

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)**

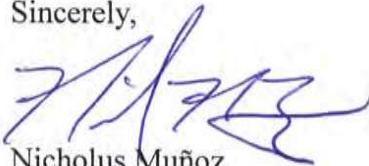
**Work Authorization No. 3 ~ Hidalgo County Sheriff’s Office Memorial Wall**

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: Nicholas 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 |
|----|-----------|---------------------------------|----------|--------------|--------------|--------------|----------------|------------|-------------|-------------|-------------|------------|-------------|-------------|-------------|------------|-------------|-------------|-------------|-------------|-------|
| 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 11/10/21 | Sun 2/7/21   |              |                |            |             |             |             |            |             |             |             |            |             |             |             |             |       |

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

Task Split Milestone Summary

Project Summary

Inactive Task

Inactive Milestone

Inactive Summary

Manual Task

Duration-only

Manual Summary Rollup

Manual Summary

Start-only

Finish-only

External Tasks

External Milestone

Deadline Progress 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**

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

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 |
|---|--------------------|------------------|------------|---------|-----------------|-------------|--|-------------------|----------------------|
| TASKS   | Principal Engineer | Project Engineer | Technician | CAD     | Admin/ Clerical | Total Hours |  |                   |                      |
| <b>Analysis and Design</b>                                |                    |                  |            |         |                 |             |  |                   |                      |
| 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          |                      |
| <b>Construction Documents Phase</b>                       |                    |                  |            |         |                 |             |  |                   |                      |
| 5 Construction document preparation                       | 2                  | 16               |            | 24      | 4               | 46          |  | \$4,130.00        |                      |
| <b>Construction Phase Services</b>                        |                    |                  |            |         |                 |             |  |                   |                      |
| 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   | \$1,445.00         | \$1,355.00       | \$85.00    | \$65.00 | \$30.00         |             |  |                   |                      |
| <b>Total Costs</b>  |                    |                  |            |         |                 |             |  | <b>\$7,615.00</b> |                      |

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