

HIDALGO COUNTY
Professional Engineering Services
Contract # C-13-103-06-04
Supplemental No. 1 for Work Authorization No. 1 Form

Supplemental No. 1
Authorization No. 1

THIS SUPPLEMENTAL NO. 1 FOR WORK AUTHORIZATION NO. 1 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 Supplemental No. 1 for Work Authorization No. 1 is for the **Engineer** to provide Construction Phase Engineering and Inspection Services for Mile 10 North from Old La Blanca Road to FM 493 (approximately 3,000 LF) of street improvements. The original scope of services for construction phase engineering only required occasional spot checking of the project because the Precinct was performing the construction of the road. The Precinct is now bidding out the project for sealed proposals which now includes bidding, pre-construction meetings, bid tab formulation, engineer's recommendations, awarding of the contract to contractor, regular status meetings, inspections for maintaining schedule and work completed, as-builts, project closeout.

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 Construction Phase Engineering and Inspection services under this Supplemental No. 1 for Work Authorization No. 1 is **\$ 13,450.00**. 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 Supplemental No. 1 for Work Authorization No. 1 shall be made in accordance with **Article/Part/Section___** of the Agreement.

PART 4. FUNDING

This Supplemental No. 1 for 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 Supplemental No. 1 for Work Authorization No. 1 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 **Supplemental No. 1 for Work Authorization No. 1.**

HIDALGO COUNTY PRECINCT #1 _____.

BY: _____

A.C. Cuellar, Jr., Commissioner

PART 8. ACCEPTANCE AND APPROVAL

This Supplemental No. 1 for Work Authorization No. 1 is hereby accepted, approved by Hidalgo County Commissioners' Court on _____ as indicated below and effective as of ___ day of _____, 2015.

**THE ENGINEER:
(Firms Name)**

**THE OWNER:
HIDALGO COUNTY**

By: Richard LeFevre, 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" - Cost Proposal

EXHIBIT "A"

Supplemental No. 1 for Work Authorization No. 1

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

Supplemental No. 1 for Work Authorization No. 1

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. LEMC will provide construction phase engineering services and inspection for the proposed improvements project.

Contract Amount: \$ 13,450.00

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 5 – Bidding and Award

LEMC will assist the County in the advertisement, opening and tabulation of bids, analyzing the bids, recommendations for award of the construction contract and assist on the preparation of formal Contract Documents for the Offsite Lift Station.

Task 6 – Construction

1. Provide construction supervision and inspection on a daily basis.
2. Review shop drawings/submittals and provide Engineer's recommendations and requirements.
3. Prepare change orders due to unexpected conditions encountered if needed and present those to the county for review and/or approval.
4. Prepare monthly estimates of work performed by Contractor and present those to County Staff.
5. Assist with pay requests and make approvals or necessary changes to pay requests submitted by Contractor.
6. Provide final project close-out documents associated with final walk through with Contractor and County Staff and provide "punch list" for closeout of project.

Task 7 – As Builts

Once Construction is completed, LEMC and the County will coordinate the survey required (provided by Hidalgo County) to provide Record Drawings ("As Builts").

Exhibit "C"
Project Schedule

Supplemental No. 1 for 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

Supplemental No. 1 for 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	\$12,285.00
Inspection	\$1,500.00
Construction Phase Engineering	\$1,750.00
Total	\$50,215.00
Additional Construction Phase Engineering – Supplemental No. 1	\$4,350.00
Additional Inspection – Supplemental No. 1	\$9,100.00
Total for Supplemental No. 1	\$13,450.00

*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.