

A. Hidalgo County

1. **AI -48269** A. The Department of Budget & Management, requesting exemption from competitive bidding requirements under the Texas Local Government Code, Section 262.024 (A) (4) a professional services;

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. Presentation of scoring grid (for the purpose of ranking by CC) of the firms graded and evaluated through the County's protocol of approved "pool" of Professional SURVEYING SERVICES" (ON CALL) for "COUNTY OWNED PROPERTIES" located within HIDALGO COUNTY;

Totals	R.E. Garcia & Associates	Quintanilla, Headley & Associates	Melden & Hunt, Inc.
Scores	93	96	90
Ranking	2	1	3

On motion by COMMISSIONER PCT. 1, A.C. CUELLAR, JR., seconded by COMMISSIONER PCT. 2, EDUARDO "EDDIE" CANTU, the Court made a UNANIMOUS vote of approval.

Vote: 4 - 0 - Unanimously

C. Authority for the Purchasing Department to negotiate a professional services agreement commencing with the No. 1 ranked firm **QUINTANILLA, HEADLEY & ASSOCIATES** for the purposes of (ON CALL) "professional SURVEYING SERVICES" for "COUNTY OWNED PROPERTIES" located within HIDALGO COUNTY.

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. Executive Officer

1. **AI -48238** **Hidalgo County Safety Division:**

Requesting approval of a "finding" by Hidalgo County Commissioners Court that promotional items to be purchased for distribution at the Employee Health Fair do "serve a public purpose" in encouraging "safety first" protocols and thus maintaining a healthy workforce.

On motion by COMMISSIONER PCT. 1, A.C. CUELLAR, JR., seconded by COMMISSIONER, PCT. 2, EDUARDO 'EDDIE' CANTU, the Court made a UNANIMOUS vote of approval.

Vote: 4 - 0 - Unanimously

C. Pct. 1

1. **AI -48286** Acceptance and approval of the following work authorizations as submitted by LeFevre Engineering & Management Consulting, Inc. amid Contract #C-14-308-09-09 for the provision of "Professional Engineering Services" as follow:

a) Work Authorization No. 1-Spanish Palms Subdivision Street & Drainage Improvements project in the amount of \$57,365.00 thru assigned requisition #270662;

On motion by COMMISSIONER PCT. 1, A.C. CUELLAR, JR., seconded by COMMISSIONER PCT. 2, EDUARDO "EDDIE" CANTU, the Court made a UNANIMOUS vote of approval.

Vote: 4 - 0 - Unanimously

b) Work Authorization No. 2-Palm Street Improvements project in the amount of \$17,115.94 thru assigned requisition #270697.

On motion by COMMISSIONER PCT. 1, A.C. CUELLAR, JR., seconded by COMMISSIONER PCT. 2, EDUARDO "EDDIE" CANTU, the Court made a UNANIMOUS vote of approval.

Vote: 4 - 0 - Unanimously

2. **AI -48324** Accept and approve final negotiated "professional appraisal services" agreement with **George Jaime Salazar, II d/b/a APPRAISAL HAUS** for "Appraisal Services" for "Job Specific" Project: "Youth Village & Weslaco Health Clinic" (Partial Property) located within Hidalgo County Precinct #1, as (approved for negotiations by CC on 09/09/14).

On motion by COMMISSIONER PCT. 1, A.C. CUELLAR, JR., seconded by COMMISSIONER, PCT. 2, EDUARDO 'EDDIE' CANTU, the Court made a UNANIMOUS vote of approval.

Vote: 4 - 0 - Unanimously

D. Colonia Access Program Pct. 1

1. **AI -48326** Acceptance and approval of the following work authorizations as submitted by LeFevre Engineering & Management Consulting, Inc. Contract No.C-CAP-14-398-12-16

A.) Work Authorization No.1 Heidelberg Subdivision in the amount of \$66,993.85

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

1. AI-48238

Hidalgo County Safety Division:

Requesting approval of a "finding" by Hidalgo County Commissioners Court that promotional items to be purchased for distribution at the Employee Health Fair do "serve a public purpose" in encouraging "safety first" protocols and thus maintaining a healthy workforce.

C. Pct. 1

1. AI-48286

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a) Work Authorization No. 1-Spanish Palms Subdivision Street & Drainage Improvements project in the amount of \$57,365.00 thru assigned requisition #270662;

b) Work Authorization No. 2-Palm Street Improvements project in the amount of \$17,115.94 thru assigned requisition #270697.

2. AI-48324

Accept and approve final negotiated "professional appraisal services" agreement with **George Jaime Salazar, II d/b/a APPRAISAL HAUS** for "Appraisal Services" for "Job Specific" Project: "Youth Village & Weslaco Health Clinic" (Partial Property) located within Hidalgo County Precinct #1, as (approved for negotiations by CC on 09/09/14).

D. Colonia Access Program Pct. 1

1. AI-48326

Acceptance and approval of the following work authorizations as submitted by LeFevre Engineering & Management Consulting, Inc. Contract No.C-CAP-14-398-12-16

A.) Work Authorization No.1 Heidelberg Subdivision in the amount of \$66,993.85

B.) Work Authorization No.2 Lorenzana Subdivision project in the amount of \$10,732.89

E. IT Department:

1. AI-47738

a. Acceptance and approval to utilize and purchase through WSCA-NASPO Cooperative Purchasing Organization's awarded vendor, ShoreTel Inc through its' authorized partner, Richline Technical Services as permitted through Exhibit A-1 Addendum identified and approved to sell products/supports and related services under ShoreTel Inc's Contract #AR627 including the catalog support pricing for this year's services of Hidalgo County's existing ShoreTel Equipment List; and

b. Acceptance and approval of proposal as submitted by Richline Technical Services in the amount of \$61,527.34 for the continuation of the products support of Hidalgo County's existing ShoreTel's telephone equipment related services and items as described in supporting itemized proposed documentation with authority for County Judge or Court Member to execute pertinent forms.

F. Pct. 4

1. AI-48332

a. Requesting exemption from competitive bidding requirements under the Texas Local Government Code, Section 262.024 (A) (4) for a "professional architectural services";

b. Presentation of the scoring grid (for the purposes of ranking by CC) the firm graded & evaluated

APPROVED

AI -48286

Purchasing Department

23. C. 1.

CC - REGULAR

Meeting Date: 02/04/2015

Submitted For: Comm. Cuellar, **Submitted By:** Katia Garcia, COMM. PCT. #1
COMM. PCT.
#1

Department: COMM. PCT. #1

Information

CAPTION

Acceptance and approval of the following work authorizations as submitted by LeFevre Engineering & Management Consulting, Inc. amid Contract #C-14-308-09-09 for the provision of "Professional Engineering Services" as follow:

- a) Work Authorization No. 1-Spanish Palms Subdivision Street & Drainage Improvements project in the amount of \$57,365.00 thru assigned requisition #270662;
- b) Work Authorization No. 2-Palm Street Improvements project in the amount of \$17,115.94 thru assigned requisition #270697.

BACKGROUND

Fiscal Impact

FISCAL YEAR:

ACCT. #:

FUNDS AVAILABLE Y/N?:

MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Requisitions for each WA have pre-encumbered expenditure.

FISCAL YEAR: 2015

ACCT. #: 5-1345-431-00-121-194-0-721

FUNDS AVAILABLE Y/N?: Y

MATCHING FUNDS Y/N?: N

BUDGETARY IMPACT:

Funds available as of 1/30/15.

FISCAL YEAR: 2015

ACCT. #: 5-1339-431-00-121-314-0-721

FUNDS AVAILABLE Y/N?: Y

MATCHING FUNDS Y/N?: N

BUDGETARY IMPACT:

Funds available pending CC approval of AI-48310.

Attachments

Work Authorization No.1

EXHIBIT "E"

HIDALGO COUNTY Professional Engineering Services Agreement # C-14-308-09-09 Work Authorization Form

WORK AUTHORIZATION NO. 2

THIS WORK AUTHORIZATION is made pursuant to the terms and conditions of Article 7 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, 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 Surveying, Plans and Specifications for Palm Street Improvements located in Heidelberg Subdivision of Hidalgo County Precinct **No.1** as identified in Attachment "A".

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 **\$ 17,115.94**. 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 **Articles 5, 6, & 7** of the Agreement.

PART 4. FUNDING

This Work Authorization No. **2** shall be funded through funding source:
Account No. **5-1303-431-00-121-314-0-721**

Requisition Number **270697** (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 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 No. 1 Commissioner A.C. Cuellar, Jr. as to content and detail of this Work Authorization No. 2.

**HIDALGO COUNTY
COMMISSIONER PRECINCT No. 1**

BY: 

Commissioner A.C. Cuellar, Jr.

PART 8. ACCEPTANCE AND APPROVAL

This Work Authorization is hereby accepted, approved by Hidalgo County Commissioners' Court on Feb. 04, 2015 as indicated below and effective as of 04 day of Feb., 2015.

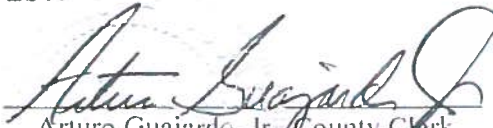
THE ENGINEER:
Le Fevre Engineering & Management Consulting, Inc.

THE OWNER:
HIDALGO COUNTY


By: Emigdio Salinas, P.E., Project Eng.


By: Ramon Garcia, County Judge

ATTEST:

BY: 
Arturo Guajardo, Jr., County Clerk

APPROVED BY
COMMISSIONERS' COURT
ON: 2/4/15

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" - Estimated Cost Proposal
- D-1 Fee Breakdown

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APPROVED BY:
COMMISSIONER OF THE
GENERAL INVESTIGATION
DIVISION



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

PREPARED BY

**LeFEVRE ENGINEERING & MANAGEMENT CONSULTING, LLC.
(LEMC)**

The County of Hidalgo, Texas, proposes to reconstruct Palm Street located in Heidelberg Subdivision (Approximately 2,614 LF) at a width of 20-ft.

Contract Amount: \$17,115.94

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. 2
Palm Street Improvements

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

The County of Hidalgo, Texas, proposes to reconstruct Palm Street located in Heidelberg Subdivision (Approximately 2,614 LF) at width of 20-ft.

Attached Schedule:

COUNTY OF HIDALGO - PRECINCT NO. 1
HEIDELBERG ROAD RECONSTRUCTION PROJECT
EXHIBIT C - Work Schedule

ID	Task Name	Duration	Start	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
1	Project Start Up	7 days	Mon 2/27/15												
2	Define Scope of Work and Tasks	7 days	Mon 2/27/15												
3															
4	Survey	25 days	Wed 2/11/15												
5	Design Topography	25 days	Wed 2/11/15												
6															
7	Preliminary Plans (30% Submittal)	30 days	Wed 3/18/15												
8	Develop Alternatives	20 days	Wed 3/18/15												
9	Design Calculations	30 days	Wed 3/18/15												
10	Preliminary Plans and Specifications	30 days	Wed 3/18/15												
11															
12	80-90% Submittal of Plans and Specifications	30 days	Wed 4/29/15												
13	Plans and Specifications	30 days	Wed 4/29/15												
14															
15	100% Submittal	30 days	Wed 6/10/15												
16	Final Plans & Specifications	30 days	Wed 6/10/15												

Date: Fri 1/23/15

Task Split

Progress Milestone

Summary Project Summary

External Tasks External Mile Task

Split



Exhibit "D"
Cost Proposal
Work Authorization No. 2
Palms Street Improvements

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

The County of Hidalgo, Texas, proposes to reconstruct Palm Street located in Heidelberg Subdivision (Approximately 2,614 LF) at a width of 20-ft.

Contract Amount: \$17,115.94

Engineering Cost Proposal and Fee Breakdown

Original Scope:

Basic Engineering	\$13,221.41
Topographic Survey	\$3,894.53
Total	\$17,115.94

*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.

Engineer's Opinion of Probable Cost - Exhibit D

Colonia Name **Heidelberg**
 Street Name **Pending Linear Footage from BCAP Project (Palm St.)**
 Length of proposed roadway **2,614 FT**
 Proposed Roadway Trave Lane 10 mln and Existing 50-ft **2-10 Lanes**
 one 1 curb off set mln **20 FT** of ROW **proposed**
 # of Parcels to be acquired **0**
 Estimated Cost of Land to be acquired

Item #	Description	Est. Qty.		Unit Price	Total
General Project					
1	Traffic Control Plan signed and sealed by a professional engineer licensed in Texas	1	LS	Paid by TxDot	\$0.00
2	Installation and maintenance of barricades, signs and traffic handling as per contractor Traffic Control Plan.	1	LS	Paid by TxDot	\$0.00
TOTAL GENERAL PROJECT					\$0.00
Pavement Improvements					
1	Place New 2" Hot Mix Asphalt Concrete (Type "D") [1 1/2" Compacted thickness] over entire section (20-ft width) according to the plans and specifications; complete in place.	5809	SY	\$13.20	\$76,678.80
2	Prime Coat (MC-30) (0.2 GAL/SY) according to the plans and specifications; complete in place.	1162	GAL	\$6.00	\$6,970.80
3	8-inch Scarify Existing Caliche Base and Asphalt and stabilize the salvaged material and additional caliche with lime (3%); re-compact salvaged and additional for flex-base, according to the plans and specifications complete in place	6390	SY	\$6.00	\$38,340.00
4	8-inch Scarify, Lime Stabilize (3%) and compact Sub-Grade according to the plans and specifications complete in place	6390	SY	\$3.50	\$22,365.00
5	Sawcut, Remove Existing Driveway, regrade if necessary and construct new 6-inch residential concrete (3500psi) w/compacted sub-grade, according to the plans and specifications; complete in place	4	EA	\$1,500.00	\$6,000.00
6	Sawcut, Remove Existing Driveway, regrade and construct new 2-inch Hot Mix Asphalt Concrete (Type "D") [2" compacted thickness] w/compacted base, according to the plans and specifications; complete in place	20	EA	\$500.00	\$10,000.00
7	Re-Grading of Existing Bar Ditch (coordination with Hidalgo County Precinct No. 1 Staff for removal of excessive trash on right-of-way to be included on this bid item), according to the plans and specifications; complete in place.	1	LS	\$7,500.00	\$7,500.00
8	Furnish and install 15-inch HDPE pipe at each driveway; according to the plans and specifications; complete in place	360	LF	\$35.00	\$12,600.00
TOTAL PAVEMENT IMPROVEMENTS					\$180,454.60

Pavement Improvements

Total Improvements:	\$180,454.60
Basic Engineering Services	\$13,221.41
Survey Topography for Design	\$3,894.53
Grand Total	\$197,570.54

LeFEVRE
 ENGINEERING &
 MANAGEMENT CONSULTING, LLC
 612 Nolana, Suite 520
 McAllen, Texas 78504
 Tel 361.681.8000
 Fax 361.681.8001
 Texas Registered Engineering Firm F-11722

Final Specifications	2	2	4	4	2	4	2	0				
Design	4	8	14	14	6	6	0	0				
Final Plans and Specifications												
Task 5	Principal Engineer	\$200/Hr	Project Manager	\$130/Hr	Project Engineer	\$175/Hr	CADD Technician	\$85/Hr	Clerk	\$65/Hr	Inspector	\$75/Hr
Final Plan and General Notes	1		2		2		8		3			
Final Specifications	1		2		2				3			
Design	2		4		4		8		3		0	
Total Hours	6		20		29		38		17		0	
Amount Per Hour	\$200		\$130		\$175		\$85		\$65		\$75	
Grand Total	\$1,200		\$2,600		\$5,075		\$3,230		\$1,116		\$0	
Total Amount			\$13,221.41									

Survey	\$1600/Day	Survey Team	\$90/Hr	Project Manager	\$120/Hr	Project Engineer	\$65/Hr	CADD Technician	\$30/Hr	Clerk	N/A	Other
Field Work - Survey	2											
CADD/Technician						16						
Project Manager Oversight			2									
Final Suvey			2						9			
Sub-Total	\$	3,000	\$	360	\$	-	\$	256	\$	279	\$	-
Total Amount		\$3,894.53										

CONTRACT TOTAL AMOUNT \$17,115.94