

HIDALGO COUNTY
Professional Engineering Services
Agreement # C-23-0155-05-02

WORK AUTHORIZATION NO. 2

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 “Canopy Addition to the Linn-San Manuel Emergency Services Facility” 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 a survey of existing conditions, a site plan, and sealed structural and electrical engineering plans and specifications.

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 and Fee Proposal*” attached hereto and incorporated by reference.

PART 2. ESTIMATED COST

The estimated cost for services under this Work Authorization is **\$41,380.00**. This amount is based upon the costs outlined in the **Attachment “A”** – “*Scope of Services to be provided by Engineer and 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. 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-23-0155-05-02 , provided in this Work Authorization; or on** (DATE).

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. 4**.

HIDALGO COUNTY PRECINCT No. 4

By: _____
Ellie Torres, Commissioner

PART 8. ACCEPTANCE AND APPROVAL

This Work Authorization is hereby accepted and approved by the Hidalgo County Commissioners Court and hereby executed and effective as of the date indicated below.

APPROVED BY COMMISSIONERS’ COURT ON MARCH 5TH, 2024.

Agenda Item No. 94400

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 and Fee Proposal*



ATTACHMENT A

SCOPE OF SERVICES TO BE PROVIDED BY ENGINEER AND FEE PROPOSAL



RO ENGINEERING, PLLC

Engineering & Construction Management
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(956) 513-1849
r.olivarez@ro-engineering.com

Fee Proposal No.2082401

February 08, 2024

Mr. Nick Perez,

FEE PROPOSAL FOR ENGINEERING SERVICES FOR CANOPY ADDITION TO THE LINN-SAN MANUEL EMERGENCY SERVICES FACILITY

Dear Mr. Perez:

We are pleased to submit our proposal for Engineering Services on 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 Canopy Addition at the Linn-San Manuel Emergency Services Facility. We understand the proposed canopy is to be a continuation of the existing canopy structure of 28'-2 by 130' with approximately 3,662SF. The new canopy shall include lighting same as existing canopy. The structure will continue with the same design.
2. We propose to provide the following scope of engineering services:
 - A. Survey existing conditions.
 - B. Includes travel time and included expenditures.
 - C. Provide site plan.
 - D. Provide sealed structural engineering plans and specifications.
 - E. Provide sealed electrical engineering plans and specifications.
 - F. Provide plans in pdf.
 - G. An engineering estimate will be provided.
3. Our engineering fee, including estimated expenses, shall be a fixed sum of Forty-One Thousand Three Hundred and Eighty Dollars (\$41,380.00) based on the estimated hours listed below.

		Principal / Project Manager	Senior Project Management	Senior Engineer	Sr. Constructio n inspector	Project Engineer	Admin.	
	Contract Rates	\$180.00	\$170.00	\$150.00	\$125.00	\$120.00	\$60.00	
	Labor Hours	Hrs	Hrs	Hrs	Hrs	Hrs	Hrs	TOTAL HOURS
	TASKS							
1	Preliminary Design Development 25%	12				12		24
2	Survey existing conditions	10				10		20
3	Design Development 50%	10				10		20
4	Design Development 90%	12				14		26
5	Design Development 100% CD	14				20		34
6	Bidding negotiations	4						4
7	Coordinate and conduct a Pre-Construction Conference (PCC)	4	2					6
8	Bi-weekly Construction Meetings (includes travel time)	12	12					24
9	Periodic Inspections with field reports and photographs (includes travel time)	12			12			24
10	Project Documentation Review/Document Control (shop drawings, submittals, CMT Reports, Samples, etc.)	12				12	6	30
11	Change Order Review, Negotiation, and Preparation.	6						6
12	Review and verify Contractor Applications for Payment	8						8
13	Substantial completion punchlist inspections and verification of completion of items	8	8					16
14	Final completion approval for close out	10	10				10	30
	Subtotal Labor Hours							0
	Total Hours	134	32	0	12	78	16	272
	Total Cost	\$ 24,120.00	\$ 5,440.00	\$ -	\$ 1,500.00	\$ 9,360.00	\$ 960.00	\$ 41,380.00

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. We did not include design for lighting or other electrical devices not included in the scope.
3. 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.
4. 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 the preparation of "MEP" "as-built" documents. The contract documents will require the contractor to prepare and submit the "as-built" documents as part of the project close out procedure.
2. Does not include areas with HVAC, landscape lighting, area lights connected to grid power, signage lighting, theater lighting/power, nor aerators or pumps.
3. We have not included time for other lighting 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 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.

Best regards,



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