

HIDALGO COUNTY
Professional Engineering Services
Agreement # C-23-0292-10-31

WORK AUTHORIZATION NO. 2

THIS WORK AUTHORIZATION is made pursuant to the terms and conditions of the Professional Engineering Services Agreement No. C-23-0292-10-31, incorporated herein by reference, for the “**All Inclusive Park – Parking Lot Project**” made by and between HIDALGO COUNTY, action herein by and through the Commissioner’s Court, hereinafter called the “**Owner,**” and Quintanilla, Headley & Associates Inc., hereinafter called “**Engineer**”.

PART 1. SCOPE OF WORK

The purpose of this Work Authorization is for the **Engineer** to provide Preliminary Design Values and Data Collection, Design Controls and Construction Phase Services for the All Inclusive Park Parking Lot Project for Hidalgo County Precinct 2.

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 **\$37,100.00**. 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-23-0292-10-31** between the **Owner** and the **Engineer**.

PART 4. FUNDING

This Work Authorization No. 2 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-23-0292-10-31 , 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-23-0292-10-31.

PART 7. ACKNOWLEDGEMENT AND CONFIRMATION

Acknowledgement and confirmation by **Hidalgo County Precinct 2, Commissioner Eduardo "Eddie" Cantu**, as to content and detail of this **Work Authorization No. 2**.

HIDALGO COUNTY PRECINCT No. 2.

By: _____
Eduardo "Eddie" Cantu, Commissioner

PART 8. ACCEPTANCE AND APPROVAL

This Work Authorization is hereby accepted, approved by Hidalgo County Commissioners' Court on **10/31/23** as indicated below and effective as of **31st day of October, 2023**.

EXECUTED as of the day and year first written above.

APPROVED BY COMMISSIONERS' COURT ON OCTOBER, 31ST, 2023.

Agenda Item No. 93074

Executive Office: _____

ENGINEER:
QUINTANILLA, HEADLEY & ASSOCIATES, INC.

COUNTY:
COUNTY OF HIDALGO

Alfonso Quintanilla, P.E., R.P.L.S.

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"

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

PROJECT/DESCRIPTION: All Inclusive Park - Parking Lot Project

ENGINEER shall mean Quintanilla, Headley & Associates, Inc.

COUNTY shall mean Hidalgo County.

Attachment "A"

Scope of Services to be provided by the Engineer

Preliminary Design Values & Data Collection

Preliminary Design Values

The ENGINEER will work with the Owner to establish basic design concepts, project controls and general scope of Projects.

Preliminary Route Locations, Site Planning, and Uncontrolled Mapping

The ENGINEER will evaluate various alternatives (route locations, alignment shifts, geometry) for the Projects as appropriate. The ENGINEER will perform all necessary site planning and field reconnaissance needed for options to be evaluated and approved by the COUNTY.

Uncontrolled Mapping (w/Contours & GIS Info)

The ENGINEER will investigate existing data available at each site, field recover any and all additional information needed for his coordination with the Owner on establishing the best option for the Project. Preliminary Location Exhibit will be developed.

Preliminary Traffic Evaluations & Trends

As needed, the ENGINEER will investigate existing traffic models and trends for the proposed Projects and adjacent roadways.

Preliminary Hydrologic Map & Drainage Plan

The ENGINEER will develop a Hydrologic Map, and Preliminary Drainage Plan for the Projects. Hydrologic Maps will be based on LIDAR and GIS information.

Preliminary ROW Requirements

The ENGINEER will research and identify affected property owners on the Projects utilizing the latest appraisal district file information from Hidalgo County Appraisal District and information from Carson Maps.

Preliminary Cost Estimates

The ENGINEER will calculate preliminary construction cost estimates for the location and geometry of the Projects.

Preliminary Environmental Analysis (for fatal flaws)

The ENGINEER will perform Preliminary Environmental Constraint Mapping to determine if any fatal flaws exist along the proposed alignment.

Project Fact Sheet with Est. Local Cost vs. Total Project Cost

The ENGINEER will produce a Project Fact Sheet providing summaries of all pertinent items in this scope of services (as required) and providing estimated local costs vs. total project costs for the Projects.

Meetings, Coordination & Support for Project Development

The ENGINEER shall provide coordination services and shall assist in meetings and workshops with all affected parties. 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.

DESIGN CONTROLS

Geometric Design

The ENGINEER will work on all aspects of the Geometric Design of the project as needed to finalize a Site Plan, Schematic, and/or PS&E. The needed plan will include all necessary Grading, Typical Sections, Quantities, etc.

Attachment "A"

Scope of Services to be provided by the Engineer

CONSTRUCTION PHASE SERVICES

CONSTRUCTION MANAGEMENT SERVICES:

The ENGINEER will provide engineering and support services for and during the construction of the Project or portions of the Project approved by the COUNTY. Specific (basic and special) services for CONSTRUCTION MANAGEMENT AND SUPPORT by the ENGINEER will include the following:

Construction Bidding:

- 1) The ENGINEER will furnish the COUNTY the necessary copies of approved plans, specifications, notices to bidders, and proposals as prepared under PS&E.
- 2) The ENGINEER will assist the COUNTY on the tabulation of bids, recommendations to the Owner as to the proper action on all bid proposals received, and the preparation of formal contract documents for the award of each construction contract.

Construction Contract Administration and Inspection:

- 1) In general, the ENGINEER will provide the management and engineering support/data required for consultation and advisement to the COUNTY and act as the COUNTY's representative as provided in the General Condition of the Construction Contract.
- 2) The ENGINEER will coordinate and conduct a pre-construction conference (if required).
- 3) Defects and Deficiencies. The ENGINEER will use his best efforts to protect the COUNTY against defects and deficiencies in the work of the Contractor. The ENGINEER will promptly notify the COUNTY of any such defect or deficiency, and take all steps possible to require the Contractor to correct the defect or deficiency.
- 4) Contractor Payment. The ENGINEER will review quantities as submitted by the Contractor and will coordinate with the COUNTY for the preparation of the monthly and final estimates for payment to the Contractor.
- 5) The ENGINEER will provide Project site inspection of the authorized construction contract as follows:
 - a) Project Engineer. The ENGINEER will provide visits by the Project Engineer or a competent representative of the ENGINEER to the site of construction for the purpose of monitoring the Contractor's progress and conformance to the construction contract plans and specifications.
 - b) Resident Engineer and/or Construction Inspector(s). The ENGINEER will furnish the services of a Resident Engineer and/or Construction Inspector(s) for on the site inspection construction to monitor/inspect the Contractor's daily progress and conformance to TxDOT's PS&E specifications.

Miscellaneous Technical Activities:

- 8) Shop Drawings. The ENGINEER will review and check all shop or working drawings furnished by the Contractor.
- 9) Control of Materials & Equipment. The ENGINEER will provide inspection of all materials and equipment furnished/used by the Contractor as follows:
 - a) Review and record all laboratory, shop and mill tests of materials and equipment for compliance with the construction contract specifications.

Attachment "A"

Scope of Services to be provided by the Engineer

- b) Observe and/or perform Project record testing and/or independent assurance testing as outlined in the construction contract specifications.
- 10) Change Orders. When applicable the ENGINEER will prepare the engineering data, including plan sheet drawings, specifications, and estimates, for the preparation of construction contract change orders, which may be required due to actual field conditions encountered or new requirements directed by the COUNTY.
- 11) As Built Drawings. The ENGINEER will develop as built drawings to depict the work as actually constructed. The COUNTY will be furnished five (5) set of prints.



QUINTANILLA, HEADLEY AND ASSOCIATES, INC.

ATTACHMENT B - FEE PROPOSAL
 Valley View School ISD All-Inclusive Park Project - McColl Rd & Dicker Rd
 Hidalgo County Precinct #2
 Proposed Additional Parking

Hidalgo County Precinct #2 Valley View School ISD All-Inclusive Park Project - McColl Rd & Dicker Rd Proposed Site Grading and Drainage Plan - Additional Parking			MANHOURS					Total	
			Registered Professional Engineer	Registered Professional Land Surveyor	3 Man Survey Crew	Engineering Field Technician	Computer Technician		Administrative
TASKS									
1.	Topographic Survey		10	10	20				
2	Engineering Design (sanitary sewer line extension, parking lot, jogging trail, and fence)		30			20	20		
3	Construction Plans		20			20	20	10	
4	Construction Staking		10	10	20				
		Subtotal:	70	20	40	40	40	10	220
Labor Hours			70	20	40	40	40	10	
Hourly Base Rates			\$250.00	\$200.00	\$200.00	\$90.00	\$85.00	\$60.00	
Total Labor Costs			\$17,500.00	\$4,000.00	\$8,000.00	\$3,600.00	\$3,400.00	\$600.00	\$37,100.00

Quintanilla, Headley & Associates, Inc Total Cost

\$37,100.00