

**HIDALGO COUNTY**  
**Professional Engineering Services**  
**Agreement # C-16-256-07-26**  
**Work Authorization No. 1**

**WORK AUTHORIZATION NO. 1**

**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, Specifications, Bidding Documents, Bid Tab and Recommendations, and project closeout documents for **Site No. 8, Mile 8 North between 2 Mile East and address 1267, Mercedes, Tx**. The work shall include restoring the road to pre-event form which includes restoring **3,696 linear feet of road, 24 feet in width, for six inch depth for caliche base, and 3,696 linear feet and 20 feet wide for asphaltic surface to a depth of two inches and signage and striping** of Hidalgo County Precinct **No.1** as identified in Attachment "A". These services do not include project inspection and those services shall be provided as additional or special services not included in this work authorization.

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 **\$ 20,789.55** This amount is based upon the costs outlined in the Estimated **Cost Proposal** attached hereto as **EXHIBIT "C"**.

**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. **1** 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 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. 1**.

**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 \_\_\_\_\_ as indicated below and effective as of \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

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

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

\_\_\_\_\_  
By: Richard LeFevre, P.E., Project Eng.  
ATTEST:

\_\_\_\_\_  
By: Ramon Garcia, County Judge

**BY:** \_\_\_\_\_  
Arturo Guajardo, Jr., County Clerk

## **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

# EXHIBIT "A"

## Services to be provided by the OWNER Work Authorization No. 1 FEMA Road & Drainage Project – Pct. No. 1

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

Work Authorization No. 1

FEMA Road & Drainage Project – Pct. No. 1

PREPARED BY:

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

The County of Hidalgo, Texas, proposes to restore with signage and striping **Site No. 8, Mile 8 North between 2 Mile East and address 1267, Mercedes, Tx.** The work shall include restoring the road to pre-event form which includes restoring 3,696 linear feet of road, 24 feet in width, for six inch depth for caliche base, and 3,696 linear feet and 20 feet wide for asphaltic surface to a depth of two inches.

**Contract Amount: \$20,789.55**

## **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.

## **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. Upon completion of the project LEMC will provide Record Drawings (“As-Builts”).

COUNTY OF HIDALGO - FEMA ROAD AND DRAINAGE IMPROVEMENTS PROJECT  
 EXHIBIT C - Work Schedule  
 Work Authorization No. 1

ID	Task Name	Duration	Start	Finish	6/26	7/3	7/10	7/17	7/24	7/31	8/7	8/14	8/21	8/28	9/4	9/11	9/18	9/25	10/2	10/9	10/16	10/23	10/30	11/6	
1	<b>Project Start Up</b>	7 days	Tue 7/5/16	Wed 7/13/16																					
2	Define Scope of Work and Tasks	7 days	Tue 7/5/16	Wed 7/13/16																					
3																									
4	<b>Survey</b>	14 days	Thu 7/14/16	Tue 8/2/16																					
5	Design Topography	14 days	Thu 7/14/16	Tue 8/2/16																					
6																									
7	<b>Preliminary Plans (30% Submittal)</b>	15 days	Wed 8/3/16	Tue 8/23/16																					
8	Preliminary Plans and Specifications	15 days	Wed 8/3/16	Tue 8/23/16																					
9																									
10	<b>60-90% Submittal of Plans and Specifications</b>	20 days	Wed 8/24/16	Tue 9/20/16																					
11	Plans and Specifications	20 days	Wed 8/24/16	Tue 9/20/16																					
12																									
13	<b>100% Submittal</b>	7 days	Wed 9/21/16	Thu 9/29/16																					
14	Final Plans & Specifications	7 days	Wed 9/21/16	Thu 9/29/16																					

Date: Wed 6/29/16	Task		Inactive Milestone		Finish-only	
	Split		Inactive Summary		External Tasks	
	Milestone		Manual Task		External Milestone	
	Summary		Duration-only		Progress	
	Project Summary		Manual Summary Rollup		Split	
	External Tasks		Manual Summary			
	External MileTask		Start-only			

Exhibit "D"  
 Cost Proposal  
**Work Authorization No. 1**  
**FEMA Road & Drainage Project – Pct. No. 1**

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

The County of Hidalgo, Texas, proposes to restore Site No. 8, Mile 8 North between 2 Mile East and address 1267, Mercedes, Tx. The work shall include restoring the road to pre-event form which includes restoring 3,696 linear feet of road, 24 feet in width, for six inch depth for caliche base, and 3,696 linear feet and 20 feet wide for asphaltic surface to a depth of two inches

**Contract Amount: \$20,789.55**

Engineering Cost Proposal and Fee Breakdown

Original Scope:

Basic Engineering	\$16,815.00
Topographic Survey	\$3,974.55
<b>Total</b>	<b>\$20,789.55</b>

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

HOURLY FEES

PRINCIPAL	\$245.70/HOUR
PROJECT ENGINEER	\$152.92/HOUR
PROJECT MANAGER	\$138.32/HOUR
DESIGNER/TECHNICIAN	\$ 100.10/HOUR
ADMINISTRATIVE	\$ 39.75/HOUR
INSPECTOR/PROJECT REPRESENTATIVE	\$ 91.00/HOUR

\*Reimbursables, Materials, and Travel are incorporated into hourly fees for individuals and will not be requested for this project.



ENVIRONMENTAL &  
MANAGEMENT CONSULTING, LLC

Texas Registered Engineering Firm F-11722

612 Nolana, Suite 520  
McAllen, Texas 78504  
Tel. 956.661.8000  
Fax. 956.661.8001

## Professional Engineering Cost Breakdown

Work Authorization No. 1 - FEMA Project)

EXHIBIT D-1

### LEMC Professional Engineering Services:

Civil Engineering		
Hourly Rates:		
Principal Engineer	245.75	\$/Hr
Engineer	152.92	\$/Hr
Project Manager	138.32	\$/Hr
CADD Technician	100.10	\$/Hr
Inspector	91.00	\$/Hr
Administration	39.75	\$/Hr

Project Start Up (Task 2)	\$200/Hr Principal Engineer	\$165/Hr Project Manager	\$175/Hr Project Engineer	\$85/Hr CADD Technician	\$65/Hr Clerk	N/A Other
Meeting w/ County & Staff	1	0	1			
Planning w/ County Staff		0	1			
Define Scope of Work & Tasks		0	1			
<b>Total</b>	<b>1</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>

Preliminary Plans (Task 4)	\$200/Hr Principal Engineer	\$165/Hr Project Manager	\$175/Hr Project Engineer	\$85/Hr CADD Technician	\$65/Hr Clerk	N/A Other
Develop Feasible Alternatives		0	1			
Develop Preferred Alternative		0	1			
Prepare Environmental Clearance (if any)						
Preliminary Design Calculations		0	1			
Preliminary Plans and General Notes		0	1	10	4	
Preliminary Specifications		0	1		4	
<b>Total</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>10</b>	<b>8</b>	<b>0</b>

Design - Civil, Electrical, Structural Task 3	\$200/Hr Principal Engineer	\$165/Hr Project Manager	\$175/Hr Project Engineer	\$85/Hr CADD Technician	\$65/Hr Clerk	N/A Other
Survey Coordination and Evaluation		0	4	19		
Final Design Calculations		0	4			
Final Plan and General Notes		0	4	40	4	
Final Specifications		0	4		4	
<b>Design</b>	<b>0</b>	<b>0</b>	<b>16</b>	<b>59</b>	<b>8</b>	<b>0</b>

<b>Final Plans and Specifications</b>	<b>\$200/Hr</b>	<b>\$165/Hr</b>	<b>\$175/Hr</b>	<b>\$85/Hr</b>	<b>\$65/Hr</b>	<b>N/A</b>
<b>Task 5</b>	<b>Principal Engineer</b>	<b>Project Manager</b>	<b>Project Engineer</b>	<b>CADD Technician</b>	<b>Clerk</b>	<b>Other</b>
Final Plan and General Notes	1	0	3	10	0	
Final Specifications	1	0	3		4	
<b>Design</b>	<b>2</b>	<b>0</b>	<b>6</b>	<b>10</b>	<b>4</b>	<b>0</b>

<b>Construction Phase Engineering</b>	<b>\$200/Hr</b>	<b>\$165/Hr</b>	<b>\$175/Hr</b>	<b>\$85/Hr</b>	<b>\$65/Hr</b>	<b>N/A</b>
<b>Bidding &amp; Award (Task 6)</b>	<b>Principal Engineer</b>	<b>Project Manager</b>	<b>Project Engineer</b>	<b>CADD Technician</b>	<b>Clerk</b>	<b>Other</b>
Advertisement						
Pre-Bid Meeting			1			
Bid Opening	0		1			
Negotiations w/ Contractor						
Notice of Award to Contractor			1			
Pre-Construction Meeting & N.T.P.			1			
<b>Total</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>Construction (Task 7)</b>	<b>\$200/Hr</b>	<b>\$165/Hr</b>	<b>\$175/Hr</b>	<b>\$85/Hr</b>	<b>\$65/Hr</b>	<b>Inspector</b>
	<b>Principal Engineer</b>	<b>Project Manager</b>	<b>Project Engineer</b>	<b>CADD Technician</b>	<b>Clerk</b>	
Construction Phase Engineering			2			
Monthly Project Status Meetings			2			
Construction Inspections			2			
<b>Construction Phase Total</b>	<b>0</b>	<b>0</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>As Builts (Task 8)</b>	<b>\$200/Hr</b>	<b>\$165/Hr</b>	<b>\$175/Hr</b>	<b>\$85/Hr</b>	<b>\$65/Hr</b>	<b>N/A</b>
	<b>Principal Engineer</b>	<b>Project Manager</b>	<b>Project Engineer</b>	<b>CADD Technician</b>	<b>Clerk</b>	<b>Other</b>
Record Drawings			1	10		
Closing of the Project			1			
<b>Total</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>10</b>	<b>0</b>	

Total Hours	3	0	30	79	20	0
Project Start Up - Phase II	1	0	3	0	0	0
Design - Phase II	0	0	16	59	8	0
Preliminary Plans - Phase II	0	0	5	10	8	0
Final Plans and Specs - Phase II	2	0	6	10	4	0
Amount Per Hour	\$200	\$165	\$175	\$85	\$65	40
<b>Grand Total</b>	<b>\$600</b>	<b>\$0</b>	<b>\$5,250</b>	<b>\$6,715</b>	<b>\$1,300</b>	<b>\$0</b>

**CONTRACT TOTAL AMOUNT**                      **\$13,865**

<b>Total Hours</b>	<b>0</b>	<b>0</b>	<b>12</b>	<b>10</b>	<b>0</b>	<b>0</b>
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Bidding & Award (Task 6)	0	0	4	0	0	0
Construction (Task 7)	0	0	6	0	0	0
AS-Builts (Task )	0	0	2	10	0	0
Amount Per Hour	\$200	\$165	\$175	\$85	\$65	40
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,100</b>	<b>\$850</b>	<b>\$0</b>	<b>\$0</b>

<b>Total Construction Phase</b>	<b>\$2,950</b>
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Survey	\$	3,974.55
Design	\$	13,865.00
Inspection		\$0
Construction Phase Engineering		\$2,950
<b>Total Contract</b>	<b>\$</b>	<b>20,789.55</b>