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TRANSMITTAL FORM

Today's Date:	<u>01/12/2021</u>	Department:	<u>110 - County Judge</u>
Contract No.:	<u>C-20-439-10-27</u>	Effective Date:	<u>October 27, 2020</u>
Description of Project:	<u>WA#1 (21-011)</u>		
Awarded Vendor:	<u>RO Engineering</u>		
CC Approval on	<u>01/12/2021</u>	AI-	<u>79009</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: _____

EXHIBIT "E"
HIDALGO COUNTY
Agreement #C-20-439-10-27
Work Authorization Form

FILED
AT <u>11:26</u> O'CLOCK <u>A</u> M
JAN 15 2021
ARTURO GUAJARDO, JR. COUNTY CLERK HIDALGO COUNTY, TEXAS
BY <u>[Signature]</u> DEPUTY

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, RO Engineering, PLLC, hereinafter called "**Engineer**".

PART 1. SCOPE OF WORK

The purpose of this Work Authorization is for the Engineer to provide

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 **ATTACHMENT "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 \$34,960.00. This amount is based upon the costs outlined in the Estimated **Cost Proposal** attached hereto as **ATTACHMENT "D"**.

PART 3. PAYMENT

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

PART 4. FUNDING

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

Account No. 0-1100-419-00-124-225-0-334

Requisition Number 425899 (**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 or (DATE).

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** as to the content and detail of this **Work Authorization No. 1**.

HIDALGO COUNTY PRECINCT No. 4

BY: *Ellie Torres*
Ellie Torres, Commissioner

PART 8. ACCEPTANCE AND APPROVAL

This Work Authorization is hereby accepted, approved by Hidalgo County Commissioners' Court on 01/12/21 as indicated below and effective as of 12TH day of January, 2021.

THE ENGINEER:
RO ENGINEERING, PLLC

THE OWNER:
HIDALGO COUNTY

By: *Roberto R. Olivarez*
Roberto R. Olivarez, P.E., CSSGB

By: *Richard F. Cortez*
Richard F. Cortez, County Judge



Arturo Guajardo Jr.
Arturo Guajardo, Jr., County Clerk

APPROVED BY
COMMISSIONERS' COURT
ON: 1/12/21

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" - Contract Rates / Fee 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.

General

The Owner will provide to the Engineer the following:

- (1) Payment for work performed by the Engineer and accepted by the Owner in accordance with Article 8 of this Agreement.
- (2) 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.
- (3) Provide any available relevant data the Owner may have on file concerning the project.
- (4) 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 Agreement.
- (5) Attend and participate in progress meetings as required and as coordinated and conducted by the Engineer.

EXHIBIT "B"

We are pleased to submit our proposal on the above referenced project.

Pursuant to your request, we are pleased to provide our fee for the design and construction of a bus shelter at San Carlos. We understand that Hidalgo County entered into a Memorandum of Understanding agreement with LRGVDC. It was agreed that shelter would be located off Highway 107 on Lot 27 Block 9 San Carlos Map-Corner of State Highway 107 and 86th Street in San Carlos, Texas. A 5ft sidewalk is proposed from the shelter to the WIC Clinic behind the Head Start building.

-SERVICES TO BE PROVIDED BY THE ENGINEER

1. RO Engineering will provide topographical survey of existing property conditions. The scope of engineering services includes a field investigation to verify the condition of the existing drainage system. We will visit the job site and perform an observation of the existing systems.
2. RO Engineering will provide sealed engineering plans.
3. RO Engineering will provide coordination with county and TXDOT. Two meetings have been included in our budget.
4. RO Engineering will deliver and install bus shelter to be provided by Valley Metro.
5. RO Engineering will provide construction services to construct sidewalk accessibility from the shelter to the WIC Building. This will include six ramps and one driveway entrance. Refer to Exhibit "D".

Gantt Chart

Hidalgo County Pct.4 Bus Shelter At San Carlos



Project Lead: RENE OLIVAREZ, P.E.
 Project Start Date: 1/12/2021 (Tuesday)
 Today's Date: 1/5/2021 (Tuesday)

EXHIBIT "C"
-WORK SCHEDULE

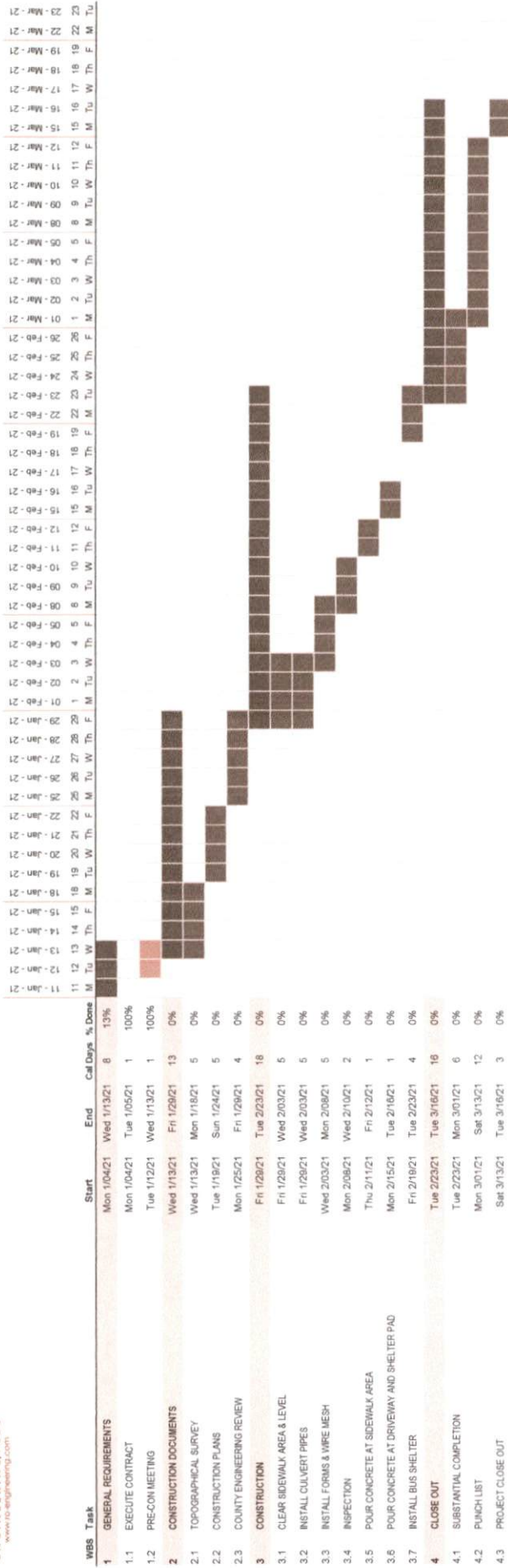


EXHIBIT "D"

-CONTRACT RATES / FEE PROPOSAL

1. We propose to provide the following scope work and pricing:

BASE BID					
ITEM NO.	DESCRIPTION	QTY	UNIT	CPU	TOTAL PRICE
1	GENERAL CONDITIONS	1	LS	\$0.00	\$0.00
2	ENGINEERING (10% FEE)	1	LS	\$5,150.00	\$5,150.00
3	CLEAR & GRUBBING (SKID STEER RENTAL & OPERATOR REQUIRED)	1	LS	\$1,500.00	\$1,500.00
4	4' REINFORCED CONCRETE SIDEWALK	2000	SF	\$6.25	\$12,500.00
5	4' CONCRETE HANDICAP RAMPS	6	EA	\$600.00	\$3,600.00
6	TRANSPORT, DELIVER & INSTALL SHELTER PROVIDED BY VALLEY METRO	1	LS	\$4,800.00	\$4,800.00
BASE BID PRICING					\$27,550.00
DRIVEWAY ENTRANCE					
ITEM NO.	DESCRIPTION	QTY	UNIT	CPU	TOTAL PRICE
7	CULVERT PIPES	3	EA	\$750.00	\$ 2,250.00
8	CLEAR & LEVEL	1	LS	\$0.00	\$0.00
9	CONCRETE DRIVEWAY ENTRANCE	480	SF	\$10.75	\$5,160.00
DRIVEWAY ENTRANCE PRICING					\$7,410.00
GRAND TOTAL					\$34,960.00

Total Price \$34,960.00

2. If additional services are requested, we will negotiate a fixed fee amount for the additional work, or we will perform the work on an hourly basis.
3. Hourly billing rates for approved engineering services shall be as follows:

HOURLY BILLING RATES

Principal	\$ 145.00
Proj. Manager/Engineer	\$ 125.00
Proj. Engineer	\$ 100.00
Sr. Technology Designer	\$ 100.00
Technology Designer	\$ 90.00
EIT	\$ 90.00
Sr. Eng. Technician	\$ 80.00
CAD Technician	\$ 65.00
Sr. Construction Administrator	\$ 120.00
Construction Administrator	\$ 110.00
Project Inspector	\$ 60.00
Quality Assurance / Control	\$ 110.00
Sustainability Advisor	\$ 110.00
Administrative Clerical	\$ 35.00

4. Estimated project expenses are included in the fee amount stated above. No project expenses will be submitted for reimbursement without prior approval in writing from the architect of record or the owner.