

May 20, 2014

SPECIAL MEETING - May 20, 2014

BE IT REMEMBERED, that on this 20th day of May A.D., 2014, there was begun and held a SPECIAL MEETING of the Honorable Commissioners' Court of Hidalgo County, Texas, wherein the following members thereof were present, to-wit:

HONORABLE RAMON GARCIA	HIDALGO COUNTY JUDGE
HONORABLE A.C. CUELLAR, JR.	COMMISSIONER, PRECINCT NO. 1
HONORABLE HECTOR "TITO" PALACIOS	COMMISSIONER, PRECINCT NO. 2
HONORABLE JOE M. FLORES	COMMISSIONER, PRECINCT NO. 3
HONORABLE JOSEPH PALACIOS	COMMISSIONER, PRECINCT NO. 4

and ARTURO GUAJARDO, JR., COUNTY CLERK & EX-OFFICIO CLERK OF THE COMMISSIONERS' COURT of Hidalgo County, Texas, wherein the following proceedings were had, to-wit:

On motion by COMMISSIONER PCT. 1, A.C. CUELLAR, JR., seconded by COMMISSIONER PCT. 3, JOE M. FLORES , the Court made a UNANIMOUS vote of approval.

Vote: 4 - 0 - Unanimously

B.

Pct. 1

- 1. **AI-44469** Acceptance and approval of WORK AUTHORIZATION NO. 1-CONTRACT #C-13-103-06-04 with LeFevre Engineering & Management Consulting, LLC in the amount of \$50,215.00 for the provision of engineering services for the "Mile 10 North from Old La Blanca Road to FM 493 (approximately 3,000 ft. of street improvements) located in Precinct #1 thru submitted requisition #254248.

On motion by COMMISSIONER PCT. 1, A.C. CUELLAR, JR., seconded by COMMISSIONER PCT. 3, JOE M. FLORES , the Court made a UNANIMOUS vote of approval.

Vote: 4 - 0 - Unanimously

C.

Pct. 2

- 1. **AI-44037** Acceptance of proposal received from Facility Solutions Group awarded vendor through the County's participation/membership with TASB/BuyBoard in the total amount of \$170,169.70 for the Hidalgo County Precinct No. 2-"Gonzalez-Zamora Subdivision Solar Lights Project" as per plans and specifications drafted and developed by Mr. Raul Sesin, P.E., Hidalgo County Planning Department with authority to process requisition when submitted by Pct. #2.

On motion by COMMISSIONER PCT. 1, A.C. CUELLAR, JR., seconded by COMMISSIONER PCT. 2, HECTOR PALACIOS , the Court made a UNANIMOUS vote of approval.

Vote: 4 - 0 - Unanimously

- 2. **AI-44564** Approval of the following requisition listed for operating expenditures exceeding \$7,500:

Program	Req. No.	Vendor	Amount	Item
Pct. 2 Administration	256822	AL3 Enterprises	\$10,501.00	Access control for side gates

On motion by COMMISSIONER PCT. 1, A.C. CUELLAR, JR., seconded by COMMISSIONER PCT. 2, HECTOR PALACIOS , the Court made a UNANIMOUS vote of approval.

Vote: 4 - 0 - Unanimously

D.

Constables

- 1. **AI-44358** Acceptance and approval of Payment Application #1 in the amount of \$45,199.85 as submitted by Herrera & Hunt Inc. in connection with: "Concrete Work and Water Line Improvements" to Constable Pct. 1 New Building" (PO#692409) as reviewed and approved by Facilities Management and Mr. Raul Sesin, P.E.

APPROVED

AI-44469

Purchasing Department 42. D. 0.

CC - REGULAR

Meeting Date: 05/20/2014

**Submitted For: Comm. A. C. Cuellar,
Pct. #1**

Submitted By: Vangie Garcia, PURCHASING DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

Acceptance and approval of WORK AUTHORIZATION NO. 1-CONTRACT #C-13-103-06-04 with LeFevre Engineering & Management Consulting, LLC in the amount of \$50,215.00 for the provision of engineering services for the "Mile 10 North from Old La Blanca Road to FM 493 (approximately 3,000 ft. of street improvements) located in Precinct #1 thru submitted requisition #254248.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2014

ACCT. #: 1303-431-00-121-111-0-731

FUNDS AVAILABLE Y/N?:

MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Attachments

Work Authorization Documentation

Form Review

Inbox	Reviewed By	Date
Purchasing Department	Marty Salazar	05/09/2014 04:25 PM
Purchasing Department	Marty Salazar	05/09/2014 04:25 PM
Budget & Management		
Auditor's Office		
Form Started By: Vangie Garcia		Started On: 05/09/2014 08:21 AM

HIDALGO COUNTY
Professional Engineering Services
Contract # C-13-103-06-04
Work Authorization Form

WORK AUTHORIZATION NO. 1

THIS WORK AUTHORIZATION is made pursuant to the terms and conditions of Section I.A. of the Agreement made by and between **HIDALGO COUNTY**, action herein by and through the **Commissioner's Court**, hereinafter called the "**Owner**," and, LeFevre Engineering & Management Consulting, LLC, professional engineers of McAllen, Texas, hereinafter called "**Engineer**".

PART 1. SCOPE OF WORK

The purpose of this Work Authorization is for the **Engineer** to provide Basic Engineering Services for Mile 10 North from Old La Blanca Road to FM 493 (approximately 3,000 LF) of street improvements.

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 \$ **50,215.00**. This amount is based upon the costs outlined in the **Estimated Cost Proposal** attached hereto as **EXHIBIT "D"**.

PART 3. PAYMENT

Compensation and payment to the **Engineer** for the services established under this Work Authorization shall be made in accordance with **Article/Part/Section 6.1** of the Agreement.

PART 4. FUNDING

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

Account No. 4-1303-431-00-121-111-0-731

Requisition Number 254248 (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 project completion as indicated in the "Exhibit C- Preliminary Work Schedule".

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 #1, _____ as to content and detail of this Work Authorization No. 1.

HIDALGO COUNTY PRECINCT #1 _____.

BY: 

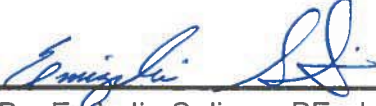
A.C. Cuellar, Jr., Commissioner

PART 8. ACCEPTANCE AND APPROVAL

This Work Authorization is hereby accepted, approved by Hidalgo County Commissioners' Court on 5/20/14 as indicated below and effective as of 20th day of May, 2014.

THE ENGINEER:
(Firms Name)

THE OWNER:
HIDALGO COUNTY


By: Emigdio Salinas, PE - LEMC


By: Ramon Garcia, County Judge

ATTEST:

APPROVED BY
COMMISSIONERS' COURT
ON: 5/20/14


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" - Cost Proposal

EXHIBIT "A"

Services to be provided by the OWNER

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

The OWNER will provide to the ENGINEER the following:

- (1) Authorization to the ENGINEER to begin work in accordance with Section 3 of this Agreement.
- (2) Payment for work performed by the ENGINEER and accepted by the OWNER in accordance with Section 6 of the Agreement.
- (3) Assistance to the ENGINEER, as necessary, to obtain the required data and information from other local, regional, State and Federal agencies that the ENGINEER cannot easily obtain.
- (4) Provide any available relevant data the OWNER may have on file concerning the project.
- (5) Provide timely review and decisions in response to the ENGINEER'S request for information and/or required submittals and deliverables, in order for the ENGINEER to maintain the agreed-upon work schedule prepared in accordance with Exhibit "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
Mile 10 North Street Improvements Project
PREPARED BY:
LeFEVRE ENGINEERING & MANAGEMENT CONSULTING, LLC.
(LEMC)

The County of Hidalgo, Texas, proposes to construct Precinct 1 Capital Improvements Project: Mile 10 North from Old La Blanca Road to FM 493 (Approximately 3,000LF), Street Improvements Project.

Contract Amount: \$ 50,215.00

Task 1 – Survey

Necessary field information will be developed by field surveys. Record plans will be issued as a guide for the survey work and for the analysis of design alternatives.

Task 2 – Project Orientation and Startup

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

Task 3 – Design

LEMC will assure that improvements are designed and incorporated in the plans are adequate for the area, Hidalgo County requirements and City of Donna requirements.

Task 4 – Preliminary Plans and Estimates

LEMC will provide County staff a set of plans and estimates for accordance, evaluation and coordination.

Task 5 – Final Plans and Specifications

Final plans, specifications and estimates will be prepared during this task. The output of this task will be the documents necessary for bidding and constructing the project.

Task 6 – Bidding and Award

A pre-bid meeting will be scheduled if necessary in order to brief potential bidders and suppliers on the project. Necessary clarifications or addendum will be issued. LEMC will attend the bid opening and assist as the County desires.

Task 7 – Construction

LEMC will periodically observe ongoing work, identify survey control for the contractor (Construction Staking not included) and assist the County with certifying periodic payment requests. Upon completion by the contractor, a final inspection will be scheduled with the contractor and County staff. The outcome of these final inspections will be a Certificate of completion or a punch list of items for the contractor to complete, prior to issuance of a Certificate of Completion.

Exhibit "C"
Project Schedule
Work Authorization No. 1
Mile 10 (Old La Blanca Road – FM 493)

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

The County of Hidalgo, Texas, proposes to construct Precinct 1 Capital Improvements Project: Mile 10 North from Old La Blanca Road to FM 493 (Approximately 3,000LF), Street Improvements Project.

Attached Schedule:

Exhibit "D"
 Cost Proposal
 Work Authorization No. 1
 Mile 10 (Old La Blanca Road – FM 493)

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

The County of Hidalgo, Texas, proposes to construct Precinct 1 Capital Improvements Project: Mile 10 North from Old La Blanca Road to FM 493 (Approximately 3,000LF), Street Improvements Project.

Contract Amount: \$50,215.00

Engineering Cost Proposal and Fee Breakdown

Original Scope:

Basic Engineering		\$34,680.00
Topographic Survey	92,586	\$12,285.00
Inspection	92,556	\$1,500.00
Construction Phase Engineering	92,556	\$1,750.00
Total		\$50,215.00

*Construction Material Testing,
 Geotechnical Engineering to be
 provided by others

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.



Purchase Order COUNTY OF HIDALGO

PO# 710375

DATE: 06/12/14

PAGE NO: 1 OF 1

PO TYPE:

VENDOR: 390526

REQ: 00254248

CANCELLED: 06-03-14

PHONE:

EMAIL:

SHIP TO: HIDALGO CO. PCT 1

1902 Joe Stephens Ave
WESLACO TX 78596

LEFEVRE ENGINEERING & MANAGEMENT
CONSULTING, LLC
612 NOLANA, SUITE 520
MCALLEN TX 78504

CONTACT:

SITE: COMMISSIONER, PRECINCT 1

SPECIAL INSTRUCTIONS: RM4

VENDOR NOTES

1. Do not add to, or alter this Purchase Order. This Order is not renewable.
2. TAX EXEMPTION: This Purchase Order may be accepted in lieu of Exemption Certificate.
3. This Order is also placed F.O.B. Destination. Vendor must repay all shipping costs.
4. Invoice each Purchase Order singly. Original Invoices are required customer copy may be accepted. Out number must appear on all Invoices, bills of lading, and packages.
5. Payment will be made only for bona fide and full completed orders, unless otherwise attached.

QTY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
		DO NOT DUPLICATE ORDER		
		WILL BE APPROVED THRU C.C. on 5/20/14 under AI-44469		
		C-13-103-06-04 expires 6/3/2014 unless extended by written supplemental agreement		
1.00	EACH	CC WORK AUTHORIZATION #1 FOR MILE 10 NORTH - (OLD LA BLANCA RD. TO - FM 493)	34,680.00	34,680.00
1.00	EACH	ORIGINAL SCOPE: BASIC ENGINEERING		
1.00	EACH	CC TOPOGRAPHIC SURVEY	12,285.00	12,285.00
1.00	EACH	CC INSPECTION	1,500.00	1,500.00
1.00	EACH	CC CONSTRUCTION PHASE ENGINEERING	1,750.00	1,750.00
		TOTAL:		50,215.00
		WILL BE APPROVED THRU C.C. on 5/20/14 under AI-44469 REPORT ROAD HAZARDS 1-866-HCR-SAFE OR 1-866-427-7233 C-13-103-06-04		
		***** For Hidalgo County use only		
		4-1303-431-00-121-111-0-731		50,215.00

Authorized by: Martha Salazar mlw