

November 5, 2020

Commissioner Ellie Torres
Attn: Heidi Ortiz
Hidalgo County Precinct No. 4
1051 N. Doolittle Rd.
Edinburg, Texas 78541

**RE: On-Call Services for “Building Repairs, Renovations, Alterations and/or Other Related Services to County Owned Buildings”
(C-19-251-07-16)**

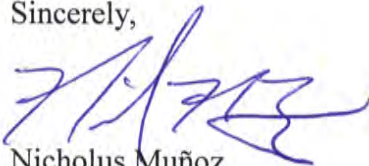
Work Authorization No. 3 ~ Hidalgo County Sheriff’s Office Memorial Wall

Dear Commissioner Torres:

Attached for your review and approval is Work Authorization No. 3 to provide preliminary design and construction management for the Hidalgo County Sheriff’s Office Memorial Wall project located in Precinct No.4. These services are being proposed under our Contract for On-Call Services for “Building Repairs, Renovations, Alterations and/or Other Related Services to County Owned Buildings”.

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,



Nicholus Muñoz
Vice President

Attachments:
Work Authorization No. 3

HIDALGO COUNTY
Professional Engineering Services
Agreement #C-19-251-07-16

WORK AUTHORIZATION NO. 3

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

PART 1. SCOPE OF WORK

The purpose of this Work Authorization is for the Engineer to provide preliminary design values and construction management services for the **Hidalgo County Sheriff's Office** Memorial Wall located in Precinct No. 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 \$13,121.94. 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 5 and 6 of the Agreement.

PART 4. FUNDING

This Work Authorization No. 3 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, Ellie Torres, as to content and detail of this **Work Authorization No. 3**.

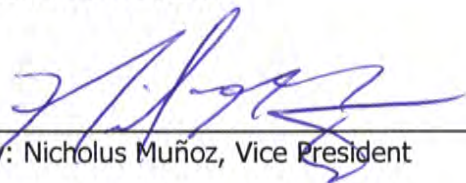
**HIDALGO COUNTY
COMMISSIONER PRECINCT No. 4:**

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 _____, 2020.

**THE ENGINEER:
B2Z ENGINEERING**



By: Nicholus Muñoz, Vice President

**THE OWNER:
HIDALGO COUNTY**

By: Richard Cortez, County Judge

ATTEST:

By: Arturo Guajardo Jr., County Clerk

EXHIBIT A

-Scope of 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 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 Attachment "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 as required in the coordination with the USACE and the Federal Emergency Management Agency (FEMA) and any other coordinating agency or entity *(when and if applicable)*.
- (8) Review and approve the Project design criteria.
- (9) Review and approve change orders as required and prepared by the 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 PRECINCT NO. 4

PROJECT/DESCRIPTION: WA#3 – HCSO Memorial Wall
On-Call Contract #C-19-251-07-16

ENGINEER shall mean B2Z Engineering.

COUNTY shall mean Hidalgo County.

EXHIBIT B

Scope of Services to be provided by the Engineer

Preliminary Design Values - *The ENGINEER will work with the Owner to establish basic design concepts, project controls and general scope of the Project.*

1. Review of existing project materials and internal team project briefing. This would include, but not limited to site plans, budgets, preliminary sketches, surveys, etc.
2. Oversight of Sub-Consultant developing structural engineering construction documents.

Meetings, Coordination & Support for Project Development - *The ENGINEER shall provide coordination services and shall assist in meetings and workshops with the Hidalgo County Sheriff's Office, the structural engineer, and all other project stakeholders. 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.*

1. Meetings & Coordination as-needed Project Team.

Construction Bidding

1. Oversight and assistance to Hidalgo County Purchasing department in the preparation of Proposal/Bid Package/Advertisement Docs (procurement to be determined).

**Exhibit C - Project Schedule
HCSO Memorial Wall**

ID	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names	Nov 8, '20	Nov 15, '20	Nov 22, '20	Nov 29, '20	Dec 6, '20	Dec 13, '20	Dec 20, '20	Dec 27, '20	Jan 3, '21	Jan 10, '21	Jan 17, '21	Jan 24, '21	Jan 31, '21	Feb 7, '21									
1		Preliminary Design Values	21 days	Tue 11/10/20	Mon 11/30/20																									
2		Construction Bidding Assistance	30 days	Tue 12/1/20	Wed 12/30/20	1																								
3		Meetings & Coordina	90 days	Tue 11/10/20	Sun 2/7/21																									

Project: Exhibit C - Project Sche
Date: Thu 11/5/20

	Task		Project Summary		Manual Task		Start-only		Deadline		Progress		Manual Progress
	Split		Inactive Task		Duration-only		Finish-only		External Tasks		External Milestone		
	Milestone		Inactive Milestone		Manual Summary Rollup								
	Summary		Inactive Summary		Manual Summary		External Milestone		Manual Progress				



**EXHIBIT D
FEE PROPOSAL**

**Hidalgo County Precinct No. 2
Work Authorization #3 - HCSO Memorial Wall
On-Call Contract # C-19-251-07-16**

		MANHOURS				
		Construction Engineer PMP	Senior Construction Inspector	Admin/ Clerical	Total Hours	Total Line Item Cost
TASKS						
1.0	Preliminary Design Values					
1.1	SUB: Chanin Engineering - Assessment and Corrective Action Recommendation	(see Exhibit D Page 2 of 2)				\$7,615.00
2.0	Construction Bidding Assistance	6	10	2	18	\$2,449.98
3.0	Meetings, Coordination & Support for Project Development	4	16	4	24	\$2,939.96
Labor Hours		10	26	6	42	
Hourly Base Rates		\$ 58.00	\$ 38.00	\$ 20.00		
Contract Rate FY2020		\$ 184.59	\$ 120.82	\$ 67.12		
Total Labor Costs		\$ 1,845.90	\$ 3,141.32	\$ 402.72		\$13,004.94

Direct Expenses Mileage: (\$0.585/mile x 50 miles roundtrip x 4 trips) \$ 117.00

Total Direct Expenses \$ 117.00

B2Z Engineering Total Cost **\$13,121.94**



EXHIBIT
FEE PROPOSAL

Contract #
HCSO Memorial Wall
Hidalgo County
Work Authorization #

Structural Services		MANHOURS						Total Line Item Cost
		Principal Engineer	Project Engineer	Technician	CAD	Admin/ Clerical	Total Hours	
TASKS								
Analysis and Design								
1	Mobilization and project site visit	1	3			1	5	\$580.00
2	Review of existing conditions		2				2	\$270.00
3	Establishing design criteria and project design		6				6	\$810.00
4	Meeting with client to review options		2			1	3	\$300.00
Construction Documents Phase								
5	Construction document preparation	2	16		24	4	46	\$4,130.00
Construction Phase Services								
7	Site visits, observation reports, submittal review, RFI	1	8			10	19	\$1,525.00
	Review and response as needed, etc.						0	\$0.00
							0	\$0.00
							0	\$0.00
							0	\$0.00
							0	\$0.00
	Subtotal Hours	4	37	0	24	16	81	

Hourly Base Rates

Total Costs

\$145.00	\$135.00	\$85.00	\$65.00	\$30.00		
						\$7,615.00

400 Nolana, Suite H2
McAllen, Texas 78504
T: (956) 687-9421 | F: (956) 687-3211
ChaninEngineering.com

TBPE Firm Registration No. F-9369