

**HIDALGO COUNTY**  
**Professional Engineering Services**  
**Contract #C-17-276-11-07**  
**Work Authorization Form**

**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, Cruz-Hogan Consultants, 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 Professional Engineering Services required for the "Moore Road (Veterans Blvd.-San Antonio Road" project for Hidalgo County Precinct No. 2.

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 **\$84,580.00**. 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**\_\_\_ 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 #2**, \_\_\_\_\_ as to content and detail of this **Work Authorization No. 1**.

**HIDALGO COUNTY PRECINCT #2** \_\_\_\_\_

**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 \_\_\_\_\_, 2017.

**THE ENGINEER:**  
**Cruz-Hogan Consultants, Inc.**

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

By:  \_\_\_\_\_  
Rolando Cruz, P.E., CFM

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"

### Scope of Services to be provided by the County

The following provides an outline of the services to be provided by the **County** in the development of this Project.

#### General:

The **Owner** will provide to the **Engineer** the following:

- (1) Payment for work performed by the **Engineer** and accepted by the **County** in accordance with Article 8 of this Agreement.
- (2) 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.
- (3) Provide any available relevant data the **County** may have on file concerning the project.
- (4) 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"** attached to this Agreement.
- (5) Attend and participate in progress meetings as required and as coordinated and conducted by the **Engineer**.

Exhibit "B"

**SCOPE OF SERVICES:**

Moore Road Project (Veterans Blvd. and San Antonio Street)  
Hidalgo County, Precinct No. 2

**A. Preliminary Phase**

1. Attend preliminary conferences with Hidalgo County Precinct No. 2 staff and acquire available and relevant background data in respect to the project.
2. Establish the scope of topographic surveys for the design of the project.
3. Prepare a preliminary engineering report and submit to Hidalgo County Precinct No. 2 for review.

**B. Design Phase**

1. Receive electronic survey data from project surveyor and prepare background drawings for construction plans.
2. Prepare detailed construction drawings, technical specifications, and other pertinent documents for construction authorized by Hidalgo County Precinct No. 2.
3. Submit plans and specifications to the appropriate agencies, other than Hidalgo County Precinct No. 2, and coordinate approval process.
4. Furnish Hidalgo County Precinct No. 2 three (3) sets of copies of plans and specifications marked "Preliminary" for approval by Hidalgo County Precinct No. 2. Upon final approval by Hidalgo County Precinct No. 2, the Engineer will provide Hidalgo County Precinct No. 2 three (3) sets of the "Final" plans and specifications.

**C. Construction Phase**

5. Assist Hidalgo County Precinct No. 2 in conducting a pre-construction conference with Hidalgo County Precinct No.2 staff and Construction Company.
6. Make periodic visits to the site to observe the overall progress and quality of work. Make recommendations to Hidalgo County Precinct No. 2 regarding materials and workmanship.
7. Conduct final inspection of the project.
8. Prepare revisions of construction drawings with the assistance of Hidalgo County Precinct No. 2 personnel reflecting changes to the plans. These "As-Built" drawings shall be provided by the Engineer to Hidalgo County Precinct No. 2. Three (3) sets will be provided.

**Compensation**

A. Preliminary Phase (15%) (To include surveying)	\$12,687.00
B. Design Phase (60%)	\$50,748.00
C. Construction Phase (25%)	<u>\$21,145.00</u>
<b>Total</b>	<b>\$84,580.00</b>

# Hidalgo County, Precinct No. 2



Moore Road Project (Veterans Blvd. and San Antonio Road)

Proposed Project Timeline Schedule  
October 10, 2017

Work Item	Duration in Months	2017												2018						
		OCT	NOV	DEC	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT							
Item 1 - Hidalgo County Precinct No. 2 Contract Agreement development.	0.50	■																		
Item 2 - Attend preliminary conferences.	1.00	■	■																	
Item 3 - Establish the scope of topographic surveys for the design of the project.	0.50		■																	
Item 4 - Prepare & submit a preliminary report.	0.50			■																
Item 5 - Receive electronic survey data from project surveyor & prepare background drawings for construction plans.	1.00			■	■															
Item 6 - Prepare detailed drawings, technical specifications, and other pertinent documents for construction.	2.00				■	■	■													
Item 7 - Submit plans & specifications and coordinate approval process.	0.50					■														
Item 8 - Furnish Hidalgo County Pct. No. 2 with copies of plans & specifications and receive Bids for Project. Evaluate Bids and make recommendation.	2.00						■	■	■											
Item 9 - Assist Hidalgo County Pct. No. 2 in conducting a pre-construction conference with Pct. No. 2 staff and Construction Company.	0.25												■							
Item 10 - Issue notice to proceed.	0.25													■						
Item 11 - Construction process.	3.00														■	■	■	■		
Item 12 - Prepare "As-Built" drawings to be provided by the Engineer to the County. Three (3) sets will be provided.	0.50																	■		

**ENGINEERING FEE  
HOURLY BREAKDOWN**

**HIDALGO COUNTY, PRECINCT NO. 2**

<b>Engineer:</b> Cruz-Hogan Consultants, Inc.	
<b>Project:</b> Moore Road Project (Veterans Blvd. and San Antonio Street)	
<b>Owner:</b> Hidalgo County, Precinct No. 2	
<b>Description:</b>	
<b>TASK</b>	<b>DESCRIPTION</b>
Task No. 1	Attend preliminary conferences with Hidalgo County Precinct No. 2 staff and acquire available and relevant background data in respect to the project.
Task No. 2	Establish the scope of topographic surveys for the design of the project.
Task No. 3	Prepare a preliminary engineering report and submit to Hidalgo County Precinct No. 2 for review.
Task No. 4	Receive electronic survey data from project surveyor and prepare background drawings for construction plans.
Task No. 5	Prepare detailed construction drawings, technical specifications, and other pertinent documents for construction authorized by Hidalgo County Precinct No. 2.
Task No. 6	Submit plans and specifications to the appropriate agencies, other than Precinct No. 2, and coordinate approval process.
Task No. 7	Furnish Hidalgo County Precinct No. 2 three (3) sets of copies of plans and specifications marked "Preliminary" for approval. Upon final approval by Hidalgo County Precinct No. 2, the Engineer will provide Hidalgo County Precinct No. 2 three (3) sets of "Final" plans and specifications.
Task No. 8	Assist Hidalgo County Precinct No. 2 in conducting a pre-construction conference with Hidalgo County Precinct No. 2 staff and Construction Company.
Task No. 9	Make periodic visits to the site to observe the overall progress and quality of work. Make recommendations to Hidalgo County Precinct No. 2 regarding materials and workmanship.
Task No. 10	Conduct final inspection of the project.
Task No. 11	Prepare revisions of construction drawings with the assistance of Hidalgo County Precinct No. 2 personnel reflecting changes to the plans. These "As-Built" drawings shall be provided by the Engineer to Hidalgo County Precinct No. 2. Three (3) sets will be provided.
	<b>Hour (Sub-Total)</b>
	194
	156
	340
	47
	<b>Contract Rates Per Hour</b>
	\$175.00
	\$120.00
	\$75.00
	\$33,950.00
	\$18,720.00
	\$25,500.00
	\$1,410.00

SUB-TOTAL LABOR COST \$79,580.00  
SURVEYING FEES \$5,000.00

TOTAL ENGINEERING FEES \$84,580.00