

HIDALGO COUNTY UCP
Professional Engineering Services

WORK AUTHORIZATION NO. 1

THIS WORK AUTHORIZATION is made pursuant to the terms and conditions of Article 1 of the Agreement made by and between **HIDALGO COUNTY**, acting herein by and through the **Hidalgo County Urban County Program**, hereinafter called the “**Owner**,” and, **CASSLEE INVESTMENTS, LLC D/B/A CSJ GROUP**, professional engineers of Edinburg, Texas, hereinafter called “**Engineer**”.

PART 1. SCOPE OF WORK

The purpose of this Work Authorization is for the **Engineer** to provide Professional Engineering Services for Sullivan City 2020 Street Improvements.

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. CONTRACT AMOUNT

The estimated cost for services under this Work Authorization is \$ 15,074.00. This amount is based upon the costs outlined in the **Contract Amount** 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 5** of the Agreement.

PART 4. FUNDING

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

Account No. 5020-77-0311-5000-7700-UCP-EP

Requisition/Purchase Order 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 within the contract limits of two (2) years from approval of contract.

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 Urban County Program Director, Patricio R. Avila**, as to content and detail of this **Work Authorization No. 1**.

**HIDALGO COUNTY
URBAN COUNTY PROGRAM**

BY: _____

Patricio R. Avila, UCP Director

PART 8. ACCEPTANCE AND APPROVAL

This Work Authorization is hereby accepted, approved by Hidalgo County Commissioners' Court on **December 15, 2020** as indicated below and effective as of **December 15,** _____ day of **2020**,

**THE ENGINEER:
CASLEE INVESTMENTS,**

**THE OWNER:
HIDALGO COUNTY**

LLC D/B/A CSJ GROUP

By: Jose E. Saenz, P.E.

By: Richard F. Cortez, County Judge

ATTEST:

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" - Contract Amount

Attachment “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 (as defined and more particularly identified on 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 coordinator with the project consulting and design Engineer.
- 2) Payment for work performed by the Engineer and accepted by the Owner in accordance with Article 3 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 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 A attached to this agreement.
- 6) Attend and participate in progress meetings as required and as coordinated and conducted by Engineer.
- 7) Provide authorization to proceed with services on project by project basis through consulting design and construction Engineer.

ATTACHMENT "B"

Scope of Services to be provided by the Engineer

CSJ Group will provide Engineering and Surveying Services that consist of funding for the paving (overlay) of streets for the Sullivan City Street Improvements Project (Program Year 33).

Engineering Services consist of project development, schematic design, construction documentation, bidding assistance and recommendation, construction observation of rolling patterns, contractor invoice reviews and contract closeout.

Surveying Services include measurement of project limits for bid quantities, location of manholes to uncover after paving and confirmation of paved areas. The project limits are:

Base Bid

1. 1st Street (La Paloma Street East to El Faro Road)
2. 2nd Street (La Paloma Street East to El Faro Road)

Add-On Alternate Bid

1. 3rd Street (La Paloma Street East to El Faro Road)

ATTACHMENT "C"

Work Schedule

CSJ Group will provide Engineering and Surveying services that consist of funding for the paving (overlay) of streets for the Sullivan City Street Improvements Project (Program Year 33). The Work Schedule is as follows:

<u>Task</u>	<u>Estimated Schedule</u>
1. Preliminary Investigation Report	December 20, 2020
2. 100% Final Investigation Report	December 24, 2020
3. Schematic Design	December 31, 2020
4. Design Development	January 7, 2020
5. Construction Document 30%	January 14, 2020
6. Construction Document 60%	January 21, 2020
7. Construction Document 100%	January 28, 2020
8. Advertisement for Bid	Established by Owner
9. Bid Closed	Established by Owner
10. Review Bids and Present to County	Established by Owner
11. Pre-Construction Meeting	Established by Owner
12. Construction Start	March 2020
13. Construction Complete	March 2020

CSJ GROUP

ENGINEERS ■ CONSULTANTS ■ MANAGERS
TBPE FIRM NO. 17262

November 19, 2020

Attachment "D"

COUNTY OF HIDALGO
URBAN COUNTY PROGRAM
1916 Tesoro Street
Pharr, Texas 78577

ATTN: Eloisa Pena
UCP Coordinator II

RE: City of Sullivan City Street Improvements (Program Year 33)
Best and Final Offer (BAFO)

Thank you for the opportunity to provide our services to the County of Hidalgo and the City of Sullivan City. We propose to bid out 1st and 2nd Streets as a base bid and 3rd Street as an add-on alternate bid, due to the budget available.

Thus, as requested, CSJ Group is submitting it's BAFO for the above referenced project for Engineering Services for a fee of \$15,074.00. These services include engineering (\$11,306.00), surveying (\$1,884.00) and testing/observation for rolling patterns (\$1,884.00).

If you should have any questions, we are available at your earliest convenience.

Respectfully submitted,



Jose E. "Eddie" Saenz, P.E.