

**HIDALGO COUNTY**  
**Professional Engineering Services**  
**Contract# C-20-301-08-25**  
**Work Authorization Form**

**WORK AUTHORIZATION NO. 1**

**THIS WORK AUTHORIZATION** is made pursuant to the terms and conditions of Section 7 of the Agreement made by and between **HIDALGO COUNTY**, action herein by and through the **Commissioner's Court**, hereinafter called the "**Owner**," and, **GDJ Engineering,** hereinafter called "**Engineer**".

**PART 1. SCOPE OF WORK**

The purpose of this Work Authorization is for the Engineer to provide Plans, Specifications & Estimate for the Hutto Road & Mile 9 Roadway Repair Project.

The **Engineer** is to provide the Services as required by the Agreement with Owner for Engineering Services. This includes but is not limited to the services identified in **EXHIBIT "A" – Scope of Services to be provided by the Engineer** which is attached hereto and incorporated by reference.

**PART 2. ESTIMATED COST**

The estimated cost for services under this Work Authorization is \$49,902.00. This amount is based upon the costs outlined in the Estimated **Cost Proposal** attached hereto as **EXHIBIT "B"**.

**PART 3. PAYMENT**

Compensation and payment to the Engineer for the services established under this Work Authorization shall be made in accordance with the Services Agreement between Owner and Engineer.

**PART 4. FUNDING**

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

Account No. D-1355-431-00-121-276-0-721 61355-431-00-121-277-0-721

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 scope of work provided in this 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 David Fuentes, as to content and detail of this Work Authorization No. 1.


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

  
By: David Fuentes, 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 \_\_\_\_\_, 2020.

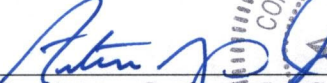
**THE ENGINEER:**  
GDJ ENGINEERING

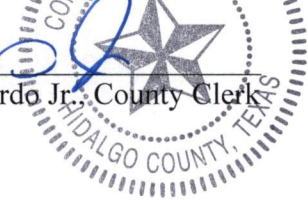
  
By: Robert Macheska, P.E., CFM

**THE OWNER:**  
HIDALGO COUNTY

  
By: Richard F. Cortez, County Judge

**ATTEST:**

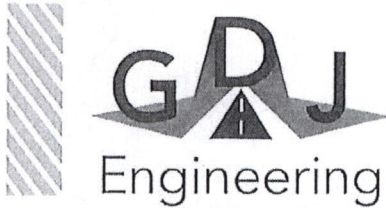
  
By: Arturo Guajardo Jr., County Clerk



APPROVED BY  
COMMISSIONERS' COURT  
ON: 8-25-20 mm

**LIST OF ATTACHMENTS**

- ATTACHMENT A "Scope of Services by Owner"
- ATTACHMENT B "Scope of Services by Engineer"
- ATTACHMENT C "Project Schedule"
- ATTACHMENT D "Fee Estimate"
- Project Location Map



www.GDJEng.com  
2805 Fountain Plaza Blvd.,  
Suite A, Edinburg, TX 78539  
(956) 603-2025

August 5, 2020

Hon. David Fuentes  
Commissioner, Hidalgo County Pct. #1  
1902 Joe Stephens Ave., Suite #101  
Weslaco, Texas 78596

**RE: Hutto Road & Mile 9 Roadway Repair Project Proposal**

Dear Commissioner Fuentes,

As discussed, attached for your review and approval is our proposal to provide design services for the Hutto Road and Mile 9 roadway repair project.

This Work Authorization proposal is in the amount of **\$49,902.00**.

Attached you will find the following documents in support of the proposal:

1. Attachment A "Scope of Services By Owner"
2. Attachment B "Scope of Services By Engineer"
3. Attachment C "Project Schedule"
4. Attachment D "Fee Estimate"
5. Project Location Map

If this proposal is acceptable to you, I will prepare the contract and work authorization documents for submittal to Commissioner's Court. Thank you for this opportunity to assist Hidalgo County Precinct #1 in their transportation needs and should you have any questions regarding this submittal, do not hesitate to call me at (956) 603-2025.

Sincerely,

A handwritten signature in black ink, appearing to read 'R. Macheska', written over a horizontal line.

Robert Macheska, P.E., CFM  
Executive VP/COO  
GDJ Engineering, LLC

ATTACHMENT "A"  
SCOPE OF SERVICES TO BE PROVIDED BY THE OWNER

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The following provides an outline of the services to be provided by the **Owner** in the development of the PS&E for the necessary improvements for the Hutto Road & Mile 9 roadway repairs project, located within Hidalgo County, hereinafter denoted as the **Project**.

**GENERAL:**

The **Owner** will provide to the **Engineer** the following:

- 1) Provide the authorization to proceed with services through coordination with the **Engineer**.
- 2) Payment for work performed by the **Engineer** and accepted by the **Owner** in accordance with the 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** including existing engineering documents or survey data.
- 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" attached to this Work Authorization.
- 6) Attend and participate in progress meetings as required and as coordinated and conducted by **Engineer**.

ATTACHMENT "B"  
SCOPE OF SERVICES TO BE PROVIDED BY THE ENGINEER

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**PROJECT DESCRIPTION**

The services designated herein as "Services provided by the ENGINEER" shall include the performance of all engineering services for the following described facility:

COUNTY/CITY: Hidalgo County

CONTROL: \_\_\_\_\_

PROJECT/DESCRIPTION: Plans, Specifications & Estimate

LENGTH: Approximately 0.9 Miles

HIGHWAY: Hutto Road & Mile 9

LIMITS: Marie Dr. to Mile 9 & Hutto Road to Goolie Rd

**PROJECT CLASSIFICATION**

(Place an "X" in only one Project Classification)

- Surface Treatment
- Overlay
- Rehabilitation Existing Road (Scarify & Reshape)
- Convert Non-Freeway to Freeway
- Widen Freeway
- Widen Non-Freeway
- New Location Toll Freeway
- New Location Non-Freeway
- Interchange (New or Reconstruct)
- Bridge Widening or Rehabilitation
- Bridge Replacement
- Upgrade to Standards - Freeway
- Upgrade to Standards - Non-Freeway
- Miscellaneous Studies (Use Function Code 110 for All Tasks)

ENGINEER shall mean GDJ Engineering.

COUNTY shall mean Hidalgo County.

LPA shall mean Hidalgo County.

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ATTACHMENT "B"  
SCOPE OF SERVICES TO BE PROVIDED BY THE ENGINEER

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**ROADWAY DESIGN CONTROLS**  
(Function Code 160)

**ROADWAY DESIGN:**

The ENGINEER will perform roadway design services for the needed construction repairs along the project limits. The services will include:

1. Geometric Design
  - a. Horizontal and Vertical Alignment (Preliminary based on office surveys)
  - b. All geometric design shall be in conformance with the State's Design Division, Operations and Procedures Manual, except where variances are permitted in writing by the COUNTY.
  - c. Handling of traffic during construction shall be a consideration in the development of preliminary designs.
2. Grading Design
  - a. Refine the horizontal alignment including the following items
    - i. Typical Sections
    - ii. Design Cross Sections
    - iii. Determine Cut and Fill Quantities
3. PS&E Preparation
  - a. Existing and Proposed Typical Sections
  - b. Project Layout
  - c. Project Quantities and Estimate
  - d. Traffic Control Plan
  - e. Cut & Restore Details

**DRAINAGE**  
(Function Code 161)

**DRAINAGE DESIGN:**

The ENGINEER will perform drainage design services for the needed construction repairs along the project limits. All hydraulic design shall be in accordance with TxDOT's Hydraulic Manual, except where variances are permitted in writing by the LPA. The services will include:

1. Hydraulic Studies, Discharges
    - a. Hydrologic Map showing drainage areas, contours and drainage Q's.
    - b. Hydrologic data/discharge determination
  2. Hydraulic Drainage Study & Documentation
    - a. Determine impact of proposed drainage plan on Drainage District or Irrigation District receiving streams
  3. Layout, Structural Design and Detailing of Drainage Features
    - a. Culverts
      - i. Culvert replacements
    - b. Summary of Quantities
  4. Storm Water Pollution Prevention Plan (SW3P)
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ATTACHMENT "B"  
SCOPE OF SERVICES TO BE PROVIDED BY THE ENGINEER

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**SIGNING, MARKINGS AND SIGNALIZATION**  
(Function Code 162)

**PAVEMENT MARKINGS:**

The ENGINEER will provide pavement marking layouts for the needed construction repairs along the project limits. The services will include:

1. Signing and Markings Layout
  - a. Roadway layout
  - b. Center line with station numbering
  - c. ROW lines
  - d. Culverts and other structures that present a hazard to traffic
  - e. Location of utilities, if not shown on plan and profile
  - f. Existing signs to remain, to be removed, to be relocated
  - g. Proposed signs (illustrated and numbered)
  - h. Existing overhead sign bridges to remain, to be revised, removed or relocated
  - i. Proposed overhead sign bridges indicating location by plan layout (electrical details need not be shown on this layout)
  - j. Proposed markings (illustrated and quantified) which include pavement markings, object markings and delineation
  - k. Quantities of existing pavement markings to be removed
  - l. Proposed delineators and object markers
  
2. Summary of Small Sign Tabulation

**MISCELLANEOUS ROADWAY**  
(Function Code 163)

**TRAFFIC CONTROL PLAN, DETOURS AND SEQUENCE OF CONSTRUCTION:**

The ENGINEER will provide a Traffic Control Plan (TCP) for the needed construction repairs along the project limits. TCP's are required for all projects; therefore a detailed TCP shall be developed when traffic handling during construction involves complications for which a feasible solution is not covered by the Texas MUTCD or the current Barricade and Construction (BC) standards. The following items are required on all TCP Layouts:

1. The Sequence of Construction and method of handling traffic during each phase
2. Roadway layout
3. Center line with station numbering
4. The existing and proposed traffic control devices that will be used to handle traffic during each construction sequence. Include signals, regulatory signs, warning signs, construction warning signs, guide signs, route markers, construction pavement markings, channelizing devices, portable changeable message signs, flashing arrow boards, barricades, barriers, etc...
5. The proposed traffic control devices (stop signs, signals, flag person, etc.) at grade intersections during each construction sequence.
6. Where detours are provided, typical cross sections shall be shown.
7. Road construction work hours shall be developed after an investigation of the traffic volumes has been performed.

**COMPUTE AND TABULATE QUANTITIES:**

The ENGINEER will provide a summary of quantities sheet in the plans identifying all estimated project quantities.

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ATTACHMENT "B"  
SCOPE OF SERVICES TO BE PROVIDED BY THE ENGINEER

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**PROJECT ESTIMATE:**

The ENGINEER will provide a project estimate summarizing all estimated construction costs.

**SPECIFICATIONS AND GENERAL NOTES:**

The ENGINEER will provide all relevant project specification and general notes to the project construction activities.

**PROJECT MANAGEMENT**

(Function Code 164)

**MEETINGS, COORDINATION & SUPPORT FOR PROJECT MANAGEMENT:**

The ENGINEER shall meet and coordinate with all relevant entities (i.e. Cameron County, Cameron County Regional Mobility Authority, Texas Department of Transportation, Rio Grande Valley Metropolitan Planning Organization, etc...) and all other affected parties. The Engineer shall serve as representative for the Owner in coordination items. The Engineer shall coordinate with the Owner's staff on all Project related items.

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EXHIBIT "B"  
SCOPE OF SERVICES TO BE PROVIDED BY THE ENGINEER

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**ADDITIONAL RESONSIBILITIES**

**EASEMENTS, LETTERS OF PERMISSION, ETC.:**

The ENGINEER shall be responsible for delineating easements. The ENGINEER will be responsible for securing the necessary legal instruments.

**MEETINGS:**

Meetings will be held with the FHWA, State Officials, local governments, property owners, utility owners, railroad companies, other consulting firms, etc., as needed or required by the LPA. The ENGINEER shall coordinate through the LPA for the development of this project with any local entity having jurisdiction or interest in the project (i.e., city, county, etc).

**SPECIFICATIONS, SPECIAL PROVISIONS, SPECIAL SPECIFICATIONS:**

Use the State's standard specifications or previously approved special provisions and/or special specifications. If a special provision and/or special specification is developed for this project, it shall be in the State's format and incorporate references to approved State test procedures.

**PROJECT MANAGER/ENGINEER COMMUNICATION:**

The ENGINEER shall designate one Texas Registered Professional Engineer to be responsible throughout the project for project management and all communications, including billing, with the LPA's Director. Any replacements to the ENGINEER's designated Project Manager/Engineer must be approved by the LPA.

Engineering documents produced for the department's engineering projects shall be signed, sealed and dated or CADD sealed in accordance with Administrative Order No. 5-89 and Administrative Circular No. 26-91.

**DESIGN RESPONSIBILITIES:**

The ENGINEER is responsible for design errors and/or omissions that become evident before, during or after construction of the project. The ENGINEER's responsibility for all questions arising from design errors and/or omissions will be determined by the LPA and all decisions shall be final and binding. This would include, but not necessarily be limited to:

1. All design errors and/or omissions resulting in additional design work to correct the errors and/or omissions.
2. Preparation of design documents and detail drawings necessary for a field change due to design errors and/or omissions.
3. Revision of original tracings to the extent required for a field change due to design errors and/or omissions.

The ENGINEER shall promptly make necessary revisions or corrections resulting from the ENGINEER's errors, omissions or negligent acts without additional compensation. Acceptance of the work by the LPA will not relieve the ENGINEER of the responsibility for subsequent correction of any such errors or omissions or for clarification of any ambiguities.

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EXHIBIT "B"  
SCOPE OF SERVICES TO BE PROVIDED BY THE ENGINEER

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**DOCUMENT AND INFORMATION EXCHANGE:**

Data, Plan Sheets, General Notes and/or Specifications provided to the LPA shall be furnished on 8GB USB flash drives. Each 8 GB flash drive shall have a file titled Table of Contents. The Table of Contents shall indicate the locations of files within the directory structure of the documentation.

General Notes and specifications shall be provided in MS Office 2007 format. Plan sheets shall be provided in Microstation DGN or GEOPAK GPK format. PDF copies of plan sheets shall also be provided.

Two copies of the documentation shall be provided to the LPA.

If required, the ENGINEER shall provide to the LPA, a CD that contains all the plan sheets for the project. The graphics tape shall be compatible with the LPA's computer system.

CD Tape Required (YES or NO): YES

**PROPOSAL TIME:**

The time indicated in the proposal and the contract shall include time necessary for reviews, approval, etc.



**OFFICE LOCATION:**

The ENGINEER will perform all services to be provided under this agreement out of their office located at: 2805 Fountain Plaza Blvd., Suite A, Edinburg, Texas 78539

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**ATTACHMENT "C"**  
**PROJECT SCHEDULE**  
**Hutto Road And Mile 9**  
**Road Repair Project**

TASK AND DESCRIPTION	2020								
	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9
<b>Design Phase Services</b>									
Notice To Proceed									
Coordinate with HCDD #1 - Outfall Elevations									
Coordinate with Pct. #1 Staff									
Develop Road Repair Plan Set									
Develop Road Repair Construction Docs (Estimate, Specs, Gen Notes)									
Construction Operations									

 GDJ Engineering Work  
 Hidalgo County Work

**"Attachment D"**  
**Fee Estimate**



**Hutto Road & Mile 9 Roadway Repair Project**

TASK	MANHOURS							Total Line Item Cost
	Principal	Project Manager	Project/Design Engineer	EIT	Engineering Tech	Admin/Clerical	Total Hours	
<b>Hutto Road (From Marie Drive to Mile 9)</b>								
1	8	24	30	38	48		148	\$ 16,616.00
2	1	6	8	10		1	26	\$ 3,150.00
3	2	4	4				10	\$ 1,510.00
4	2	8	8			1	19	\$ 2,705.00
	<b>13</b>	<b>42</b>	<b>50</b>	<b>48</b>	<b>48</b>	<b>2</b>	<b>203</b>	<b>\$ 23,981.00</b>
<b>Mile 9 (From Hutto Road to Goolie Road)</b>								
1	10	24	32	40	48		154	\$ 17,426.00
2	1	8	10	12		1	32	\$ 3,910.00
3	2	4	4				10	\$ 1,510.00
4	4	8	8			1	21	\$ 3,075.00
	<b>17</b>	<b>44</b>	<b>54</b>	<b>52</b>	<b>48</b>	<b>2</b>	<b>217</b>	<b>\$ 25,921.00</b>
<b>Labor Hours</b>	<b>30</b>	<b>86</b>	<b>104</b>	<b>100</b>	<b>96</b>	<b>4</b>	<b>420</b>	
<b>Contract Rate</b>	<b>\$ 185.00</b>	<b>\$ 160.00</b>	<b>\$ 125.00</b>	<b>\$ 95.00</b>	<b>\$ 82.00</b>	<b>\$ 55.00</b>		
<b>Total Labor Costs</b>	<b>\$ 5,550.00</b>	<b>\$ 13,760.00</b>	<b>\$ 13,000.00</b>	<b>\$ 9,500.00</b>	<b>\$ 7,872.00</b>	<b>\$ 220.00</b>	<b>\$ 49,902.00</b>	<b>\$ 49,902.00</b>

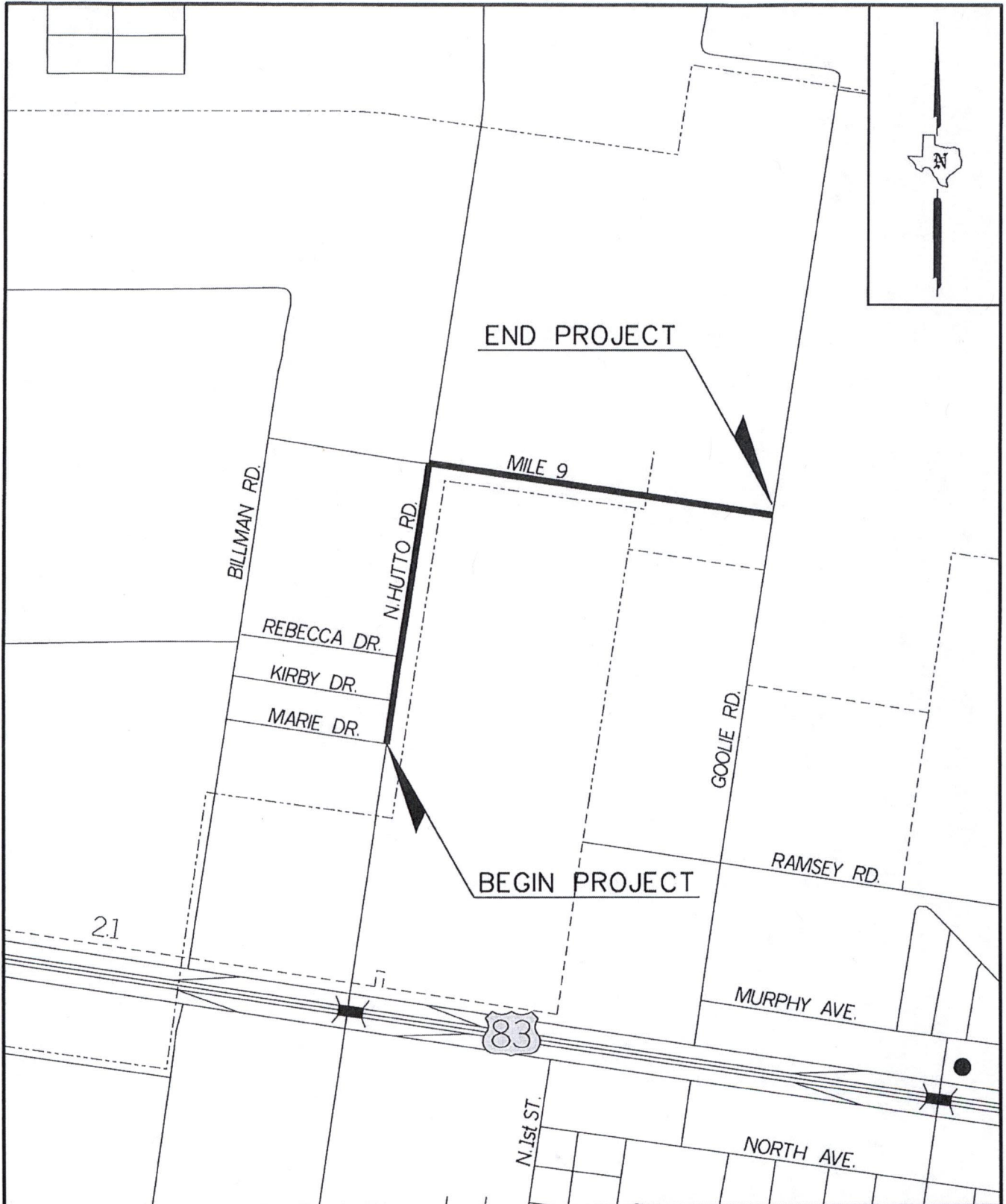
LINE ITEM EXPENSES

N/A

Total Expenses

GDJ Engineering Total Cost

\$ 49,902.00



**LOCATION MAP**  
**HUTTO RD & MILE 9**  
**ROAD REPAIR PROJECT**  
 (APPROX. LENGTH 0.09 MILES)  
 LIMITS FROM MARIE DR. TO GOOLIE RD.

