

November 7, 2017

Commissioner Joseph Palacios
Attn: Maria Lucio, Executive Assistant
Hidalgo County Precinct No. 4
1051 N. Doolittle Rd.
Edinburg, Texas 78541

**RE: On-Call Services for “Road and Bridge, C.I.P. and Other Projects in General”
(C-17-243-09-05)**

Work Authorization No. 1 ~ Brewster Park Phase I (FC102 & FC320)

Dear Ms. Lucio,

Attached for your review and approval is Work Authorization No. 1 to provide Preliminary Design and Construction Phase Services for Brewster Park (Phase I) located within Precinct 4. These services are being proposed under our Contract for On-Call Services for “Road and Bridge, C.I.P and Other Projects in General”. This submittal is made to you in duplicate form for your further coordination with Commissioner Palacios.

We appreciate the opportunity to provide our professional services and look forward to working with you. Should you have any questions, please feel free to give me a call at (956) 585-3773.

Sincerely,



Carlos Del Angel, P.M.P.
Senior Project Manager

Attachments:
Work Authorization No. 1

**HIDALGO COUNTY
Professional Engineering Services
Agreement #C-17-243-09-05**

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, **B2Z ENGINEERING LLC**, professional engineers of Mission, Texas, hereinafter called "**Engineer**".

PART 1. SCOPE OF WORK

The purpose of this Work Authorization is for the "engineering services" to provide Preliminary Design and Construction Phase Services for Brewster Park (Phase I) located in Hidalgo County Precinct 4.

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 **\$114,418.60**. 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 Articles 5 and 6 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.4, Commissioner, Joseph Palacios, as to content and detail of this **Work Authorization No. 1**.

**HIDALGO COUNTY
COMMISSIONER PRECINCT No. 4:**

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 _____, 201____.

**THE ENGINEER:
B2Z ENGINEERING**

**THE OWNER:
HIDALGO COUNTY**



By: Nicholas Muñoz, Vice President

By: Ramon Garcia, County Judge

ATTEST:

By: Arturo Guajardo Jr., County Clerk

EXHIBIT A

Scope of Services to be provided by the County

The following provides an outline of the services to be provided by the Owner in the development of Projects (as defined and more particularly identified in Exhibit “A” attached to this Agreement).

General:

The Owner will provide to the Engineer the following:

- 1) Provide the authorization to proceed with services through coordination with the project consulting and design Engineer.
- 2) Payment for work performed by the Engineer and accepted by the Owner in accordance with Article 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 the Engineer cannot easily obtain.
- 4) Provide any available relevant data the Owner may have on file concerning the projects.
- 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 “A” attached to this Agreement.
- 6) Attend and participate in progress meetings as required and as coordinated and conducted by Engineer.
- 7) Provide the authorization to proceed with services on project by project basis through consulting design and construction Engineer.

EXHIBIT B

Scope of Services to be provided by the Engineer

SECTION I - PROJECT DESCRIPTION

The services designated herein as "Services provided by the ENGINEER" shall include the performance of all engineering services for the following described facility:

COUNTY/CITY: HIDALGO COUNTY

PROJECT/DESCRIPTION: On-Call Services for "Road and Bridge, C.I.P. and Other Projects in General"
Work Authorization No. 1 ~ Preliminary Design and Construction Phase Services –
Brewster Park Phase I (FC102 & FC320)

ENGINEER shall mean B2Z Engineering.

STATE shall mean Texas Department of Transportation.

COUNTY shall mean Hidalgo County.

ARCHITECT shall mean Architect of Record

EXHIBIT B

Scope of Services to be provided by the Engineer

SECTION 2 – PRELIMINARY DESIGN VALUES

(Function Code 102)

Preliminary Design Values

The ENGINEER will work with the COUNTY and ARCHITECT to establish basic design concepts, project controls and general scope of Projects.

- 1) Review of existing materials (drawings, programs, maps, budgets, schedules, and project requirements).
- 2) Prepare our Project Management plan and software to address the needs of the COUNTY and project.

Preliminary Cost Estimates

The ENGINEER will calculate preliminary construction cost estimates for of the various phases of the Project.

Meetings, Coordination & Support for Project Development

The ENGINEER shall provide coordination services and shall assist in meetings and workshops with the COUNTY, ARCHITECT, and all other affected parties. The ENGINEER shall serve as representative for the Owner in coordination items. The ENGINEER shall coordinate with the Owner's staff on all Project related items.

SECTION 12 - CONSTRUCTION PHASE SERVICES

(Function Code 320)

Const. Management Services:

The ENGINEER will provide engineering and design support services for and during the planning/design/construction phase of the Project, or portions of the Project approved by the COUNTY. Specific services for CONSTRUCTION MANAGEMENT AND SUPPORT by the ENGINEER will include the following:

Construction Bidding:

- 1) The ENGINEER will assist the COUNTY, and the ARCHITECT with the needed procurement package based on the selected construction delivery method for the various aspects of this project.
- 2) The ENGINEER will assist the COUNTY on the tabulation of bids, make recommendations to the Owner as to the proper action on all bid proposals received, and the preparation of formal contract documents for the award of the construction contract.

Construction Contract Administration and Oversight:

- 1) In general, the ENGINEER will provide the management and engineering support/data required for consultation and advisement to the COUNTY and act as the COUNTY's representative as it relates to the various aspects of design, as well as construction as provided in the General Condition of the Construction Contract.
 - 2) The ENGINEER will coordinate and assist the ARCHITECT with a pre-design and/or pre-construction conference (if required).
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EXHIBIT B

Scope of Services to be provided by the Engineer

- 3) Defects and Deficiencies. The ENGINEER will use his best efforts to protect the COUNTY against defects and deficiencies in the work of the ARCHITECT and Contractor. The ENGINEER will promptly notify the COUNTY of any such defect or deficiency, and take all steps possible to require the ARCHITECT or Contractor to correct the defect or deficiency.

Miscellaneous Technical Activities:

- 1) The ENGINEER will coordinate various aspects of the project development component as directed by the COUNTY.
 - 2) The ENGINEER will act as an agent of the COUNTY when dealing with the ARCHITECT hired by the COUNTY.
 - 3) The ENGINEER will coordinate with the COUNTY on a bi-weekly basis to ensure that the project is meeting all defined project goals.
 - 4) The ENGINEER will perform other various coordination tasks as directed by the COUNTY on an "On-Call" basis to push the project through various aspects of project development.
 - 5) The ENGINEER will conduct daily site visits to document project activity via daily logs and photographic journal.
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**EXHIBIT D
FEE PROPOSAL**

**Brewster Park Phase I
Preliminary Design Values & Construction Phase Services ~ FC 102 & FC320**
Hidalgo County Precinct 4
Work Authorization No. 1

TASKS	MANHOURS					Total
	Senior Project Manager	Project Manager	Construction Inspector	Admin/ Clerical		
<i>Hidalgo County Precinct #4 Memorial Park Construction Management Services</i>						
1 Preliminary Design Services	8	60		8		76
2 Preliminary Cost Estimates	4	24		4		32
3 Construction Bidding		24		4		28
4 Construction Inspection, Management & Oversight		182	455	14		651
5 Meetings & Coordination for Project Development	8	60		8		76
Subtotal	20	350	455	38		863
Labor Hours	20	350	455	38		863
Hourly Base Rates	\$ 80.00	\$ 52.00	\$ 28.00	\$ 20.00		
Contract Rate FY2017	\$ 211.48	\$ 186.60	\$ 87.08	\$ 62.20		
Total Labor Costs	\$ 4,229.60	\$ 65,310.00	\$ 39,621.40	\$ 2,363.60		\$ 111,524.60

Direct Expenses Mileage: \$0.56/mile \$ 2,894.00

Total Direct Expenses \$ 2,894.00

B2Z Engineering Total Cost

\$ 114,418.60