

**HIDALGO COUNTY**  
**Professional Engineering Services**  
**Contract # C-13-103-06-04**  
**Supplemental No. 1 for Work Authorization No. 1 Form**

**Supplemental No. 1**  
**Authorization No. 1**

**THIS SUPPLEMENTAL NO. 1 FOR WORK AUTHORIZATION NO. 1** 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, LeFevre Engineering & Management Consulting, LLC, professional engineers of McAllen, Texas, hereinafter called "**Engineer**".

**PART 1. SCOPE OF WORK**

The purpose of Supplemental No. 1 for Work Authorization No. 1 is for the **Engineer** to provide Construction Phase Engineering and Inspection Services for Mile 10 North from Old La Blanca Road to FM 493 (approximately 3,000 LF) of street improvements. The original scope of services for construction phase engineering only required occasional spot checking of the project because the Precinct was performing the construction of the road. The Precinct is now bidding out the project for sealed proposals which now includes bidding, pre-construction meetings, bid tab formulation, engineer's recommendations, awarding of the contract to contractor, regular status meetings, inspections for maintaining schedule and work completed, as-builts, project closeout.

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. ESTIMATED COST**

The estimated cost for Construction Phase Engineering and Inspection services under this Supplemental No. 1 for Work Authorization No. 1 is **\$ 13,450.00**. 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 Supplemental No. 1 for Work Authorization No. 1 shall be made in accordance with **Article/Part/Section**\_\_\_ of the Agreement.

**PART 4. FUNDING**

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

Account No. <sup>5</sup> 4-1303-431-00-121-111-0-731

Requisition Number 254248 (MUST BE INCLUDED AFTER CC APPROVAL)

**PART 5. PERIOD OF SERVICE**

This Supplemental No. 1 for Work Authorization No. 1 shall become effective on the date of final acceptance of the parties hereto, and terminate upon project completion as indicated in the "Exhibit C-Preliminary Work Schedule".

**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 #1**, \_\_\_\_\_ as to content and detail of this **Supplemental No. 1 for Work Authorization No. 1**.

**HIDALGO COUNTY PRECINCT #1** \_\_\_\_\_.

BY: *A.C. Cuellar, Jr.*  
A.C. Cuellar, Jr., Commissioner

**PART 8. ACCEPTANCE AND APPROVAL**

This Supplemental No. 1 for Work Authorization No. 1 is hereby accepted, approved by Hidalgo County Commissioners' Court on \_\_\_\_\_ as indicated below and effective as of \_\_\_ day of \_\_\_\_\_, 2015.

**THE ENGINEER:**  
(Firms Name)

*Richard LeFevre*  
By: Richard LeFevre, President

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

*Ramon Garcia*  
By: Ramon Garcia, County Judge

**ATTEST:**

*Arturo Guajardo Jr.*  
By: Arturo Guajardo, Jr., County Clerk

APPROVED BY  
COMMISSIONERS' COURT  
ON: 5/5/15

**LIST OF ATTACHMENTS**

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

# EXHIBIT "A"

## Supplemental No. 1 for Work Authorization No. 1

### Services to be provided by the OWNER

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

The **OWNER** will provide to the **ENGINEER** the following:

- (1) Authorization to the **ENGINEER** to begin work in accordance with Section 3 of this Agreement.
- (2) Payment for work performed by the **ENGINEER** and accepted by the **OWNER** in accordance with Section 6 of the Agreement.
- (3) Assistance to the **ENGINEER**, as necessary, to obtain the required data and information from other local, regional, State and Federal agencies that 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 "C" of this Agreement.
- (6) Attend and participate in progress meetings as required and as coordinated and conducted by the **ENGINEER**.
- (7) Assist the **ENGINEER** in the preparation of the project mailing list; provide representation, a site and stenographer for all public meetings; additionally:  
*Public Meetings*
  - (a) Approve agenda and all exhibits prior to public meeting.
  - (b) Approve date and location of the meeting.
  - (c) Review/approve Public Meeting Report.
- (8) Attend the Preliminary Concept Conference coordinated and conducted by the **ENGINEER** and more particularly identified in Attachment "B" of the Agreement.
- (9) Assist the **ENGINEER** as required in the coordination with the USACE and the Federal Emergency Management Agency (FEMA) and any other coordinating agency or entity.
- (10) Review and approve the Project design criteria.
- (11) Review and approve change orders as required and prepared by the **ENGINEER**.

# EXHIBIT B

## Supplemental No. 1 for Work Authorization No. 1

### Scope of Services to be provided by the Engineer Mile 10 North Street Improvements Project

PREPARED BY:

**LeFEVRE ENGINEERING & MANAGEMENT CONSULTING, LLC.  
(LEMC)**

The County of Hidalgo, Texas, proposes to construct Precinct 1 Capital Improvements Project: Mile 10 North from Old La Blanca Road to FM 493 (Approximately 3,000LF), Street Improvements Project. LEMC will provide construction phase engineering services and inspection for the proposed improvements project.

**Contract Amount: \$ 13,450.00**

#### **Task 1 – Survey**

Necessary field information will be developed by field surveys. Record plans will be issued as a guide for the survey work and for the analysis of design alternatives.

#### **Task 2 – Project Orientation and Startup**

LEMC proposes an initial project orientation meeting be scheduled so that both the County and the engineer may have a clear understanding of the design and construction process, parameters to be used and the final product desired.

#### **Task 3 – Design**

LEMC will assure that improvements are designed and incorporated in the plans are adequate for the area, Hidalgo County requirements and City of Donna requirements.

#### **Task 4 – Preliminary Plans and Estimates**

LEMC will provide County staff a set of plans and estimates for accordance, evaluation and coordination.

#### **Task 5 – Final Plans and Specifications**

Final plans, specifications and estimates will be prepared during this task. The output of this task will be the documents necessary for bidding and constructing the project.

### **Task 5 – Bidding and Award**

LEMC will assist the County in the advertisement, opening and tabulation of bids, analyzing the bids, recommendations for award of the construction contract and assist on the preparation of formal Contract Documents for the Offsite Lift Station.

### **Task 6 – Construction**

1. Provide construction supervision and inspection on a daily basis.
2. Review shop drawings/submittals and provide Engineer's recommendations and requirements.
3. Prepare change orders due to unexpected conditions encountered if needed and present those to the county for review and/or approval.
4. Prepare monthly estimates of work performed by Contractor and present those to County Staff.
5. Assist with pay requests and make approvals or necessary changes to pay requests submitted by Contractor.
6. Provide final project close-out documents associated with final walk through with Contractor and County Staff and provide "punch list" for closeout of project.

### **Task 7 – As Builts**

Once Construction is completed, LEMC and the County will coordinate the survey required (provided by Hidalgo County) to provide Record Drawings ("As Builts").

Exhibit "C"  
Project Schedule

**Supplemental No. 1 for Work Authorization No. 1**

Mile 10 (Old La Blanca Road – FM 493)

PREPARED BY:

**LeFEVRE ENVIRONMENTAL & MANAGEMENT CONSULTING, LLC.  
(LEMC)**

The County of Hidalgo, Texas, proposes to construct Precinct 1 Capital Improvements Project: Mile 10 North from Old La Blanca Road to FM 493 (Approximately 3,000LF), Street Improvements Project.

Attached Schedule:

COUNTY OF HIDALGO - PRECINCT NO. 1  
 Mile 10 North Street Improvement Project  
 Supplemental No. 1 - Work Authorization No. 1

ID	Task Name	Duration	Start	Finish	2016												
					March	May	July	Septemb	Novemb	Januar							
1	Construction of Mile 10 Road Improvements	242 days	Mon 3/2/15	Tue 2/2/16	2/15	3/15	4/12	5/10	6/7	7/5	8/2	8/30	9/27	0/2	1/2	2/2	1/17
2	Advertisement	21 days	Mon 3/2/15	Mon 3/30/15													
3	Bid Opening	8 days	Wed 4/1/15	Fri 4/10/15													
4	Recommendation of Award	7 days	Mon 4/13/15	Tue 4/21/15													
5	Execute Contracts	20 days	Wed 4/22/15	Tue 5/19/15													
6	Preconstruction Conference	7 days	Wed 5/20/15	Thu 5/28/15													
7	Notice to Proceed	7 days	Fri 5/29/15	Mon 6/8/15													
8	Construction	150 days	Tue 6/9/15	Mon 1/4/16													
9	Construction Completion	1 day	Tue 1/5/16	Tue 1/5/16													
10	Project Closeout	20 days	Wed 1/6/16	Tue 2/2/16													



Date: Tue 3/17/15

Task Split Progress

Milestone Summary Project Summary

External Tasks External Mile Task Split



Exhibit "D"  
Cost Proposal

**Supplemental No. 1 for Work Authorization No. 1**

Mile 10 (Old La Blanca Road – FM 493)

PREPARED BY:  
**LeFEVRE ENVIRONMENTAL & MANAGEMENT CONSULTING, LLC.  
(LEMC)**

The County of Hidalgo, Texas, proposes to construct Precinct 1 Capital Improvements Project: Mile 10 North from Old La Blanca Road to FM 493 (Approximately 3,000LF), Street Improvements Project.

**Contract Amount: \$50,215.00**

Engineering Cost Proposal and Fee Breakdown

Original Scope:

Basic Engineering	\$34,680.00
Topographic Survey	\$12,285.00
Inspection	\$1,500.00
Construction Phase Engineering	\$1,750.00
<b>Total</b>	<b>\$50,215.00</b>
Additional Construction Phase Engineering – Supplemental No. 1	\$4,350.00
Additional Inspection – Supplemental No. 1	\$9,100.00
<b>Total for Supplemental No. 1</b>	<b>\$13,450.00</b>

\*Construction Material Testing,  
Geotechnical Engineering to be  
provided by others

HOURLY FEES

PRINCIPAL	\$200.00/HOUR
PROJECT ENGINEER	\$175.00/HOUR
PROJECT MANAGER	\$130.00/HOUR
DESIGNER/TECHNICIAN	\$ 85.00/HOUR
ADMINISTRATIVE	\$ 65.00/HOUR
INSPECTOR/PROJECT REPRESENTATIVE	\$ 75.00/HOUR

\*Reimbursables, Materials, and Travel are incorporated into hourly fees for individuals and will not be requested for this project.

**APPROVED**

For Judge's  
Signature  
- MB

AI-49494

Purchasing Department 15. C. 2.

CC - REGULAR

Meeting Date: 05/05/2015

Submitted For: Comm. Cuellar, COMM. PCT. #1

Submitted By: Vangie Garcia, PURCHASING DEPT.

Department: COMM. PCT. #1

Information

CAPTION

Acceptance and approval of "Supplemental Agreement No. 1 to Work Authorization No. 1"-Contract #C-13-103-06-04 with LeFEVRE Engineering [increase of \$13,450.00 to approved amount of \$50,215.00] for additional services as detailed in the attached supplemental document for: "Mile 10 North from Old La Blanca Road to FM 493 (approximately 3,000 LF) of street improvements" project thus bringing the new total to \$63,665.00 thru Requisition #254248 w/PO#710375.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2015

ACCT. #: 1303-431-00-121-111-0-721

FUNDS AVAILABLE Y/N?: Y

MATCHING FUNDS Y/N?: N

BUDGETARY IMPACT:

Available balance of \$28,965.23 as of 4/30/15.

Attachments

Work Authorization No. 1

Insurance

Supplemental 1

Form Review

Inbox	Reviewed By	Date
Purchasing Department	Marty Salazar	04/29/2015 04:31 PM
Budget & Management	Veronica Ortiz	04/30/2015 09:44 AM
Glinda Pacheco	Glinda Pacheco	04/30/2015 10:10 AM
Auditor's Office	Monica Badillo	05/01/2015 03:24 PM
Form Started By: Vangie Garcia		Started On: 04/28/2015 09:48 AM
Final Approval Date: 05/01/2015		