



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: 05/10/2021 Department: 080 - Criminal District Attorney

Contract No.: C-20-687-12-29 Effective Date: 04/20/2021

Description of Project: Work Authorization No.3 [C-20-687-12-29] Forensic Center Project

Awarded Vendor: Raba Kistner, Inc.

CC Approval on 04/20/2021 AI- 80391

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: Hector Garcia ext. 4857

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: _____

FILED
AT 2:00 O'CLOCK P M
MAY 11 2021
ARTURO GUAJARDO, JR. COUNTY CLERK
HIDALGO COUNTY, TEXAS
BY _____ DEPUTY

HIDALGO COUNTY
Professional Engineering Services
Contract # C-20-687-12-29
Work Authorization Form

WORK AUTHORIZATION NO. 3

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 **Raba Kistner, 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 construction materials observation and testing services for the Hidalgo County Forensic Center Generator, X-Ray Machine and Renovations Project 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 \$ **7,025.70**. 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. 3 Shall be funded through funding source:

Account No. 1-1287-441-42-115-096-0-452

Requisition Number 432866 (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 No.4 Commissioner Ellie Torres**, as to content and detail of this **Work Authorization No.3**.

**HIDALGO COUNTY
COMMISSIONER 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 04/20/21 as indicated below and effective as of 4th day of April, 2021. 20th

**THE ENGINEER:
Raba Kistner, Inc.**

[Signature]
By: **Isidoro Arjona, PE, PMP**
for Senior Vice President

**THE OWNER:
HIDALGO COUNTY**

[Signature]
By: **Richard F. Cortez, County Judge**

ATTEST:

[Signature]
By: **Arturo Guajardo, Jr., County Clerk**



APPROVED BY
COMMISSIONERS COURT
ON: 4/20/21 *MA*

LIST OF ATTACHMENTS

- EXHIBIT "A" - Services 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"
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 proposed Hidalgo County Health Forensic Center Generator, X-Ray and Renovations 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 project consulting and design **Engineer**.
- 2) Payment for work performed by the **Engineer** and accepted by the **Owner** in accordance with Article 3 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 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" attached to this Work Authorization.
- 6) Attend and participate in progress meetings as required and as coordinated and conducted by **Engineer**.

EXHIBIT B

Scope of Service to be provided by the Engineer

The services designed herein as "Services provided by the ENGINEER" shall include the performance of all engineering services and project description in *(attachments herein)* for the following described facility:

ENTITY	Hidalgo County Precinct No. 4
Project Description	Proposal for Construction Materials Observation and Testing Services "Hidalgo County Health Forensic Center Generator, X-Ray and Renovations " "ON CALL" CMT SERVICE AGREEMENT No. <u>C-20-687-12-29</u>
Engineer	Raba Kistner, Inc.

EXHIBIT "C"
WORK SCHEDULE

To be determined once the construction schedule is established.

ATTACHMENT D

Cost Proposal



Proposal No.: PMD21-047-01 **EXHIBIT "D"**
April 16, 2021

Raba Kistner, Inc.
800 East Hackberry
McAllen, TX 78501
www.rkci.com

Mr. Hector Garcia, Contract Specialist III
Hidalgo County Purchasing Department
2802 S. Business Highway 281
Edinburg, Hidalgo County, Texas

P 956.682.5332
F 956.682.5487
TBPE Firm F-3257
TBAE Firm BR 3427

**RE: Proposal for Construction Materials Observation and Testing
Hidalgo County Health Forensic Center Generator, X-Ray and Renovations
3100A S. Business HWY 281
Edinburg, Hidalgo County, Texas**

Dear Mr. Garcia:

RABA KISTNER Consultants, Inc. (RKCI) is pleased to submit this proposal for Construction Materials Observation and Testing Services for the above referenced project.

Our opinion of probable cost of services for this project is **\$7,025.70**

Our proposed scope of services and estimated item quantities are based upon our interpretation of the project plans and specifications provided to us via electronic-mail transmittal attachment from Mr. Hector Garcia, Contract Specialist III, with Hidalgo County Purchasing Department on Friday, April, 9, 2021 also along with information via email about earthwork for generator pad on April 13, 2021, and are without the aid of the general contractor's schedule. The scope and quantity of services provided will be dependent upon the actual services required/requested by you and/or your representatives. Charges will be assessed only for actual services rendered. All services authorized or requested by you and/or your representatives in excess of the quantities of observation and testing services shown herein will be charged at the appropriate unit rate for such services. Charges will be invoiced on a monthly basis and will show a computerized composite total of services rendered for each service category.

This amount should not be considered a maximum but is **RKCI's** estimate of the probable costs associated with implementing the work outlined on Page Nos. 4 of this document. The means/methods, sequencing, and scheduling of the Contractor and its Subcontractors, can significantly impact our estimate of the probable cost.

Invoices will be submitted monthly for work in progress in our standard format. Our invoices are due and payable upon receipt at P.O. Box 971037, Dallas, Dallas County, Texas 75397-1037. All parties hereby agree that this contract upon acceptance will be performable in Hidalgo County, Texas. In the event that the State of Texas legislates a sales tax on professional services, the amount of tax applicable will be added to the appropriate service rate charged by **RKCI**



Proposal No.: PMD21-047-01
April 16, 2021

EXHIBIT "D"

We appreciate the opportunity of submitting this proposal and look forward to working with you during the construction of this project. Please return one signed copy of this letter proposal to provide written authorization for our firm to commence work on the services outlined herein. Please complete the attached Project Data Sheet for invoicing and reporting information.

Very truly yours,

RABA KISTNER Consultants, Inc.



Eloy Arredondo
Supervisor, CME

EA/WP

Attachments: Basic Charges

Copies submitted: Above (1)

Accepted By _____
(Signature)

(Typed or Printed Name)

(Title)

Date _____



BASIC CHARGES

1. A vehicle travel charge will be assessed for round trip travel from our office to the project site, material supplier, etc. and back to our office. The charges for travel from our office to the project site and return to our office will be as follows:

Travel Time (round trip) _____ 1.0/hour(s)

Vehicle Trip Charge _____ \$53.00/trip

2. Service Charges are based on the hourly rates stated herein and will be assessed from the time the Engineer or Technician leaves our office until he returns from the project.
3. Any engineering and/or technical services provided on Saturday, Sunday and all work in excess of "normal" work hours, as stated herein, Monday through Friday, will be charged at an overtime rate of 1.5 times the appropriate hourly rate. Our total cost of services is based upon the assumption most services will be provided during "normal" work hours. Providing an excessive amount of services during days and/or hours requiring overtime rates may significantly increase the total cost of services shown herein.
4. "Normal" work hours are between 7:00 a.m. and 6:00 p.m., including travel time to and from the site unless stated otherwise. Overtime charges will be assessed after eight (8) continuous hours of service rendered during "normal" work hours.
5. Minimum of 2 hours billing per visit to project site.
6. A ten (10) percent project management and administration cost will be added to all invoices.
7. Our opinion of probable cost for each proposal to be submitted is based upon an estimate of the construction materials observation and testing services required to meet the project requirements. Because the general contractor has control over the project and determines the means and methods used to build/construct the project, our proposed scope of services is an estimate. On the basis of the general contractor's schedule, potential retesting of non-compliance items, weather related issues, the actual total services and fees may be higher or lower than the estimates in our proposal. RKCI will keep you CLIENT apprised of our billings in comparison to our opinion of probable cost (project budget) over the life of the project. All tests noted as retests of previously non-complaint areas will be billed to the CLIENT. RKCI will invoice these tests separately to allow CLIENT to segregate the charges from our normal charges. This will allow CLIENT to back charge the general contractor as necessary. CLIENT will be responsible for payment of all services rendered by RKCI for the project.
8. RKCI will utilize the on-site initial field curing facilities provided by the contractor. The cost of providing and maintaining these initial curing facilities is not included in our proposal.



CONSTRUCTION MATERIALS TESTING UNIT RATES
HIDALGO COUNTY HEALTH FORENSIC CENTER GENERATOR, X-RAY AND RENOVATIONS

Service	UNIT RATE		QUANTITY	TOTAL
Earthwork				
1. Moisture-Density Relationship (Proctor)	\$263.50	each	2	\$527.00
2. Atterberg Limits Determinations (P.I.) (ASTM/AASHTO)	\$96.25	each	2	\$192.50
3. Sieve Analysis -200	\$65.00	each	2	\$130.00
4. Technician Time Sampling	\$56.00	hour	4	\$224.00
5. Field Density Test - Generator Pad	\$24.00	each	28	\$672.00
6. Technician Time - Density Testing - Generator Pad	\$56.00	hour	18	\$1,008.00
7. Proof Rolling Observations	\$56.00	hour	2	\$112.00
8. Vehicle Travel Charge	\$53.00	trip	6	\$318.00
Subtotal				\$3,183.50
Concrete: Generator Pad				
1. Concrete Compressive Strength Tests	\$17.50	each	10	\$175.00
2. Technician Time - Concrete Testing	\$56.00	hour	4	\$224.00
3. Air Content of Concrete	\$33.00	each	2	\$66.00
4. Technician Time - Pick-Up of Specimen(s)	\$56.00	hour	4	\$224.00
5. Vehicle Travel Charge	\$53.00	trip	4	\$212.00
Subtotal				\$901.00
Masonry/Drill and Epoxy				
1. Masonry Observation	\$71.50	hour	16	\$1,144.00
2. Motar/Grout Compression Strength Testing	\$20.75	each	30	\$622.50
3. Technician Time - Pick-Up of Specimen(s)	\$56.00	hour	2	\$112.00
4. Vehicle Travel Charge	\$53.00	trip	8	\$424.00
Subtotal				\$2,302.50
Reinforcing Steel:				
1. Reinforcing Steel Observation	\$56.00	hour	as requested	
2. Vehicle Travel Charge	\$53.00	trip	as requested	
Subtotal				\$0.00
Professional Services:				
1. Project Coordination	\$110.00	hour	As requested	
2. Geotechnical / Materials Engineer	\$165.00	each	As requested	
3. Vehicle Travel Charge	\$53.00	trip	As requested	
Subtotal				
Other:				
1. Project Administration(Markup of Invoiced Billing Cycle)	10%			\$638.70
Subtotal				\$638.70
			GRAND TOTAL	\$7,025.70



PROJECT DATA SHEET

Project Name: _____

Client Project No: _____ Purchase Order No.: _____

Invoicing Information: Company Name: _____

Address: _____

Attention: _____

Report Distribution Information (Please provide required report distribution and requested number of copies of each)

No. Copies () _____

Contact: _____ e-mail: _____

Phone No.: _____ Fax No.: _____

No. Copies () _____

Contact: _____ e-mail: _____

Phone No.: _____ Fax No.: _____

No. Copies () _____

Contact: _____ e-mail: _____

Phone No.: _____ Fax No.: _____

No. Copies () _____

Contact: _____ e-mail: _____

Phone No.: _____ Fax No.: _____

No. Copies () _____

Contact: _____ e-mail: _____

Phone No.: _____ Fax No.: _____

