

**APPROVED**

**AI-52636**

**Purchasing Department**

**22. C. 1.**

**CC - REGULAR**

**Meeting Date:** 12/15/2015

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

**Submitted By:** Vangie Garcia, PURCHASING DEPT.

**Department:** COMM. PCT. #1

Information

CAPTION

A. Acceptance and approval of the Professional Engineering Contract #C-15-423-12-15 with SAMES, INC. d/b/a SAM ENGINEERING & SURVEYING, for: "Job Specific" Project: Mile 4W [10N-12N] and Mile 12N [FM 1015-2W] Road" for Hidalgo County Precinct One, as approved by CC for negotiations on CC date of 12/01/15;

B. Acceptance and approval of the following work authorizations with estimated costs as submitted by project engineer, SAM Engineering & Surveying for engineering services under proposed Contract #C-15-423-12-15 as follows:

**1. Work Authorization No. 1:**

Mile 4W [10N-12N] Street & Drainage Improvements-\$119,832.25t - Requisition #288789

**2. Work Authorization No. 2:**

Mile 12N [FM 1015-2W] Street & Drainage Improvements-\$25,108.50 - Requisition #288801

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2015

ACCT. #: 5-1347-431-00-121-206-0-721

FUNDS AVAILABLE Y/N?: Y

MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Req. #288789 for SAMES, Inc., funds available as of 12-11-15 \$119,832.25

FISCAL YEAR: 2015

ACCT. #: 5-1347-431-00-121-204-0-721

FUNDS AVAILABLE Y/N?: Y

MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Req #288801 for SAMES, Inc., funds available as of 12-11-15 \$25,108.50

Attachments

Work Authorization 1

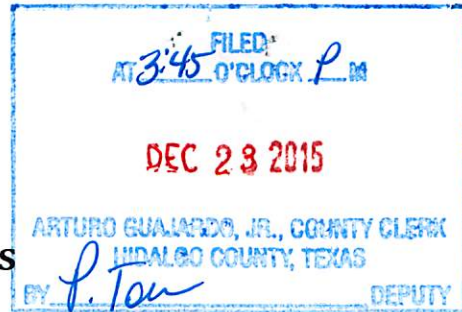
Work Authorization 2

Contract

---

**Form Review**

<b>Inbox</b>	<b>Reviewed By</b>	<b>Date</b>
Purchasing Department	Marty Salazar	12/11/2015 04:33 PM
Budget & Management	Veronica Ortiz	12/11/2015 04:44 PM
Ivan Cantu	Ivan Cantu	12/11/2015 04:58 PM
Auditor's Office	Monica Badillo	12/11/2015 05:44 PM
Form Started By: Vangie Garcia		Started On: 12/10/2015 03:38 PM
Final Approval Date: 12/11/2015		



**HIDALGO COUNTY**  
**Professional Engineering Services**  
**Contract # C-15-423-12-15**  
**Work Authorization Form**

**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, **SAMES, Inc.**, professional engineers of McAllen, Texas, hereinafter called "**Engineer**".

**PART 1. SCOPE OF WORK**

The purpose of this Work Authorization is for the **Engineer** to provide surveying, plans, specifications, construction phase engineering & construction inspection for Mile 4W (10N-12N) Street & Drainage Improvements of Hidalgo County Precinct No.1.

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 services under this Work Authorization is \$ **119,832.25**. 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**\_\_\_ of the Agreement.

**PART 4. FUNDING**

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

Account No. 5-1347-431-00-121-206-0-721

Requisition Number 288789 (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 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, Commissioner A.C. Cuellar, Jr.** \_\_\_\_\_ as to content and detail of this **Work Authorization No. 1**\_\_\_\_\_.

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

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

**PART 8. ACCEPTANCE AND APPROVAL**

This Work Authorization is hereby accepted, approved by Hidalgo County Commissioners' Court on \_\_\_\_\_ as indicated below and effective as of \_\_\_ day of \_\_\_\_\_, 2015.

**THE ENGINEER:**  
SAMES, Inc.

**THE OWNER:**  
HIDALGO COUNTY

*SDM*  
By: Samuel D. Maldonado, PE, RPLS

*Ramon Garcia*  
By: Ramon Garcia, County Judge

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

APPROVED BY  
COMMISSIONERS' COURT  
ON: 12/15/15

**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"**  
**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"**  
**SERVICES TO BE PROVIDED BY ENGINEER**

**SAM Engineering and Surveying, Inc.**



Engineering Firm Reg. # F-10602

Surveying Firm Reg # 101416-00

200 South Cage Boulevard Ste. A, Pharr, Texas 78577 (P.O. Box 3353 Edinburg, TX. 78540)

December 10, 2015

A.C. Cuellar  
Precinct No. 1  
Hidalgo County Commissioner  
1902 Joe Stephens Ave, #303  
Weslaco, Texas 78596

Re: Proposal  
Mile 4 W (Mile 10 to Mile 12) Roadway Reconstruction

Mr. Cuellar,

We are pleased to submit this Proposal as requested for Professional Engineering Services required by Hidalgo County for the Roadway Reconstruction along Mile 4 (Mile 10 to 12).

Attached please find our proposal for Professional Engineering Services to be provided for the development and completion of the project intent.

Also enclosed herein are Exhibits "B" – Scope of Services, "C" - Work Schedule, and "D1" – Fee Schedule and Man-hour Breakdown for your review and consideration.

Should you have any questions or would like to discuss this submittal further, please do not hesitate to contact us.

Respectfully,

for Samuel D. Maldonado, PE, RPLS  
Principal

## EXHIBIT "B"

### Scope of Services to be Provide by Engineer

The following provides an outline of the services to be provided by SAMES, Inc. (Engineer) in the development of Project, below identified specifically.

SAMES, Inc. shall ultimately provide Professional Engineering Services for the Hidalgo County Roadway Reconstruction Project (Project) associated with the reconstruction of Mile 4 from Mile 10 to Mile 12. The services included to be furnished under this proposal are identified in detail below as individual tasks (this list is not intended to be comprehensive):

#### PROFESSIONAL ENGINEERING SERVICES

- Collection of field data necessary for design,
- Horizontal data collection of identified utilities thru Texas One Call,
- Horizontal & Vertical data collection of identified utilities,
- Collection of property and easement corners identified along the project limits
- Development of civil plans - cross section pavement design, specifications and cost estimates,
- Plan Sheets (11x17in) will be provided with the plan and profile view, standard civil details and TxDOT standards,
- Sign & Seal construction drawings, specification, & estimate,
- Coordination with City of Weslaco/Hidalgo County, if required,
- Coordination with TxDOT for Driveway Permit, if required,
- Coordination with local utility companies, if required,
- Attend all necessary meetings for Plan Design as required,
- Roadway pavement design will be based on the geotechnical report provided by the owner,
- Coordination of procurement and award of project,
- Produce project as-built record drawings
- Ensure contract compliance as per project plans and specifications,
- Review and process of contractor invoices,
- Review and respond to request for information,
- Manage field conflict resolutions,
- Periodic onsite field observations,
- Conduct final walk thru, punch-list, and close-out procedures.

**EXHIBIT "C"**  
**WORK SCHEDULE**

---

EXHIBIT "C"

Work Schedule

The following provides an outline of the time schedule anticipated for each task required for the proposed Professional Services to be provide by SAMES, Inc. in the development of the Project.

SURVEYING SERVICES: December 31, 2015

DESIGN SERVICES: January 1, 2016 - February 29, 2016

BID & AWARD: March 1, 2016 – April 1, 2016

CONSTRUCTION: April 15, 2016 – August 31, 2016

**EXHIBIT "D"**  
**COST PROPOSAL**

EXHIBIT "D"

Hourly Rates

Principal	\$150.00
Registered Professional Land Surveyor	\$125.00
Project Engineer/Professional Engineer	\$125.00
Right of Way Agent	\$75.00
Design Engineer/Graduate Engineer	\$70.00
CADD Manager/Tech III	\$55.00
GIS Tech/ CADD Tech II	\$50.00
CADD Tech I	\$40.00
Resident Project Representative	\$50.00
Clerical	\$25.00
GPS Crew	\$125.00
2-Man Survey Crew	\$80.00
Party Chief	\$40.00

EXHIBIT "D1"

Fee Schedule and Estimated Man-hour Breakdown

The following provides an outline of the anticipated fee schedule that will be followed as our services are completed.

<b>Service Description</b>	<b>Fee Schedule Description</b>	<b>Fee</b>
<b>Engineering Design</b>		<b>\$ 119,832.25</b>
	30% Submittal	\$35,949.68
	60% Submittal	\$35,949.68
	100% Submittal	\$35,949.68
	At Contract Award	\$11,983.21

**Total Lump Sum Amount - \$119,832.25**

<b>EXHIBIT D-1</b> <b>ESTIMATED PROJECT FEE SCHEDULE AND MAN-HOUR BREAKDOWN</b> <b>HIDALGO COUNTY MILE 4</b> <b>FROM MILE 10N TO 12N</b>		<b>FE INCREASE JUSTIFICATION (CHECK BOX)</b> <input type="checkbox"/> Project Limits Changed - Original limits are from A to B and New limits are from A to C <input type="checkbox"/> New Location Added - xyz is added as a new improvement location <input type="checkbox"/> Improvement Type Changed: Resurfacing has changed to Reconstruction <input type="checkbox"/> Acquisition Services Added:
Length (ft)	10560	0.00%
# sites	1	0.00%
Eng Fee (\$)	\$119,832.25	0.00%
	PROPOSED	INCREASE

TASK DESCRIPTIONS	No. of Sheets	Principal	Manager	Senior Engineer	Engineer	Engineer (PE)	Design Manager	CADD Manager	CADD/GIS Tech	Survey Manager	Survey Crew	Project Admin	Totals
<b>PROJECT CONTROLS</b>													
Develop Project Scope	24												32
Internal Review	16												24
Public Agency Coordination/Permitting (including County City, TxDOT, TCEQ, HCID 1)	6												10
Cost Estimate Preparation per Submittal (30% 60% 100%)	3												11
Monthly Invoicing	5											21.29	36.29
<b>QUALITY CONTROL</b>													
Q/A/C Reviews 30% Submittal	2												16
Q/A/C Reviews 60% Submittal	2												16
Q/A/C Reviews 100% Submittal	2												17
Milestone Review Meetings with PMC (30%, 60%, Final)	3												17
<b>ENGINEERING DESIGN</b>													
Data Collection / Field Survey	4								40				120
Process Field Data	4								40				120
Review of geotechnical report	1								60				0
Develop Project Plans 30%	10								50				296
Develop Project Plans 60%	36								120				236
Develop Project Plans 100%	36								60				236
Address Review Comments	15								36				135
Assemble Front End	4								8				12
Develop and Assemble Technical Specifications	4								8				8
Prepare Bid Advertisement/Coordinate with Newspaper/Contact potential Bidders	4								4				8
Addressing Bid Questions	4								4				8
Prepare and issue Addenda	2								6				9
Conduct Bid opening / Check and Tabulate Bids	2								4				9
Council Meeting for Contract Awards	4								1				9
Prepare Construction Award Documents	4								16				20
Pre-Construction Conference	2								4				6
Periodic Site Observations	10								40				56
Contractor Submittal Reviews	5								16				21
Contractor Pay Request Reviews	2								6				8
<b>PROJECT CLOSE-OUT SERVICES</b>													
Construction Closeout	24								36				60
Submit As-Built Plans	16								36				60
<b>SUBTOTAL</b>	<b>74</b>				<b>282</b>		<b>508</b>		<b>403</b>		<b>0</b>	<b>0</b>	<b>1319.29</b>
Loaded Hourly Rates	\$ 150.00				\$ 125.00		\$ 70.00		\$ 55.00		\$ 50.00		\$ 25.00
Expenses (Parking, Meilage, Postal, Printing, Copying and Misc Direct Expenses)	\$ 11,100.00				\$ 35,250.00		\$ 35,420.00		\$ 17,380.00		\$ 20,150.00		\$ 119,832.25
<b>TOTAL ESTIMATE</b>	<b>0</b>				<b>\$ 11,100.00</b>		<b>\$ 35,250.00</b>		<b>\$ 17,380.00</b>		<b>\$ 20,150.00</b>		<b>\$ 119,832.25</b>