

**HIDALGO COUNTY**  
**Professional Engineering Services**  
**Contract #C-15-424-01-19**  
**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, Cruz-Hogan Consultants, 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 Professional Engineering Services required for the "Plena Vista Subdivision" project for Hidalgo County Precinct No. 2.

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 **\$64,120.00**. 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**\_\_\_ of the Agreement.

**PART 4. FUNDING**

This Work Authorization No. \_\_\_\_\_ 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 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 #2, \_\_\_\_\_ as to content and detail of this Work Authorization No. 1.

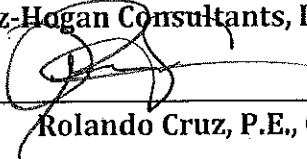
**HIDALGO COUNTY PRECINCT #2** \_\_\_\_\_

**BY:** \_\_\_\_\_

**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 \_\_\_\_\_, 2016.

**THE ENGINEER:**  
Cruz-Hogan Consultants, Inc.

By:  \_\_\_\_\_  
Rolando Cruz, P.E., CFM

**THE OWNER:**  
HIDALGO COUNTY

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

## **CONFLICT OF INTEREST QUESTIONNAIRE**

### **For vendor doing business with local governmental entity**

A complete copy of Chapter 176 of the Local Government Code may be found at <http://www.statutes.legis.state.tx.us/Docs/LG/htm/LG.176.htm>. For easy reference, below are some of the sections cited on this form.

**Local Government Code § 176.001(1-a):** "Business relationship" means a connection between two or more parties based on commercial activity of one of the parties. The term does not include a connection based on:

- (A) a transaction that is subject to rate or fee regulation by a federal, state, or local governmental entity or an agency of a federal, state, or local governmental entity;
- (B) a transaction conducted at a price and subject to terms available to the public; or
- (C) a purchase or lease of goods or services from a person that is chartered by a state or federal agency and that is subject to regular examination by, and reporting to, that agency.

**Local Government Code § 176.003(a)(2)(A) and (B):**

(a) A local government officer shall file a conflicts disclosure statement with respect to a vendor if:

\*\*\*

(2) the vendor:

(A) has an employment or other business relationship with the local government officer or a family member of the officer that results in the officer or family member receiving taxable income, other than investment income, that exceeds \$2,500 during the 12-month period preceding the date that the officer becomes aware that

(i) a contract between the local governmental entity and vendor has been executed;

or

(ii) the local governmental entity is considering entering into a contract with the vendor;

(B) has given to the local government officer or a family member of the officer one or more gifts that have an aggregate value of more than \$100 in the 12-month period preceding the date the officer becomes aware that:

(i) a contract between the local governmental entity and vendor has been executed; or

(ii) the local governmental entity is considering entering into a contract with the vendor.

**Local Government Code § 176.006(a) and (a-1)**

(a) A vendor shall file a completed conflict of interest questionnaire if the vendor has a business relationship with a local governmental entity and:

(1) has an employment or other business relationship with a local government officer of that local governmental entity, or a family member of the officer, described by Section 176.003(a)(2)(A);

(2) has given a local government officer of that local governmental entity, or a family member of the officer, one or more gifts with the aggregate value specified by Section 176.003(a)(2)(B), excluding any gift described by Section 176.003(a-1); or

(3) has a family relationship with a local government officer of that local governmental entity.

(a-1) The completed conflict of interest questionnaire must be filed with the appropriate records administrator not later than the seventh business day after the later of:

(1) the date that the vendor:

(A) begins discussions or negotiations to enter into a contract with the local governmental entity; or

(B) submits to the local governmental entity an application, response to a request for proposals or bids, correspondence, or another writing related to a potential contract with the local governmental entity; or

(2) the date the vendor becomes aware:

(A) of an employment or other business relationship with a local government officer, or a family member of the officer, described by Subsection (a);

(B) that the vendor has given one or more gifts described by Subsection (a); or

(C) of a family relationship with a local government officer.

## Exhibit "A"

### Scope of Services to be provided by the County

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

#### General:

The Owner will provide to the Engineer the following:

- (1) Payment for work performed by the Engineer and accepted by the County in accordance with Article 8 of this Agreement.
- (2) 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.
- (3) Provide any available relevant data the County may have on file concerning the project.
- (4) 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" attached to this Agreement.
- (5) Attend and participate in progress meetings as required and as coordinated and conducted by the Engineer.

Exhibit "B"

**SCOPE OF SERVICES:**

Street & Drainage Improvements for Plena Vista Subdivision, Unit 2  
Hidalgo County, Precinct No. 2

**A. Preliminary Phase**

1. Attend preliminary conferences with Precinct No. 2 staff and acquire available and relevant background data in respect to the project.
2. Establish the scope of topographic surveys for the design of the project.
3. Prepare a preliminary engineering report and submit to Precinct No. 2 for review.

**B. Design Phase**

1. Receive electronic survey data from project surveyor and prepare background drawings for construction plans.
2. Prepare detailed construction drawings, technical specifications, and other pertinent documents for construction authorized by Precinct No. 2.
3. Submit plans and specifications to the appropriate agencies, other than Precinct No. 2, and coordinate approval process.
4. Furnish Precinct No. 2 three (3) sets of copies of plans and specifications marked "Preliminary" for approval by Precinct No. 2. Upon final approval by Precinct No. 2, the Engineer will provide Precinct No. 2 three (3) sets of the "Final" plans and specifications.

**C. Construction Phase**

5. Assist Precinct No. 2 in conducting a pre-construction conference with Precinct No. 2 staff and Construction Company.
6. Make periodic visits to the site to observe the overall progress and quality of work. Make recommendations to Precinct No. 2 regarding materials and workmanship.
7. Conduct final inspection of the project.
8. Prepare revisions of construction drawings with the assistance of Precinct No. 2 personnel reflecting changes to the plans. These "As-Built" drawings shall be provided by the Engineer to Precinct No. 2. Three (3) sets will be provided.

**Compensation**

A. Preliminary Phase (15%) (To Include surveying)	\$ 9,617.55
B. Design Phase (60%)	\$ 38,470.20
C. Construction Phase (25%)	<u>\$ 16,029.25</u>
<b>Total</b>	<b>\$64,117.00</b>

# Hidalgo County, Precinct No. 2

## Street & Drainage Improvements for Plena Vista Subdivision, Unit 2



Proposed Project Timeline Schedule  
December 18, 2015

Work Item	Duration in Months	2016														
		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC			
Item 1 - Hidalgo County, Precinct No. 2 Contract Agreement development.	1	█														
Item 2 - Attend preliminary conferences.	1	█														
Item 3 - Establish the scope of topographic surveys for the design of the project.	0.25	█														
Item 4 - Prepare & submit a preliminary report.	0.5		█													
Item 5 - Receive electronic survey data from project surveyor & prepare background drawings for construction plans.	1			█												
Item 6 - Prepare detailed drawings, technical specifications, and other pertinent documents for construction.	1.5				█											
Item 7 - Submit plans & specifications and coordinate approval process.	0.5					█										
Item 8 - Furnish Pct. No. 2 with copies of plans & specifications and receive Bids for Project. Evaluate Bids and make recommendation.	2						█									
Item 9 - Assist Pct. No. 2 in conducting a pre-construction conference with Pct. No. 2 staff and Construction Company.	0.5									█						
Item 10 - Issue notice to proceed.	0.25															
Item 11 - Construction process.	2															
Item 12 - Prepare "As-Built" drawings to be provided by the Engineer to the County. Three (3) sets will be provided.	0.5															█

**CRUZ-HOGAN Consultants, Inc.**  
**ENGINEERS | PLANNERS | CONSULTANTS**  
 Harlingen | McAllen  
 TBPE Firm Reg. No. F-4660

**ENGINEERING FEE  
HOURLY BREAKDOWN**

**HIDALGO COUNTY, PRECINCT NO. 2**

Engineer:	Cruz-Hogan Consultants, Inc.					
Project:	Street & Drainage Improvements for Plena Vista Subdivision, Unit 2					
Owner:	Hidalgo County, Precinct No. 2					
Description:						
TASK	DESCRIPTION	Design Engineer	Project Manager	Engineering Technician	Admin/ Clerical	
Task No. 1	Attend preliminary conferences with Precinct No. 2 staff and acquire available and relevant background data in respect to the project.	4	2		1	
Task No. 2	Establish the scope of topographic surveys for the design of the project.	2	2		1	
Task No. 3	Prepare a preliminary engineering report and submit to Precinct No. 2 for review.	8		1	3	
Task No. 4	Receive electronic survey data from project surveyor and prepare background drawings for construction plans.	4	4	57		
Task No. 5	Prepare detailed construction drawings, technical specifications, and other pertinent documents for construction authorized by Precinct No. 2	80	30	200	4	
Task No. 6	Submit plans and specifications to the appropriate agencies, other than Precinct No. 2, and coordinate approval process.	1	4		8	
Task No. 7	Furnish Precinct No. 2 three (3) sets of copies of plans and specifications marked "Preliminary" for approval by the Precinct No. 2. Upon final approval by Precinct No. 2, the Engineer will provide Precinct No. 2 three (3) sets of "Final"	2	2		4	
Task No. 8	Assist Precinct No. 2 in conducting a pre-construction conference with Precinct No. 2 staff and Construction Company.	2	2		1	
Task No. 9	Make periodic visits to the site to observe the overall progress and quality of work. Make recommendations to Precinct No. 2 regarding materials and workmanship.	16	20			
Task No. 10	Conduct final inspection of the project.	2	2			
Task No. 11	Prepare revisions of construction drawings with the assistance of Precinct No. 2 personnel reflecting changes to the plans. These "As-Built" drawings shall be provided by the Engineer to Precinct No. 2. Three (3) sets will be provided.	1	2	4	2	
	Hour (Sub-Total)	122	70	282	24	
	Contract Rates Per Hour	\$175.00	\$120.00	\$75.00	\$30.00	
	Sub-Total Labor Cost	\$21,350.00	\$8,400.00	\$19,650.00	\$720.00	

SUB-TOTAL LABOR COST \$50,120.00  
SURVEYING FEES \$14,000.00

TOTAL ENGINEERING FEES \$64,120.00

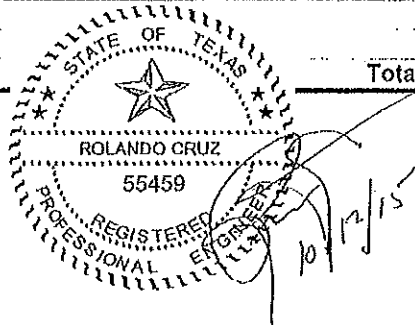
# HIDALGO COUNTY, PCT. 2

PLENA VISTA SUBDIVISION, UNIT 2  
(PROPOSED 32' BACK TO BACK)

## Opinion of Probable Construction Cost

October 12, 2015

Item	Description	Unit	Estimated Quantity	Unit Price	Line Item Total
<b>PAVING</b>					
	Prep of R.O.W.	STA	29.50	\$ 700.00	\$ 20,650.00
	New 8" Caliche Base	SY	11,500	\$ 10.00	\$ 115,000.00
	Lime Stabilize 6" Subgrade (5%)	SY	11,500	\$ 2.00	\$ 23,000.00
	Prime Coat (.20 gal/sy)	SY	11,500	\$ 1.50	\$ 17,250.00
	1 1/2" Type "D" Hot-Mix	SY	9,800	\$ 10.00	\$ 98,000.00
	6" Concrete Driveways	SY	350	\$ 45.00	\$ 15,750.00
	Asphalt Driveways	SY	800	\$ 35.00	\$ 28,000.00
	Traffic Control	LUMP	1	\$ 5,000.00	\$ 5,000.00
	<b>SUBTOTAL PAVING</b>				<b>\$ 322,650.00</b>
<b>DRAINAGE</b>					
	18" Curb & Gutter	LF	6,100	\$ 12.00	\$ 73,200.00
	6" Concrete Valley Gutter	LF	60	\$ 40.00	\$ 2,400.00
	Type "A" Inlet	EA	10	\$ 4,500.00	\$ 45,000.00
	18" RCP	LF	130	\$ 40.00	\$ 5,200.00
	24" RCP	LF	1,360	\$ 55.00	\$ 74,800.00
	36" RCP	LF	250	\$ 65.00	\$ 16,250.00
	Safety End Treatments	EA	2	\$ 1,500.00	\$ 3,000.00
	Ditch Downdrain	EA	1	\$ 1,500.00	\$ 1,500.00
	<b>SUBTOTAL DRAINAGE</b>				<b>\$ 221,350.00</b>
<b>Subtotal Construction Cost</b>					<b>\$ 544,000.00</b>
<b>10% Construction Contingency</b>					<b>\$ 54,400.00</b>
<b>Total Estimated Construction Cost</b>					<b>\$ 598,400.00</b>
Surveying					\$ 14,000.00
Engineering Fees (8%)					\$ 50,117.00
Geotechnical					\$ 10,000.00
<b>Total Estimated Project Cost</b>					<b>\$ 672,517.00</b>



**CRUZ-HOGAN Consultants, Inc.**

ENGINEERS | PLANNERS | CONSULTANTS

1100 West Loop West, Suite 1000  
Houston, Texas 77027