

**HIDALGO COUNTY**  
**Professional Engineering Services**  
**Contract # C-16-164-04-26**  
**Work Authorization Form**

**WORK AUTHORIZATION NO. 2**

**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, Aranda & 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 Provide Professional Engineering Services for the Hidalgo County Roadway Reconstruction Project (Project) associated with the reconstruction of Mile 14 1/2 from Mile 4 to Mile 6.

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 \$ **149,300.00**. 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 5, 6, & 7** 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 #1, Commissioner A.C. Cuellar, Jr.** as to content and detail of this **Work Authorization No.2**.

**HIDALGO COUNTY PRECINCT #1 Commissioner A.C. Cuellar, Jr.**

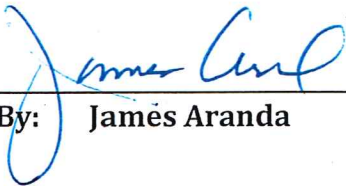
**BY:** \_\_\_\_\_  
**A.C. Cuellar, Jr., Commissioner**

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

**THE ENGINEER:**  
**Aranda & Associates, Inc.**

**THE OWNER:**  
**HIDALGO COUNTY**

  
\_\_\_\_\_  
**By: James Aranda**

\_\_\_\_\_  
**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"

### 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 Provide by Engineer

The following provides an outline of the services to be provided by Aranda & Associates (Engineer) in the development of Project, below identified specifically.

Aranda & Associates shall ultimately provide Professional Engineering Services for the Hidalgo County Roadway Reconstruction Project (Project) associated with the reconstruction of Mile 14 1/2 from Mile 4 to Mile 6. The services included to be furnished under this proposal are identified in detail below as individual tasks (this list is not intended to be comprehensive):

#### PROFESSIONAL ENGINEERING SERVICES

- Collection of field data necessary for design,
- Horizontal data collection of identified utilities thru Texas One Call,
- Horizontal & Vertical data collection of identified utilities,
- Collection of property and easement corners identified along the project limits
- Development of civil plans - cross section pavement design, specifications and cost estimates,
- Plan Sheets (11x17in) will be provided with the plan and profile view, standard civil details and TxDOT standards,
- Sign & Seal construction drawings, specification, & estimate,
- Coordination with City of Weslaco/Hidalgo County, if required,
- Coordination with TxDOT for Driveway Permit, if required,
- Coordination with local utility companies, if required,
- Attend all necessary meetings for Plan Design as required,
- Roadway pavement design will be based on the geotechnical report provided by the owner,
- Coordination of procurement and award of project,
- Produce project as-built record drawings
- Ensure contract compliance as per project plans and specifications,
- Review and process of contractor invoices,
- Review and respond to request for information,
- Manage field conflict resolutions,
- Periodic onsite field observations,
- Conduct final walk thru, punch-list, and close-out procedures.



**ARANDA & ASSOCIATES, INC.**

Land Surveying • Engineering • GIS  
Right-Of-Way Services • LiDAR Scanning

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1552 Dove Ave., McAllen, TX 78504 Ph:956.631.0944 Fax:956.631.0992 arandaj@arandaworld.com

TBPLS# 10022500 TBPE# F-14993

April 21, 2016

A.C. Cuellar  
Precinct No. 1  
Hidalgo County Commissioner  
1902 Joe Stephens Ave, #303  
Weslaco, Texas 78596

Re: Proposal  
Mile 14 ½ Roadway Improvements

Mr. Cuellar,

We are pleased to submit this Proposal as requested for Professional Services required by Hidalgo County for the Roadway Reconstruction along Mile 14 ½ (Mile 4 to 6).

Attached please find our proposal for Professional Engineering Services to be provided for the development and completion of the project intent.

Also enclosed herein are Exhibits "B" – Scope of Services, "C" – Work Schedule, and "D1" – Fee Schedule and Man-hour Breakdown for your review and consideration.

Should you have any questions or would like to discuss this submittal further, please do not hesitate to contact us.

Respectfully,

James Aranda, RPLS  
Owner/President

EXHIBIT "C"

Work Schedule

The following provides an outline of the time schedule anticipated for each task required for the proposed Professional Services to be provide by Aranda & Associates in the development of the Project.

PRELIMINARY DESIGN SERVICES: May 2, 2016 – May 15, 2016

FINAL DESIGN SERVICES: May 18, 2016 – June 27, 2016

BID & AWARD: July 10, 2016 – August 15, 2016

CONSTRUCTION: August 29, 2016 – November 28, 2016

EXHIBIT "D"

Hourly Rates

Principal	\$150.00
Registered Professional Land Surveyor	\$125.00
Project Engineer/Professional Engineer	\$125.00
Right of Way Agent	\$75.00
Design Engineer/Graduate Engineer	\$70.00
CADD Manager/Tech III	\$55.00
GIS Tech/ CADD Tech II	\$50.00
CADD Tech I	\$40.00
Resident Project Representative	\$50.00
Clerical	\$25.00
GPS Crew	\$125.00
2-Man Survey Crew	\$80.00
Party Chief	\$40.00

EXHIBIT "D1"

Fee Schedule and Estimated Man-hour Breakdown

The following provides an outline of the anticipated fee schedule that will be followed as our services are completed.

<b>Service Description</b>	<b>Fee Schedule Description</b>	<b>Fee</b>
<b>Engineering Design</b>		<b>\$ 149,300.00</b>
	30% Submittal	\$44,790.00
	60% Submittal	\$44,790.00
	100% Submittal	\$44,790.00
	At Contract Award	\$14,930.00

**Total Lump Sum Amount - \$149,300.00**

**EXHIBIT D-1**  
**ESTIMATED PROJECT FEE SCHEDULE AND MAN-HOUR BREAKDOWN**  
 HIDALGO COUNTY MILE 14 1/2  
 FROM MILE 4 TO MILE 6

FEE INCREASE JUSTIFICATION (CHECK BOX)			
Project Limits Changed - Original limits are from A to B and New limits are from A to C	ORIGINAL	PROPOSED	INCREASE
New Location Added -xyz is added as a new improvement location	10560	10560	0.00%
Improvement Type Changed: Resurfacing has changed to Reconstruction	1	1	0.00%
Acquisition Services Added:	\$149,300.00	\$149,300.00	0.00%

TASK DESCRIPTIONS	Scale	No. of Sheets	Principal	Project Manager	Senior Engineer	Project Engineer (PE)	Design Engineer	CADD Manager	CADD/GIS Tech	Survey Manager	Survey Crew	Project Admin	Totals
<b>PROJECT CONTROLS</b>													
Develop Project Scope			4			10							14
Internal Review			4			10							14
Public Agency Coordination/Permitting (including County, City, TxDOT, TCEQ, HCID, I)			5			16							21
Cost Estimate Preparation per Submittal (30%, 60%, 100%)			3			35							38
Monthly Invoicing			6			10						16	32
<b>QUALITY CONTROL</b>													
QA/QC Reviews 30% Submittal			2			24	4		8				38
QA/QC Reviews 60% Submittal			3			36	4		8				51
QA/QC Reviews 100% Submittal			3			36	4		8				51
Milestone Review Meetings with PMC (30%, 60%, Final)			3			36	4						43
<b>ENGINEERING DESIGN</b>													
Data Collection / Field Survey						2	40	40	120				202
Process Field Data						2	40	50	120				212
Review of geotechnical report			2			6	3						0
Develop Project Plans 30%						16	40	40	150				344
Develop Project Plans 60%						24	40	120	160				276
Develop Project Plans 100%						56	40	80	120				190
Address Review Comments						24	36	50	80				18
Assemble Front End						2	16						10
Develop and Assemble Technical Specifications						2	8						6
Prepare Bid Advertisement/Coordinate with Newspaper/Contact potential Bidders						2	4						6
Addressing Bid Questions						4	16						20
Prepare and Issue Addenda						4	16						20
Conduct Bid opening / Check and Tabulate Bids						2	12						14
Council Meeting for Contract Awards			4			2	1						7
Prepare Construction Award Documents						4	16						20
Pre-Construction Conference						4	8						12
Periodic Site Observations			6			12	24						42
Contractor Submittal Reviews						10	16						26
Contractor Pay Request Reviews						3	10						13
<b>PROJECT CLOSE-OUT SERVICES</b>													
Construction Closeout						4	16						20
Submit AS-Built Plans						4	8	36	60				109
<b>SUBTOTAL</b>		0	45	0	0	382	426	416	834	0	0	16	1862
Unaudited Hourly Rates			\$ 150.00			\$ 125.00	\$ 70.00	\$ 55.00	\$ 50.00			\$ 25.00	
Direct Labor			\$ 6,750.00			\$ 47,750.00	\$ 29,820.00	\$ 22,880.00	\$ 41,700.00			\$ 400.00	\$ 149,300.00
Expenses (Parking, Mileage, Postal, Printing, Copying and Misc Direct Expenses)													
<b>TOTAL ESTIMATE</b>		0	\$ 6,750.00	\$ -	\$ -	\$ 47,750.00	\$ 29,820.00	\$ 22,880.00	\$ 41,700.00	\$ -	\$ -	\$ 400.00	\$ 149,300.00



## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
04/21/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Anco Ins Services of Austin 3103 Bee Cave Road, Suite 242 Austin, TX 78746 Gina O'Hara	CONTACT NAME: Extension 6321	FAX (A/C, No): 512-330-9856	
	PHONE (A/C, No, Ext): 512-330-9836	E-MAIL ADDRESS: austincerts@anco.com	
INSURED Aranda & Associates, Inc. James Aranda 1552 Dove Avenue McAllen, TX 78504	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A : The Travelers Lloyds Ins. Co.		41262
	INSURER B : Travelers Indemnity Co of Amer		
	INSURER C : The Charter Oak Fire Ins. Co.		25615
	INSURER D : Continental Casualty Co.		20443
INSURER E :			
INSURER F :			

## COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			PACP6199P931COF	02/11/2016	02/11/2017	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
C	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS			BA6234P556GRP	02/11/2016	02/11/2017	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10000			CUP6256P50042	02/11/2016	02/11/2017	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	UB3408T860	02/11/2016	02/11/2017	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	Errors & Omissions			LSH591889839	06/13/2015	06/13/2016	Per Claim 1,000,000 Aggregate 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

County of Hidalgo is an Additional Insured on all Commercial General Liability policies. 30 days notice of cancellation applies.

CERTIFICATE HOLDER	CANCELLATION
HIDAED2  Hidalgo County Attn: Purchasing Department 2812 S Highway Bus. 281 Edinburg, TX 78539	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 