

SAM Engineering and Surveying



Engineering Firm Reg # 10602 Surveying Firm Reg # 101416-00
200 S. 10th Street, Suite 1500, McAllen, Texas 78501 Phone: (956) 702-8880 Fax: (956) 702-8883

October 12, 2021

John Paul Lugo
Program Manager II
505 S. McColl Rd., 2nd Floor
Edinburg, Texas 78539

Re: Professional Engineering Services- Contract C-21-0435-09-21
 Work Authorization No. 1 – Roadway & Bridge Inventory Assessment Study and Report(s)

Dear Mr. Lugo,

Attached for your review and approval is our request for Payment No. 1 for services rendered under Work Authorization No. 1, executed September 21, 2021. Services rendered are for work completed September 21, 2021, through September 30, 2021, on the above referenced project.

The following is a narrative of the progress for this period:

TASK DESCRIPTIONS

Phase 1: Preparatory	18.60%
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Preparatory Task 1-10

- Review County provided criteria, previous database, existing basemaps, and any other pertinent project documents.
- Prepare Project Management Plan for services during project duration.
- Prepare/Coordinate & Conduct Project Coordination meetings with Hidalgo County Officials
- Prepare preliminary list of “new” roadways or developments in the County since previous GASB Report
- Develop a database containing all assessment parameters
- Develop a georeferenced mapping system to contain and display all the defects and their severity
- Evaluate software/systems to provide the condition ratings for each roadway

Project Management Task 1-10

00.00%

- Prepare and submit Monthly invoicing to County
- Coordinate Project Segment Kickoff Meetings with each Precinct to establish the Precinct's priorities and identify primary points of contact.
- Coordinate with Hidalgo County Officials to obtain county road historical data (construction date, maintenance, etc.)
- Conduct Internal Meetings with all team members to ensure adherence to scope, schedule, and budget
- Conduct Monthly meetings with each Precinct to review project progress, scope of work and adherence to schedule
- Coordinate & attend field visits with Hidalgo County Officials throughout the duration of the project.
- Process RFI's and coordinate with Hidalgo County Officials as needed to request clarifications of street limits, conflicts in name, lack of access, etc.
- Conduct "Hold Points" (new task/scope of work) meetings and "Hands Down" (incident review) meetings as needed
- Quality Control reviews of data processing
- QA/QC of Database, PCI, GIS Files, GASB Report

Phase 2: Roadway Inventory

00.00%

Data Collection

- Perform on-site assessment identifying all roadway elements such as Apparent ROW, Pavement Type and Width, Street Length, Sidewalks, and Striping.
- Collect georeferenced photographic evidence of all street signage including Speed Limits, Traffic Signs, Regulatory Signs, Warning Signs, Construction & Maintenance Signs, Service Signs, and Guide Signs
- Assess the efficacy of Roadway Drainage
- Provide a Condition Rating of all defects identified within County Roads
- Daily quality control of field activities to ensure proper categorization
- Capture and compile photographic evidence roadway conditions

Update Database(s)

00.00%

- Populate and maintain the database containing all assessment parameters and Condition Rating Score.
- Provide an estimate for roadway improvements required and capitalize all existing roadways.
- Develop proposed improvement schedule/categories
- Populate and maintain the georeferenced mapping system to contain and display all the defects and their severity
- Develop and maintain a PCI based on field parameters.

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Phase 3: GASB Report

00.00%

GASB Report

- Prepare and present exhibits to county officials to include Database Reports, GIS Files, Management Plan, etc.
- Calculate historical value, prepare existing value and replacement, repair, and maintenance costs of county roads based on information collected.
- Identify optimal replacement and repair costs
- Prepare final GASB-34 report to present to Hidalgo County Officials

For your review and consideration attached is our Request for Payment No. 1.

Should you have any questions regarding this submittal please do not hesitate to call me at 956-702-8880.

Respectfully,

A handwritten signature in blue ink, appearing to read "SM", is written over a horizontal line.

Samuel D. Maldonado, P.E., R.P.L.S
Principal
SAMES, Inc.

Hidalgo County Precinct No. 1

**PROFESSIONAL SERVICES –
INSPECTION, MATERIAL TESTING AND CONSTRUCTION MANAGEMENT**

REQUEST FOR PAYMENT NO: 1 (September, 2021)
BILLING PERIOD: September 21, 2021 through September 30, 2021

CITY/COUNTY: Hidalgo County
PROJECT NAME: Roadway & Bridge Inventory Assessment Study & Report(s)
Work Authorization No. 1
ENG./ARCH. FIRM: SAMES, Inc. (SAM Engineering and Surveying)
ADDRESS: 200 S 10TH ST, SUITE 1500
CITY/STATE: McAllen, Texas ZIP: 78501

Contract Amt. \$ 1,660,128.92

Contract #: C-21-0435-09-21

Purchase Order#: 838888

SCOPE OF SERVICES	ESTIMATED AMOUNT	% COMPLETED TO DATE	TOTAL DUE	LESS PREVIOUS PAYMENTS	AMOUNT DUE THIS REQUEST
Phase 1: Preparatory	\$180,706.00	18.60%	\$33,610.00	\$0.00	\$33,610.00
Task 1-7. Preparatory.					
Task 1-10. Project Management.	\$245,226.00	0.00%	\$0.00	\$0.00	\$0.00
Phase 2: Roadway Inventory	\$975,984.00	0.00%	\$0.00	\$0.00	\$0.00
Task 1-6. Data Collection.					
Task 1-5. Update Database(s).	\$173,572.00	0.00%	\$0.00	\$0.00	\$0.00
Phase 3: GASB Report	\$68,204.00	0.00%	\$0.00	\$0.00	\$0.00
Task 1-4. GASB Report.					
Direct Expenses	\$16,436.92	0.00%	\$0.00	\$0.00	\$0.00
TOTAL	\$1,660,128.92	2.02%	\$33,610.00	\$0.00	\$33,610.00
Work Authorization Summary					
<u>WA No. 1</u>	<u>WA Amount</u> \$1,660,128.92	<u>Previously Invoiced</u> \$0.00	<u>Percentage Complete</u> 2.02%	<u>Remaining Balance</u> \$1,626,518.92	

* - Please attach supporting documents to this request.
I certify that the above is true and correct to the best of my knowledge.



Samuel D. Maldonado, P.E., R.P.L.S. Date 10.12.2021
Principal
SAMES, Inc.