

EXHIBIT “F”
HIDALGO COUNTY
Professional Engineering Services
Agreement # C-22-0212-06-28

WORK AUTHORIZATION NO. 1

THIS WORK AUTHORIZATION is made pursuant to the terms and conditions of the Professional Engineering Services Agreement No. C-22-0212-06-28, incorporated herein by reference, for the “El Paraiso Health Clinic Improvements Project & El Paraiso Community Resource Center” made by and between HIDALGO COUNTY, action herein by and through the Commissioner’s Court, hereinafter called the **“Owner,”** and Halff Associates, Inc., hereinafter called **“Engineer”**.

PART 1. SCOPE OF WORK

The purpose of this Work Authorization is for the **Engineer** to provide **Professional Engineering Services for the El Paraiso Health Clinic Improvement Project & El Paraiso Community Resource in Hidalgo County Precinct #3.**

The **Engineer** is to provide the scope of Services as required by the Agreement with Owner.

The scope of services to be provided by the **Engineer** is identified in **Attachment “A”** – *“Scope of Services to be provided by Engineer”* attached hereto and incorporated by reference.

PART 2. ESTIMATED COST

The estimated cost for services under this Work Authorization is **\$81,340.00**. This amount is based upon the costs outlined in the **Attachment “B”** – *“Fee Proposal”* attached hereto and incorporated by reference.

PART 3. PAYMENT

Compensation and payment to the Engineer for the services established under this Work Authorization shall be made in accordance with the **Professional Engineering Services** Agreement No. C-22-0212-06-28 between the **Owner** and the **Engineer**.

PART 4. FUNDING

This Work Authorization No. 1 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 the scopes of the Work Authorization, within the limits of Agreement No. C-22-0212-06-28, provided in this Work Authorization; or on**

(DATE). *If applicable*: Engineer shall conform to the approved "Work/Project Schedule", attached hereto and incorporated by reference herein as **Attachment "C"**.

PART 6. RESPONSIBILITIES AND OBLIGATIONS

This Authorization does not waive the parties' responsibilities and obligations provided under the **Agreement No. C-22-0212-06-28**

PART 7. ACKNOWLEDGEMENT AND CONFIRMATION

Acknowledgement and confirmation by **Hidalgo County Precinct 3, Commissioner Everardo "Ever" Villarreal**, as to content and detail of this **Work Authorization No. 1**.

HIDALGO COUNTY PRECINCT No. 3

By: _____

Everardo "Ever" Villarreal, Commissioner

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 _____, **2022**.

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EXECUTED as of the day and year first written above.

APPROVED BY COMMISSIONERS' COURT ON JUNE 28, 2022.

Agenda Item No. 86335

Executive Office: _____

ENGINEER:
HALFF ASSOCIATES, INC.

COUNTY:
COUNTY OF HIDALGO

Robert L. Saenz PE, CFM, PMP

Hon. Richard F. Cortez, County Judge

ATTEST:

Arturo Guajardo, Jr., County Clerk

LIST OF ATTACHMENTS:

Attachment "A" – *Scope of Services to be provided by Engineer*

Attachment "B" – *Fee Proposal*

Attachment "C" – *Approved Work/Project Schedule (If applicable)*



Attachment A

Project Specific Scope of
Services to be provided
by Engineer

-Scope of Services to be provided by the Engineer

Through project award via Work Authorization, Engineer shall provide Professional Services required to design and specify Building Repair and Renovation Projects. Type of services that may be included as dictated by the individual project requirements consist of: **1) Surveying, 2) Civil Engineering, 3) Mechanical/ Plumbing Engineering, 4) Electrical Engineering, 5) Structural Engineering.** Upon Identification by the Owner of specific projects that require the professional services of the Engineer, a detailed scope of work and identification of professional service disciplines required shall be established.

Half Associates, Inc. is pleased to submit this proposal for El Paraiso Project (C-22-0212) to provide:

Design Phase Services

- Review Existing Documents and Conditions (Plans)
- Demolition Plans
- Project Coordination
- Civil Engineering Design
- Specifications
- Issuance of Final Documents

Bid Phase Services

- Pre Proposal Conference
- Review Bids
- Answer Questions Regarding Construction Document
- Provide Recommendations for Award
- Procurement Phase Administrative Support

Construction Phase Services

- Pre-Construction Meeting (1 Visit)
- Response to RFI's
- Review Submittals
- Review Payment Applications (2 Visits)
- CA Phase Administrative Support
- Field Observations/Phased Punch Lists (4 Field Meetings)
- Project Close-out

Specific Exclusions

- Production of bidding documents for competitive sealed bid procurement
- Site visits in excess of those identified
- Construction phase activities in excess of 6 months from Notice To Proceed



Attachment B

FEE PROPOSAL

Fee Schedule

HIDALGO COUNTY PCT. 3 Contract No: El Paraiso Project (C-22-0212)

	Project Manager	PE	EIT	Designer	Construct Admin	CAD Tech	Clerical	2-Man Survey Crew	Sub-Consultant	TOTAL (HOURS)	TOTAL (\$)
Contracted Rate:	\$265	\$215	\$175	\$125	\$125	\$95	\$80	\$210			
Phase 1											
Review Existing Documents and Conditions (Plans)		2	4	8		16				30	\$3,650.00
Demolition Plans	1	1	4	8		24				38	\$4,460.00
Project Coordination	4	8	8							20	\$4,180.00
Civil Engineering Design	8	16	24	80		160				288	\$34,960.00
Specifications	2	4	8				16			30	\$4,070.00
Issuance of Final Documents	2	8	16				16			42	\$6,330.00
											\$0.00
Phase I Design Sub-Total (Hours)	17	39	64	96	0	200	32	0	0	448	\$0.00
Phase I Design Sub-Total (\$)	\$4,505	\$8,385	\$11,200	\$12,000	\$0	\$19,000	\$2,560	\$0	\$0		\$57,650.00
Phase 2											
Bid Phase Services											
Pre Proposal Conference		2	4							6	\$1,130.00
Review Bids	1	2					4			7	\$1,015.00
Answer Questions Regarding Constr. Document	1	4								5	\$1,125.00
Provide Recommendations for Award		2					4			6	\$750.00
Procurement Phase Administrative Support							40			40	\$3,200.00
Phase 2 Bid Sub-Total (Hours)	2	10	4	0	0	0	48	0	0	64	
Phase 2 Bid Sub-Total (\$)	\$530	\$2,150	\$700	\$0	\$0	\$0	\$3,840	\$0	\$0		\$7,220.00
Phase 3											
Construction Phase Services											
Pre Construction Meeting (1 Visit)	1	2	4							7	\$1,395.00
Response to RFI's		2	4	8						14	\$2,130.00
Review Submittals		4	8				12			24	\$3,220.00
Review Payment Applications (2 visits)		4	8				8			20	\$2,900.00
CA Phase Administrative Support		1	4				8			13	\$1,555.00
Field Observations/Punch Lists(4 Field Meetings)		4			16		4			24	\$3,180.00
Project Close-out		2	4				12			18	\$2,090.00
Phase 3 Construction Admin Sub-Total (Hours)	1	19	32	8	16	0	44	0	0	120	
Phase 3 Construction Admin Sub-Total (\$)	\$265	\$4,085	\$5,600	\$1,000	\$2,000	\$0	\$3,520	\$0	\$0		\$16,470.00
TOTAL HOURS (PRIME CONSULTANT)	20	68	100	104	16	200	124	0	0	632	
TOTAL EXPENSES											
TOTAL LABOR PLUS EXPENSES											\$81,340.00



Attachment C

Project Schedule

-Work Schedule

A detailed work schedule for each **Work Authorization**, identified and more particularly described in **Article 7** of this Agreement, shall be prepared by the **Engineer** to be submitted and approved by the Owner in writing for each **Work Authorization**. The work schedule will provide specific work sequence and definite review times by the **Owner** and the **Engineer** of the work performed.

The **Engineer** will diligently pursue the completion of each **Work Authorization** as defined by the milestones and deliverable due dates outlined in each **Work Authorization**'s associated work schedule.

The **Engineer** will inform the **Owner** (in reasonable advance of the delay) should the **Engineer** encounter delays that would prevent the performance of all work in accordance with the established work schedule.

Item	Task	Duration	Start	Finish
	Phase I	64 days	2022	
1	Review Existing Documents and Conditions (Plans)	2 days	July 5	July 6
2	Demolition Plans	3 days	July 7	July 11
3	Project Coordination	60 days	July 5	Sept 5
4	Civil Engineering Design	60 days	July 5	Sept 5
5	Specifications	3 days	Sept 5	Sept 7
6	Issuance of Final Documents	1 day	Sept 7	Sept 9
	Phase 2	60 days	2023	
7	Pre-Proposal Conference	1 day	Feb 15	Feb 16
8	Review Bids	1 day	Mar 1	Mar 2
9	Answering Questions Regarding Construction Documents	30 days	Feb 1	Mar 1
10	Provide Recommendations for Award	1 day	Mar.15	Mar.16
11	Procurement Phase Administrative Support	60 days	Feb 1	Mar 30
	Phase 3	365 days	2023 / 2024	
17	Pre-Construction Meeting (1 Visit)	1 day	May 1	May 2
18	Response to RFI's	60 days	May 1	July 1
19	Review Submittals	60 days	May 1	July 1
20	Review Payment Applications (2 Visits)	365 days	May 1	May 1
21	CA Phase Administrative Support	365 days	May 1	May 1
22	Field Observations/Punch List (4 Field Meetings)	5 days	April 1	April 5
23	Project Closeout	5 days	April 25	May 1