



**RO ENGINEERING, PLLC**  
Engineering & Construction Management  
www.ro-engineering.com

2705 E. Davis Rd.  
Edinburg, TX 78540  
(956) 292-3336  
[r.olivarez@ro-engineering.com](mailto:r.olivarez@ro-engineering.com)

Fee Proposal No.04122301

April 12, 2023

Mr. Rigoberto Hinojosa | Operations Manager, Hidalgo County Health Dept.

Hidalgo County Health Dept.  
1304 S 25th Ave  
Edinburg, TX 78542

## **FEE PROPOSAL FOR ARCHITECTURAL ENGINEERING SERVICES FOR HEALTH DEPT. CLINIC MODIFICATIONS**

Dear Mr. Hinojosa:

We are pleased to submit our proposal for Architectural Engineering Services for the above referenced project.

### **SCOPE AND FEE**

1. Pursuant to your request, we are pleased to provide our fee and rates for engineering services related to the modifications to the existing clinic located at 1304 S 25th Ave, Edinburg, TX. We understand that the project will include creating spaces for a Patient Education and Vaccination Room, a men's & women's restroom, electrical room, (2) indigent rooms and hallway. Modifications will involve demolition and construction of new walls, doors, windows, paint, electrical, HVAC and plumbing.
2. We propose to provide the following scope of engineering services:
  - A. Survey existing conditions.
  - B. We will provide as-built drawings.
  - C. We will provide demolition plans.
  - D. We will provide proposed floor plans.
  - E. We will provide sealed electrical and lighting engineering plans and specifications.
  - F. We will provide sealed mechanical engineering plans and specifications.
  - G. We will provide sealed plumbing engineering plans and specifications.
  - H. Attend owner preliminary review and construction meetings.
  - I. Oversee bidding and construction cost estimates.
  - J. We will provide construction administration.
3. Our engineering fee, including estimated expenses, shall be a fixed sum of Fourteen Thousand Three Hundred Dollars (\$14,300.00).

4. If additional services are requested, we will negotiate a fixed fee amount for the additional work, or we will perform the work on an hourly basis.
5. Hourly billing rates for approved engineering services shall be as follows:

**HOURLY BILLING RATES**

Principal/Partner	\$180.00/hour
Senior Project Manager	\$170.00/hour
Project Manager	\$160.00/hour
Senior Engineer	\$150.00/hour
Engineer /Sr. Designer	\$120.00/hour
Senior Construction Administrator	\$120.00/hour
Construction Administrator	\$110.00/hour
Designer	\$85.00/hour
CAD Operator	\$65.00/hour
Administrative	\$60.00/hour

6. Estimated project expenses are included in the fee amount stated above. No project expenses will be submitted for reimbursement without prior approval in writing from the architect of record or the owner.

**VERIFICATION OF EXISTING CONDITIONS**

1. The scope of engineering services includes a field investigation to verify the condition of the existing "MEP" systems installation. We will visit the job site and perform an observation of the existing systems.
2. RO Engineering will attempt to accurately determine the existing conditions. However, because the systems are installed and may be concealed, we cannot be held accountable for omissions of items that were concealed or appeared to be installed and operating properly at the time of the observation.
3. During the construction, items may be uncovered by the contractors that were not apparent during our field observations. We will revise the documents as the situation warrants and the drawings will be re-issued as a request for proposal.

**EXCLUDED SERVICES**

1. The scope of this proposal does not include any time for exterior alterations.
2. We have not included time for other engineering beyond this scope.
3. We have not included test and balance.

**PROJECT AGREEMENT**

1. If this project is delayed or abandoned for more than 90 days from the date of proposal, it is our option to renegotiate or terminate this agreement.

2. All billing shall be done in accordance with our standard office billing procedure with invoices delivered to your office on or about the first day of each month. We will invoice you for percentage completed on the project, with payment due upon receipt of our invoice.
3. Should the construction of this project be abandoned or delayed, we will invoice you for the percentage of Engineering completed at that time. The invoices will be due and payable as stated above.

**PROPOSAL APPROVAL**

If this proposal meets your approval, please indicate your acceptance by the proper authorized signature in the space provided below and returning the signed original to our office. We will proceed with the work upon receipt of the executed proposal.

ACCEPTED: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_

**SUMMARY AND CONCLUSION**

RO Engineering, PLLC is very pleased that you would consider our firm for this project. Please contact us if we can be of any further assistance or if you require further information.

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Best regards,



René R. Olivarez, P.E., CQE | Principal