

A.C. CUELLAR JR.
COMMISSIONER PRECINCT 1

April 10, 2015

HIDALGO COUNTY PCT. 1
1902 JOE STEPHENS, STE. 101
WISLACO, TEXAS 78599

PH 956-968-8733
FAX 956-969-1417

Ms. Diana Serna, Executive Director,
Urban County Program
427 E. Durante Ave.
Suite 107
Alamo, TX 78516

Subject: Delta Area Connector/ East Lateral Project

Dear Ms. Serna,

Please accept this letter as Precinct No.1's formal request to submit an agenda item for the recommendation of LeFevre Engineering and Management, Inc. as the Professional Engineering Service Firm through the Hidalgo County Commissioners' Court regarding the Texas General Land Office (GLO) Round 2.1 Disaster Recovery Funding for the Precinct No.1 Flood Drainage Improvements Project known as the Delta Area Connector/ East Lateral. (GLO Contract #12-406-000-6453).

Please call me if you have questions or require additional input from my office.

Respectfully,

Raul Lozano, Chief of Staff Precinct 1

April 8, 2015

Submitted to:
Diana R. Serna
Director
c/o Urban County Program

Re: Best and Final Offer – Urban County Program – Delta Area Connector/East Lateral

Ms. Serna:

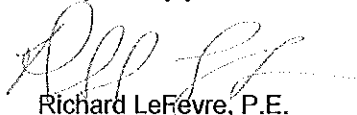
As requested, please find the enclosed Best and Final Offer (BAFO) submitted by LeFevre Engineering & Management Consulting, LLC on the proposed rates submitted as set forth below in connection to the above referenced project and is based on a twelve (12) month contract instead of a ten (10) month contract. As per our meeting on April 9, 2015, the final negotiated fee will decrease from \$450,000.00 to \$420,000.00 as seen below.

| Engineering Cost Proposal and Fee Breakdown by: | | |
|---|--------------|----------------------|
| LeFevre Engineering & Management Consulting, LLC | | |
| Task 1 – Observation, Management & Coordination of County Forces for Construction of the Delta Area Connector/East Lateral | \$292,500.00 | |
| Task 2 – General Oversight of General Contractor(s) & Coordination with Project Engineer on Publicly Bid Portion of the Delta Area Connector/East Lateral | \$127,500.00 | |
| Total | | \$ 420,000.00 |

This offer does not include, material testing, Right-of-Way Acquisition or mapping, geotechnical engineering, environmental assessments, development of traffic control plan, bypass pumping plans, Storm Water Pollution Prevention Plans, TxDOT Permits (if needed), and establishment of staging area or yard. These would be considered additional services and would be needed to be added to contract.

Please call me if you should have any questions at (956) 687-5362.

Respectfully yours,



Richard LeFevre, P.E.
President

CC: Z:\Contracts\Hidalgo\Precinct 1\CM\BAFO - Urban County - CM - Copy.docx

EXHIBIT B
Engineering Cost Proposal and Fee Breakdown

| | |
|--|---------------------|
| Task 1 – Construction Phase Engineering, Inspection, Construction Staking, Administration | \$292,500.00 |
| Task 2 – Construction Management, Administration, Construction Phase Engineering | \$127,500.00 |
| Total | \$420,000.00 |

This Fee is based on a twelve
(12) month contract.

HOURLY FEES

| | |
|----------------------------------|---------------|
| PRINCIPAL | \$200.00/HOUR |
| PROJECT ENGINEER | \$175.00/HOUR |
| PROJECT MANAGER | \$130.00/HOUR |
| DESIGNER/TECHNICIAN | \$ 85.00/HOUR |
| ADMINISTRATIVE | \$ 65.00/HOUR |
| INSPECTOR/PROJECT REPRESENTATIVE | \$ 75.00/HOUR |

*Reimbursables, Materials, and Travel are incorporated into hourly fees for individuals and will not be requested for this project.

LeFEVRE
ENGINEERING &
MANAGEMENT CONSULTING, LLC

612 Nolans, Suite 620
McAllen, Texas 78504
Tel. 956.687.1EMC
Fax. 956.687.6363

Texas Registered Engineering Firm F-11722



4325 North Loop West
 P.O. Box 71504
 Dallas, Texas 75271
 Tel: 214-641-8000
 Fax: 214-641-8001

ENVIRONMENTAL &
 WASTE MANAGEMENT
 Texas Registered Engineering Firm E-111922

Professional Engineering Cost Breakdown
 Urban County Water Delta Area Connector/East Lateral
 P188

Contract Length 43 Weeks 215 Working Days

LEMC Professional Engineering Services:

| | | |
|----------------------|--------|-------|
| Hourly Rates: | | |
| Principal Engineer | 200.00 | \$/hr |
| Engineer | 175.00 | \$/hr |
| Project Manager | 130.00 | \$/hr |
| CADD Technician | 85.00 | \$/hr |
| Inspector | 75.00 | \$/hr |
| Administration | 65.00 | \$/hr |

| Task 1 | Principal Engineer | Project Manager | Project Engineer | CADD Technician | Admin |
|---|---------------------------|------------------------|-------------------------|------------------------|---------------------|
| Preconstruction Meeting w/ stakeholders | 2 | 8 | 4 | | 0 |
| Develop project objectives with stakeholders | 2 | 8 | 4 | | 0 |
| Determine project responsibilities and identify phases of project | 2 | 8 | 4 | | 0 |
| Work with Project Engineer and Owner to determine project specifications by reviewing project design, owner requirements, and performance standards | 2 | 8 | 4 | | 0 |
| Preliminary and Final Project Schedule | 2 | 8 | 4 | | 0 |
| Daily Onsite Visitation, Coordination with County Forces for personnel, equipment, etc. Daily Site Visits | 4 | 80 | 16 | | 80 |
| Control project plan by reviewing design and specifications: assist with project schedule changes, and resolutions to changes in project progress | 4 | 30 | 16 | | 0 |
| Preparation of Daily Reports, Photos, and project status reporting. | 4 | 80 | 16 | | 8 |
| Reviewing and ensuring compliance with County, State, and Federal Requirements. Section 3 | 2 | 30 | 8 | | 38 |
| Maintain jobsite records, SWPPP, bypass pumping (if needed) | 0 | 38 | 2 | | 8 |
| Construction Staking oversight and coordination with Surveyor | 8 | 60 | 24 | 100 | 16 |
| Assist County and Engineer with Pay Application, Change Orders, Pay applications | 4 | 45 | 20 | | 32 |
| Pre-Bid Meeting, Bid Opening, and Preconstruction Meeting with Contractor, Project Engineer, and Owner Representatives. | 8 | 40 | 10 | | 0 |
| Monthly Status Reports | 8 | 50 | 20 | | 62 |
| Cost control system and meetings to review costs | 1 | 30 | 20 | | 0 |
| Review and Submission of Certified Payroll to Owner | 0 | 60 | 2 | | 70 |
| Urban County Monthly Employment Utilization Reports | 0 | 60 | 2 | | 80 |
| Section 3 monthly reports | 0 | 30 | 0 | | 38 |
| Traffic Control Monitoring | 1 | 8 | 8 | | |
| Record Drawings and Asbuilts | 2 | 40 | 16 | 120 | 60 |
| TOTAL FOR TASK 1 | 90 | 1108 | 326 | 336 | 690 |
| | \$ 18,000.00 | \$ 144,040.00 | \$ 57,050.00 | \$ 28,560.00 | \$ 44,850.00 |

| Task 2 - Construction Management of Publicly Bid Project | | | | | |
|---|---------------------------|------------------------|-------------------------|------------------------|---------------------|
| | Principal Engineer | Project Manager | Project Engineer | CADD Technician | Clerk |
| Preconstruction Meeting w/ stakeholders | 1 | 4 | 4 | | |
| Develop project objectives with stakeholders | 1 | 4 | 4 | | |
| Determine project responsibilities and identify phases of project | 1 | 4 | 4 | | |
| Work with Project Engineer and Owner to determine project specifications by reviewing project design, owner requirements, and performance standards | 1 | 4 | 4 | | |
| Preliminary and Final Project Schedule | 1 | 6 | 8 | | |
| Daily Onsite Visitation, Coordination with County Forces for personnel, equipment, etc. Daily Site Visits | 1 | 40 | 10 | | 40 |
| Control project plan by reviewing design and specifications: assist with project schedule changes, and resolutions to changes in project progress | 1 | 30 | 8 | | |
| Preparation of Daily Reports, Photos, and project status reporting. | 1 | 40 | 8 | | 50 |
| Reviewing and ensuring compliance with County, State, and Federal Requirements. Section 3 by Contractor | 2 | 30 | 8 | | 30 |
| Assist with maintaining jobsite records, SWPPP, bypass pumping (if needed) by Contractor. | 2 | 40 | 8 | | 20 |
| Assist County and Engineer with Pay Application, Change Orders, Pay applications | 1 | 20 | 8 | | 20 |
| Assist County with with Pre-Bid Meeting, Bid Opening, and Preconstruction Meeting with Contractor, Project Engineer, and Owner Representatives. | 4 | 20 | 15 | | 8 |
| Monthly Status Reports | 10 | 50 | 20 | | 20 |
| Cost control system and meetings to review costs with Owner and Project Engineer | 2 | 20 | 10 | | |
| Assist with Review and Submission of Certified Payroll to Owner | 2 | 40 | 8 | | 20 |
| Insure compliance with Contractor for submitting Urban County Monthly Employment Utilization Reports | 2 | 40 | 8 | | |
| Insure compliance with Contractor for submitting Section 3 monthly reports | 2 | 40 | 8 | | |
| Weekly and monthly status meeting and agendas. | 8 | 40 | 20 | | 30 |
| Assist owner with compliance by contractor for submittals of Record Drawings and Asbuilts | 8 | 50 | 30 | | |
| TOTAL FOR TASK 2 | 51 | 522 | 193 | 0 | 238 |
| | \$ 10,200.00 | \$ 67,860.00 | \$ 33,775.00 | \$ - | \$ 15,665.00 |

| | Principal Engineer | Project Manager | Project Engineer | CADD Technician | Clerk |
|--------------|---------------------------|------------------------|-------------------------|------------------------|---------------------|
| TOTAL | \$ 28,200.00 | \$ 211,900.00 | \$ 80,825.00 | \$ 28,560.00 | \$ 60,515.00 |

CONTRACT AMOUNT \$ 420,000.00

Exhibit "A"
SCOPE OF SERVICES

Urban County Program Year ___ (201___) Delta Area Connector/East Lateral

PREPARED BY:
LeFEVRE ENGINEERING & MANAGEMENT CONSULTING, LLC.
(LEMC)

The County of Hidalgo, Texas, proposes to construct Urban County Program Year ___ (201___) Delta Area Connector/East Lateral.

The following tasks are based on a twelve (12) month contract. Any additional time will be negotiated with the County.

Contract Amount: \$ 292,500.00

Project Tasks

Task 1 – Observation, Management, & Coordination of County Forces for Construction of the Delta Area Connector/East Lateral

1. Prepare and conduct a preconstruction meeting with all stakeholders to establish responsibilities and guidelines for all entities involved in the project.
2. Develop project objectives by reviewing project proposals and plans; conferring with the County and Project Engineer.
3. Determine project responsibilities by identifying project phases and elements; assigning personnel to phases and elements of the construction.
4. Work with Project Engineer and Owner to determine project specifications by reviewing project design, customer requirements, and performance standards.
5. Determine project schedule by studying project plan and specifications; calculating time requirements in coordination with project engineer and HDDNo.1 personnel.
6. Maintains project schedule by monitoring project progress; coordinating activities; resolving problems that may occur in project construction.
7. Control project plan by reviewing design, specifications, and plan and schedule changes; recommending actions to Owner and/or Project Engineer
8. Prepares construction project status reports by collecting, analyzing, and summarizing information and trends and recommending actions to Owner and Project Engineer.
9. Ensure compliance with federal, state, county and local regulations.
10. Maintain competent supervisory staff to coordinate and provide general direction of the work and progress of the contractors on the project.
11. Observe the work as it is being performed for general conformance with working drawings and specifications.
12. Establish procedures for coordinating among the public, owner, engineer, and contractors with respect to all aspects of the project.

13. Implement such procedures; maintaining job site records and making appropriate progress reports to owner on a weekly basis.
14. Oversight of County forces and personnel performing construction activities for the aforementioned project.
15. Provide construction staking to establish lines, slopes, grades, and centerlines.
16. Insure delivery of materials to off-site areas of storage and oversight of County resources used for delivery.
17. Implement labor policy in conformance with the requirements of the public owner and other State and Federal requirements for project.
18. Make recommendations for and processing requests for changes in the work and maintaining records of change orders.
19. Schedule and conduct job meetings to ensure orderly progress of the work.
20. Develop and monitor a project progress schedule.
21. Provide periodic status reports to owner, or project engineer
22. Establish and maintain a cost control system and conducting meetings to review costs.
23. Submission of Certified Payroll on a weekly basis to the Owner.
24. Submit Urban County Monthly Employment Utilization Reports to Owner.
25. Submit Section 3 Monthly Reports.
26. Submit Payroll Deductions for Employees (if any)
27. Submit photos with status reports.
28. Maintain As-Builts throught the Project.
29. Conduct weekly meetings with all stakeholders to discuss progress via conference call.
30. Conduct a monthly meeting with all stakeholders in person to discuss project progress.
31. Coordination of Material Testing for the proposed project.
32. Stormwater Pollution Control Plan and management.
33. Traffic Control monitoring.
34. Dewater and Bypass plan management.

Contract Amount: \$ 127,500.00

Task 2 – General Oversight of General Contractor & Coordination with Project Engineer on Public Bid Portion of the Delta Area Connector/East Lateral.

1. Prepare and assist in conducting a preconstruction meeting with all stakeholders to establish responsibilities and guidelines for all entities involved.
2. Develop project objectives by reviewing project proposals and plans; conferring with the County and Project Engineer.
3. Determine project responsibilities by identifying project phases and elements; assigning personnel to phases and elements of the construction.
4. Work with Project Engineer, Owner and Contractor(s) to determine project specifications by studying project design, customer requirements, and performance standards.
5. Assist Project Engineer with project schedule by studying project plan and specifications; calculating time requirements.
6. Assist Project Engineer with project schedule by monitoring project progress; coordinating activities; resolving problems that may occur in project construction.

7. Control project plan by assisting County with reviewing design, specifications, and plan and schedule changes; recommending actions to Owner and/or Project Engineer
8. Prepares construction project status reports by collecting, analyzing, and summarizing information and trends and recommending actions to Owner and Project Engineer.
9. Ensure compliance with federal, state, county and local regulations.
10. Maintain competent supervisory staff to coordinate and provide general direction of the work and progress of the contractors on the project.
11. Observe the work as it is being performed for general conformance with working drawings and specifications.
12. Establish procedures for coordinating among the public, owner, project engineer, and contractors with respect to all aspects of the project.
13. Implement such procedures; assisting Contractor with maintaining job site records and making appropriate progress reports to owner on a weekly basis.
14. Insure delivery of materials to off-site areas of storage and oversight of County resources used for delivery.
15. Implement labor policy for Contractor in conformance with the requirements of the public owner and other State and Federal requirements for project.
16. Review the safety and equal opportunity programs of each Contractor for conformance with the public owner's policy and making recommendations.
17. Review and process all applications for payment by involved contractors and material suppliers in accordance with the terms of the contract.
18. Make recommendations for and processing requests for changes in the work and maintaining records of change orders.
19. Schedule and conduct job meetings to ensure orderly progress of the work.
20. Develop and monitor a project progress schedule.
21. Coordinate and expedite the work of all contractors.
22. Provide periodic status reports to owner, or project engineer
23. Establish and maintain a cost control system and conducting meetings to review costs.
24. Submission of Certified Payroll on a weekly basis to the Owner.
25. Submit Urban County Monthly Employment Utilization Reports to Owner.
26. Submit Section 3 Monthly Reports.
27. Submit Payroll Deductions for Employees (if any)
28. Submit photos with status reports.
29. Review and assist Project Engineer with preparation of As-Builts.
30. Conduct weekly meetings with all stakeholders to discuss progress (via teleconference call)
31. Conduct monthly meetings with all stakeholders in person to discuss project progress, monthly invoicing, etc.
32. Coordination of material testing for proposed project.

