



2812 S. Bus. Hwy 2811
 Edinburg, Texas 78539
 Phone: (956) 318-2626
 Fax: (956) 318-2629
 www.co.hidalgo.tx.us/purchasing

TRANSMITTAL FORM

Today's Date:	<u>11/18/2020</u>	Department:	<u>110 - County Judge</u>
Contract No.:	<u>C-19-251-07-16</u>	Effective Date:	<u>07/16/2019</u>
Description of Project:	<u>WA#3 B2Z - Memorial Wall</u>		
Awarded Vendor:	<u>B2Z Engineering</u>		
CC Approval on	<u>11/17/2020</u>	AI-	<u>78311</u>

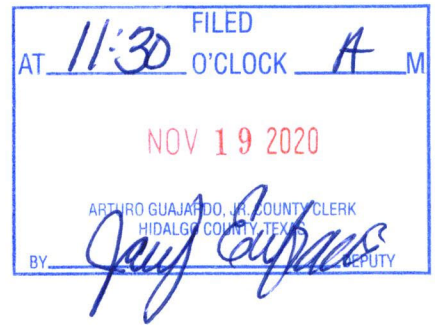
Routing of documents:

- ✓ 1. Executive Office – Attn: Monica Salinas
- ✓ 2. District Attorney's Office – Attn: Select ADA
- ✓ 3. County Judge's Office – Attn: Richard F. Cortez
- _____ 4. County Clerk's Office – Attn: Arturo Guajardo, Jr.
- _____ 5. Purchasing Department – Attn: Heidi Ortiz ext. 4877

ATTENTION COUNTY CLERK'S OFFICE:

Please do not attach the following to the minutes of this agenda due to the confidential nature of the information contained herein:

- Contract/Agreement
- Exhibit A – RFB Procurement Packet
- Exhibit B – Fee Schedule/Bid Page (Pgs. _____ to _____)
- Exhibit C – Certificate of Liability Insurance
- Other: _____



**HIDALGO COUNTY
Professional Engineering Services
Agreement #C-19-251-07-16**

WORK AUTHORIZATION NO. 3

THIS WORK AUTHORIZATION is made pursuant to the terms and conditions of Article 7 of the Agreement made by and between **Hidalgo County**, action herein by and through the **Commissioner's Court**, hereinafter called the "**Owner**," and, **B2Z Engineering** 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 preliminary design values and construction management services for the Hidalgo County Sheriff's Office Memorial Wall located in Precinct No. 4.

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 **\$13,121.94**. 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 5 and 6 of the Agreement.

PART 4. FUNDING

This Work Authorization No. 3 shall be funded through funding source:

Account No. _ _ _ _ _

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 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.4, Commissioner, Ellie Torres, as to content and detail of this **Work Authorization No. 3**.

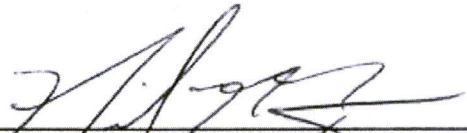
**HIDALGO COUNTY
COMMISSIONER PRECINCT No. 4:**

BY: _____


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:
B2Z ENGINEERING**


By: Nicholas Muñoz, Vice President

**THE OWNER:
HIDALGO COUNTY**


By: Richard Cortez, County Judge

ATTEST:


By: Arturo Guajardo Jr., County Clerk



APPROVED BY
COMMISSIONERS' COURT
ON: 11/17/20 

EXHIBIT 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 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 Attachment "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** as required in the coordination with the USACE and the Federal Emergency Management Agency (FEMA) and any other coordinating agency or entity (*when and if applicable*).
- (8) Review and approve the Project design criteria.
- (9) Review and approve change orders as required and prepared by the **ENGINEER**.

EXHIBIT B

Scope of Services to be provided by the Engineer

SECTION I - 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 PRECINCT NO. 4

PROJECT/DESCRIPTION: WA#3 – HCSO Memorial Wall
On-Call Contract #C-19-251-07-16

ENGINEER shall mean B2Z Engineering.

COUNTY shall mean Hidalgo County.

EXHIBIT B

Scope of Services to be provided by the Engineer

Preliminary Design Values - *The ENGINEER will work with the Owner to establish basic design concepts, project controls and general scope of the Project.*

1. Review of existing project materials and internal team project briefing. This would include, but not limited to site plans, budgets, preliminary sketches, surveys, etc.
2. Oversight of Sub-Consultant developing structural engineering construction documents.

Meetings, Coordination & Support for Project Development - *The ENGINEER shall provide coordination services and shall assist in meetings and workshops with the Hidalgo County Sheriff's Office, the structural engineer, and all other project stakeholders. 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.*

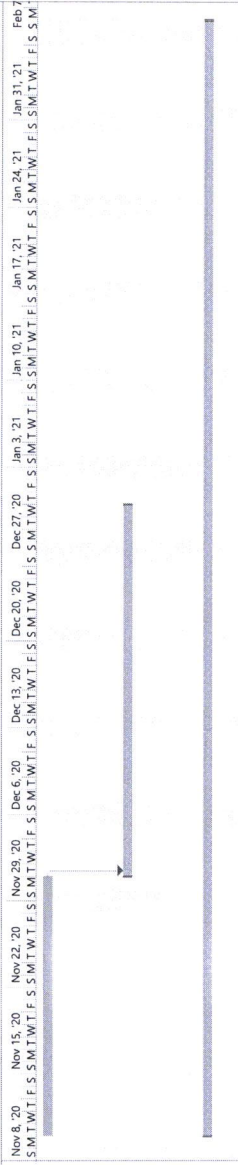
1. Meetings & Coordination as-needed Project Team.

Construction Bidding

1. Oversight and assistance to Hidalgo County Purchasing department in the preparation of Proposal/Bid Package/Advertisement Docs (procurement to be determined).

Exhibit C - Project Schedule HCSO Memorial Wall

ID	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
1		Preliminary Design Values	21 days	Tue 11/10/20	Mon 11/30/20		
2		Construction Bidding Assistance	30 days	Tue 12/1/20	Wed 12/30/20	1	
3		Meetings & Coordina	90 days	Tue 11/10/21	Sun 2/7/21		



Project: Exhibit C - Project Sche
Date: Thu 11/5/20

Task Split Milestone Summary

Project Summary Inactive Task Inactive Milestone Inactive Summary

Manual Task Duration-only Manual Summary Rollup Manual Summary

Start-only Finish-only External Milestone External Milestone

Deadline Progress Manual Progress



**EXHIBIT D
FEE PROPOSAL**

**Hidalgo County Precinct No. 2
Work Authorization #3 - HCSO Memorial Wall
On-Call Contract # C-19-251-07-16**

TASKS	MANHOURS					Total Line Item Cost
	Construction Engineer PMP	Senior Construction Inspector	Admin/ Clerical	Total Hours		
1.0 Preliminary Design Values						
1.1 SUB: Chanin Engineering - Assessment and Corrective Action Recommendation						\$7,615.00
2.0 Construction Bidding Assistance	6	10	2	18		\$2,449.98
3.0 Meetings, Coordination & Support for Project Development	4	16	4	24		\$2,939.96
Labor Hours	10	26	6	42		
Hourly Base Rates	\$ 58.00	\$ 38.00	\$ 20.00			
Contract Rate FY2020	\$ 184.59	\$ 120.82	\$ 67.12			
Total Labor Costs	\$ 1,845.90	\$ 3,141.32	\$ 402.72			\$13,004.94

Direct Expenses Mileage: (\$0.585/mile x 50 miles roundtrip x 4 trips) \$ 117.00

Total Direct Expenses \$ 117.00

B2Z Engineering Total Cost

\$13,121.94