

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, **S & B Infrastructure**, 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: _____
Engineering Services for the 2020 La Villa Street Improvements Project

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 \$ **14,545.06**. 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. **5020-20-0311-5000-0000**

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 March 2, 2021 as indicated below and effective as of the 2nd day of March, 2021.

THE ENGINEER:
S & B Infrastructure, Ltd

THE OWNER:
HIDALGO COUNTY

By: Daniel O. Rios, PE

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.



INFRASTRUCTURE

ATTACHMENT – B

SCOPE OF SERVICES TO BE PROVIDED BY ENGINEER (S&B)

GENERAL DESCRIPTION

The work to be furnished by **S&B** under this Work Authorization includes engineering activities for the planning and development of the La Villa Street Improvements Project for the Hidalgo County, in Edcouch, Texas. This Work Authorization is limited to conducting planning and development activities for coordinating with the Hidalgo County. Planned activities include meeting with client and developing Overlay plan(s) and preliminary cost estimate(s) for the proposed roadway overlay limits and dimensions. S&B proposes the following tasks:

1. PROJECT MANAGEMENT

The Engineer shall proactively manage the development of the Project as follows:

Internal Project Management/Administration/Coordination with Agencies

a. Internal Coordination – The Engineer’s Project Manager shall provide coordination for the development of Project progress reports and budget reports, responses to requests for information, and review/preparation of billing and invoicing, as well as coordination with all Project Team members in the development of the project, including quality control / quality assurance, internal project meetings and providing technical assistance.

b. Initial and Progress Meetings – The Engineer shall formally meet with the Client to ensure open communication and to provide progress reports of the work advancement. (2 meetings planned). At the Initial Meeting, S&B will meet with Client to discuss project objectives, constraints, and other considerations deemed important to the project. A list of project parameters and considerations will be developed for use during the planning of the proposed project. The Engineer shall prepare minutes for each meeting and provide a copy to the Client.

2. PRELIMINARY INVENTORY AND LAYOUT

S&B will develop and prepare an inventory of existing conditions and identify locations for the proposed overlay. A preliminary layout plan will be developed showing proposed overlay locations as well as limits to be approved by client for the project. All field reconnaissance and collected data will be noted and existing features considered. These documents shall in all respects combine the application of sound engineering principles with a high degree of economy and shall be submitted to the client for approval. Graphics files shall be developed by the **S&B** in MicroStation design file format and must plot consistent with the reproducible plots submitted.



INFRASTRUCTURE

3. ROADWAY OVERLAY DESIGN SERVICES

S&B will develop and prepare construction plans, specifications and estimates for the overlay based on the final facility layout plan previously developed for the project. These documents shall in all respects combine the application of sound engineering principles with a high degree of economy, and shall be submitted to the applicable city, county, and/or federal agencies for approval. Graphics files shall be developed by the S&B in MicroStation design file format and must plot consistent with the reproducible plots submitted.

1. **Prepare Roadway Summary of Overlay**, which shall include, but not be limited to, summary plan sheets with quantities and their corresponding project location. The Consultant shall inventory the project limits to determine and/or verify project needs given overlay requirements.
2. **Develop Roadway Overlay Plan Sheets, Specifications, General Notes and Standards**, which shall include, but not be limited to, title sheet, site plans and layouts, roadway details and layouts, utility details and layouts, roadway sequence of construction, project specifications, project general notes, and standards, etc. All layouts shall be created using microstation software. The following layouts will be included in the plan set:
 - a. Roadway Overlay Layouts 1"=100' scale single bank
 - b. The Consultant will use Aerials obtained from Public Domain for background.
 - c. The location of overlay limits will be proposed for project needs.
 - d. All existing utilities and roadway features shall remain in place.
 - e. Base repairs might be required in areas with potholes, however not part of this project. To be completed by local entities.
3. **Prepare Detailed Roadway Overlay Cost Estimates**, which shall include summaries of bid items and quantities based, insofar as practicable, on the unit price system of bidding. S&B will not be required to guarantee the accuracy of those estimates.
4. **Project to not include the following elements:**
 - a. No Geotechnical will be needed.
 - b. No Field Survey will be required.



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4. BID PHASE SERVICES

- a. The Engineer will review and approve Roadway Contractor Proposals.
- b. The Engineer will provide Bid Phase Services to ensure that bid process of the proposed improvements is done according to the Plans and Specifications developed.



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**ATTACHMENT C
SCHEDULE OF WORK**

Notice to Proceed: Upon written notification to proceed (NTP) from Client.

Meeting(s): As scheduled by S&B/Client

Final Roadway Design Services (100%): 8 weeks from NTP.



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**ATTACHMENT D
WORK AUTHORIZATION NO. 01**

THIS WORK AUTHORIZATION is made pursuant to the terms and conditions of the Agreement dated February 01, 2021 ("Agreement") between Hidalgo County ("Client") and S&B Infrastructure, Ltd. ("S&B").

PART 1. The Client will provide the services and items listed in Exhibit A to this Work Authorization. S&B will perform the services set forth in Exhibit B to this Work Authorization.

PART 2. The Client must pay S&B for the services being provided as follows [Place an "X" in the appropriate block]:

The Services will be provided for the fixed price amount of \$14,545.06 this amount may be amended by mutual agreement of the Parties and established in a Work Authorization revision.

The Services will be provided on a cost reimbursable basis. The rates and associated charges are described in Exhibit D of this Work Authorization. The maximum amount payable for services under this Work Authorization is _____ unless amended by mutual agreement of the Parties and established in a Work Authorization revision.

PART 3. This Work Authorization shall become effective on the date of final acceptance of the parties hereto. This Work Authorization does not waive the parties' responsibilities and obligations provided under the Agreement. This Work Authorization is hereby accepted and acknowledged below.

Hidalgo County

S&B Infrastructure, Ltd.

By: _____

By: _____

Richard Cortez
County Judge

Daniel O. Rios, PE
President

Date: _____

Date: _____