



URBAN COUNTY PROGRAM

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E-mail: ucp@ucp.co.hidalgo.tx.us

October 14, 2014

Honorable Ramon Garcia
Hidalgo County Judge
302 W. University Dr.
Edinburg, TX 78539

RE: Signature Request
Professional Construction Material Testing Laboratory Services (C-14-309-09-09)
Work Authorization No. 1 and Work Authorization No. 2

Dear Judge Ramon Garcia,

This letter transmits a request for your signature on Work Authorization No. 1 and Work Authorization No. 2 under Agreement # C-14-30-09-09 for professional construction materials engineering and testing services for the Park, Recreational Facility project and a Street Improvements project (Old La Blanca Road) located in the Precinct No. 1 area.

On October 14, 2014, County Commissioners' Court approved the Work Authorizations. I trust that the enclosed documentation will meet the requirements necessary for your review and signature. Should you require additional information, please contact Monica Leal, ph. (956) 787-8127 / e-mail monica.leal@co.hidalgo.tx.us.

Sincerely,

A handwritten signature in blue ink, appearing to read "Antonio Barco", followed by a small circular stamp or mark.

Antonio Barco,
Deputy Director

Enclosures

URBAN COUNTY PROGRAM

Hidalgo County Commissioners' Court Agenda Request Form

No. 46920

Name: Monica L.

Date: October 7, 2014
Deadline for Action: October 14, 2014
Department: Urban County Program

Meeting Date Request: October 14, 2014
Contact Person: Diana R. Serna
Phone: (956) 787-8127 Fax: (956) 318-2988

Diana R. Serna, UCP Director DRS

Caption:

1. Requesting acceptance and approval of **Work Authorization No. 1** for contract between Hidalgo County and Millennium Engineers Group Inc. under Agreement # C-14-309-09-09 (with an estimated cost of \$2,972.00) for construction materials engineering and testing services for Sunset/Sunrise Park Improvements Project utilizing UCP – Precinct No. 1, FY 21 (2008) Park, Recreational Facilities funds.
2. Requesting authorization for County Judge to sign the required documents.

Background:

Work Authorization No. 1 will provide construction materials engineering and testing services for the Sunset/Sunrise Park Improvements Project.

Work Authorization No. 1 Amount: **\$ 2,972.00**
Funds Available: **\$17,473.35** YR 21 (2008) Park, Recreational Facilities

Deputy Director _____
Finance _____

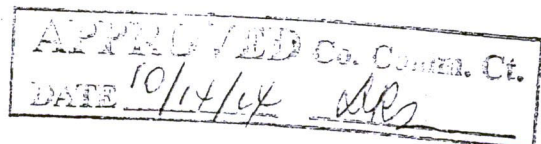
Please initial for approval:

Legal Counsel _____ Budget _____ Human Resources _____
Dept./Fund No: _____ Amt. Expended: \$ _____ Funds/Staffing Budgeted: Yes _____ No _____
Account code: _____ Impact on Future budget: Yes _____ No _____

Comments:

Action taken by Commissioner's Court:

Approved _____ Tabled _____ Denied _____ Motion made by _____ Seconded _____ Vote _____



URBAN COUNTY PROGRAM

Hidalgo County Commissioners' Court Agenda Request Form

No. 46922

Name: Monica L.

Date: October 7, 2014

Meeting Date Request: October 14, 2014

Deadline for Action: October 14, 2014

Contact Person: Diana R. Serna

Department: Urban County Program

Phone: (956) 787-8127 Fax: (956) 318-2988

Diana R. Serna, UCP Director [Signature]

Caption:

1. Requesting acceptance and approval of **Work Authorization No. 2** for contract between Hidalgo County and Millennium Engineers Group Inc. under Agreement # C-14-309-09-09 (with an estimated cost of \$13,170.00) for construction materials engineering and testing services for Old La Blanca Road (from Mile 9 Road to Mile 10 Road), utilizing UCP – Precinct No. 1, FY 27 (2014) Street Improvement funds.
2. Requesting authorization for County Judge to sign the required documents.

Background:

Work Authorization No. 2 will provide construction materials engineering and testing services for street improvements at Old La Blanca Road (from Mile 9 Road to Mile 10 Road) project.

Work Authorization No. 2 Amount: **\$ 13,170.00**

Funds Available: **\$248,358.10** YR 27 (2014) Street Improvements

Deputy Director _____
Finance _____

Please initial for approval:

Legal Counsel _____ Budget _____ Human Resources _____

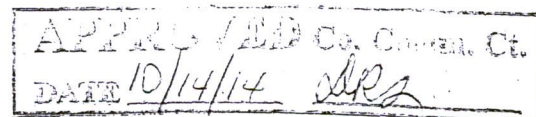
Dept./Fund No: _____ Amt. Expended: \$ _____ Fnds/Staffing Budgeted: Yes _____ No _____

Account code: _____ Impact on Future budget: Yes _____ No _____

Comments:

Action taken by Commissioner's Court:

Approved _____ Tabled _____ Denied _____ Motion made by _____ Seconded _____ Vote _____



OCT -7 2014

OK

HIDALGO COUNTY
Professional Construction Material Testing Laboratory
Services
Agreement # C-14-309-09-09

WORK AUTHORIZATION NO. 1

THIS WORK AUTHORIZATION is made pursuant to the terms and conditions of Section I.A. of the Agreement made by and between **HIDALGO COUNTY**, action herein by and through the **Commissioner's Court**, hereinafter called the "**Owner**," and, **Millennium Engineers Group, Inc.**, professional Laboratory's of Edinburg, Texas, hereinafter called "**Laboratory**".

PART 1. SCOPE OF WORK

The purpose of this Work Authorization is for the **Laboratory** to provide

Construction Materials Engineering and Testing Services for the Sunset Sunrise Park 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 Laboratory** attached hereto.

PART 2. ESTIMATED COST

The estimated cost for services under this Work Authorization is **\$2,972.00**. This amount is based upon the costs outlined in the Estimated **Cost Proposal** 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 3** of the Agreement.

PART 4. FUNDING

This Work Authorization No. **1** shall be funded through funding source:
Account No. 5008-91-0306-5000-9100
Requisition Number PO# 9595 (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.**

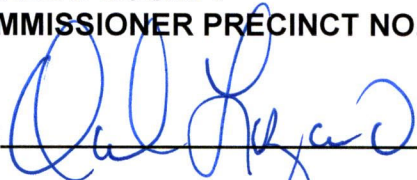
PART 6. RESPONSIBILITIES AND OBLIGATIONS

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 Precinct No. 1**, Commissioner, A.C. Cuellar, Jr., as to content and detail of this **Work Authorization No. 1**

**HIDALGO COUNTY
COMMISSIONER PRECINCT NO. 1:**

BY: 

PART 8. ACCEPTANCE AND APPROVAL

This Work Authorization is hereby accepted, approved by Hidalgo County Commissioners' Court on 10/14/2014 as indicated below and effective as of 14th day of October, 2014.

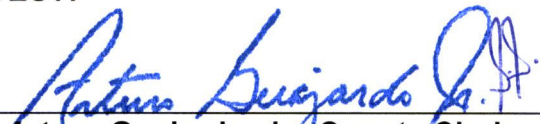
**THE LABORATORY:
MILLENNIUM ENGINEERS GROUP, INC.**


By: Raul Palma, President

**THE OWNER:
HIDALGO COUNTY**


By: Ramon Garcia, County Judge

ATTEST:


By: Arturo Guajardo, Jr., County Clerk

Approved by Commissioners' Court
on 10/14/14 RO

LIST OF ATTACHMENTS

- EXHIBIT "A" - Services to be Provided by the Owner
- EXHIBIT "B" - Services to be Provided by the Laboratory
- EXHIBIT "C" - Work Schedule
- EXHIBIT "D" - Cost Proposal

EXHIBIT A

-Scope of Services to be provided by the County

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

General:

The Owner will provide to the Laboratory the following:

- 1) Provide the authorization to proceed with services through coordination with the project consulting and design Laboratory.
- 2) Payment for work performed by the Laboratory and accepted by the Owner in accordance with Article 3 of this Agreement.
- 3) Assistance to the Laboratory, as necessary, to obtain the required data and information from other local, regional, State and Federal agencies the Laboratory cannot easily obtain.
- 4) Provide any available relevant data the Owner may have on file concerning the projects.
- 5) Provide timely review and decisions in response to the Laboratory's request for information and/or required submittals and deliverables, in order for the Laboratory 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 Laboratory.
- 7) Provide the authorization to proceed with services on project by project basis through consulting design and construction Laboratory.

EXHIBIT B

-Scope of Services to be provided by the Laboratory

Exhibit "B"

Services to be Provided by Laboratory

The services to be provided by the LABORATORY in providing Geotechnical Laboratory Services, Construction Materials Testing Services, Construction Observation Services and Environmental Services for Hidalgo County Precinct No. 1 Projects, "ON A AS NEEDED BASIS" and projects is as follows:

A. Preliminary Phase:

- (1) Attend preliminary conferences with the OWNER and, if requested, with the funding agency and other government agencies or interested parties regarding the Project.
- (2) Provide for the necessary geotechnical investigation and testing necessary to develop the design.
- (3) Provide environmental studies as may be necessary to complete a project.
- (4) Provide assistance to the OWNER in providing material requirements and specifications for design, construction and maintenance projects.
- (5) Provide assistance to the OWNER in providing pavement design recommendations for the design, construction and maintenance projects.
- (6) Provide assistance to the OWNER in providing pavement rehabilitation recommendations for the design, and maintenance projects.
- (7) Provide assistance to the OWNER in providing pavement condition studies.

B. Design Phase:

- (1) Attend the OWNER'S and respective Party's meeting as requested for the purpose of explaining geotechnical investigation report recommendations and preliminary testing results and their impact to proposed design activities.
- (2) Perform any additional geotechnical investigations, testing and environmental studies necessary to collect information required in the design of the Project.
- (3) Provide assistance to the OWNER in providing material requirements and specification for design, construction and maintenance projects.
- (4) Provide assistance to the OWNER in providing pavement design recommendations for the design, construction and maintenance projects.
- (5) Provide assistance to the OWNER in providing pavement rehabilitation recommendations for the design, construction and maintenance projects.
- (6) Provide assistance to the OWNER in providing pavement condition studies.
- (7) Furnish the OWNER all necessary reports for preliminary design, design, construction and maintenance projects.

C. Construction/Maintenance Phase:

- (1) Attend the OWNER'S and respective Party's pre-construction and construction meetings as requested for the purpose of explaining geotechnical investigation report recommendation and preliminary testing results and their impact to proposed construction activities and establish coordination and lines of communication for proposed construction materials testing during construction activities.
- (2) Consult and advise with the OWNER during construction.

- (3) Provide construction materials testing for construction and maintenance projects as required by the project plans and specifications and/or specified by the project design engineer.
- (4) Review all material designs as requested by the OWNER and/or project design engineer.
- (5) Furnish the OWNER all necessary reports for construction and maintenance projects.
- (6) Provide construction inspection services as requested by the OWNER on construction and maintenance projects.

D. Miscellaneous/Other:

- (1) Act for OWNER in professional manner, using that degree of care and skill ordinarily exercised by and consistent with the standards of the profession.
- (2) Perform all technical services under the general direction of a Licensed Professional Laboratory in the State of Texas and in substantial accordance with the basic requirements of the appropriate Standards of the American Society of Testing and Materials, where applicable, or other standards designated by County.
- (3) Employ testing machines which have been calibrated within a period not exceeding twelve (12) months from the time of use by device of accuracy traceable to the National Institute of Standards and Technology (NIST) of the United States Department of Commerce, and, upon request, submit to the OWNER or its authorized representative documentation of such calibration.
- (4) Promptly submit formal construction materials testing reports for all tests, observations, and services performed indicating where applicable, compliance with OWNER specifications or other documents. Such reports shall be completed and factual, citing the tests performed, methods employed, values obtained, parts of the structure and location at which the tests were made.
- (5) The plans and specifications prepared under this Agreement shall become the property of the OWNER upon completion of the work and payment in full of all monies due to the Laboratory.
- (6) Retain all pertinent records relating to the services performed for a period of five (5) years following submission of all reports, during which period the records will be made available to the Owner within a reasonable time.

NOTE: Change in and/or additional services to Scope will require prior approval from OWNER prior to undertaking.

EXHIBIT C

Work Schedule

Millennium Engineers Group, Inc. will go out to site on an as-needed basis to perform testing services. Services will be provided as requested by project personnel. A 24-hour notice will be required from project personnel.

EXHIBIT D

“Proposal”



**Work Schedule
Proposed Construction Materials Testing Services
Sunset Sunrise Park Improvements Project**

CONCRETE SECTION

Task: Concrete testing at Sidewalks (Per Trip, 4 trips estimated)

Line Item	Qty.	Unit Rate	Estimated Cost
Concrete Engineering Technician (hourly)	5	50.00	250.00
Slump Test (each)	1	20.00	20.00
Air Content, Pressure (each)	1	25.00	25.00
Concrete Compressive Strength Test	4	16.00	64.00
Vehicle trip charge (each)	2	37.00	74.00
Test Report (each)	2	30.00	60.00
Project Engineer (hourly)	1.0	115.00	115.00
Project Management (hourly)	0.5	70.00	35.00
Clerical (hourly)	2	50.00	100.00
Sub-Total (per trip)	1	-	743.00
Sub-Total (per task)	4	743.00	2,972.00

Concrete Section Total **2,972.00**

Total Estimated Cost **\$2,972.00**