- EXHIBIT A -Scope of Services to be provided by the Owner
- EXHIBIT B -Scope of Services to be provided by the Engineer
- EXHIBIT C -Work Schedule
- EXHIBIT D -Contract Rates
- EXHIBIT D1 - Fee Schedule
- EXHIBIT E -Work Authorization Form
- EXHIBIT F -Supplemental Agreement Form
- EXHIBIT G -Certificate of Insurance (*Hidalgo County*)



**FM 1925**  
**LOCATION MAP**  
APPROX. PROJECT LENGTH 8.0 MILES

**LEGEND**

- FM 1925
- CITY LIMITS
- STATE ROADS
- STREETS

HIDALGO COUNTY RMA  
FUTURE HIDALGO LOOP PROJECT

**L & G Engineering**  
Transportation Consulting Engineers

1 inch = 6,000 feet

0 3,000 6,000 Feet

**EXHIBIT "A"**  
**Services to be provided by the Owner**

1. The County will issue work authorization to initiate all required services and designate the authorized representative of the coordination of each work authorization.
2. The County will provide copies of all subdivision plats of record and/or in the subdivision process.
3. The County will provide the Engineer with on-going guidance, timely reviews, and decisions necessary to complete services required by the work authorization in order to permit the Engineer to maintain an agreed upon project schedule.
4. The County will process all acceptable requests for payment in a timely manner.

**GENERAL INSTRUCTIONS**

ENGINEER shall mean L&G Engineering.

STATE shall mean Texas Department of Transportation.

COUNTY shall mean Hidalgo County.

**PROJECT DESCRIPTION**

The services designated herein as "Services provided by the Engineer" shall include the estimated general performance of all engineering services for the following described facility:

County: Hidalgo County

Control: 1803-02-028

Project/Description: Schematic Design, Right-of-Way Mapping, Acquisition Services and PS&E Design for the FM 1925 Project

Length: 1.0 Mile

Highway: FM 1925

Limits: from Kenyon Road to FM 907 (Old Alamo Road) - (1.0 Mile)

**Existing Facility**

**Project Classification**

(Place an "X" in only one Project Classification)

- Surface Treatment
- Overlay
- Rehabilitation Existing Road (Scarify & Reshape)
- Convert Non-Freeway to Freeway
- Widen Freeway
- Widen Non-Freeway
- New Location Toll Freeway
- New Location Non-Freeway
- Interchange (New or Reconstruct)
- Bridge Widening or Rehabilitation
- Bridge Replacement
- Upgrade to Standards - Freeway
- Upgrade to Standards - Non-Freeway
- Miscellaneous Studies (Use Function Code 110 for All Tasks)

**NOTES**

**ROUTE AND DESIGN STUDIES**  
(Function Code 110)

Services  
Provided By:  
Engineer County

- |            |           |  |
|------------|-----------|--|
| <u>NO</u>  | <u>NO</u> | 1. Route Location Studies*               |
| <u>NO</u>  | <u>NO</u> | 2. Level of Service Analysis             |
| <u>NO</u>  | <u>NO</u> | 3. Traffic Evaluations and Projections   |
| <u>YES</u> | <u>NO</u> | 4. Develop Roadway Design Criteria       |
| <u>YES</u> | <u>NO</u> | 5. Preliminary Cost Estimates            |
| <u>YES</u> | <u>NO</u> | 6. Design Schematic                      |
| <u>YES</u> | <u>NO</u> | 7. Preliminary Right-of-Way Requirements |
| <u>YES</u> | <u>NO</u> | 8. Design Concept Conference             |
| <u>YES</u> | <u>NO</u> | 9. Soil Core Hole Drilling               |
| <u>NO</u>  | <u>NO</u> | a. Pavement                              |
| <u>NO</u>  | <u>NO</u> | b. Retaining Walls                       |
| <u>NO</u>  | <u>NO</u> | c. Miscellaneous Structures              |
| <u>NO</u>  | <u>NO</u> | d. Bridges                               |

\* The Phase I or better survey for hazardous material should be included as a determining factor of route selection. Projects which do not require additional right of way should be considered separately from an expansion or new location.

**NOTES**  
**SOCIAL, ECONOMIC AND ENVIRONMENTAL STUDIES AND PUBLIC INVOLVEMENT**  
 (Function Code 120)

Services  
 Provided By:  
 Engineer COUNTY

1. Environmental Reports  
 All Environmental Reports shall be in accordance with 43 Texas Administrative Code (TAC) 2.40-2.51, Code of Federal Regulations, Title 23, Part 771 and Highway Design Operations and Procedures Manual, Part II-B.
  - a. Environmental Assessments
    - (1) An Environmental Assessment shall be prepared, anticipating a Categorical Exclusion.  

<u>NO</u>	<u>NO</u>	
<u>YES</u>	<u>NO</u>	
<u>NO</u>	<u>NO</u>	
    - (2) An Environmental Assessment anticipating a Finding of No Significant Impact will be coordinated with TxDOT on the prior EA completed 9 years ago.
    - (3) An Environmental Assessment shall be prepared, anticipating the need for a Draft Environmental Impact Statement.
  - b. Environmental Impact Statement
    - (1) A Draft Environmental Impact Statement shall be prepared. After appropriate interagency and public reviews within time limits prescribed by the Code of Federal Regulations, Title 23, Part 771 and 43 Texas Administrative Code 2.40-2.51, a Final Environmental Impact Statement shall be prepared.  

<u>NO</u>	<u>NO</u>	
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    - (2) A Section 4(f) Statement (Department of Transportation Act) shall be provided by the Engineer. The format and content of the statement is found in FHWA Technical Advisory T6640.8A.  

<u>NO</u>	<u>NO</u>	
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2. Public Involvement  
 All public involvement procedures shall be in accordance with 43 Texas Administrative Code (TAC) 2.40-2.51, Code of Federal Regulations Title 23, Part 771 and Highway Design Operations and Procedures Manual, Part II-B.
  - a. Limited public involvement shall be scheduled, coordinated and conducted with affected Property Owners as required.  

<u>YES</u>	<u>NO</u>	
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  - b. Technical assistance, meeting(s)/hearing(s) preparation, maintenance of contacts lists, minutes of meeting(s), exhibit preparation, and other tasks outlined by TxDOT, shall be provided.  

<u>NO</u>	<u>NO</u>	
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3. Cultural Resources  
 Formal consultation with the State Historic Preservation Office (SHPO) and the Texas Historical Commission (THC) will be conducted by the ENGINEER.
  - a. Historic Structure Studies  
 A records search and reconnaissance survey shall be performed, and documentation prepared regarding identification efforts, National Register eligibility and potential impacts to historic properties in accordance with the state's historic structure requirements.  

<u>NO</u>	<u>NO</u>	
-----------	-----------	--
  - b. Archeological Studies
    - (1) Files searches shall be conducted to determine if known archeological sites are present; to identify whether these sites have been listed or determined eligible for the National Register of Historic Places or have been designated State Archeological Landmarks; and to identify the need (if any) to perform additional archeological investigations.  

<u>NO</u>	<u>NO</u>	
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    - (2) Archeological reconnaissance will be performed under a Texas Antiquities Permit (13 TAC 26) signed for the Sponsor by a professional archeologist with the STATE.  

<u>NO</u>	<u>NO</u>	
-----------	-----------	--

Services  
 Provided By:  
 Engineer COUNTY

- |  |           |   |
|--|-----------|---|
| <u>NO</u>  | <u>NO</u> | (3) Archeological survey shall be performed under a Texas Antiquities Permit (13 TAC 26) signed for the Sponsor by a professional archeologist with the STATE.  |
| 4. Noise and Air Quality Analyses                                |           |   |
| <u>NO</u>  | <u>NO</u> | a. Noise Analysis<br>A noise analysis shall be prepared, including predicted noise levels and the consideration and evaluation of noise mitigation, in accordance with the STATE'S Noise Guidelines. The noise analysis or a summary of the noise analysis shall be included in the environmental document for the project.   |
| <u>NO</u>  | <u>NO</u> | b. Air Quality Analysis<br>An air quality analysis shall be prepared in accordance with the STATE'S Air Quality Guidelines. The air quality analysis or a summary of the air quality shall be included in the environmental document for the project.   |
| 5. Ecological Investigations                                     |           |   |
| <u>NO</u>  | <u>NO</u> | A wetland survey and if necessary, a wetland delineation shall be conducted and a "wetland finding" shall be provided if necessary. As part of the environmental phase of the project, the consultant should notify the District if it is believed that a Section 404 or Section 9 permit is required, and provide the technical data to the District for application to the U.S. Army Corps of Engineers and/or the U.S. Coast Guard.<br><br>A determination should be made if there are potential federally listed endangered or threatened species that could be impacted. The District will be notified as soon as possible that Section 7 or 10 consultation may be required. Supporting data will be furnished to the district when consultation with the U.S. Fish and Wildlife Service is undertaken. |
| 6. Hazardous Materials   |           |   |
| <u>NO</u>  | <u>NO</u> | The consultant shall perform an Environmental Site Assessment for hazardous materials impact in accordance with the American Society for Testing and Materials (ASTM) 1528.93 (Transaction Screen Process).   |
| 7. General Guidelines for Preparation of Environmental Documents |           |   |
| <u>NO</u>  | <u>NO</u> | a. The environmental document prepared shall be provided on paper and on a formatted diskette that is compatible with the word processor program and equipment of the district office.<br>b. Three draft copies and twelve final copies of the Environmental Assessment shall be provided.<br>c. Ten draft copies and thirty final copies of the Draft and Final Environmental Impact Statements shall be provided.<br>d. The environmental document shall be prepared in accordance with the content and format of FHWA Technical Advisory T6640.8A.<br>e. Exhibits in the environmental document shall be limited to 297 millimeters by 420.5 millimeters (11 inches by 17 inches) where possible.  |

**RIGHT-OF-WAY DATA**  
(Function Code 130)

Services  
Provided By:  
Surveyor County

**NOTE:** No work involving right-of-way (ROW) data is to be performed until the County has given the engineer written approval of the final location of the proposed ROW lines as approved by TxDOT.

- |            |           |   |
|------------|-----------|---|
| <u>YES</u> | <u>NO</u> | 1. Ownership Data in a .dgn file <ul style="list-style-type: none"> <li>a. The entire project limits.</li> <li>b. Compensable utility ownership who have property rights on ROW shall be researched and provided.</li> <li>c. For each drainage outfall property</li> <li>d. For each irrigation structure pipe.</li> </ul>   |
| <u>YES</u> | <u>NO</u> | 2. Parcel plats & Right-of-Way Map <ul style="list-style-type: none"> <li>a. A ROW map, parcel plats and field notes shall be prepared and furnished.</li> <li>b. All plats and field notes must be signed and sealed by a Registered Professional Land Surveyor (RPLS).</li> <li>c. ROW map must depict all improvements affecting ROW.</li> </ul>                       |
| <u>YES</u> | <u>NO</u> | 3. Utilities (Compensable) <ul style="list-style-type: none"> <li>a. Property ownership with recording information shall be shown on ROW Map and Parcel Plats with distance ties to property corners in an effort to locate utility.</li> </ul>   |
| <u>YES</u> | <u>NO</u> | 4. Field Notes <ul style="list-style-type: none"> <li>a. Field notes and plats, signed and sealed by a Registered Professional Land Surveyor, for all parcels on the ROW Map</li> <li>b. Computation Sheets for Survey Closure and Area for Each Parcel.</li> <li>c. Ground surveys and preparation of parcel maps, legal descriptions, and right of way maps.</li> </ul> |
| <u>YES</u> | <u>NO</u> | 5. Survey and Stake Right-of-Way  |
| <u>YES</u> | <u>NO</u> | 6. Records as Required by the County and State <ul style="list-style-type: none"> <li>a. Records used to establish ownership</li> </ul>   |
| <u>YES</u> | <u>NO</u> | 7. General Guidelines for Preparation of Right-of-Way Maps (Sample ROW Maps and Parcel Plats and field notes attached)  |

**General Specifications**

- a. All data submitted by the surveyor will be legible, organized and well documented.
- b. The surveyor shall provide temporary signs and shall control traffic near surveying operations adequately to comply with provisions of the MUTCD; a copy of which the Surveyor acknowledges has been furnished to him. All signs, flags, and safety equipment are to be provided by the surveyor.
- c. Permission to enter private property for surveying (Right-Of-Entry) shall be the sole responsibility of the surveyor.
- d. The surveyor will be held responsible for the correctness of his services. The surveyor will be responsible for the completion of his services.
- e. The surveyor will be required to complete the attached "Right-of-Way Map Checklist" and submit along with the completed R.O.W. map. All requirements of attached R.O.W. map

checklist must be complete, accurate and also considered to be essential and is a part of this contract.

### **Project specific scope of services**

FC 130 – Right of Way Data – Abstract analysis, development of ROW Map sheets including parcel plats and field notes with Metes & Bounds field descriptions, and Title Commitments.

FC 150 – Field Surveying for Parcel Mapping – Recover horizontal & vertical control, locate and field tie existing ROW and boundary corners. Update topography, and reestablish corners for ROW map revisions.

### **SURVEYING SCOPE OF SERVICES FOR PARCEL MAPPING**

#### **RIGHT-OF-WAY DATA**

Right-of-Way Documents - The Surveyor will utilize State examples and provide the following:

#### **General**

- a. Abstracting: The Surveyor will determine Ownership Data.
- b. Prepare individual parcel maps and field notes as needed to properly describe the right-of-way the State is to acquire.
- c. All procedures involving right-of-way maps will be in accordance with the State's Right-of-Way Book I and Book II, the State's local operating procedures and according to the Texas Board of Professional Land Surveying Practices Act.
- d. All required documents will be in English units.
- e. The Surveyor will monument all corners with a 5/8 inch iron rod with a Surveyor's plastic cap on all parcel boundary corners.
- f. The Surveyor will provide to the State a copy of Instruments of Record.
- g. The Surveyor will attach graphics files compatible with the latest version of Micro-Station graphics software.
- h. The Surveyor will attach documents or text files compatible with the latest version of Word software.

#### **Parcel Plats**

- a. A parcel plat will be prepared for each parcel of land to be acquired. The State has developed standard formats for parcel plats, copies of which the Surveyor will request and secure for all purposes
- b. Parcel boundary lines will be delineated with appropriate bearings, distances, and curve data.
- c. Private property lines will be delineated with appropriate bearings, distances, and curve data to the extent necessary to describe the individual parcels of land to be acquired.
- d. League lines and survey lines will be shown and identified by name and abstract number.
- e. A north arrow will be shown on each sheet and, if possible, in the upper right hand corner.
- f. Monumentation set or found will be shown and described as to material and size.
- g. A station and offset will be shown for each PC, PT, and angle point in the proposed right-of-way lines and the existing right-of-way lines in areas of no proposed acquisition.
- h. Intersecting streets will be shown and identified by name and right-of-way width.
- i. A parent tract inset will be shown for each parent tract.
- j. A note will be included on each map sheet stating the basis of bearings, coordinates, and datum used.
- k. Appropriate notes will be included on the title sheet stating the following:
  - a. Month(s) and year abstracting was performed upon which the map is based.
  - b. Month(s) and year field surveys were conducted upon which the map is based.
  - c. Month and year map was completed by the Surveyor.
- l. The right-of-way account number and R.O.W. CSJ if available will be shown on each parcel map sheet.
- m. All parcel maps should be 8-1/2" x 11" signed and sealed by a Registered Professional Land Surveyor and note referencing legal description.
- n. The acreage of the part taken should be shown to three decimal places, rounded.

**Field Note Descriptions** - A field note description will be prepared for each parcel of land to be acquired. Field note descriptions will include, but need not be limited to, the following:

- a. The field note description will begin with a general description that will include, as a minimum:
  - a. State, county, and city within which the proposed parcel of land to be acquired is located.
  - b. A reference to unrecorded and recorded subdivisions by name, lot, block, and recording data to the extent applicable.
  - c. A reference, by name, to the grantor and grantee, date, and recording data of the most current instrument(s) of conveyance describing the parent tract.
- b. The field note description will continue with a metes and bounds description that will include, as a minimum:
  - a. A point of commencing (outside property corner).
  - b. A point of beginning on proposed R.O.W. line.
  - c. A series of courses, identified by number and proceeding in a clockwise direction, describing the perimeter of the parcel of land to be acquired, and delineated with appropriate bearings, distances, and curve data.
  - d. A description (8-1/2" x 11") of all monumentation set or found to include, as a minimum, size and material.
  - e. All field note descriptions will be signed and sealed by a Registered Professional Land Surveyor.
  - f. Note referencing parcel plat.



- \_\_\_ Monumentation i.e. P.C., P.T., Break Points
- \_\_\_ North arrow
- \_\_\_ Scale
- \_\_\_ Property lines
- \_\_\_ Property descriptions i.e., lot, block, tract, subdivision, etc...
- \_\_\_ Identify existing and proposed access denial locations (if applicable)

Proposed information:

- \_\_\_ Type II Monumentation i.e. P.C., P.T., Break Points and 1500' intervals
- \_\_\_ Survey and R.O.W. lines
- \_\_\_ Basis of bearings
- \_\_\_ Parcel bearings and distances correspond with traverse sheet
- \_\_\_ Outside ties ( P.O.C.) corresponds with field notes
- \_\_\_ Point of beginning (P.O.B.) established on proposed R.O.W. line
- \_\_\_ Parcel tied to baseline
- \_\_\_ Baseline information shown i.e. Stationing, bearings, curve data, etc...
- \_\_\_ Conveyance information shown in tables i.e. parcel number, grantors name, amount of take, remainder etc...
- \_\_\_ Math checked on remainder

Improvements:

- \_\_\_ Improvements bisected or within 25' of proposed R.O.W. line are shown on map with stationing and distance from proposed R.O.W. line. Buildings are labeled and dimensioned.
- \_\_\_ Off-premise outdoor advertising signs within proposed R.O.W. are shown and labeled.

Utilities:

- \_\_\_ All utilities within or crossing existing and proposed right of way are shown and labeled as to size, easement or fee width, and recording data of instrument.
- \_\_\_ Location of underground storage tanks and/or filler caps are shown and labeled

\* DO NOT SEAL MAP

FIELD NOTES

Heading

- \_\_\_ County
- \_\_\_ Highway
- \_\_\_ Parcel number
- \_\_\_ R.O.W. CSJ
- \_\_\_ Construction CSJ

General Description or "preamble"

- \_\_\_ Area of parcel to be acquired is shown in acreage (0.000) for rural land and/or square feet (to nearest whole sq. ft.) for urban land or smaller parcels

Parent tract data is shown:

- \_\_\_ Size of parent tract
- \_\_\_ Survey data or lot, block, and subdivision
- \_\_\_ Name of last recorded seller and buyer
- \_\_\_ Date, volume and page or document number of last recorded conveyance
- \_\_\_ Records and county of last recorded conveyance

Beginning Description

- \_\_\_ Point of commencement is on outside tie and is described accurately by bearings and distances as it leads to the point of beginning.
- \_\_\_ Point of beginning is on proposed R.O.W. line

Particular Description

- \_\_\_ Traverse calls are clockwise sequence

- \_\_\_ Bearings and distances correspond exactly with map, parcel sketch, and traverse sheet
- \_\_\_ Bearings are to nearest whole second and distances are to the nearest one-hundredth of a foot
- \_\_\_ Calls are numbered
- \_\_\_ Denial of access shall be described from beginning to end *(if applicable)*

**Closing Description**

- \_\_\_ Last call leads back to P.O.B.
- \_\_\_ Restates area of parcel
- \_\_\_ Establishes taking in existing road R.O.W. if applicable
- \_\_\_ Legal description is referenced to Plat
- \_\_\_ Sealed and signed
- \_\_\_ Include an access clause whether access is permitted or denied *(if applicable)*

**PARCEL SKETCH**

- \_\_\_ Shows P.O.B. and P.O.C.
- \_\_\_ All data corresponds exactly with Map and Field Notes
- \_\_\_ Sheet size is no larger than 8 1/2" x 11"
- \_\_\_ Plat closely matches example provided
- \_\_\_ Plat referenced to legal description
- \_\_\_ Sealed and signed
- \_\_\_ Include an access clause whether access is permitted or denied *(if applicable)*
- \_\_\_ Existing utility lines and easements (deed reference, if available);

**TRAVERSE SHEET**

- \_\_\_ Computations show area to be acquired in sq. ft. or acres, whichever is applicable
- \_\_\_ Computations show area that is existing road R.O.W. if applicable
- \_\_\_ Traverse calls are in clockwise sequence
- \_\_\_ Error of closure meets the following:
 

Secondary rural	.0003
Primary rural - secondary urban	.0002
Urban or industrial	.00013

**FIELD SURVEYING AND PHOTOGRAMMETRY**  
(Function Code 150)

Services  
Provided By:  
Engineer County

- |  |   |
|--|---|
| <p><u>YES</u>      <u>NO</u></p>                           | <p>1. Field Surveying</p> <p>a. Primary Project Control - 3 to 5 miles spacing<br/>Precision shall be 1 part in 20,000 or better, unless otherwise directed by the district engineer.</p> <p>(1) Establish horizontal control points<br/>(2) Establish vertical control points</p> <p>NOTE: ALL BEARING AND DISTANCE SHALL BE BASED ON THE STATE PLANE COORDINATE SYSTEM NAD 1983, SOUTH ZONE.</p> <p>ALL DISTANCES AND COORDINATES SHALL BE SURFACE AND MAY BE CONVERTED TO GRID BY MULTIPLYING BY A COMBINED SCALE FACTOR OF 0.999960</p>   |
| <p><u>YES</u>      <u>NO</u></p>                           | <p>b. Secondary Project Control (Surveyor shall recover and/or reset H&amp;V Control Points as provided by the Engineer and create Survey Data Sheets for inclusion in the Project Plans.</p> <ul style="list-style-type: none"> <li>• No traverse should exceed 25 angle points. Planimetrics shall be 20 ft Lt &amp; Rt from the proposed ROW as per the schematic provided by the Engineer.</li> <li>• The unadjusted angular error should not exceed 2 seconds per angle, plus 14 seconds.</li> <li>• The unadjusted ratio of precision should be one part in 10,000 or better. (The ratio of precision is the total length of the traverse divided by the total error.)</li> <li>• The unadjusted vertical error should not exceed 0.03 foot per mile of traverse.</li> </ul> <p>(1) Project control base lines</p> <p>(2) Photogrammetric ground control</p> <ul style="list-style-type: none"> <li>(a) Establish horizontal control</li> <li>(b) Establish vertical control points</li> <li>(c) Place and maintain control point targets</li> </ul>  |
| <p><u>NO</u><br/><u>NO</u><br/><u>NO</u><br/><u>NO</u></p> | <p>(1) Project control base lines</p> <p>(2) Photogrammetric ground control</p> <ul style="list-style-type: none"> <li>(a) Establish horizontal control</li> <li>(b) Establish vertical control points</li> <li>(c) Place and maintain control point targets</li> </ul>   |
| <p><u>YES</u>      <u>NO</u></p>                           | <p>c. Other Field Surveying</p> <p>(1) The limit of the Design surveys shall be 500-ft before and after the limits of the project as identified by the Project Engineer on the schematic. Establish horizontal and vertical control. Set benchmarks at 1000-ft intervals along the project proposed right-of-way. Provide x,y,z for each Benchmak. Provide a BM along each outfall identified on the Hydrologic Map. The BM's shall be #5 I.R. 2-ft in depth set in concrete. The surveyor shall provide A H&amp;V Book (a Sample shall be provided by the Engineer to the Surveyor). The Surveyor will provide a 3-pt reference sketch with ties to the BMs for inclusion in the H&amp;V Control Book. Establish benchmark circuit throughout the project with a tolerance of 0.03"/ft per mile error vertically.</p> <p>(2) Complete topographic and cross section survey, data processing, and CADD mapping (2D &amp; 3D) for the limits of the project.</p> <p>(3) Locate all visible utilities, data processing and CADD mapping (2D &amp; 3D) including irrigation lines. Follow sample provided by the Engineer.</p> <p>(4) Field locate cross culverts, driveway culverts, inlets, irrigation lines, within the project limits, data processing and CADD mapping (2D &amp; 3D).</p> <p>(5) Right of Entry, Right of Way Research, and Appraisal District Records is the responsibility of the Surveyor.</p> <p>(6) The Surveyor shall also paint the proposed centerline on the existing pavement as approved by Engineer. (500-ft stations and a tick mark at 100-ft. stations –12 inches long with approved paint by Engineer) before construction for the purpose of utility adjustments and project location.</p> |

- (7) Profile and cross section intersecting streets for ties into project (500-ft. beyond the proposed ROW per schematic and 20-ft wider than the existing ROW of intersecting street).
- (8) Cross section irrigation crossings for a distance of 20-ft beyond the proposed ROW at 100-ft intervals in a DTM file. Provide a complete description of irrigation appurtenances as identified by the engineer sample layout.
- (9) Tie Horizontally and Vertically any existing storm drain system that lies within the existing proposed ROW including the pipe inverts/flow lines and elevation of the outfall of said recovered existing storm drain systems.
- YES      NO      (10) Tie to existing underground and overhead utilities (location, elevation and direction)
  - Horizontally – the surveyor shall call the 1-800 number for the utilities to be marked on the ground as well as any city water and sewer lines. He shall tie all visible utility crossings with name, address and Phone #'s of utility companies. The engineer will coordinate with the utility companies and jointly the Surveyor and the Engineer will identify which utilities were missed and need to be tied down.
  - Vertically – The engineer shall identify all utilities that are potential conflicts and that need to be tied vertically. The engineer will advise the surveyor in writing of the needed vertical ties and the surveyor will tie the lines vertically once the surveyor has coordinated the exposure and provide the information to the engineer.
- YES      NO      (11) Additional Field Surveying as shown below:
  - (A) IRRIGATION LINES – The surveyor will meet with the engineer before he ties down any irrigation lines. The Engineer will provide him the existing Irrigation District Maps and the A&M Data of existing irrigation lines that are identified of record. He will follow the sample given to him by the engineer and tie the structures horizontally and vertically and provide a Field Book to the engineer.
  - (B) OUTFALLS – The surveyor will provide a complete 2D & 3D File including utilities along the outfalls identified on the Hydrologic Map.
  - Driveways and Turnouts
    - (a) Inventory commercial entrances, public roads and side streets separately.
    - (b) Obtain centerline station. (Width at ROW, PAV'T and existing radius.
    - (c) Inventory by type (dirt, caliche, gravel or paved). If paved, indicate condition in terms of no patches, has patches or has potholes.
    - (d) Obtain elevations at both edges of the driveway or turnout in line with the side drain.
- YES      NO      (12) ROW staking (Existing and Proposed @ 1,000 ft. stations PC's PT's and Angle points as per ROW Map)
- NO      NO      (13) Soil core hole staking -
- YES      NO      (14) Determine changes in topography from voids and outdated maps due to development, erosion, etc.
- YES      NO      (15) Profiles of existing drainage facilities
- NO      NO      (16) Measurement of hydraulic opening under existing bridges
- YES      NO      (17) Obtain elevations of manholes and valves of utilities
- YES      NO      (18) Provide temporary signs, traffic control, flags, safety equipment, etc.
- YES      NO      (19) Ties to existing bridges or culverts that may conflict with new construction.
- N/A      N/A      (20) Bridge widening top of deck and/or top of cap elevations at the Profile Grade Line (PGL) and the edges of slab at bent locations.
- YES      NO      (21) Inventory signs, mailboxes, and driveways
- YES      NO      (22) Survey controlled data sheets per TxDOT guidelines.
- N/A      N/A      2. Photogrammetric Products
  - a. Uncontrolled Photography
    - (1) Contact Prints
    - (2) Mosaics
    - (3) Digital ortho plots
  - b. Mapping
    - (1) Planimetric Maps
    - (2) Contour Maps
    - (3) Cross Sections
    - (4) Profiles
    - (5) Digital Terrain Models (DTM)

**ROADWAY DESIGN CONTROLS**  
(Function Code 160)

Services  
Provided By:  
Engineer County

1. Geometric Design

- |   |   |
|---|---|
| <p><u>YES</u>      <u>NO</u></p> <p><u>YES</u>      <u>NO</u></p> | <p>a. Horizontal and Vertical Alignment</p> <p>b. Schematic Layout</p> <p>(1) The location of interchanges, main lanes, grade separations, frontage roads and ramps.</p> <p>(2) Develop vertical and horizontal alignment of main lanes, ramps and cross roads at proposed interchanges or grade separations. Frontage road alignment data need not be shown on the schematic; however, it should be developed in sufficient detail to determine ROW needs. The degree of horizontal curves and vertical curve data, including “K” values, shall also be shown for ease of checking.</p> <p>(3) For freeways, show the location and text of the proposed main lane guide signs. Lane lines and/or arrows indicating the number of lanes shall also be shown.</p> <p>(4) The tentative ROW limits.</p> <p>    (a) Provide a roadway Microstation file of the preliminary earthwork to verify ROW requirements.</p> <p>    (b) Provide a graphics file containing the approved schematic.</p> <p>(5) The geometric (pavement cross slopes, lane and shoulder widths, slope rates for fills and cuts) of the typical sections of proposed highway lanes, ramps, frontage roads, and cross roads.</p> <p>(6) The current and projected traffic volumes as provided by TxDOT (20 year traffic projection, unless otherwise determined by the District Engineer).</p> <p>(7) The control of access lines if Interstate or designated under House Bill 179.</p> <p>(8) Direction of traffic flow on all roadways.</p> <p>(9) Location and width of median openings for highway without access control.</p> <p>(10) The geometric of speed change (acceleration, deceleration, climbing) lanes.</p> <p>(11) Complete &amp; provide the TxDOT Schematic Checklist.</p> |
|---|---|

Services  
 Provided By:  
Engineer County

- |            |           |   |
|------------|-----------|---|
| <u>YES</u> | <u>NO</u> | 2. General Guidelines for Project Development (Completed) |
|------------|-----------|---|
- a. Prior to preparing detailed plans for a proposed project, a preliminary schematic layout shall be prepared which indicates the general geometric features and location requirements peculiar to the project. Four copies of the schematic layout shall be submitted through the district to the Design Division for approval and subsequent coordination with the Federal Highway Administration (FHWA) where applicable.
 

The layout shall be submitted for two-lane highway projects on new locations and for all multi-lane highway projects. **No geometric design is to be performed until the COUNTY and TxDOT have given the engineer written approval of the preliminary schematic layout.**
  - b. All geometric design shall be in conformance with the State's Design Division, Operations and Procedures Manual, except where variances are permitted in writing by the STATE.
  - c. The schematic layout shall include basic information which is necessary for the proper review and evaluation including the items listed above in the checklist for schematic layout.
  - d. Handling of traffic during construction shall be a consideration in the development of preliminary designs.
  - e. Upon approval of the schematic layout by Design Division (FHWA on Federal-aid projects), it shall be the basis for an exhibit at any required public hearing prior to final development of the project. If there are any changes to the schematic after the Design Division and FHWA approval and before the public hearing, four copies of the revised schematic, as displayed at the hearing, shall be submitted either prior to or accompanying the public hearing data. If there are no changes in the schematic as displayed at the hearing, only photographs of the schematic and other displays shall be submitted with the public hearing data.
  - f. For all freeway construction projects, these schematics shall show the location and text of the proposed main lane guide signs. A schematic layout shall be submitted through the district to the Traffic Operations Division, Traffic Safety Section for approval and subsequent coordination with the FHWA. All signing shall be in conformance with the Texas MUTCD.
  - g. On complex projects, informal contact through the district with the Design Division and FHWA personnel is encouraged with regard to development of preliminary design prior to official schematic submission.
  - h. The engineer shall furnish project files that are compatible with the STATE's computer system, a project listing, and a cross section plot showing the original design sections containing the earthwork input and original cross sections for the project. **Accuracy of the earthwork design is of utmost importance since it is the basis for contractor payments and construction staking.**
- |           |           |   |
|-----------|-----------|---|
| <u>NO</u> | <u>NO</u> | 3. Exhibit for Airway/Highway Clearance Permits |
|-----------|-----------|---|

Services  
 Provided By:  
Engineer County

4. Grading Design

- |            |            |   |
|------------|------------|---|
| <u>YES</u> | <u>NO</u>  | a. Refine the horizontal and vertical alignment of main lanes, frontage roads, ramps, cross roads and direct connectors based upon the approved schematic layout. Determine vertical clearances at grade separations and overpasses, taking into account the appropriate superelevation rate. |
| <u>YES</u> | <u>NO</u>  | b. Typical Sections   |
| <u>YES</u> | <u>NO</u>  | c. Design Cross Sections  |
| <u>YES</u> | <u>NO</u>  | d. Determine Cut and Fill Quantities  |
| <u>N/A</u> | <u>N/A</u> | e. Slope Stability Analysis   |
| <u>N/A</u> | <u>N/A</u> | f. Embankment Foundation Stability Analysis   |
| <u>N/A</u> | <u>N/A</u> | g. Embankment Settlement Analysis   |

5. Pavement Design

- |            |           |  |
|------------|-----------|--|
| <u>YES</u> | <u>NO</u> | a. Prior to initiating detailed plan preparations for a project, a preliminary investigation shall be made to determine the approximate section and pavement type to be used for the pavement structure.             |
| <u>YES</u> | <u>NO</u> | b. The typical section shall also reflect proposed geometric including pavement cross slopes, lane and shoulder widths, and slope rates whenever this data have not been previously shown on a schematic submission. |
|            |           | c. Embankment and Subgrade   |
|            |           | (1) Soil Core Holes  |
| <u>YES</u> | <u>NO</u> | (a) Along center line  |
| <u>NO</u>  | <u>NO</u> | (b) Along center line of each roadway  |
|            |           | The location and minimum number of soil core holes required for this project are as follows: (To be determined when schematic is being completed)  |
| <u>YES</u> | <u>NO</u> | (2) Identify, interpret and summarize geologic features that affect engineering design (PI, Sulfate content, % of lime)  |
| <u>NO</u>  | <u>NO</u> | d. Traffic Data for Pavement Design by STATE   |
| <u>YES</u> | <u>NO</u> | e. Basic Design Criteria   |
| <u>YES</u> | <u>NO</u> | f. Life Cycle Cost Analysis (es)   |
| <u>YES</u> | <u>NO</u> | g. Cost Data   |
| <u>YES</u> | <u>NO</u> | h. Pavement Material Properties  |
| <u>YES</u> | <u>NO</u> | i. Rehabilitation Investigations   |
| <u>YES</u> | <u>NO</u> | (1) Core Hole Survey (Show cost estimate with Function Code 110)   |
|            |           | (a) Determine type and depth of existing material, pavement, etc. The Engineer will determine whether to salvage ACP and FLEXBASE as well as their properties and provide this information to TxDOT.                 |

**DRAINAGE**  
(Function Code 161)

Services  
Provided By:  
Engineer County

All hydraulic design shall be in accordance with the TxDOT's Hydraulic Manual, except where variances are permitted in writing by the **COUNTY & STATE**.

1. Hydrologic Studies, Discharges

- |            |           |  |
|------------|-----------|--|
| <u>YES</u> | <u>NO</u> | a. Drainage area maps showing existing conditions and proposed improvements. |
| <u>YES</u> | <u>NO</u> | b. Hydrologic data/discharge determination                                   |

2. Hydraulic Drainage Study and Documentation

- |            |            |   |
|------------|------------|---|
| <u>N/A</u> | <u>N/A</u> | a. Hydraulic computations   |
| <u>YES</u> | <u>NO</u>  | (1) Storm water detention available within the ROW (linear ft. along side drain ditch). |
| <u>YES</u> | <u>NO</u>  | (2) Storm water detention required outside the ROW (as per HCDD#1)                      |
| <u>NO</u>  | <u>NO</u>  | (3) Culverts  |
| <u>YES</u> | <u>NO</u>  | (4) Bridge waterways  |
| <u>YES</u> | <u>NO</u>  | (5) Channels  |
| <u>NO</u>  | <u>NO</u>  | (6) Storm sewers/inlets   |
| <u>NO</u>  | <u>NO</u>  | (7) Pump stations   |
| <u>NO</u>  | <u>NO</u>  | (8) Storm Water Management facilities   |
| <u>YES</u> | <u>N/A</u> | (9) Other   |
|            |            | (a) Irrigation Canals/Siphons   |
| <u>NO</u>  | <u>NO</u>  | b. Hydraulic report(s)  |
| <u>NO</u>  | <u>NO</u>  | c. Federal Emergency Management Agency (FEMA) floodway requirements                     |
| <u>YES</u> | <u>NO</u>  | d. Determine impact of proposed drainage plan on the following receiving stream(s)      |
|            |            | (1) Hidalgo County Drainage District Outfalls   |
|            |            | (2) All Irrigation District Outfalls impacted   |

Services  
 Provided By:  
Engineer County

- 3. Layout, Structural Design and Detailing of Drainage Features
  - a. Culverts
    - YES NO (1) New culverts
    - YES NO (2) Culvert widening and/or lengthening
    - YES NO (3) Culvert replacements
  - b. Storm sewers
    - YES NO (1) New storm sewers
    - YES NO (2) Modify existing storm sewers
    - YES NO (3) Inlets
    - YES NO (4) Manholes
    - YES NO (5) Trunk lines
  - c. Pump stations
  - d. Subsurface drainage at retaining walls
  - e. Outfall channel(s) within the ROW
  - f. Outfall channel(s) outside the ROW
  - g. Detention Pond(s) within the ROW
  - h. Detention Pond(s) outside the ROW
  - i. Summary of Quantities
  - j. Storm Water Management facilities
- 4. Storm Water Pollution Prevention Plan (SW3P)
  - YES NO
- 5. Scour Evaluation - Waterway Structures only (to be completed by Bridge Engineer under FC 170).
  - NO NO

**SIGNING, MARKINGS AND SIGNALIZATION**  
(Function Code 162)

Services  
Provided By:  
Engineer County

- YES    NO 1. Signing and Markings Layout
- a. Requirements (Separate Layout)
- (1) Roadway layout
  - (2) Center line with station numbering
  - (3) ROW lines
  - (4) Culverts and other structures that present a hazard to traffic
  - (5) Location of utilities, if not shown on plan and profile
  - (6) Existing signs to remain, to be removed, to be relocated
  - (7) Proposed signs (illustrated and numbered)
  - (8) Existing overhead sign bridges to remain, to be revised, removed or relocated
  - (9) Proposed overhead sign bridges indicating location by plan layout (electrical details need not be shown on this layout)
  - (10) Proposed markings (illustrated and quantified) which include pavement markings, object markings and delineation
  - (11) Quantities of existing pavement markings to be removed
  - (12) Proposed delineators and object markers
- b. For projects involving freeway to freeway or other types of directional interchanges, projects including left-hand ramps or connections, the following information must be provided:
- (1) The location of interchanges, main lanes, grade separations, frontage roads and ramps
  - (2) complete explanation of the sequence and methods of stage construction, where applicable, which would include the initial and ultimate proposed treatment of crossovers and ramps
  - (3) The number of lanes in each section of proposed highway and the location of changes in numbers of lanes
  - (4) The projected traffic volumes as provided by the STATE (20 year traffic projection, unless otherwise determined by the District Engineer)
  - (5) Tentative ROW limits
  - (6) Direction of traffic flow on all roadways
  - (7) Main lane, ramp, frontage road, and necessary cross road profiles at proposed interchanges or grade separations
- YES    NO 2. Summary of Small Signs Tabulation
- NO    NO 3. Summary of Large Signs Tabulation including all Guide Signs
- YES    NO 4. Sign Detail Sheets
- a. All signs except route markers
  - b. Design details for large guide signs
  - c. Dimensions of letters, shields, borders, corner radii etc.
  - d. Designation of shields attached to guide signs
  - e. Designation of arrow used on exit direction signs

Services  
 Provided By:  
 Engineer County

5. Traffic Signals

- |            |           |   |
|------------|-----------|---|
| <u>YES</u> | <u>NO</u> | a. Development of Justification (Warrant) Data  |
|            |           | (1) Location Map  |
|            |           | Relationship of proposed installation to other traffic signals, highways, business areas and traffic generators |
| <u>YES</u> | <u>NO</u> | (2) Photographs as appropriate  |
| <u>YES</u> | <u>NO</u> | (3) Accident data as appropriate  |
|            |           | (4) Vehicle volumes (provided by TxDOT)   |
| <u>YES</u> | <u>NO</u> | (a) Existing  |
| <u>YES</u> | <u>NO</u> | (b) Estimated   |
| <u>YES</u> | <u>NO</u> | (c) Projected   |
| <u>YES</u> | <u>NO</u> | (d) Pedestrian  |
| <u>YES</u> | <u>NO</u> | (5) Traffic Survey - Count Analysis   |
| <u>YES</u> | <u>NO</u> | (6) Recommendation based on above data  |
| <u>YES</u> | <u>NO</u> | b. Layout   |
|            |           | (1) Title Sheet (when applicable)   |
|            |           | (a) Describe the location   |
|            |           | (b) Type of installation  |
|            |           | (c) Area map with project limits for each location  |
|            |           | (d) Index of sheets   |
|            |           | (e) Space for official signatures   |
|            |           | (2) Estimate and quantity sheet (when applicable)   |
|            |           | (a) List of all bid items   |
|            |           | (b) Bid item quantities   |
|            |           | (c) Specification item number   |
|            |           | (d) Paid item description and unit of measure   |
|            |           | (3) Basis of estimate sheet (list of materials)   |
|            |           | (4) General notes and specification data sheet  |
|            |           | (5) Condition diagram   |
|            |           | (a) Highway and intersection design features  |
|            |           | (b) Roadside development  |
|            |           | (c) Traffic control including illumination  |
|            |           | (6) Plan sheet(s)   |
|            |           | (a) Existing traffic control that will remain (signs and markings)  |
|            |           | (b) Existing utilities  |
|            |           | (c) Proposed highway improvements   |
|            |           | (d) Proposed installation   |
|            |           | (e) Proposed additional traffic controls  |
|            |           | (f) When applicable, proposed conduit for Railroad interconnect with standard details for runs under tracks.    |
|            |           | (g) Proposed illumination attached to signal poles.   |
|            |           | (7) Notes for plan layout   |
|            |           | (8) Elevation sheet(s) (span wire design)   |

Services

Provided By:

Engineer County

5. Traffic Signals (Continued)

- (9) Phase sequence diagram(s)
  - (a) Signal locations
  - (b) Signal indications
  - (c) Phase diagram
  - (d) Signal sequence table
  - (e) Flashing operation (normal and emergency)
  - (f) Preemption operation (when applicable)
  - (g) Interval timing, cycle length and offset
- (10) Construction detail sheets(s)
  - (a) Poles (TxDOT standard sheets)
  - (b) Detectors
  - (c) Pull Box and conduit layout
  - (d) Controller Foundation standard sheet
- (11) Marking details (when applicable)
- (12) Barricade and warning sign standard sheet and any special details for work zone traffic control for special conditions
- (13) Aerial or underground interconnect details (when applicable)

c. General Requirements

- (1) Contact local utility company
  - (a) Confirm power source
  - (b) Discuss route of aerial or underground interconnect cable (when applicable)
  - (c) Adjustment of overhead utility lines
- (2) Prepare governing specifications and special provisions list
- (3) Prepare project estimate

YES    NO    d. Summary of Quantities

**MISCELLANEOUS (ROADWAY)**  
(Function Code 163)

Services  
Provided By:  
Engineer County

- |           |           |   |
|-----------|-----------|---|
|           |           | 1. Retaining Walls  |
|           |           | a. Structural Details   |
| <u>NO</u> | <u>NO</u> | (1) Cast-in-Place Cantilever at _____ locations. (TxDOT Standard Retaining Wall)*   |
| <u>NO</u> | <u>NO</u> | (2) Tiedback Retaining Wall at _____ location. (TxDOT standard retaining wall)  |
| <u>NO</u> | <u>NO</u> | (3) Specialized Retaining Wall at _____ locations (Unique Design).*   |
|           |           | b. Alternate Patented Retaining Walls at <u>all</u> locations. (Layouts Only)**   |
| <u>NO</u> | <u>NO</u> | (1) Mechanically Stabilized Earth   |
| <u>NO</u> | <u>NO</u> | (2) Concrete Block Wall Systems   |
| <u>NO</u> | <u>NO</u> | (3)   |
| <u>NO</u> | <u>NO</u> | c. Retaining Wall Layout (PLAN)   |
|           |           | (1) Designation of reference line   |
|           |           | (2) Beginning and ending retaining wall stations  |
|           |           | (3) Station of each retaining wall joint***   |
|           |           | (4) Offset from reference line  |
|           |           | (5) Horizontal curve data   |
|           |           | (6) Number of retaining wall panels and lengths***  |
|           |           | (7) Total length of wall  |
|           |           | (8) Indicate face of wall   |
|           |           | (9) All wall dimensions and alignment relations (alignment data as necessary)   |
|           |           | (10) Soil core hole locations   |
| <u>NO</u> | <u>NO</u> | d. Retaining Wall Layout (ELEVATION)  |
|           |           | (1) Top of wall elevations at each joint***<br>or intervals****   |
|           |           | (2) Existing and finished ground line elevations  |
|           |           | (3) Height of stem at each joint***   |
|           |           | (4) Wall panel designations***  |
|           |           | (5) Top of footing elevations***  |
|           |           | (6) Limits of measurement for payment*****  |
|           |           | (7) Type, limits and anchorage details of railing (If applicable)   |
|           |           | (8) Top and bottom of wall profiles and soil core hole data plotted at correct station and<br>elevation. The plot shall be at the same scale as the wall profile. Ground water<br>elevations and the observation date shall be shown. |
| <u>NO</u> | <u>NO</u> | e. Foundation Studies (Show cost estimate with Function Code 110)   |
| <u>NO</u> | <u>NO</u> | The soil core holes shall be obtained at approximately 200 foot intervals along<br>retaining wall alignments. The core holes shall extend 25 feet below the footing<br>elevation.   |
| <u>NO</u> | <u>NO</u> | f. Stability Analysis (the Engineer shall estimate this task as part of his bid to complete the<br>work).   |
| <u>NO</u> | <u>NO</u> | g. Estimate   |
| <u>NO</u> | <u>NO</u> | h. Summary of Quantities  |
| <u>NO</u> | <u>NO</u> | i. Typical X-section.   |

Services  
Provided By:  
Engineer County

1. Retaining Walls (continued)

NO

j. General Guidelines for Retaining Walls

- (1) The **engineer** shall make final design calculations and final detail drawings in accordance with standard requirements of the Texas Department of Transportation. **The designer and checker shall check all calculations and initial each page.**
- (2) The ground water level should be observed at the water strike.
- (3) For purposes of uniformity statewide, soil core hole data shall be shown on layouts as illustrated in the Bridges and Structures Foundation Exploration and Design Manual.
- (4) Foundation exploration shall conform to the requirements set forth in Administrative Circular No. 25-84, Administrative Circular 33-87 and Administrative Circular No. 25-92.

YES

NO 2. Traffic Control Plan, Detours and Sequence of Construction

Traffic Control Plans (TCP) are required for all projects. A detailed TCP shall be developed when traffic handling during construction involves complications for which a feasible solution is not covered by the Texas MUTCD or the current Barricade and Construction (BC) Standards. The following items are required on all Traffic Control Plan Layouts:

- a. The sequence of construction and method of handling traffic during each phase.
- b. The existing and proposed traffic control devices that will be used to handle traffic during each construction sequence. Include signals, regulatory signs, warning signs, construction warning signs, guide signs, route markers, construction pavement markings, channelizing devices, portable changeable message signs, flashing arrow boards, barricades, barriers, etc.
- c. The proposed traffic control devices (stop signs, signals, flagperson, etc.) at grade intersections during each construction sequence.
- d. Where detours are provided, typical cross sections shall be shown.
- e. Road construction work hours shall be developed after an investigation of the traffic volumes has been performed.

Services  
 Provided By:  
Engineer County

3. Illumination
- |           |            |   |
|-----------|------------|---|
| <u>NO</u> | <u>N/A</u> | a. Preliminary Roadway Illumination Layout and Circuit Layout<br>(1) For projects involving freeway to freeway or other types of directional interchanges and projects including left-hand ramps or connections, provide the following:<br>(a) The location of interchanges, main lanes, grade separations, frontage roads and ramps<br>(b) A complete explanation of the sequence and methods of stage construction, where applicable, which would include the initial and ultimate proposed treatment of crossovers and ramps<br>(c) The number of lanes in each section of proposed highway and the location of changes in the number of lanes<br>(d) The projected traffic volumes as provided by the STATE (20 year traffic projection unless otherwise determined by the district engineer)<br>(e) Tentative ROW limits<br>(f) Direction of traffic flow on all roadways<br>(g) Main lane, ramp, frontage road, and necessary cross road profiles at proposed interchanges or grade separations   |
| <u>NO</u> | <u>NO</u>  | b. Final Roadway Illumination and Electrical Circuit Layouts<br>(1) Roadway layout showing pavement edges and shoulders, curbs, retaining walls, etc.<br>(2) Center line with station numbering.<br>(3) ROW lines.<br>(4) Symbol legend. Use department standard symbols for lighting and electrical.<br>(5) Culverts and other structures that present a hazard to traffic.<br>(6) Location of underground utilities, if not shown on plan profile.<br>(7) Location of overhead electrical lines, both crossing and parallel to ROW.<br>(8) Existing sign lighting circuits and roadway illumination to remain, to be removed, to be relocated.<br>(9) Existing service poles, electrical circuits, ground boxes, etc.<br>(10) Contact electric utility for service pole locations, voltage characteristics.<br>(11) Location of proposed sign lighting circuits and roadway illumination.<br>(12) Proposed electrical circuits.<br>(13) Tabulation of all quantities including proposed, existing to be relocated, existing to be removed. The layout sheet quantities and lighting summary shall be shown. Tabulations to include estimated quantity with a column for final quantities. |
| <u>NO</u> | <u>NO</u>  | c. General Guidelines for Illumination (If applicable)<br>The <b>Engineer</b> shall submit to the <b>COUNTY</b> , well in advance of PS&E due date, the roadway illumination and electrical circuit layout sheets for review by the <b>STATE</b> . Two copies of the layout sheets are to be submitted. One copy will be returned to the <b>Engineer</b> showing corrections that are to be made by the <b>Engineer</b> . When final plan submission is made, the <b>Engineer</b> shall provide a written statement regarding completion of the corrections.  |

Services  
 Provided By:  
 Engineer County

		4. Miscellaneous Drafting/Standards
<u>YES</u>	<u>NO</u>	a. Erosion Control
<u>NO</u>	<u>NO</u>	b. Landscape Development
<u>YES</u>	<u>NO</u>	5. Compute and Tabulate Quantities
<u>YES</u>	<u>NO</u>	6. Special Utility Details (Irrigation lines)
		7. Miscellaneous Structures
		a. Type of Structure*
		(1) Overhead Sign Bridges (O.S.B.)
		Modifications or special O.S.B. designs shall be prepared using the same design assumptions that are used for the standard O.S.B structures.
<u>NO</u>	<u>NO</u>	(a) New O.S.B. structure(s)
<u>NO</u>	<u>NO</u>	(b) Structural evaluation of existing O.S.B. structure(s) that are to remain in place or to be relocated.
<u>NO</u>	<u>NO</u>	(2) High Mast Illumination Poles (HMIP)
<u>YES</u>	<u>NO</u>	(3) Traffic Signal Supports
<u>NO</u>	<u>NO</u>	(4) Conventional Illumination Poles
<u>NO</u>	<u>NO</u>	(5) Sound Barrier Walls
<u>NO</u>	<u>NO</u>	b. Checklist for Layouts
		(1) Reference appropriate O.S.B. standard
		(2) Drilled shaft size and length
		(3) Soil strength used for design {indicate basis and boring(s) used}
		(4) Design height
		(5) Tower heights
		(6) Leg spacings
		(7) Design wind speed
<u>NO</u>	<u>NO</u>	c. Foundation Studies
		The soils exploration requirements for miscellaneous structures on this project are as follows: (To be provided by the Engineer on an as-needed basis)
		8. Agreements
<u>YES</u>	<u>NO</u>	a. Utility Agreements
<u>YES</u>	<u>NO</u>	b. Exhibits for Utility Agreements
<u>N/A</u>	<u>NO</u>	c. Railroad Agreements
		d. Railroad Exhibits
<u>N/A</u>	<u>N/A</u>	(1) Railroad Underpasses
<u>N/A</u>	<u>N/A</u>	(2) Railroad Overpasses
<u>N/A</u>	<u>N/A</u>	(3) Railroad Grade Crossing (Replanking)
<u>N/A</u>	<u>N/A</u>	(4) Railroad Grade Crossing Warning Systems (Signals)
<u>N/A</u>	<u>N/A</u>	(5) Other Miscellaneous Sketches for Railroads
<u>YES</u>	<u>NO</u>	e. Traffic Signal Agreements
<u>YES</u>	<u>NO</u>	f. Exhibits for Traffic Signal Agreements
<u>YES</u>	<u>NO</u>	9. Estimate
<u>YES</u>	<u>NO</u>	10. Specifications and General Notes

**BRIDGE DESIGN**  
(Function Code 170)

Services  
Provided By:  
Engineer County

			<u>NUMBER REQUIRED</u>
		1. Preparation of Structural Details	
		a. New Structure(s)	
<u>NO</u>	<u>NO</u>	(1) Underpass(es)	_____
<u>NO</u>	<u>NO</u>	(2) Overpass(es)	_____
<u>N/A</u>	<u>N/A</u>	(3) Main Lanes	_____
<u>N/A</u>	<u>NA</u>	(4) Direct Connector(s)	_____
<u>N/A</u>	<u>N/A</u>	(5) Ramp Bridge(s)	_____
<u>NO</u>	<u>N/A</u>	(6) Waterway Structure(s)**	_____
<u>N/A</u>	<u>N/A</u>	(7) Pedestrian Structure(s)	_____
<u>N/A</u>	<u>N/A</u>	(8) Utility Structure(s)	_____
<u>N/A</u>	<u>N/A</u>	(9) Railroad Underpass(es)	_____
<u>N/A</u>	<u>N/A</u>	(10) Railroad Overpass(es)	_____
<u>N/A</u>	<u>N/A</u>	11) Bridge Classification Culvert(s)**	_____
<u>N/A</u>	<u>N/A</u>	(11) Alternate Structural Designs	_____
<u>N/A</u>	<u>N/A</u>	(12) Alternate Foundation Design	_____
		Total New Structures =	_____
		b. Existing Structure(s)	
<u>NO</u>	<u>NO</u>	(1) Bridge Widening, Rehabilitation and/or Modification of Existing Structure(s)	_____
<u>NO</u>	<u>NO</u>	(2) Bridge Replacement	_____
<u>NO</u>	<u>NO</u>	(3) Raising Bridge Elevation	_____
<u>NO</u>	<u>NO</u>	(4) Bridge Classification Culvert(s) Widening and/or Modification of Existing Structures(s)	_____
<u>N/A</u>	<u>N/A</u>	(5) Railroad Overpass(es)	_____
<u>N/A</u>	<u>N/A</u>	(6) Railroad Underpass(es)	_____
<u>N/A</u>	<u>N/A</u>	(7)	_____
		Total Existing Structures =	_____ <u>0</u> _____

\* Countour plots of bridge gores are required for projects involving ramps within the main bridge in order to ensure project transition. The Template data and vertical alignment necessary to generate the contour plots are also required.

\*\* In the early stages of a project, it sometimes cannot be determined whether a Waterway Bridge Structure or a Bridge Classification Culvert (20' minimum length) will be required. Therefore, the **engineer** should be aware that either of these two types of bridges may be reclassified later in the project for the other type when more information is known that would dictate a change in structure classification.

Services  
Provided By:  
Engineer County

- NO      NO 2. Preparation of Bridge Layouts (each bridge)
- a. Bridge Layouts (PLAN)
- (1) Horizontal curve information or bearing of centerline.
  - (2) Including horizontal, vertical, and template information of all roadways or railroads crossed.
  - (3) Bearing of center line or reference line.
  - (4) Skew angle(s).
  - (5) Slope for header banks and approach fills.
  - (6) Control stations at beginning and ending of bridge (with deck elevation), intersections, etc.
  - (7) Approach pavement and crown width.
  - (8) Bridge roadway width and curbs, face of rail, shoulders, or sidewalks.
  - (9) Approach slab and curb returns.
  - (10) Limits and type of riprap.
  - (11) Proposed features under structure.
  - (12) Location of profile grade line.
  - (13) North arrow.
  - (14) Typical bridge roadway section including preliminary proposed beam types and spacings.
  - (15) Cross slope and superelevation data.
  - (16) Minimum horizontal clearances when applicable.
    - (a) Dimensions to features that control clearances. (Calculate and indicate points of minimum vertical and horizontal clearances.
  - (17) Location of soil core holes (station and offset), shown on layout.
  - (18) Bent stations and bearings.
  - (19) Retaining wall locations.
  - (20) Traffic flow directional arrows.
  - (21) Railing types shown.
  - (22) Joint types and seal size, if used.
  - (23) Beam line numbers consistent with span details.
  - (24) Critical horizontal clearances (location of railroad tracks, nearby structures and utilities).
  - (25) Bearings of utilities.

Services  
 Provided By:  
Engineer County

2. Preparation of Bridge Layouts (each bridge) (Continued)

- b. Bridge Layouts (ELEVATION)
  - (1) Type of foundation.
  - (2) Finished grade elevations at beginning and end of bridge.
  - (3) Overall length of structure.
  - (4) Length, type of spans and units.
  - (5) Type of railing.
  - (6) Minimum calculated vertical clearance(s).
  - (7) Existing and proposed ground lines clearly marked.
  - (8) Grid elevations and stations.
  - (9) Bent numbers encircled.
  - (10) Stationing of bridge compatible with grid stations.
  - (11) Standard title.
  - (12) Profile grade data.
  - (13) Type of riprap.
  - (14) Soil Core Hole information with penetrometer test data shall be shown on the bridge layout at correct station, elevation and scale.
  - (15) Fixed/expansion condition of all bents.
  - (16) Column "H" heights.
  - (17) Number, size and length of foundations.
- c. Additional layout requirements for waterway structures and bridge classification culverts.
  - (1) Design and 100-year peak discharges.
  - (2) Design and 100-year high water (HW). (Recorded HW and date if available.)
  - (3) Natural and through-bridge velocities for design and 100-year floods.
  - (4) Calculated backwater for design and 100-year floods.
  - (5) Direction of flow for waterway crossings.
  - (6) Contours for water crossing.

NO     NO 3. Bridge Classification Culvert, Estimate, Quantities, and Specifications (each bridge)

NO     NO 4. Foundation Studies (Show cost estimate with Function Code 110)  
 The minimum number of soil core holes shall be obtained in accordance with Section 1-301 of the Bridges and Structures Foundation Exploration and Design Manual. Soil core holes shall be obtained at approximately (300 foot) intervals along bridge alignments. Texas cone penetrometer (TCP) tests shall be conducted in all soil types encountered at a maximum of (10 foot) intervals. If single column bents with single drilled shafts are planned, TCP values should be taken at close intervals in the upper (15 feet).

NO     NO 5. Bridge Total Quantities and Cost Estimates (each bridge)

NO     NO 6. Bridge Special Provisions and Specifications (each bridge)

NO     NO 7. Bearing seat elevations for each beam or girder. Top of cap elevations for non-beam type structures.

Services  
Provided By:  
Engineer County

NO 8. General Guidelines for Bridge Design

- a. The **engineer** shall prepare a bridge layout of each bridge structure for Company's review and approval. The bridge layout shall be in conformance with the Bridges and Structures, Operation and Planning Manual and the Bridges and Structures, Detailing Manual. Soil core hole data is not required for submission of the preliminary bridge layout. **No bridge design work is to be performed until the COUNTY has given the engineer written approval of the preliminary bridge layout.**

Several months may be required, after the preliminary bridge layout is submitted, for the district to obtain approval and/or permits from the following:

- TxDOT Design Division, when applicable:
  - Railroad Companies
  - FHWA
  - U.S. Army Corps of Engineers
  - U.S. Coast Guard
  - Bureau of Reclamation
  - Texas Parks and Wildlife
  - Others

Therefore, the bridge layout should be submitted at the earliest possible date and the **engineer's** design schedule should reflect this.

- b. All bridge superstructure and substructure design will be reviewed by the Design Division for purposes of verifying structural integrity and optimization of design.
- c. The final bridge layout shall be in conformance with the Bridges and Structures, Operation and Planning Manual and the Bridges and Structures Detailing Manual.

Services  
Provided By:  
Engineer County

8. General Guidelines for Bridge Design (Continued)
- d. The **engineer** shall make final design calculations and final detail drawings in accordance with standard requirements of the Texas Department of Transportation. All bridge design shall be in conformance with the Texas Department of Transportation Bridges and Structures Operation and Planning Manual, the current American Association of State Highway and Transportation Officials or American Railway Engineers Association Specifications for railway structures, Standard Specifications for Highway Bridges, including applicable interim specifications, and the Bridges and Structures, Foundation Exploration and Design Manual. The **engineer** shall furnish design calculations to the Design Division. **The designer and checker shall check all calculations and initial each page.**
  - e. Structural steel or prestressed concrete shop drawings, form work drawings and false work drawings are not part of the design requirements. However, contract plans shall be in sufficient detail to permit the preparation of complete shop details for fabrication and erection.
  - f. Elements of the bridge (abutments, bents, slabs, etc.) shall be detailed to a metric scale of 1:20 (1/2 inch equals one foot architect scale) or 1:50 (1/4 inch equals one foot architect scale) to provide clear legible drawings when the drawings are reduced. Lettering shall be a minimum size of 4 millimeters (5/32 inch) height for hand lettering and 140 for lettering by computer-aided design and drafting (CADD).
  - g. Standard drawings for beams, diaframs, railings, armor joints, riprap, etc., shall be furnished to the **engineer** upon request. These standards shall not be redrawn by the **engineer** nor shall his title block be transferred to the standard drawings. Modifications to the standards, if necessary, shall be clearly identified and designated by "MOD" in the standard title. Specific special drawings prepared by the **engineer** shall not be identified as standards.
  - h. Bridge layout sheets shall have the same vertical and horizontal scale. Usually a metric scale of 1:100 (1 inch = 10 feet) or 1:200 (1 inch = 20 feet) is used. Sections of existing and proposed structures usually have a metric scale of 1:50 (1 inch = 5 feet). Soil core holes shall be positioned and labeled on the bridge layout plan view. The core hole data shall be plotted at the correct station, at the same vertical scale, and at the proper elevation unless otherwise approved by the Design Division.
  - i. APPENDIX C, "GENERAL PLAN CHECKLIST", on pages C-1 thru C-5, more specifically relates various sheet types, details, summaries, standards, etc.
  - j. For purposes of uniformity statewide, soil core hole data shall be shown on layouts as illustrated in the Bridges and Structures Foundation Exploration and Design Manual.
  - k. Geometry and structural design errors found after acceptance of bridge plans shall be promptly corrected by the consultant at no cost to the Company.

**FC 600 – ACQUISITION PROVIDER SERVICES**

(Services to be provided by L&amp;G Engineering)

**1) Project Administration**

- a) Negotiation of Scope of Services for Work Authorization
  - i) Acquisition Provider will visit project site with COUNTY personnel if necessary.
- b) Project Presence at L&G Consultant Office Headquarters
  - i) Full Project Office
    - (1) No Joint Use of County or TxDOT facilities
    - (2) Open during normal County and State work hours
    - (3) Personnel available to answer questions
    - (4) Availability of Project Files
    - (5) At least one office staff member is required to be a current commissioned notary public.
- c) Overhead Costs
  - i) Administrative costs
- d) Communication
  - i) Provide monthly progress reports with invoice.
  - ii) Participate in project review meetings as determined by the County.
  - iii) Prepare initial property owner contact list for use by the County in distribution of Acquisition Provider introduction letters.
- e) File Management
  - i) Project and parcel files will be kept in the County's Office, if necessary. Working files will be kept in the Acquisition Provider's project administrative office, but documents generated or received by the Acquisition Provider will be forwarded to the County office as they are generated or received by the Acquisition Provider, if necessary.
  - ii) Prepare payment transmittal request utilizing standard payment submissions forms with supporting documentation.
  - iii) Maintain records of all payments including check number, amount, and date paid, etc.
  - iv) Provide copies of all incoming and outgoing correspondence as generated if requested by County at provider conference.
  - v) Maintain copies of all correspondence and contacts with property owners.

**2) Title Services**

- a) Secure preliminary title commitments from the Title Company that will be providing title insurance. Cost of preliminary title commitments will be paid by the Acquisition Provider (if requested by the title company) and will be included in the Acquisition Provider's scope of work for payment.
- b) Secure title commitments updates in accord with insurance rules and requirements for parcel payment submissions. Cost of title commitment updates will be paid by the Acquisition Provider (if requested by the title company) and will be included in the Acquisition Provider's scope of work.
- c) Secure title insurance for all parcels acquired, insuring acceptable title to the County of Hidalgo. Written approval by the County required for any exception. Title Insurance shall be paid for by Hidalgo County.

**3) Appraisal**

- a) Appraiser may be selected from TxDOT's list of state approved fee appraisers. This list will be available for review at all District offices or at the Right of Way Division Office at 118 E. Riverside Drive, Austin, Texas, upon request.
- b) Secure written permission (if necessary) from the owner to enter the property from which land is to be acquired. If the Acquisition Provider, after diligent effort, is unable to secure the necessary letter of

permission from the property owner, a waiver must be obtained, in writing from the County/TxDOT. Maintain permission letters with appraisal reports.

- c) Prepare (if necessary) pre-appraisal contact with interest owner(s) for each parcel using acceptable County/TxDOT forms.
- d) Contact property owners or their designated representative to offer opportunity to accompany the appraiser on the appraiser's inspection of subject property. Maintain record of contact in file.
- e) Prepare complete appraisal report for each parcel to be acquired utilizing TxDOT Forms No. ROW-A-5 and ROW-A-6 as applicable. These reports shall conform to County policies and procedures along with the Uniform Standards of Professional Appraisal Practices.
- f) As necessary, prepare written notification to County/TxDOT of any environmental concerns associated with the right of way to be acquired which could require environmental remediation.
- g) All completed appraisals will be administratively reviewed by L&G Engineering ROW Office and recommended for approval by the County of Hidalgo.
- h) As necessary, the appraiser will appear and or testify as an Expert Witness in eminent domain proceedings and be available for pre-hearing or pre-trial meetings as directed by L&G Engineering and/or the County.
- i) As necessary, the appraiser will coordinate with review appraiser regarding revisions, comments, or additional information that may be required.
- j) The cost of the appraiser appearing as an expert witness for testimony at special commissioners hearing must be included in the proposed fee schedule for the appraiser. The cost of the appraiser's expert witness testimony for trial is not part of this contract, and shall be paid by the County.

#### 4) Appraisal Review

- a) Review Appraiser may be selected from TxDOT's list of state approved fee appraisers. This list is available for viewing at all District offices or the Right of Way Division office at 118 E. Riverside Drive, Austin, Texas upon request.
- b) Review all appraisal reports for each parcel to determine consistency of values, supporting documentation related to the conclusion reached and compliance with TxDOT/County policies and procedures and the Uniform Standards of Professional Appraisal Practices.
- c) Prepare and submit to the County the Form ROW-RTA-10 "Tabulation of Values", for each appraisal.
- d) The cost of the review appraiser appearing as an expert witness for testimony at special commissioners hearing must be included in the proposed fee schedule for the review appraiser. The cost of the appraiser's expert witness testimony for trial is not part of this contract, and shall be paid by the County.

#### 5) Appraisal Updates

- a) Prepare complete appraisal update for the parcel to be acquired utilizing TxDOT Form No. ROW-A-5, which will be furnished to the provider by TxDOT. These reports shall conform to County/TxDOT policies and procedures along with the Uniform Standards of Professional Appraisal Practices.
- b) As necessary, prepare written notification to County/TxDOT of any environmental concerns associated with the right of way to be acquired which could require environmental remediation. All completed appraisals will be administratively reviewed by L&G Engineering Right of Way Office and recommended for approval by the County of Hidalgo.
- c) As necessary, the appraiser will appear or testify as an Expert Witness in eminent domain proceedings and be available for pre-hearing or pre-trial meetings as directed by the County.

- d) The cost of the appraiser appearing as an expert witness for testimony at special commissioners hearing must be included in the proposed fee schedule for the appraiser. The cost of the appraiser's expert witness testimony for trial is not part of this contract, and shall be paid by the County.
  - e) As necessary, the appraiser will coordinate with the review appraiser regarding corrections and/or additional information that may be required.
- 6) Negotiation, Tasks, and Fees**
- a) Analyze appraisal and appraisal review reports and confirm the County's approved value prior to making offer for each parcel.
  - b) Analyze preliminary title report to determine potential title problems, propose methods to cure title deficiencies.
  - c) Prepare the initial offer letter, instruments of conveyance, and any other documents required or requested by County/TxDOT on applicable County/TxDOT forms.
  - d) Contact each property owner or owner's designated representative, to present the written offer in person where practical, and deliver appraisal report and required brochures. Maintain follow-up contacts and secure the necessary instruments upon acceptance of the offer for the closing.
  - e) Provide a copy of the appraisal report for the subject property exclusively to the property owner or authorized representative at the time of the offer. Maintain original signed Receipt of Appraisal, (unless property owner refuses to sign it, it will be so noted) for billing purposes.
  - f) Respond to property owner inquiries verbally and in writing within two business days.
  - g) Prepare a separate negotiator contact report for each parcel per contact.
  - h) Maintain parcel files of original documentation related to the purchase of the real property or property interests.
  - i) Advise property owner on the Administrative Settlement process. Transmit to County any written counter offer from property owners including supporting documentation, and provider recommendation with regard to Administrative Settlements in accordance with County/TxDOT policy and procedures.
  - j) Prepare final offer letter, documents of conveyance as necessary.
  - k) Appear and provide Expert Witness testimony as an Acquisition Provider when requested.
  - l) Meet at the L&G Engineering ROW office in Mission once per week as agreed-upon with the Right of Way Acquisition Manager/Administrator.
  - m) Provide a monthly progress report per parcel by the 25<sup>th</sup> of the month with invoice.
  - n) The consultant shall, as part of this proposal, estimate 10% of the 55 parcels may end up in condemnation. The consultant shall be available for any meeting/hearings as requested by the County Attorney.
- 7) Closing Service Fees**
- a) Coordinate with County and Title Company to obtain an updated title commitment along with other Forms and certified copy of the instrument of conveyance necessary when requesting the Parcel Payment from the County.
  - b) Acquisition Provider shall attend closings and provide closing services in conjunction with Title Company.
  - c) Acquisition Provider shall record all original instruments immediately after closing at the respective County Clerk's Office, except for donations which must be forwarded to County for acceptance by the County Commissioners.

**8) Relocation Assistance Services (N/A)**

- 1) There are an estimated 0 relocations or displacements for this contract and L&G will provide relocation advisory services. L&G will compute replacement housing supplements (owner occupant and/or tenants)
- 2) L&G will provide advisory services to business displacements and relocate them effectively. (N/A)
- 3) TxDOT will review, approve and pay for all relocation costs as per ROW Agreement. (N/A)

**9) Condemnation Support**

- a) Pre-Hearing Support
  - i) Upon receipt of a copy of the final offer, request an updated title commitment for Eminent Domain from the Title Company.
  - ii) Prepare a Bisection Clause for the original set of Legal Descriptions supplied by Surveyor if applicable.
  - iii) Use the information from the Title Commitment to join all interested parties on the necessary forms. Spouses of owners must also be joined.
  - iv) Upon completion of the necessary forms, prepare a packet containing 2 copies each of the following documents: Title Commitment, Negotiator's Reports, Appraisal Acknowledgment, Pre-appraisal Contact Sheet, signed and sealed property description, and plat, Final Offer Letter, any correspondence from the land owner or representatives, along with one copy of the appraisal report. Submit packet to the County Office for submission to the County Attorney's office.
  - v) Upon receipt of concurrence for the Appraisal Witness, request the update of appraisal.
  - vi) Upon receipt of packet prepared by the County Attorney which will include Petition for Condemnation, Lis Pendens, Order Appointing Special Commissioners, Order Setting Hearing, Oath of Special Commissioner, and Notice of Hearings, developed by the County Attorney; the attorney shall file the original petition with the County Court at Law or other appropriate Court for a cause number to be assigned.
  - vii) The County attorney shall file the Lis Pendens including the cause number with the County Clerk's Office.
  - viii) Upon assignment of a court, the Court Attorney shall file the Order Appointing Commissioners with the judge retaining a copy of the Order for the files.
  - ix) Following appointment of Special Commissioners by the judge, the County shall secure the following documents: Oath of Commissioners signed by the Commissioners, Order Setting Hearing, 2 copies of the Notice of Hearing signed by the Commissioners.
  - x) The County shall file all originals with the court and send copies marked "copy" to L & G Engineering.
  - xi) The County Attorney shall send a copy of the petition to the Title Company so that the Title Company can make sure the appropriate parties were joined and that no changes in title have occurred.
  - xii) The County Attorney shall set the Special Commissioners Hearing after the updated appraisal has been submitted, if there is no change in value. If there is an increase in value, County will approve the new value and the County's provider will present a revised offer and a final offer letter and submit a copy of the final offer letter.
  - xiii) The County Attorney shall coordinate a pre-hearing conference prior to the hearing (the day before or earlier) to discuss facts of the case with the County, Appraiser, and Negotiator.
  - xiv) After the hearing is set, the County Attorney shall serve Notices of Hearing to the indicated parties at least 11 days prior to the Commissioner's hearing. If it is necessary to join the Federal Government, be advised that they have an additional 60 days to prepare for the Hearing.
  - xv) Once the notices have been served, the County Attorney shall file the original notices with the court and send copies stamped "copy" to L&G Engineering ROW Office.
  - xvi) The County's Attorney shall send a reminder letter 2-3 weeks in advance to the County Administration offices, Acquisition Provider, the three special commissioners and court reporter concerning Hearing dates.
- d) Post Hearing Support (by County Attorney)
  - i) For the hearing, prepare the necessary forms and Special Commissioners time sheets and submit forms to Hidalgo County clerk's office.
  - ii) Obtain the signatures of Special Commissioners on the Award of Commissioners and file with the court for the judge's signatures within 48 hours of the Hearing.
  - iii) Give timesheets to Judge. The amount paid to the Special Commissioners is determined by the Judge.

- iv) Obtain and distribute 3 certified copies of the award as follows: 1 certified copy to the title company with a request for a commitment, 1 certified copy to the County, 1 certified copy to L&G Engineering with the Commitment to request the warrant in the amount of the Special Commissioners Award.
- v) Send the Commitment and the Award to County, along with individual special commissioner's billing requesting the payment for their fees.
- vi) File County warrant in the registry of the court. File a Notice of Deposit with the court and send certified copies to each defendant notifying them of the date of the deposit. The Date of Deposit is the Date of Take.
- vii) Take photograph of the interest to be acquired (if necessary) on the day of deposit for relocation verification.
- viii) Send written notices of the date of deposit to the County Administration office and all interested parties.
- ix) Appear as Expert Witness as requested. Sub-contractors must also appear as Expert Witnesses as requested.
- x) All acquisition negotiations file indicating all "due diligence" provided by the Acquisition Provider will be directed to the County Attorney's office for his further handling in accordance to the Eminent Domain process by the County.

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**ADDITIONAL RESPONSIBILITIES****Easements, Letters of Permission, Etc.**

The **ENGINEER** shall be responsible for delineating easements. The **ENGINEER** will be responsible for securing the necessary legal instruments.

**Coordination of Utilities**

The **ENGINEER** shall furnish the **COUNTY** prints of a project layout which will be distributed by **ENGINEER** to various utility companies to determine which utilities are in the limits of the project. These shall be preliminary layouts. Upon completion of the preliminary drainage plans and U&D sheets, the **ENGINEER** shall distribute to the various utility companies and request return. Upon return of these prints, the **ENGINEER** will schedule a meeting with the various utility companies to discuss potential conflicts and conformance with the State's Utility Accommodation Policy. The **ENGINEER** is responsible for coordination with the various utility companies for exposing potential conflicts and field ties to uncover utilities in potential conflict areas.

**Meetings**

Meetings will be held with the FHWA, State Officials, local governments, property owners, utility owners, railroad companies, other consulting firms, etc., as needed or required by the **COUNTY**. The **ENGINEER** shall coordinate through the **COUNTY** for the development of this project with any local entity having jurisdiction or interest in the project (i.e., city, county, etc).

**Specifications, Special Provisions, Special Specifications**

Whenever possible, use the State's standard specifications or previously approved special provisions and/or special specifications. If a special provision and/or special specification is developed for this project, it shall be in the State's format and, to the extent possible, incorporate references to approved State test procedures.

**Project Manager/Engineer Communication**

The **Engineer** shall designate one Texas Registered Professional Engineer to be responsible throughout the project for project management and all communications, including billing, with the **COUNTY's** Director. Any replacements to the **Engineer's** designated Project Manager/Engineer must be approved by the **COUNTY**.

Engineering documents produced for the department's engineering projects shall be signed, sealed and dated or CADDSEAled in accordance with Administrative Order No. 5-89 and Administrative Circular No. 26-91.

**Design Responsibilities**

The **engineer** is responsible for design errors and/or omissions that become evident before, during or after construction of the project. The **Engineer's** responsibility for all questions arising from design errors and/or omissions will be determined by the **COUNTY** and all decisions shall be final and binding. This would include, but not necessarily be limited to:

1. All design errors and/or omissions resulting in additional design work to correct the errors and/or omissions.
2. Preparation of design documents and detail drawings necessary for a field change due to design errors and/or omissions.
3. Revision of original tracings to the extent required for a field change due to design errors and/or omissions.

The **Engineer** shall promptly make necessary revisions or corrections resulting from the **Engineer's** errors, omissions or negligent acts without additional compensation. Acceptance of the work by the **COUNTY** will not relieve the **Engineer** of the responsibility for subsequent correction of any such errors or omissions or for clarification of any ambiguities.

**Document and Information Exchange**

Data, Plan Sheets, General Notes and/or Specifications provided to the COUNTY shall be furnished on 8GB USB flash drives. Each 8 GB flash drive shall have a file titled Table of Contents. The Table of Contents shall indicate the locations of files within the directory structure of the documentation.

General Notes and specifications shall be provided in MS Office 2007 format. Plan sheets shall be provided in Microstation DGN or GEOPAK GPK format. PDF copies of plan sheets shall also be provided.

Two copies of the documentation shall be provided to the County.

If required, the engineer shall provide to the COUNTY, a CD that contains all the plan sheets for the project. The graphics tape shall be compatible with the COUNTY's computer system.

**Proposal Time**

The time indicated in the proposal and the contract shall include time necessary for reviews, approval, etc.

**Office Location**

The engineer will perform the services to be provided under this agreement out of their office or offices listed below:

<u>Service</u>	<u>Office Location</u>
PS&E	Mission Office
ROW Acquisition Services	Mission Office

The work effort will be managed out of the \_\_\_\_\_ Mission  
 (City)  
 office located at 900 South Stewart Rd. \_\_\_\_\_,  
 (Address)  
 Mission \_\_\_\_\_, Texas \_\_\_\_\_  
 (City) (State)

TASK AND DESCRIPTION	FIRM	2012												2013														
		OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
<b>Work Authorization No. 1</b>																												
<b>Project Planning</b>																												
Obtain Right of Entry (Surveying)	RODS																											
Existing Right-Of-Way Layout	RODS																											
Hydrologic Map	L&G																											
Utility Coordination	L&G																											
Coordination with Irrigation District	L&G																											
<b>Schematic &amp; Environmental Doc Development</b>																												
Develop Schematic with Outfalls	L&G																											
Meet w/TxDOT & Revise Schematic as per Comments	L&G																											
TxDOT & County approves Schematic	TxDOT																											
Review Previously Completed EA	L&G																											
Meet with TxDOT regarding Environmental Document	L&G																											
Prepare Environmental Documental to District	L&G																											
Meet with affected Property Owners (MAPO)	L&G																											
Prepare summary of MAPO	TxDOT																											
Approval by TxDOT/FHWA	TxDOT																											
<b>ROW Mapping (Approx. 15 Parcels)</b>																												
Develop ROW Map, Parcel Sketches & Field Notes	L&G																											
TxDOT Review	TxDOT																											
Revisions as per TXDOT Comments	L&G																											
TxDOT Approve ROW Map	TxDOT																											
<b>ROW Acquisition (Approx. 15 Parcels)</b>																												
Project Administration	L&G																											
Coordination with County and TxDOT	L&G																											
Title Commitments	L&G																											
Appraisal Reports	L&G																											
Appraisal Review Reports	L&G																											
Appraisal Update Reports	L&G																											
Approved Values by TxDOT	TxDOT																											
Acquisition Negotiation Offers	L&G																											
Title Curative Process	L&G																											
Title Commitment Updates	L&G																											
Payments for Parcels	L&G																											
L&G Condemnation Support Process	L&G																											
Eminent Domain Proceedings by County	County																											
Title Insurance Policies	L&G																											
Consummation of Outstanding Cases	L&G																											
<b>Work Authorization No. 2</b>																												
<b>PS&amp;E</b>																												
Design Surveys	RODS																											
Complete Intersection Layouts	L&G																											
Roadway Design, x-sections, earthwork, etc.	L&G																											
Design Hydraulic Structures, Outfalls, etc.	L&G																											
Design Storm Drain System	L&G																											
Signing and Pav't Markings	L&G																											
Traffic Control Plan	L&G																											
Utility Coordination	L&G																											
Specifications, General Notes, Estimates	L&G																											
TxDOT Review	TxDOT																											
REVISIONS BY L&G AS RECEIVED FROM TXDOT	L&G																											
TxDOT PROCESS FOR LETTING AT AUSTIN	TxDOT																											
Estimated Construction Letting	TxDOT																											
<b>Construction</b>																												
Construction Inspection assisting TxDOT	L&G																											

■ L&G ENGINEERING TASK  
■ TxDOT TASK  
■ COUNTY TASK

NOTE: THIS SCHEDULE ASSUMES THAT A FULL RE-EVALUATION OF THE FONSI WILL NEED TO BE PERFORMED. IN ADDITION, THIS SCHEDULE ASSUMES THAT ROW ACQUISITION WILL NOT BEGIN UNTIL THE RE-EVALUATION IS COMPLETE DUE TO FUNDING.

## EXHIBIT D CONTRACT RATES

Labor/Staff Classification	Hourly Base Rate	Contract Rate FY 11	Contract Rate FY 12	Contract Rate FY 13
Principal	\$ -	\$ -	\$ -	\$ -
Senior Project Manager	\$ 72.00	\$ 210.96	\$ 217.29	\$ 223.81
Senior Engineer	\$ 60.00	\$ 175.80	\$ 181.07	\$ 186.51
Project Engineer	\$ 43.00	\$ 125.99	\$ 129.77	\$ 133.66
Design Engineer	\$ 38.00	\$ 111.34	\$ 114.68	\$ 118.12
EIT	\$ 26.00	\$ 76.18	\$ 78.47	\$ 80.82
Senior Engineer Tech	\$ 25.00	\$ 73.25	\$ 75.45	\$ 77.71
Engineer Tech	\$ 24.00	\$ 70.32	\$ 72.43	\$ 74.60
CADD Operator	\$ 21.00	\$ 61.53	\$ 63.38	\$ 65.28
ROW Administrator	\$ 34.00	\$ 99.62	\$ 102.61	\$ 105.69
ROW Negotiator	\$ 31.00	\$ 90.83	\$ 93.55	\$ 96.36
Biologist	\$ 16.00	\$ 46.88	\$ 48.29	\$ 49.73
Senior Environmental Scientist/Specialist	\$ 43.00	\$ 125.99	\$ 129.77	\$ 133.66
Environmental Scientist/ Specialist	\$ 25.00	\$ 73.25	\$ 75.45	\$ 77.71
Admin/Clerical	\$ 18.00	\$ 52.74	\$ 54.32	\$ 55.95
Negotiated Overhead Rate: 161.75% Negotiated Profit Rate: 12.00%		Contract Rates include labor, overhead, and profit. Contract Rates to be used to derive lump sum totals. All rates are negotiated rates and are not subject to change or adjustment.		
<b>Percent complete to be billed.</b>				
<b>Other Direct Expenses:</b>		<b>Cost</b>		
Lodging		\$85/night		
Meals		\$36/day		
Mileage		\$0.55/mile		
Car Rental		\$60.00/Day		
Air Travel (Coach/Business Class)		<b>At Cost</b>		
8 1/2" X 11" copies		\$1.00/sheet		
11" X 17" copies		\$1.50/sheet		
11" X 17" Mylar		\$2.00/sheet		
Overnight Mail - Letter Size		\$15.00/Each		
Overnight Mail - Oversized Box		\$25.00/Each		

Approved (JG) 07/15/2011  
Revision No. 4

**EXHIBIT "D-1"**  
**FEE SCHEDULE (Part I of Phase I Only)**  
**FM 1925 Project**

ROADWAY PROJECT: .....	FM 1925 PROJECT	
LIMITS: ... <b>PHASE I</b> .....	Kenyon East to FM 907	
LIMITS: ... <b>PHASE II</b> .....	FM 907 East to FM 88	
EXISTING ROADWAY SECTION: .....	40' -- Rural	
EXISTING ROW WIDTH: .....	80 Varies	
PROPOSED ROADWAY SECTION: .....	4-lane divided urban with Grade Separations (FM 907, Hid Loop, FM 493 & FM 88)	
PROPOSED ROW WIDTH: .....	Varies 120ft - 150ft	
ESTIMATED CONSTRUCTION COST <b>PHASE I</b> .....	<b>\$4,000,000.00</b>	
ESTIMATED CONSTRUCTION COST <b>PHASE II ROADWY FM1925</b> .....	\$28,000,000.00	
ESTIMATED CONSTRUCTION COST <b>PHASE II COUNTY ROAD CONNECTIONS</b> .....	\$6,000,000.00	
ESTIMATED CONSTRUCTION COST <b>PHASE II OVERPASSES (4 ESTIMATED)</b> .....	\$35,000,000.00	
ESTIMATED CONSTRUCTION COST <b>PHASE II</b> .....	<b>\$69,000,000.00</b>	
LENGTH: <b>PHASE I</b> .....	1 Miles	
LENGTH: <b>PHASE II</b> .....	7 Miles	
<b>ESTIMATED PROJECT COSTS</b>	<b>STATE/MPO</b>	<b>LOCAL</b>
<b>WORK AUTHORIZATION NO. 1 (Part I of Phase I)</b>		
<b>PHASE I - PLANNING &amp; PUBLIC INVOLVEMENT</b>		
Schematic <b>PHASE I</b>		\$ 57,600.00
Hydrological Map		\$ 30,000.00
Surveys for Schematic (Preliminary ROW Mapping, H&V Control) <b>PHASE I</b>		\$ 20,000.00
Coordinate Environmental Assessment with TxDOT <b>PHASE I</b>		\$ 35,000.00
Limited Public Involvement for Environmental Assessment <b>PHASE I</b>		\$ 20,000.00
<b>SUB-TOTAL BUDGET FY 2012</b>	\$ -	\$ 162,600.00
<b>PHASE I - DESIGN, ROW MAPPING &amp; UTILITIES</b>		
Compensible Utilities, Management Oversight	\$ -	\$ 22,500.00
ROW Map (ESTIMATED 15 PARCELS)		\$ 52,500.00
<b>SUB-TOTAL BUDGET FY 2012</b>	\$ -	\$ 75,000.00
<b>PHASE I - ROW ACQUISITION</b>		
Right-of-Way Costs - Acq.Services @ (est. 15 Parcels @ \$12,800/Parcel Avg.)		\$ 192,000.00
Roadway Right-of-Way Costs - (40 ft. for 1 mile @ \$3.00/sq ft)(STATE 98%)(LOCAL=2%) After "EDC"	\$ 620,928.00	\$ 12,672.00
Relocated Homes/Businesses	\$ -	\$ -
Transmission line Adjustments and High Pressure Gas lines (STATE 98%)(LOCAL=2%)	\$ -	\$ -
<b>SUB-TOTAL BUDGET FY 2012</b>	\$ 620,928.00	\$ 204,672.00
<b>TOTAL PART I OF PHASE I</b>		\$ 429,600.00
<b>WORK AUTHORIZATION NO. 2 (Part II of Phase I)</b>		
<b>PHASE I - DESIGN, ROW MAPPING &amp; UTILITIES</b>		
Field Surveys for Design and Construction		\$ 40,000.00
PS&E Development		\$ 320,000.00
Signal Design		\$ 60,000.00
Permitted Utilities Coordination	\$ -	\$ 22,500.00
<b>SUB-TOTAL</b>	\$ -	\$ 442,500.00
<b>PHASE I - CONSTRUCTION</b>		
ROADWAY CONSTRUCTION COST	\$ 4,000,000.00	
TxDOT Construction Inspection (11%)	\$ 440,000.00	
L&G Construction Management		\$ 56,000.00
<b>SUB-TOTAL</b>	\$ 4,440,000.00	\$ 56,000.00
<b>TOTAL PART II OF PHASE I</b>		\$ 498,500.00
<b>SUB-TOTAL</b>	\$ 5,060,928.00	\$ 940,772.00

Work Authorization No. 1 (Part I of Phase I)	<b>FY 12</b>	\$ 429,600.00
Work Authorization No. 2 (Part II of Phase I)		\$ 498,500.00

State Estimated Cost  
 Local Estimated Cost



**PART 2. ESTIMATED COST**

The estimated cost for services under this Work Authorization is \$ \_\_\_\_\_. 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 of the Agreement.

**PART 4. FUNDING**

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

Account No. \_\_\_\_\_

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 \_\_\_\_\_, Commissioner \_\_\_\_\_ as to content and detail of this Work Authorization No. 1.

**HIDALGO COUNTY**

BY: \_\_\_\_\_

**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 \_\_\_\_\_, 2011.

**THE ENGINEER:**

**THE OWNER:  
HIDALGO COUNTY**

-----  
By: Jacinto Garza, P.E.  
President

-----  
By: Ramon Garcia, County Judge

**ATTEST:**

-----  
By: Arturo Guajardo, Jr., County Clerk

**LIST OF ATTACHMENTS**

- EXHIBIT "A" - Service to be Provided by the Owner
- EXHIBIT "B" - Services to be Provided by the Engineer
- EXHIBIT "C" - Work Schedule
- EXHIBIT "D" - Fee Schedule

**EXHIBIT "F"**

**Supplemental Agreement Form**

THE STATE OF TEXAS   §  
  §  
COUNTY OF HIDALGO   §

**SUPPLEMENTAL AGREEMENT NO. \_\_\_\_\_**  
**TO AGREEMENT FOR PROFESSIONAL SERVICES**

This SUPPLEMENTAL AGREEMENT is made pursuant to the terms and conditions of Article 8 of the Agreement made by and between HIDALGO COUNTY, acting herein by and through the Commissioner's Court, hereinafter called the "Owner", and \_\_\_\_\_, Professional Engineers of, \_\_\_\_\_, Texas, hereinafter called "Engineer".

WITNESSETH

WHEREAS, the Owner and the Engineer executed the Agreement on the \_\_\_\_ day of \_\_\_\_\_ 2011 concerning engineering for \_\_\_\_\_ (hereinafter referred to as the "Project"); and,

WHEREAS, Article \_\_\_\_ of the Agreement, (article title), establishes \_\_\_\_\_; and,

WHEREAS, it has become necessary to amend the contract to

\_\_\_\_\_  
\_\_\_\_\_

**A. AGREEMENT**

NOW THEREFORE, premises considered, the Owner and the Engineer agree that said Agreement is amended as follows:

I. Article \_\_\_\_\_ of the Agreement, (article title), is revised to

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

All other provisions are unchanged and remain in full force and effect.

IN WITNESS WHEREOF, the Engineer and the Owner have caused this Supplemental Agreement to the Agreement for Professional Services to be executed as of the \_\_\_\_\_ day of \_\_\_\_\_, 2011.

THE ENGINEER:  
ENGINEER

BY: \_\_\_\_\_

THE OWNER:  
HIDALGO COUNTY

BY: \_\_\_\_\_  
Ramon Garcia, County Judge

LIST OF ATTACHMENTS  
(as required)

SAMPLE



## DESCRIPTIONS (Continued from Page 1)

Blanket Waiver of Subrogation

**\*\* Supplemental Name \*\***

First Supplemental Name applies to all policies - L & G Engineering Laboratory LLC, L & G Consulting Engineers, In

Hidalgo County is hereby listed as Additional Insured regarding the General Liability and Auto Liability.

Waiver of Subrogation in favor of Certificate Holder.

**APPROVED**

**AI-28500**

**22. C. 2.**

**CC REGULAR**

**Meeting Date:** 09/13/2011

**Submitted For:** Marcos Lopez, Pct 4 (Gloria)

**Submitted By:** Monica Badillo, EXECUTIVE OFFICE

**Department:** EXECUTIVE OFFICE

Information

**CAPTION**



a. Approval of the final negotiated Engineering Services Contract with the No. 1 ranked firm of L & G Engineering for the provision of Engineering Services for the widening and reconstruction of the FM 1925 project in the general vicinity of Kenyon Road to the general vicinity of FM 907 in Hidalgo County Precinct No. 4;



b. Authorization and approval of Work Authorization No. 1 in the amount of \$429,600.00 from L & G Engineering in connection with Engineering Services for the widening and reconstruction of the FM 1925 project in the general vicinity of Kenyon Road to the general vicinity of FM 907 in Hidalgo County Precinct No. 4

**BACKGROUND**

Fiscal Impact

**FISCAL YEAR:**

**ACCT. #:**

**FUNDS AVAILABLE Y/N?:**

**MATCHING FUNDS Y/N?:**

**BUDGETARY IMPACT:**

DBM is going to address the funding source for this item.

Attachments

contract  
WA

Form Review

<b>Inbox</b>	<b>Reviewed By</b>	<b>Date</b>
Purchasing Department	Marty Salazar	09/09/2011 03:08 PM
Budget & Management	Merlen P. Munoz	09/09/2011 03:22 PM
Purchasing Department	Marty Salazar	09/09/2011 03:08 PM
Budget & Management	Merlen P. Munoz	09/09/2011 03:22 PM
Manuel Chapa		
Auditor's Office		
Form Started By: Monica Badillo		Started On: 09/09/2011 10:23 AM

CC Approved on 9/13/2011



AGENDA
CC REGULAR
HIDALGO COUNTY
COMMISSIONERS COURT MEETING
September 13, 2011
9:30 A.M.

NOTICE is hereby given in accordance with Chapter 551, Texas Government Code, that a SPECIAL MEETING of the Commissioners' Court will be held in the Commissioners' Courtroom of the Administration Building, 100 E. Cano, 1st floor, Edinburg, Hidalgo County, Texas. Discussion and possible action relating to the following business will be transacted:

- 1. Roll Call All Present
2. Pledge of Allegiance All
3. Prayer Com. Quintanilla
4. Approval of Consent Agenda 11--B2 11C, 11D, 11 k
5. Open Forum

no action 6. AI-28498 Appointment of Judge to the Office of County Court at Law #7 September 13, 2011

7. Executive Officer - Valde Guerra:

- A. 1. Requesting exemption from competitive bidding requirements under the Texas Local Government Code, Section 262.024(A) (4) "a Professional Service" for the "provision of legal services/representation in connection with litigation."
2. Requesting engagement with the firm of \_\_\_\_\_ for the "Provision of Legal Services/Representation in connection with Litigation"

approved

B. AI-28437 Approval to accept a settlement check from Allstate Insurance Company in the amount of \$931.21 to settle auto accident with County vehicle. (HIDTA)

approved

C. AI-28435 Approval to accept a settlement check from State Farm Insurance Company in the amount of \$588.60 to settle auto accident with County vehicle. (Sheriff's Office)

D. AI-28481 Texas Cooperative Extension: Requesting permission for one (1) employee to travel to Austin, Texas on September 13-16, 2011 for Texas Obesity Awareness Week - 2011 Texas Health Champion Award (expenses to be paid by the Dell Center)

presentation only

presentation only

E. AI-28485 1. Presentation by Texas Organ Sharing Alliance regarding the Hidalgo County's "Tree of Hope" Planting Ceremony on Friday, September 16, 2011
2. Presentation by United Blood Services regarding Hidalgo County Employee Blood Drive on Tuesday, September 20, 2011

approved

F. AI-28491 Status update regarding Operation Clean Slate. - Advertising!!

G. AI-28488 Request from the Rio Grande Regional Water Authority for a Local Match Pledge in the amount of \$18,966.89 to fund an Alternative Regional Water Supply Feasibility Study

8. Constables:

A. AI-28405 Constable Pct. #3 - Border Security Crime Reduction Operation Grant (1284): Requesting approval to submit a request to the Office of the Governor to transfer all funds budgeted in the Bulletproof Vests (obj. codes 668 or 748) and Vehicle Operating Costs (obj. code 672) line items into the New Vehicle Purchase (obj. code 741) line item.

9. County Judge's Office:

CC Approved on 9/13/2011

0002	Registered Nurse IV	17	16
------	---------------------	----	----

approved

b. Approval of revised salary schedule.

22. Purchasing Department - Marty Salazar:

Notes:

A. FOR ANY CONTRACT(S) AWARDED AND APPROVED UNDER THIS AGENDA, EXECUTED COPIES OF THE CONTRACT(S) WILL BE AVAILABLE ON THE COUNTY INTRA-NET WEBSITE AND WILL BE FOWARDED VIA E-MAIL, FAX OR HAND DELIVERED TO HIDALGO COUNTY AUDITOR'S OFFICE.

B. ANY AND ALL REQUESTS FOR PAYMENT(S) APPROVED WILL BE SUBJECT TO COUNTY AUDITORS PROCESSING PROCEDURES INCLUDING AUTHORITY FOR COUNTY TREASURER TO ISSUE PAYMENT(S)/CHECK(S).

A. Hidalgo County

approved

1. Current inter-local(s) and/or contract(s) for the "Housing of Inmates"

2. Presentation for discussion, consideration and action

Including, but not limited to, the following items in connection with New Adult Detention Center:

- a) Detention Facility Law Enforcement Center Design- Build Contract with including action regarding Landmark Application for payment, final punch list and release of retainage
- b) Construction of additional pod(s)
- c) Selection and engagement of an architect for the construction of additional pods

approved a-c

3. Presentation for discussion, consideration and action (if necessary) including, but not limited to the following:

- a) Renovations of administration building
- b) Other ongoing county owned building construction, renovation repair projects
- c) Emergency situations occurring since last agenda meeting

approved a-c

B. Budget & Management

1. AI-28364 DBM - Workers' Comp. Division:

a. Authorization to purchase through Hidalgo County's membership and participation with TASB/Buyboard's awarded vendor, Philpott Motors-Contract No. 358-10), Two (2) New or newer 2011 Ford F-150 with Extended Cab upgrade in the amount of \$34,804.50 to include a one time administrative fee of \$400.00 for a total of \$35,204.50 -Project #2011-244-OGG);or in the alternative,

b. Authority to advertise sealed competitive procurement for the purchase of: Two (2) New or newer 2011 or newer Ford F-150 with Extended cab upgrade in the amount of \$34,804.50 to include pricing and delivery fees for -Project #2011-244-OGG); to include options as described on attached specifications or equivalent.

approved

no action

C. Pct. 4

1. AI-28482 Discussion and action related to the selection/ranking of engineering services in connection with the Safe Routes to School (SRTS) grant project received by Hidalgo County and partnering with Edinburg ISD and the City of Edinburg.

no action

2. AI-28500 a. Approval of the final negotiated Engineering Services Contract with the No. 1 ranked firm of L & G Engineering for the provision of Engineering Services for the widening and reconstruction of the FM 1925 project in the general vicinity of Kenyon Road to the general vicinity of FM 907 in Hidalgo County Precinct No. 4;

b. Authorization and approval of Work Authorization No. 1 in the amount of \$429,600.00 from L & G Engineering in connection with Engineering Services for the widening and reconstruction of the FM 1925 project in the general vicinity of Kenyon Road to the general vicinity of FM 907 in Hidalgo County Precinct No. 4

approved

approved

D. District Courts

1. AI-28483 a. Approval to proceed to provide Hon. Noe Gonzalez, Presiding Judge, 370th State District Court the three nominated firms for the scoring/grading/evaluating of said firms for presentation to CC for ranking and thereafter proceed with negotiation process for engagement to: Seek funding sources for assistance and efficiency of the 370th State District Court as it pertains to Human Trafficking and Violence against Women;

approved

b. Recommendation by Hon. Noe Gonzalez for CC to assign/designate himself and his court staff to score/grade and evaluate the firms for presentation of grid to CC for ranking.

approved

CC Approved on 9/13/2011