

**URBAN COUNTY PROGRAM**

**Hidalgo County Commissioners' Court**  
**Agenda Request Form**

No. 46872

Name: Monica L.

Date: October 3, 2014 Meeting Date Request: October 28, 2014  
 Deadline for Action: October 14, 2014 Contact Person: Diana R. Serna  
 Department: Urban County Program Phone: (956) 787-8127 Fax: (956) 318-2988  
 Diana R. Serna, UCP Director *DRS*

**Caption:**

The Urban County Program on behalf of the City of Elsa is requesting approval and award of best and final negotiated contract with International Consulting Engineers in the amount of \$16,919.00 utilizing CDBG FY 26 (2013) Park, Recreational Facility funds.

**Background:**

International Consulting Engineers submitted a best and final offer for professional engineering services which includes design topography, surveying and plans/specifications for a Park, Recreational Facility project within the City of Elsa. International Consulting Engineers was the highest ranked firm by County Commissioner's Court. See attached professional service agreement, best and final offer letter, scope of services and certificate of insurance.

Contract Amount: \$ 16,919.00  
 Funds Available: \$193,649.20 YR 26 (2013) Park, Recreational Facility

<i>Engineering cost proposal fee break down:</i>	<i>Fees</i>
Task 1 – Preliminary Engineering	\$ 1,155.00
Task 2 - Surveying	\$ 3,080.00
Task 3 – Construction Drawings & Specifications	\$10,285.00
Task 4 – Construction Phase Services	\$ 862.00
Task 5 – Special Service	\$ 1,537.00
Total:	\$16,919.00

Deputy Director *AD*  
 Finance *CF*

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Please initial for approval:

Legal Counsel \_\_\_\_\_ Budget \_\_\_\_\_ Human Resources \_\_\_\_\_  
 Dept./Fund No: \_\_\_\_\_ Amt. Expended: \$ \_\_\_\_\_ Funds/Staffing Budgeted: Yes \_\_\_\_\_ No \_\_\_\_\_  
 Account code: \_\_\_\_\_ Impact on Future budget: Yes \_\_\_\_\_ No \_\_\_\_\_

**Comments:**

Action taken by Commissioner's Court:

Approved \_\_\_\_\_ Tabled \_\_\_\_\_ Denied \_\_\_\_\_ Motion made by \_\_\_\_\_ Seconded \_\_\_\_\_ Vote \_\_\_\_\_

APPROVED Co. Comm. Ct.  
 DATE 10-28-14 *DRS*

AI-46872

Urban County 16. B.

CC - REGULAR

Meeting Date: 10/28/2014

Department: URBAN COUNTY

Information

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Attachments

Agreement Jimenez Engineering backup

Form Review

Inbox	Reviewed By	Date
Budget & Management	Veronica Ortiz	10/09/2014 10:41 AM
Purchasing Department	Monica Badillo	10/24/2014 06:25 PM
Budget & Management	Veronica Ortiz	10/09/2014 10:41 AM
Auditor's Office		10/24/2014 06:25 PM
Form Started By: Olga Lerma		Started On: 10/08/2014 09:50 AM
Final Approval Date: 10/24/2014		