

**HIDALGO COUNTY UCP**  
**Professional Engineering Services**

**WORK AUTHORIZATION NO. 1**

**THIS WORK AUTHORIZATION** is made pursuant to the terms and conditions of Article 1 of the Agreement made by and between **HIDALGO COUNTY**, acting herein by and through the **Hidalgo County Urban County Program**, hereinafter called the “**Owner**,” and, **Izaguirre Engineering Group, Inc.**, professional engineers of Mission, Texas, 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 2024 Sullivan City Street Improvements Project.

The scope of services to be provided by the **Owner** is identified in *EXHIBIT “A” – Scope of Services to be Provided by the Owner* attached hereto.

The scope of services to be provided by the **Engineer** is identified in *EXHIBIT “B” – Scope of Services to be Provided by the Engineer* attached hereto.

**PART 2. CONTRACT AMOUNT**

The estimated cost for services under this Work Authorization is \$ 39,711.32. This amount is based upon the costs outlined in the **Contract Amount** attached hereto as **EXHIBIT “D”**.

**PART 3. PAYMENT**

Compensation and payment to the **Engineer** for the services established under this Work Authorization shall be made in accordance with **Article/Part/Section 5** of the Agreement.

**PART 4. FUNDING**

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

Account No. 5024-77-0311-5000-0000

Requisition/Purchase Order 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 scopes of the work authorization within the contract limits of two (2) years from approval of contract.

**PART 6. RESPONSIBILITIES AND OBLIGATIONS**

This Authorization does not waive the parties’ responsibilities and obligations provided under the **Agreement**.

**PART 7. ACKNOWLEDGEMENT AND CONFIRMATION**

Acknowledgement and confirmation by **Hidalgo County Urban County Program Director, Joel Rivera, Ph.D.**, as to content and detail of this Work Authorization No. 1.

**HIDALGO COUNTY  
URBAN COUNTY PROGRAM**

BY: \_\_\_\_\_  
**Joel Rivera, Ph.D., UCP Director**

**PART 8. ACCEPTANCE AND APPROVAL**

This Work Authorization is hereby accepted, approved by Hidalgo County Commissioners' Court on **February 18**, as indicated below and effective as of 18 day of February, 2025.

**THE ENGINEER:**  
**IZAGUIRRE ENGINEERING GROUP, LLC.**

**THE OWNER:**  
**HIDALGO COUNTY**

\_\_\_\_\_  
By: **Diana Izaguirre, President**

\_\_\_\_\_  
By: **Richard F. Cortez, County Judge**

**ATTEST:**

BY: \_\_\_\_\_  
**Arturo Guajardo, Jr., County Clerk**

**LIST OF ATTACHMENTS**

- ATTACHMENT "A" - Service to be provided by the Owner
- ATTACHMENT "B" - Services to be provided by the Engineer
- ATTACHMENT "C" - Work Schedule
- ATTACHMENT "D" - Contract Amount

# ATTACHMENT "A"

## Scope of Services to be Provided by the "Owner"

The following provides an outline of the services to be provided by the Owner in the development (as defined and more particularly identified on Exhibit "A attached to this Agreement).

### **General:**

The Owner will provide to the Engineer the following:

- 1) Provide the authorization to proceed with services through coordinator with the project consulting and design Engineer.
- 2) Payment for work performed by the Engineer and accepted by the Owner in accordance with Article 3 of this Agreement.
- 3) Assistance to the Engineer, as necessary, to obtain the required data and information from other local, regional, State and Federal agencies the Engineer cannot easily obtain.
- 4) Provide any available relevant data the Owner may have on file concerning the project.
- 5) Provide timely review and decisions in response to the Engineer's request for information and/or required submittals and deliverables, in order for the Engineer to maintain the agreed upon work schedule prepared in accordance with Exhibit A attached to this agreement.
- 6) Attend and participate in progress meetings as required and as coordinated and conducted by Engineer.
- 7) Provide authorization to proceed with services on project by project basis through consulting design and construction Engineer.

## **ATTACHMENT "B"**

### **-Scope of Services to be provided by the Engineer**

The following provides an outline of the services to be provided by the **Engineer** in the development of the **Project**.

The **ENGINEER** will evaluate and design the Paving and Drainage Improvements as follows:

Review existing conditions to develop the design criteria;

- Conduct field surveys to obtain information on existing conditions and topography on proposed paving and drainage improvements;
- Identify alignments and right of ways of proposed paving and drainage improvements;
- Develop plan and profile sheets for proposed paving and drainage improvements;
- Prepare plans and specifications for the improvements;
- Assist in bidding of the improvements;
- Provide construction staking and periodic inspection services during the construction phase of the improvements.

## Attachment "D"



February 6, 2024

Kristina De Leon, Urban County Program - Coordinator II  
Urban County Program  
1916 Tesoro St.  
Pharr, Texas 78577  
(956) 787-8127

Re: 2024 Sullivan City Street Improvements – Best and Final Offer (BAFO)  
Overlay of 3rd & 4<sup>th</sup> St (Paloma St to El Faro Rd)

Dear Mr. De Leon,

As requested, please find the enclosed Best and Final Offer (BAFO) submitted by Izaguirre Engineering Group LLC on the proposed Asphalt Overlay of 3 rd & 4<sup>th</sup> street in Sullivan City.

Engineering Cost Proposal Fee Breakdown:

|                           |             |
|---------------------------|-------------|
| Engineering PS & E        | \$18,111.32 |
| Construction Management   | \$3,600.00  |
| Construction Inspections  | \$2,800.00  |
| Meetings and Coordination | \$1,200.00  |

Separate Expenses:

|  |            |
|--|------------|
| Material Testing                                 | \$7,500.00 |
| Survey, Topography and Set Control Points (BM's) | \$6,500.00 |

Total Amount: \$39,711.32

If you have any questions, please don't hesitate to call us or email us at (956) 584-0554 or (956) 240-3246.  
at [diana.izaguirre@yahoo.com](mailto:diana.izaguirre@yahoo.com).

Sincerely,

A handwritten signature in blue ink, appearing to be "DI", is written over a horizontal line.

Diana Izaguirre - President  
IZAGUIRRE ENGINEERING GROUP LLC  
2121 E. Griffin Parkway Suite 2  
Mission Tx 78574  
(956) 584-0554

# Attachment "C"

## Work Schedule


City of Sullivan - Street Improvements Project (3rd Street & 4th Street)  
Izaquirre Engineering Group LLC

| Task Description                           | Begin Date | End Date  | Total Calendar Days | Feb 2024 | March 2024 | April 2024 | May 2024 | June 2024 | July 2024 | Aug 2024 | Sept 2024 | Oct 2024 |
|--|------------|-----------|---------------------|----------|------------|------------|----------|-----------|-----------|----------|-----------|----------|
| Contract Development & Approval            | 2/28/2025  | 3/7/2025  | 7                   |          |            |            |          |           |           |          |           |          |
| Topography & Utility Survey                | 3/7/2025   | 3/9/2025  | 2                   |          |            |            |          |           |           |          |           |          |
| Preliminary Project Planning & Development | 3/9/2025   | 3/10/2025 | 1                   |          |            |            |          |           |           |          |           |          |
| Preliminary Engineering                    | 3/10/2025  | 3/13/2025 | 3                   |          |            |            |          |           |           |          |           |          |
| Final Engineering Design                   | 3/13/2025  | 3/18/2025 | 5                   |          |            |            |          |           |           |          |           |          |
| Construction Specifications & Documents    | 3/15/2025  | 3/18/2025 | 3                   |          |            |            |          |           |           |          |           |          |
| Bidding & Contract Award                   | 3/21/2025  | 4/3/2025  | 13                  |          |            |            |          |           |           |          |           |          |
| Construction                               | 4/15/2025  | 6/1/2025  | 47                  |          |            |            |          |           |           |          |           |          |
| Project Closeout                           | 6/10/2025  | 6/15/2025 | 5                   |          |            |            |          |           |           |          |           |          |
| Unilateral Project Time                    | 2/28/2025  | 6/15/2025 | 107                 |          |            |            |          |           |           |          |           |          |

- Basic Services
- Special Services
- Construction Stage

Right of Way Statement: This schedule is subject to change due to its dependency on right of way acquisition for the construction of the facilities.

## Attachment "D"

| Rates Schedule<br>Hidalgo County -Urban County Program          |  |  |                           |
|---|--|--|---------------------------|
| Contract Rates  |  |  |                           |
| Personnel Classification  | Hourly Base Rate   | Contract Rate<br>FY 2024   | Contract Rate<br>FY 2025† |
| Senior Project Manager / Principal                              | \$ 85.00   | \$ 217.01  | \$ 223.52                 |
| RPLS (10+ Years Exp.)   | \$ 75.00   | \$ 188.08  | \$ 193.72                 |
| Survey Technician   | \$ 35.00   | \$ 85.36   | \$ 87.92                  |
| Graduate Engineer   | \$ 45.00   | \$ 121.53  | \$ 125.18                 |
| Engineer Tech   | \$ 35.00   | \$ 95.49   | \$ 98.35                  |
| Admin/Clerical  | \$ 26.00   | \$ 66.55   | \$ 68.55                  |
| 2 Man Survey Crew   |  | \$ 154.50  | \$ 159.14                 |
| 3 Man Survey Crew   |  | \$ 185.40  | \$ 190.96                 |
| Overhead Rate*: 144.28%<br>Profit Rate: 15.00%                  | Contract Rates include labor, overhead, and profit.<br>Contract Rates to be used to derive lump sum totals.<br>All rates are negotiated rates and are not subject to change or adjustment. |  |                           |
| <b>Direct Expenses:</b>   |  |  |                           |
| Lodging.....  | \$98/night   |  |                           |
| Meals.....  | \$59/day   |  |                           |
| Mileage.....  | \$0.625/mile   |  |                           |
| Car Rental.....   | \$60.00/Day  |  |                           |
| Air Travel (Coach/Business Class).....                          | At Cost  |  |                           |
| 8 1/2" X 11" copies.....  | \$1.00/sheet   |  |                           |
| 11" X 17" copies.....   | \$1.50/sheet   |  |                           |
| Overnight Mail - Letter Size.....                               | \$15.00/Each   |  |                           |
| Overnight Mail - Oversized Box.....                             | \$25.00/Each   |  |                           |
| * = Overhead Rate is TxDOT 2021 Approved Audited Overhead Rate. |  |  |                           |
| † = 3% Escalation Rate added to future fiscal years.            |  |  |                           |