

EXHIBIT “F”
HIDALGO COUNTY
Professional Engineering Services
Agreement # C-23-0155-05-02

WORK AUTHORIZATION NO. 1

THIS WORK AUTHORIZATION is made pursuant to the terms and conditions of the Professional Engineering Services Agreement No. C-23-0155-05-02, incorporated herein by reference, for the “MEP Engineering Services for Hidalgo County Facility Management Offices” made by and between HIDALGO COUNTY, action herein by and through the Commissioner’s Court, hereinafter called the “**Owner**,” and RO Engineering, PLLC, hereinafter called “**Engineer**”.

PART 1. SCOPE OF WORK

The purpose of this Work Authorization is for the **Engineer** to provide mechanical, electrical and plumbing (MEP) plans & specifications for the Hidalgo County Facility Management.

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 **\$10,080.00**. 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-23-0155-05-02** between the **Owner** and the **Engineer**.

PART 4. FUNDING

This Work Authorization No.1 shall be funded through funding source:

Account No. **3-1100-419-40-050-0-334**

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-23-0155-05-02, 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-23-0155-05-02.

PART 7. ACKNOWLEDGEMENT AND CONFIRMATION

Acknowledgement and confirmation by **Hidalgo County Precinct 4, Commissioner Ellie Torres**, as to content and detail of this **Work Authorization No. 1.**

HIDALGO COUNTY PRECINCT No. 4

By: _____
Ellie Torres, Commissioner

PART 8. ACCEPTANCE AND APPROVAL

This Work Authorization is hereby accepted, approved by Hidalgo County Commissioners’ Court on **11/14/2023** as indicated below and effective as of **14th day of November 2023.**

EXECUTED as of the day and year first written above.

APPROVED BY COMMISSIONERS’ COURT ON NOVEMBER 14, 2023.

Agenda Item No. 93168

Executive Office: _____

ENGINEER:
RO ENGINEERING, PLLC

COUNTY:
COUNTY OF HIDALGO

Rene R. Olivarez, P.E., CQE, Principal

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



Proposal No.11062301
On-Call Contract No.: C-23-0155-05-02

November 06, 2023

Mr. Jireh Cabello | Hidalgo Co. Purchasing Dept.

Hidalgo County
2802 S. Business Hwy 281
Edinburg, TX, 78539

PROPOSAL FOR MEP ENGINEERING SERVICES FOR HIDALGO COUNTY FACILITY MANAGEMENT OFFICES

Dear Mrs. Cabello:

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

SCOPE AND PRICE

1. Pursuant to your request, we are pleased to provide our fee proposal for services related to the facility management office renovation located at 1920 Industrial Dr, Edinburg, TX. We understand that the project includes adding (6) offices in the existing open space within the building as per sketch provided on 11/02/23. Plumbing will also be modified to the existing restroom.
2. We propose to provide the following scope of services:
 - A. Survey existing conditions.
 - B. We will provide sealed mechanical plans and specifications.
 - C. We will provide sealed electrical plans and specifications.
 - D. We will provide sealed plumbing plans and specifications.
3. Our total fee shall be a fixed sum of **Ten Thousand and Eighty Dollars (\$10,080.00)** based on the hourly schedule below.



ATTACHMENT B

FEE PROPOSAL

		Principal / Project Manager	Senior Project Management	Senior Engineer	Sr. Constructio n Admin	Engineer /Sr. Designer	Admin.	
	Contract Rates	\$180.00	\$170.00	\$150.00	\$120.00	\$120.00	\$60.00	
	Labor Hours	Hrs	Hrs	Hrs	Hrs		Hrs	TOTAL HOURS
	TASKS							
1	Schematic design	8				8		16
2	Design development	8				8		16
3	Construction Documents	8				8		16
4	Bidding	4						4
5	Construction Administration	8			6			14
	Subtotal Labor Hours							
	Total Hours	36	0	0	6	24	0	66
	Total Cost	\$ 6,480.00	\$ -	\$ -	\$ 720.00	\$ 2,880.00	\$ -	\$ 10,080.00

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.

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

5. 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

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.

1. 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.

2. 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 reissued as a request for proposal.

EXCLUDED SERVICES

1. The scope of this proposal does not include any time for exterior building alterations.
2. We have not included time for preparation of as-built plans.
3. We have not included time for other items beyond this scope.

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 the 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 construction 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.

Best regards,



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



ATTACHMENT C

APPROVED WORK/PROJECT SCHEDULE

ATTACHMENT "C"
PROJECT SCHEDULE
HIDALGO COUNTY FACILITY MANAGEMENT OFFICE RENOVATION
MEP ENGINEERING SERVICES

TASK AND DESCRIPTION	2023									
	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9	Week 10
Design Phase Services										
Execute Contract										
Floor Plan by Architect										
Schematic Design										
Design Development										
Construction Documents										
Bid Out Project										

