

EXHIBIT E -Work Authorization

HIDALGO COUNTY

Professional Engineering Services Contract # C-14-100-04-29

Work Authorization Form

WORK AUTHORIZATION NO. 01

THIS WORK AUTHORIZATION is made pursuant to the terms and conditions of Section I.A. of the Agreement made by and between HIDALGO COUNTY, action herein by and through the Commissioner's Court, hereinafter called the "Owner," and, Half Associates, Inc., professional engineers of McAllen, Texas, hereinafter called "Engineer".

PART 1. SCOPE OF WORK The purpose of this Work Authorization is for the Engineer to provide Mechanical and Electrical engineering design services for space pressure control at Autopsy Facility.

The scope of services to be provided by the Owner is identified in EXHIBIT "A" – Scope of Services to be Provided by the Owner attached hereto.

The scope of services to be provided by the Engineer is identified in EXHIBIT "B" – Scope of Services to be Provided by the Engineer attached hereto.

PART 2. ESTIMATED COST The estimated cost for services under this Work Authorization is for \$29,995.00. This amount is based upon the costs outlined in the Estimated Cost Proposal attached hereto as EXHIBIT "D".

PART 3. PAYMENT Compensation and payment to the Engineer for the services established under this Work Authorization shall be made in accordance with Article/Part/Section 6 of the Agreement.

PART 4. FUNDING This Work Authorization No. 1 shall be funded through funding source: Account No. _____ 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 and terminate upon completion of scopes of the work authorization.

PART 6. RESPONSIBILITIES AND OBLIGATIONS This Authorization does not waive the parties' responsibilities and obligations provided under the Agreement.

PART 7. ACKNOWLEDGEMENT AND CONFIRMATION Acknowledgement and confirmation by Hidalgo County Precinct #4, Commissioner Joseph Palacios as to content and detail of this Work Authorization No. 01.

HIDALGO COUNTY PRECINCT No. 4

BY: Joseph Palacios, Commissioner

PART 8. ACCEPTANCE AND APPROVAL This Work Authorization is hereby accepted, approved by Hidalgo County Commissioners' Court on _____ as indicated below and effective as of ____ day of _____, 2015.

THE ENGINEER:

THE OWNER:

HALFF ASSOCIATES INC.

HIDALGO COUNTY


By: Menton J. Murray, III, P.E., LEED AP

By: Ramon Garcia, County Judge

ATTEST:

By: _____
Arturo Guajardo, Jr., County Clerk

LIST OF ATTACHMENTS

- ATTACHMENT "A" -Service to be Provided by the Owner
- ATTACHMENT "B" -Services to be Provided by the Engineer
- ATTACHMENT "C" -Work Schedule
- ATTACHMENT "D" -Cost Proposal

EXHIBIT A

-Scope of Services to be provided by the Owner

The following provides an outline of the services to be provided by the **OWNER** in the development of the Project.

The **OWNER** will provide to the **ENGINEER** the following:

- (1) Authorization to the **ENGINEER** to begin work in accordance with Section 3 of this Agreement.
- (2) Payment for work performed by the **ENGINEER** and accepted by the **OWNER** in accordance with Section 6 of the Agreement.
- (3) Assistance to the **ENGINEER**, as necessary, to obtain the required data and information from other local, regional, State and Federal agencies that the **ENGINEER** cannot easily obtain.
- (4) Provide any available relevant data the **OWNER** may have on file concerning the project.
- (5) Provide timely review and decisions in response to the **ENGINEER'S** request for information and/or required submittals and deliverables, in order for the **ENGINEER** to maintain the agreed-upon work schedule prepared in accordance with Attachment "C" of this Agreement.
- (6) Attend and participate in progress meetings as required and as coordinated and conducted by the **ENGINEER**.
- (7) Assist the **ENGINEER** in the preparation of the project mailing list; provide representation, a site and stenographer for all public meetings; additionally:

Public Meetings
 - (a) Approve agenda and all exhibits prior to public meeting.
 - (b) Approve date and location of the meeting.
 - (c) Review/approve Public Meeting Report.
- (8) Attend the Preliminary Concept Conference coordinated and conducted by the **ENGINEER** and more particularly identified in Attachment "B" of the Agreement.
- (9) Assist the **ENGINEER** as required in the coordination with the USACE and the Federal Emergency Management Agency (FEMA) and any other coordinating agency or entity.
- (10) Review and approve the Project design criteria.
- (11) Review and approve change orders as required and prepared by the **ENGINEER**.

EXHIBIT B

-Scope of Services to be provided by the Engineer

Through project award via Work Authorization, Engineer shall provide Professional Services required to design and specify Building Repair and Renovation Projects. Type of services that may be included as dictated by the individual project requirements consist of: 1) Surveying, 2) Civil Engineering, 3) Mechanical/ Plumbing Engineering, 4) Electrical Engineering, 5) Structural Engineering. Upon Identification by the Owner of specific projects that require the professional services of the Engineer, a detailed scope of work and identification of professional service disciplines required shall be established. Halff Associates, Inc. is please to submit this Work Authorization proposal under our existing Professional Service Agreement (C14-100-04-29) with Hidalgo County to provide Mechanical & Electrical Engineering design for space pressure control at Autopsy Faculty.

Phase 1 -ROOM PRESURIZATION DESIGN

- Review Existing Conditions
- Review existing drawings and draft background
- Detailed Assessment of Space Sealing
- Design room west vestibule
- Design and detail Space Enclosure Sealing
- Design room pressure sensor
- Modify VFD programming and DDC
- Respecify AHU Air Balance
- Project Meetings
- Final Drawing Preparation
- Project Specs and Bid Docs
- Project Administrative Support
- Sub-contract: TAS/ADA Submittal Process (RAS)
- Sub-contract: Test, Adjust, and Balance
- Alt. Design for E.F. Replacement/Modification
 - Specify Modified EF and Detail
 - Replace VFD.
 - Electrical Design
 - Equipment Specs
 - Project Administrative Support
 - Sub-contract: Test, Adjust, and Balance

Bid Phase Services

- Printing Coordination
- Prebid conference
- Receive Bids
- Negotiation meeting

Construction Phase Services

- Pre-construction meeting (1 Visit)
- Response to RFI's
- Review Submittals
- Field Observations(2 Field meetings)
- Punch List and final observation
- Attendance at Commissioners Court Meeting (1)

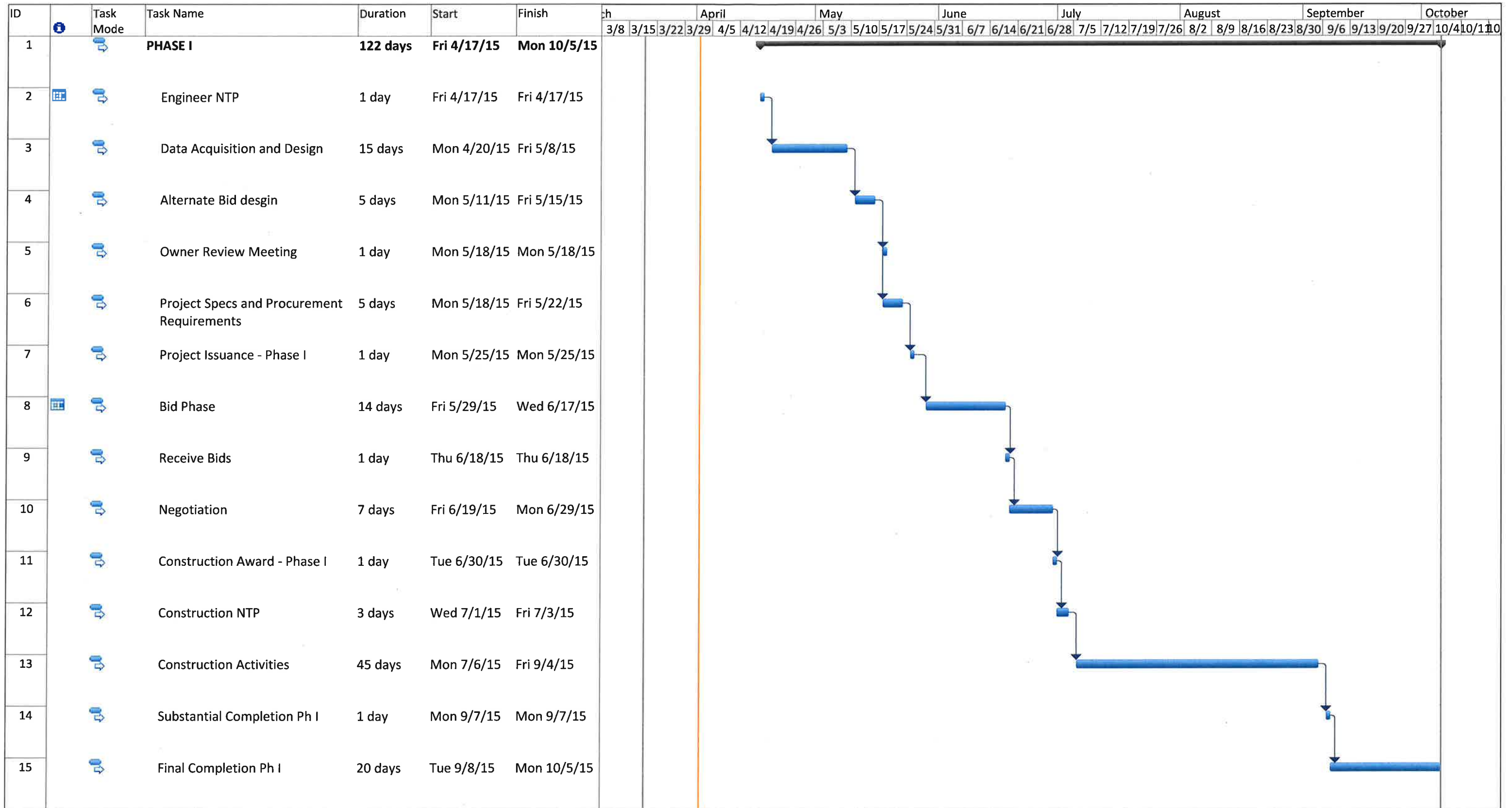
EXHIBIT C

-Work Schedule

A detailed work schedule for each **Work Authorization**, identified and more particularly described in **Article 7** of this Agreement, shall be prepared by the **Engineer** to be submitted and approved by the Owner in writing for each **Work Authorization**. The work schedule will provide specific work sequence and definite review times by the **Owner** and the **Engineer** of the work performed.

The **Engineer** will diligently pursue the completion of each **Work Authorization** as defined by the milestones and deliverable due dates outlined in each **Work Authorization**'s associated work schedule.

The **Engineer** will inform the **Owner** (in reasonable advance of the delay) should the **Engineer** encounter delays that would prevent the performance of all work in accordance with the established work schedule.



Project: Autopsy Bldg Schedule 15 Date: Thu 4/2/15	Task		Project Summary		Inactive Milestone		Manual Summary Rollup		Deadline	
	Split		External Tasks		Inactive Summary		Manual Summary		Progress	
	Milestone		External Milestone		Manual Task		Start-only			
	Summary		Inactive Task		Duration-only		Finish-only			

EXHIBIT D

Cost Proposal

Provide Mechanical & Electrical Engineering design for space pressure control at Autopsy Faculty.

Phase 1 -ROOM PRESURIZATION DESIGN

• Design Phase 1 Services	\$ 17,940.00
• Bid Phase Services	\$ 2,490.00
• Construction Phase Services	\$ 7,280.00
• Alt. Design for E.F. Replacement\Modification	\$ 2,285.00

Phase 1 Total: **\$ 29,995.00**

	Project Manager	PE	EIT	Designer	Const. Admin	CAD Tech	Clerical	2-Man Survey Crew	Sub-Consultant	TOTAL (HOURS)	TOTAL (\$)
Contracted Rate:	\$190	\$150	\$110	\$75	\$85	\$55	\$55	\$140			
Phase 1 Work											
Task / Scope											
ROOM PRESURIZATION DESIGN											
Review Existing Conditions	2		2							4	\$600
Review existing drawings and draft background			3			20				23	\$1,430
Detailed Assessment of Space Sealing			8							8	\$880
Design room west vestibule	1	4				8				13	\$1,230
Design and detail Space Enclosure Sealing	2		8			4				14	\$1,480
Design room pressure sensor	2		1			1				4	\$545
Modify VFD programming and DDC	4		1			1				6	\$925
Respecify AHU Air Balance	1		2							3	\$410
Project Meetings	4									4	\$760
Final Drawing Preparation	2		2			8				12	\$1,040
Project Specs and Bid Docs	4		2				12			18	\$1,640
Project Administrative Support							8			8	\$440
Sub-contract: TAS/ADA Submittal Process (RAS)									\$1,610		\$1,610
Sub-contract: Test, Adjust, and Balance									\$4,950		\$4,950
Phase I Design Sub-Total (Hours)	22	4	29	0	0	42	20	0		117	
Phase I Design Sub-Total (\$)	\$4,180	\$600	\$3,190	\$0	\$0	\$2,310	\$1,100	\$0	\$6,560		\$17,940
Bid Phase Services											
Printing Coordination	0.5					4	1			5.5	\$370
Prebid conference	3						1			4	\$625
Receive Bids	3						1			4	\$625
Negotiation meeting	4						2			6	\$870
Phase I Bid Sub-Total (Hours)	10.5	0	0	0	0	4	5	0		19.5	
Phase I Bid Sub-Total (\$)	\$1,995	\$0	\$0	\$0	\$0	\$220	\$275	\$0	\$0		\$2,490
Construction Phase Services											
Pre construction meeting (1 Visit)	4						1			5	\$815
Response to RFI's	6					2	2			10	\$1,360
Review Submittals	2	8					6			16	\$1,910
Field Observations(2 Field meetings)	5	5					2			12	\$1,810
Punch List and final observation	5						1			6	\$1,005
Attendance at Commissioners Court Meeting (1)	2									2	\$380
Phase I Construction Admin Sub-Total (Hours)	24	13	0	0	0	2	12	0		51	
Phase I Construction Admin Sub-Total (\$)	\$4,560	\$1,950	\$0	\$0	\$0	\$110	\$660	\$0	\$0		\$7,280
PHASE I TOTAL											\$27,710

	Project Manager	PE	EIT	Designer	Const. Admin	CAD Tech	Clerical	2-Man Survey Crew	Sub-Consultant	TOTAL (HOURS)	TOTAL (\$)
Contracted Rate:	\$190	\$150	\$110	\$75	\$85	\$55	\$55	\$140			
Alternate Work											
EXHAUST FAN REPLACEMENT											
Specify Modified EF and Detail	0.5		2			1				3.5	\$370
Replace VFD	0.5		1			1				2.5	\$260
Electrical Design		2				2				4	\$410
Equipment Specs	1									1	\$190
Project Administrative Support							1			1	\$55
Sub-contract: Test, Adjust, and Balance									\$1,000		\$1,000
Alternate Design Sub-Total (Hours)	2	2	3	0	0	4	1	0		12	
Alternate Design Sub-Total (\$)	\$380	\$300	\$330	\$0	\$0	\$220	\$55	\$0	\$1,000		\$2,285
ALTERNATE TOTAL											\$2,285
TOTAL HOURS (PRIME CONSULTANT)	58.5	19	32	0	0	52	38	0		199.5	199.5
Contracted Rate	\$190	\$150	\$110	\$75	\$85	\$55	\$55	\$140			
TOTAL LABOR COSTS	\$11,115	\$2,850	\$3,520	\$0	\$0	\$2,860	\$2,090	\$0			
TOTAL EXPENSES									\$7,560		
TOTAL LABOR PLUS EXPENSES											\$29,995