

HIDALGO COUNTY
Professional Engineering Services
Agreement # C-16-351-09-27
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. 6, Mile 13 ½ between 4 West and FM 88 in Weslaco, Texas**. **The work shall include restoring the road to pre-event form which includes restoring 2,640 linear feet of road, 28 feet in width, for six inch depth for caliche base, and 2,640 linear feet and 24 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 **\$ 19,622.00** 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. 6, Mile 13 ½ between 4 West and FM 88 in Weslaco, Texas. The work shall include restoring the road to pre-event form which includes restoring 2,640 linear feet of road, 28 feet in width, for six inch depth for caliche base, and 2,640 linear feet and 24 feet wide for asphaltic surface to a depth of two inches and signage and striping**

Contract Amount: \$19,622.00

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	September					October					November			
					8/28	9/4	9/11	9/18	9/25	10/2	10/9	10/16	10/23	10/30	11/6	11/13		
1	Project Start Up	7 days	Wed 8/31/16	Thu 9/8/16														
2	Define Scope of Work and Tasks	7 days	Wed 9/14/16	Thu 9/22/16														
3																		
4	Survey	14 days	Fri 9/23/16	Wed 10/12/16														
5	Design Topography	14 days	Fri 9/23/16	Wed 10/12/16														
6																		
7	Preliminary Plans (30% Submittal)	7 days	Thu 10/13/16	Fri 10/21/16														
8	Preliminary Plans and Specifications	7 days	Thu 10/13/16	Fri 10/21/16														
9																		
10	60-90% Submittal of Plans and Specifications	11 days	Mon 10/24/16	Mon 11/7/16														
11	Plans and Specifications	11 days	Mon 10/24/16	Mon 11/7/16														
12																		
13	100% Submittal	7 days	Tue 11/8/16	Wed 11/16/16														
14	Final Plans & Specifications	7 days	Tue 11/8/16	Wed 11/16/16														

Date: Fri 9/23/16

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. 6, Mile 13 ½ between 4 West and FM 88 in Weslaco, Texas. The work shall include restoring the road to pre-event form which includes restoring 2,640 linear feet of road, 28 feet in width, for six inch depth for caliche base, and 2,640 linear feet and 24 feet wide for asphaltic surface to a depth of two inches and signage and striping

Contract Amount: \$19,622.00

Engineering Cost Proposal and Fee Breakdown

Original Scope:

Basic Engineering	\$17,168.00
Topographic Survey	\$2,454.00
Total	\$19,622.00

*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.

EXHIBIT D-1



**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			
Total	1	0	3	0	0	0

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	
Total	0	0	5	10	8	0

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	
Design	0	0	16	59	8	0

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

Construction Phase Engineering	\$200/Hr	\$165/Hr	\$175/Hr	\$85/Hr	\$65/Hr	N/A
Bidding & Award (Task 6)	Principal Engineer	Project Manager	Project Engineer	CADD Technician	Clerk	Other
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			
Total	0	0	4	0	0	0

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

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

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
Grand Total	\$600	\$0	\$5,250	\$6,715	\$1,300	\$0

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

Total Hours	0	0	13	12	0	0
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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	3	12	0	0
Amount Per Hour	\$200	\$165	\$175	\$85	\$65	40
Grand Total	\$0	\$0	\$2,275	\$1,020	\$0	\$0

Total Construction Phase	\$3,295
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Survey	\$	2,462.00
Design	\$	13,865.00
Inspection		\$0
Construction Phase Engineering		\$3,295
Total Contract	\$	19,622.00