

Requisition

Req # 00300958

PO # 746472

Date: 06/21/16



Bill To: x
x

Vendor: 343854
DOS LOGISTICS, INC.
1002 E. EXP. 83
WESLACO TX 78596

Ship To: HIDALGO CO. PCT 4
1051 N. DOOLITTLE
EDINBURG TX 78542

Contact: NICK PEREZ
956-383-3112

Contract No: C-15-384-12-08

Special Instructions:

PCT#803

QUANTITY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
		C-15-384-12-08 EXP.12/07/2016		
		Work Authorization No. 1 (\$ 90,000.00) submitted by project engineer, Dos Logistics, Inc. for the purposes of Engineering Services for: Brushline Road Improvements (North Mile 22.5 Street to FM 490) within Hidalgo County Precinct No. 4.		
		CC APPROVED AI-55056 6-7-16 DO NOT DUPLICATE ORDER		
1.00	LOT	CC Work Authorization No. 1 with an estimated cost of (\$ 90,000.00) purpose of Engineering Services for: Brushline Road Improvements (North Mile 22.5 Street to FM 490) within Hidalgo County Precinct No. 4.	90,000.00	90,000.00
		<u>Account No</u>	<u>Encumbrance</u>	
		6-1287-431-30-124-151-4-721	90,000.00	
			Freight	.00
			Total	90,000.00

Authorized By: _____



County of Hidalgo Precinct 4
Joseph Palacios Commissioner
1051 N. Doolittle Road
Edinburg Texas 78542-0337

NOTICE TO PROCEED

TO: Dos Logisitcs, Inc.
Attn: Eric Ybarra, President
1002 E. Exp. 83
Weslaco, TX 78596

PROJECT NAME: Hidalgo County Precinct No. 4 – Brushline Road Improvements
CONTRACT NO.: C-15-384-12-08

PO# : 746472

TOTAL AWARDED PROJECT AMOUNT: \$90,000.00

DATE: July 14, 2016

Gentlemen:

Let this serve as a formal notice to proceed for the scope of services as outlined in Work Authorization No. 1 Brushline Road Improvements.

This Work Authorization No. 1 was approved by Commissioner's Court on June 07, 2016 agenda item #AI-55056.

According to the terms of the contract, the work authorization shall terminate upon completion of scopes of the work authorization, as identified on Exhibit "C"- Work Schedule. Therefore, you are hereby notified to Commence Work by **July 14, 2016.**

ACCEPTANCE OF NOTICE

Receipt of the above NOTICE TO PROCEED is HEREBY ACKNOWLEDGED BY:

Engineer: Dos Logistics, Inc.

Signature: _____

Name and Title: _____

HIDALGO COUNTY
Professional Engineering Services
Contract # C-15-384-12-08
Work Authorization Form

FILED
AT 2:00 O'CLOCK P.M.
JUN 23 2016
ARTURO GUAJARDO, JR., COUNTY CLERK
HIDALGO COUNTY, TEXAS
DEPUTY

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, **DOS LOGISTICS, INC.**, professional engineers of **Weslaco, Texas**, hereinafter called "**Engineer**".

PART 1. SCOPE OF WORK

The purpose of this Work Authorization is for the **Engineer** to provide the proposed Brushline Road Improvemens from north of Mile 221/2 Street to FM 490.

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 \$ 90,000.00. 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 3** of the Agreement.

PART 4. FUNDING

This **Work Authorization No.1** shall be funded through funding source:

Account No. 6-1287-431-30-124-151-4-721

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 #4**, Commissioner Joseph Palacios as to content and detail of this **Work Authorization No.1**.

HIDALGO COUNTY PRECINCT # 4

BY: *Joseph Palacios*
Hon. Joseph Palacios, Commissioner

PART 8. ACCEPTANCE AND APPROVAL

This Work Authorization is hereby accepted, approved by Hidalgo County Commissioners' Court on 6/20/16 as indicated below and effective as of 20th day of June, 2016.

THE ENGINEER:
DOS LOGISTICS, INC.

THE OWNER:
HIDALGO COUNTY

BY: *Juan Gamez*
Juan Gamez, P.E., President/CEO

BY: *Ramon Garcia*
Hon. Ramon Garcia, County Judge

ATTEST:

APPROVED BY
COMMISSIONERS' COURT
ON: 6/20/16 *[Signature]*

BY: *Arturo Guajardo, Jr.*
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" - 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 the accepted by the OWNER in accordance with Section 6 of this 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 the public meeting; additionally:

Public Meetings

- (a) Approve Agenda and all Exhibits prior to public meetings.

- (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 **USAGE** 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"
HIDALGO COUNTY PRECINCT No. 4

Brushline Road Roadway Improvements

SCOPE OF SERVICES
To be Provided by the Owner

Project Startup

Recovery existing Right of Way

Review FEMA maps

Review Appraisal Maps

Topographic Survey and Engineering Design for Road and Drainage

Set up control points for Topographic Survey

ROW Recovery

Run Elevations points to this project Area

Set up Two (2) Bench Marks

Prepare Engineering Cost Estimate

Prepare Construction Plans,

Perform QA/QC



June 8, 2016

Hon. Joseph Palacios, Commissioner
Hidalgo County Precinct 4
1051 N Doolittle Rd,
Edinburg, TX 78542

Re: Brushline Rd. Work Authorization # 1: Surveying

This letter is to inform you that Dos Logistics Inc. intends to Subcontract Surveying Services with JCS Engineering and Surveying for all surveying activities related to this Work Authorization.

Kind Regards,

A handwritten signature in blue ink, appearing to read 'Juan M. Gamez', is written in a cursive style.

Juan M. Gamez, P.E.
Principal
Dos Logistics Inc.

DOS Logistics
Brushline Road Paving Improvements

		Principal	Project Manager	Senior Engineer	Project Engineer	Design Engineer	Engineer In Training (EIT)	Senior Designer Tech	Engineer Tech.	Cadd Operator	Admin / Clerical	Project Inspector V	Project Inspector I	PUBLIC Involment / Outreach
	Contracted Rates	\$ 249.00	\$ 220.00	\$ 200.00	\$ 170.00	\$ 149.00	\$ 79.00	\$ 86.00	\$ 80.00	\$ 65.00	\$ 68.00	\$ 76.00	\$ 71.00	\$ 124.00
TASK 145	PROJECT MANAGEMENT/ADMINISTRATION													
	TASK 145.01 - PROJECT MANAGEMENT AND COORDINATION													
	A) Coordinate, Execute and Administer Work Authorization													
	B) Progress Reports and Invoices													
	C) Record Keeping and File Management				4	4								
	D) Correspondence													
	E) Meetings (Hidalgo County, Utility Companies)				8	8								
	TASK 145 SUBTOTAL	0	0	0	12	12	0	0	0	0	0	0	0	0
TASK 160	TASK 160.1 - DESIGN CRITERIA COORDINATION													
	PS&E				8	12		16						
	TASK 160.1 SUBTOTAL	0	0	0	8	12	0	16	0	0	0	0	0	0
	TASK 160.2 - PLAN AND PREPARATION													
	Create Existing Contours				24	24		24						
	Create Preliminary Design				20	20		24						
	Create Proposed Cross Sections				12	20		18						
	Create Existing and Proposed Typical Sections				18	18		20		14				
	Prepare Utilities Sheets				9	20		32		15				
	Prepare E&Q Tables				9	20		18						
	Prepare Details and Standard Sheets				7	22		18						
	WA/QC				5	24		16		15	14			
	Prepare Specification Book													
	TASK 160.2 - SUBTOTAL	0	0	0	104	168.00	0	178	0	44	14	0	0	0
	TASK 160.3 - TOPOGRAPHIC SURVEY													
	Control Points													
	Basis Topographic Survey													
	TASK 160.3 - SUBTOTAL													
	TASK 160 SUBTOTAL	0	0	0	112	180.00	0	194	0	44	14	0	0	0
	TOTAL HOURS (DOS Logistics)	0	0	0	124	192.00	0	194	0	44	14	0	0	0
	Contracted Rates	\$ 249.00	\$ 220.00	\$ 200.00	\$ 170.00	\$ 149.00	\$ 79.00	\$ 86.00	\$ 80.00	\$ 65.00	\$ 68.00	\$ 76.00	\$ 71.00	\$ 124.00
	Total Labor Cost				\$21,080.00	\$28,608.00		\$16,684.00	\$0.00	\$2,860.00	\$812.00	\$0	\$0	\$0
	Total		\$70,044.00											
	Engineering (7.00%)		\$70,044.00											

GEOTECH NOT INCLUDED

Note: Dos Logistics Inc. will only charge to Hidalgo County Precinct #4 the Total amount for Engineering Services for \$ 70,000.00

**Brush Line Road Improvements
Phase I**

Engineering Schedule Summary	Duration Days	2016			
		June	July	August	September
Survey and Topographic Work	21				
Utility Coordination	30				
Preliminary Engineering	14				
Executive Design Plans	21				
QA/QC	14				

EXHIBIT "D"
COST PROPOSAL

Brushline RD Paving Improvements Phase I		
Construction Cost		\$1,000,000.00
Basic Engineering Service	7.0%	\$70,000.00
Field Design Survey Services	2.0%	\$20,000.00
		<u>\$90,000.00</u>

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

OFFICE USE ONLY CERTIFICATION OF FILING

Certificate Number:
2016-65491

Date Filed:
06/03/2016

Date Acknowledged:

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.
Dos Logistics, Inc.
Weslaco, TX United States

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.
Hidalgo County Precinct 4

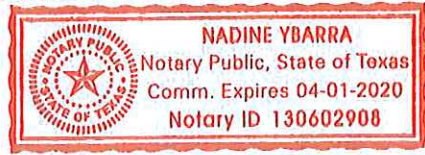
3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.
C-15-384-12-08
Civil Engineering for roadway

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary

5 Check only if there is NO Interested Party.

6 AFFIDAVIT

I swear, or affirm, under penalty of perjury, that the above disclosure is true and correct.



[Handwritten Signature]

Signature of authorized agent of contracting business entity

AFFIX NOTARY STAMP / SEAL ABOVE

Sworn to and subscribed before me, by the said Eric Ybarra, this the June day of 3, 2016, to certify which, witness my hand and seal of office.

[Handwritten Signature]

Nadine Ybarra

Notary Public, State of Texas

Signature of officer administering oath

Printed name of officer administering oath

Title of officer administering oath

Letty

11. **Budget & Management:**

- A. AI-54942 Self-Insured (2202)
Requesting approval of reimbursement of the Hidalgo County Workers' Comp. Claims paying account for claims paid by Tristar Risk Management for the period of June 1-15, 2016 in the amount of \$46,562.28 and requesting approval of wire transfer.
- B. AI-54951 Report and approval of emergency transfers for the period of May 2, 2016 through May 31, 2016.

Purchasing Dept:

Notes:

A. FOR ANY CONTRACTS(S) AWARDED AND APPROVED UNDER THIS AGENDA, EXECUTED COPIES OF THE CONTRACT(S) WILL BE AVAILABLE ON THE COUNTY INTRA-NET WEBSITE AND WILL BE FOWARDED VIA E-MAIL, FAX OR HAND DELIVERED TO HIDALGO COUNTY AUDITOR'S OFFICE.

12.

B. ANY AND ALL REQUESTS FOR PAYMENT(S) APPROVED WILL BE SUBJECT TO COUNTY AUDITORS PROCESSING PROCEDURES INCLUDING AUTHORITY FOR COUNTY TREASURER TO ISSUE PAYMENT(S)/CHECK(S).

- A. AI-55121 Disclosure of funding source [C/O proceeds-Fund 1341] and approval of same [as recommended by Bond Counsel] for the purchase of 2 Kuboda RTVX Utility Rough Terrain Vehicles for Pct. #4 through processed and approved PO#743683 issued to Amigo Power Equipment and subject to compliance with HB23 or HB1295 when and if applicable.

B. AI-55056 1. Acceptance and approval of **Work Authorization No. 1** with an estimated cost of (\$ 90,000.00) as submitted by project engineer, **Dos Logistics, Inc.** for the purposes of Engineering Services for: **Brushline Road Improvements (North Mile 22.5 Street to FM 490)** within **Hidalgo County Precinct No. 4**, in connection to (on call) agreement **#C-15-384-12-08.**

APPROVED

- Pursuant to **Section 12** of the "professional engineering services" agreement **#C-15-384-12-08** with **Dos Logistics, Inc.** is requesting approval to engage the services of **Sub-Contractor (JCS Engineering and Surveying)** under **WA#1** with adherence to insurance provisions required by said article;



**CONSENT AGENDA
HIDALGO COUNTY
COMMISSIONERS COURT
MEETING
June 20, 2016
9:30 A.M.**

NOTICE is hereby given in accordance with Chapter 551, Texas Government Code, that a **SPECIAL MEETING** of the Commissioners Court will be held in the Commissioners Courtroom of the Administration Building, 100 E. Cano, 1st floor, Edinburg, Hidalgo County, Texas. Discussion and possible action relating to the following business will be transacted:

**NOTICE TO THE PUBLIC
CONSENT AGENDA**

The following items are of a routine or administrative nature. The Commissioners Court has been furnished with background and support on each item, and/or it has been discussed at a previous meeting. All items will be acted upon by one vote without being discussed separately unless requested by a Commissioner, in which event the item or items will immediately be withdrawn for individual consideration in its normal sequence after the items not requiring separate discussion have been acted upon. The remaining items will be adopted by one vote.

Approval of check register and payment of claims and bills - (Payments from Juvenile Probation, Adult Probation, LEOSE Fund, DA Motor Vehicle Theft Fund, DA Check Fraud Fund, DA Forfeiture Fund, Sheriff Forfeiture Funds, Constable Forfeiture Funds, HIDTA Forfeiture Funds and VIT Interest Fund are presented for recording purposes only.)

1.

2.

2016 Intradepartmental transfers:

- A. AI-55131 2016 - Justice Court Tech Fund (1242)
- B. AI-55137 2016 - District Attorney's Office (1100)
- C. AI-55128 2016 - District Attorney's Office (1281)
- D. AI-55118 2016 - Co Wide Adm (1100)
- E. AI-55110 2016 - Pct. 1 Sanitation (1100)