

(ARPA-21-110-032) to \$1,060,000.

B) Approval to clarify/amend the Memorandum of Understanding between the County of Hidalgo and Community HOPE Projects, Inc., approved on 12/14/2021 Commissioners Court AI-83773 with authority for the County Judge, as authorized official, to sign the Memorandum of Understanding.

6. AI-87301 ARPA - American Rescue Plan Act Funds (1290):

A) Discussion, consideration, and action to approve an increase in funds to the Assistance to South Texas College Nursing Program (ARPA-21-110-034) to \$3,000,000.

B) Approval to clarify/amend the Memorandum of Understanding between the County of Hidalgo and South Texas College approved on 12/14/2021 Commissioners Court AI-83777 with authority for the County Judge, as authorized official, to sign the Memorandum of Understanding.

28.

Purchasing Department - Notes:

Approved

A. FOR ANY CONTRACT(S) AWARDED AND APPROVED UNDER THIS AGENDA, EXECUTED COPIES OF THE CONTRACT(S) WILL BE AVAILABLE ON THE COUNTY INTRA-NET WEBSITE AND WILL BE FORWARDED VIA E-MAIL, FAX OR HAND DELIVERED TO HIDALGO COUNTY AUDITOR'S OFFICE.

B. ANY AND ALL REQUESTS FOR PAYMENT(S) APPROVED WILL BE SUBJECT TO COUNTY AUDITORS PROCESSING PROCEDURES INCLUDING AUTHORITY FOR COUNTY TREASURER TO ISSUE PAYMENT(S)/CHECK(S).

28

A. AI-87233 Requesting authority to enter into a 36-month subscription with OpenGov, through DIR Cooperative No. DIR-TSO-4227 (Vertosoft, LLC an OpenGov reseller) to attain procurement cloud services for purchasing efficiency. ~~Subject to 1295.~~

Investment of

OpenGov offers strategic planning from the development of solicitations, vendor engagement, evaluating and awarding a contract, to the management of an executed contract. Proven results have shown increased productivity and an improved user experience.

There are quantifiable results from this investment. These include a 75% reduction in the time spent on the procurement process and an increase in vendor responses.

Year	Cost	Description
1	\$49,178.00	OpenGov Procurement, Premium Support & Professional Services Deployment
2	\$44,548.00	OpenGov Procurement & Premium Support
3	\$44,548.00	OpenGov Procurement & Premium Support
	\$138,274.00	Grand Total Over 36 Month Term

28 B.

Hidalgo County

1. AI-87180 Requesting approval of the sole bid received, meeting all specification for the purpose of award and approval of the contract to Rochester Armored Car Co., Inc. for "Armored Car Services", with authority for the County Judge to sign all required documentation.

3 year lease 9/6/22 - 9/5/25 with 2-1 year renewals \$487.13 per month per location

2. AI-87261 A. Discussion, consideration, and action on Work Authorization No.8 [as drafted & approved as to legal form by Hon. J. Hawkins, Porter Hedges] between Hidalgo County and Jacobs Project Management Services Co.[C-16-267A-07-25], for the provision of extending the Program, and Construction Management Services [as described in the document] in connection with the "Construction of the New Hidalgo County Courthouse" Project. Subject to Purchasing and Legal Counsel's final review and approval.

B. Requesting authority for County Judge and/or Mr. Valde Guerra, Hidalgo County CEO, to sign required documents.

3. AI-85969 Requesting approval of Work Authorization No. 2 with CONSOR Engineers, LLC, in the amount of \$59,223.10 [as detailed in document], for the Traffic Engineering Consulting and Other Services - New Hidalgo County Courthouse Project [C-21-0833-03-08]; with authority for County Judge to sign all required

WA No.2 to
C-21-0833-03-08 CONSOR

1 of 13

~~Engineering Consulting and Other Services - New Hidalgo County Courthouse"~~

4. AI-87296 Requesting authority to advertise the procurement packet for the "Moving Services for the New Hidalgo



**EXHIBIT “F”
HIDALGO COUNTY
Professional Engineering Services
Agreement # C-21-0833-03-08**

**WORK AUTHORIZATION NO. 2 To
C-21-0833-03-08**

THIS WORK AUTHORIZATION is made pursuant to the terms and conditions of the Professional Engineering Services Agreement No. C-21-0833-03-08, incorporated herein by reference, for the **“Traffic Engineering Consulting and Other Services - New Hidalgo County Courthouse”** made by and between HIDALGO COUNTY, action herein by and through the Commissioner’s Court, hereinafter called the **“Owner,”** and **CONSOR Engineers, LLC,** hereinafter called **“Engineer”**.

PART 1. SCOPE OF WORK

The purpose of this Work Authorization is for the **Engineer** to provide project management, design, bid phase, construction management, and inspection services for the interim traffic control implementation for the Hidalgo County Court House.

The **Engineer** is to provide the scope of Services as required by the Agreement with Owner.

The scope of services to be provided by the **Engineer** is identified in **Attachment “A” – “Scope of Services to be provided by Engineer”** attached hereto and incorporated by reference.

PART 2. ESTIMATED COST

The estimated cost for services under this Work Authorization is **\$59,223.10**. This amount is based upon the costs outlined in the **Attachment “B” – “Fee Proposal”** attached hereto and incorporated by reference.

PART 3. PAYMENT

Compensation and payment to the Engineer for the services established under this Work Authorization shall be made in accordance with the **Professional Engineering Services Agreement No. C-21-0833-03-08** between the **Owner** and the **Engineer**.

PART 4. FUNDING

This Work Authorization No.2 shall be funded through funding source:
Account No. **2-1358-419-40-125-035-0-730**
Requisition Number **460455 (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 scopes of the Work Authorization, within the limits of Agreement No. C-21-0833-03-08, provided in this Work Authorization; or on (_____ DATE _____). *If applicable:* Engineer shall conform to the

approved "Work/Project Schedule", attached hereto and incorporated by reference herein as Attachment "C".

PART 6. RESPONSIBILITIES AND OBLIGATIONS

This Authorization does not waive the parties' responsibilities and obligations provided under the Agreement No. C-21-0833-03-08

PART 7. ACCEPTANCE AND APPROVAL

This Work Authorization is hereby accepted, approved by Hidalgo County Commissioners' Court on 09/06/22 as indicated below and effective as of 06th day of September, 2022.

EXECUTED as of the day and year first written above.

APPROVED BY COMMISSIONERS' COURT ON September 6, 2022. *MM*

Agenda Item No. 85969

Executive Office: MM

ENGINEER:

CONSOR Engineers, LLC

COUNTY:

COUNTY OF HIDALGO

Zina Schwartz

Zina Schwartz, PE, Executive Vice President

Richard F. Cortez

Hon. Richard F. Cortez, County Judge

ATTEST:



Arturo Guajardo, Jr.

Arturo Guajardo, Jr., County Clerk

LIST OF ATTACHMENTS:

Attachment "A" – *Scope of Services to be provided by Engineer*

Attachment "B" – *Fee Proposal*

Attachment "C" – *Approved Work/Project Schedule (If applicable)*



ATTACHMENT A

PROJECT SPECIFIC SCOPE OF SERVICES TO BE PROVIDED BY ENGINEER

SCOPE OF SERVICES TO BE PROVIDED BY ENGINEER

The work to be performed by the Engineer shall consist of providing project management, design, bid phase, construction management, and inspection services for the interim traffic control implementation for the Hidalgo County Courthouse in the city of Edinburg. The Interim Traffic Control will be implemented for the duration of the opening of the New Hidalgo County Court House to the commencement of the reconstruction of SH 107 project. The Engineer will be responsible for the planning stage to design to construction management services for the completion of the interim traffic control. The Engineer shall perform a site visit to inspect existing roadways, pavement markings, signs, traffic signals (at the square), courthouse entrances, sidewalks, and other elements surrounding the courthouse approximately from Mahl Street to Kuhn Street and from 9th Avenue to 13th Avenue to develop construction plans for the interim traffic control plan. The professional engineering services provided under this scope of services are detailed below:

TASK 100 – PROJECT MANAGEMENT

CONSOR will provide project management and oversight required to execute the work. This will include resource management, budget updates and monitoring, and schedule maintenance. CONSOR's Project Manager will coordinate with the OWNER (County PM) periodically to provide progress updates. Additionally, a progress report and invoice will be submitted monthly. The Engineer will perform the following tasks:

- Project management and oversight required to execute the work.
- Resource management, budget updates and monitoring, and schedule maintenance.
- Coordination with COUNTY's Project Manager to provide progress updates.
- Progress report and invoice submitted monthly.
- Coordinate with Texas Department of Transportation (TxDOT) and/or any other required government entities, if directed.

TASK 200 – DESIGN SERVICES

CONSOR will developed detailed design documents for the implementation of the Interim Traffic Control consisting of pavement markings, signs, and traffic signal timing surrounding the Hidalgo County Court House up to a block away for transitioning. CONSOR will coordinate with TxDOT, city of Edinburg, and other regulatory agencies to obtain required permits to complete the work at the request or approval of the OWNER. CONSOR will prepare a schematic based on the recommendations of the

- Preparation of a schematic for “Interim TCP” schematic approval
- Development of the plans, specifications, and estimates (PS&E).
 - Layouts for existing temporary traffic signs to be removed or replaced
 - Layouts for installation of new permanent traffic signs.
 - Layouts for existing pavement markings to be removed or replaced
 - Layouts for installation of new pavement markings.
 - Layouts for associated modifications to traffic signals for timing.
- Preparation of front-end documents

CONSOR will provide interim review submittals and final signed and sealed documents as described in the sub-task below.

200.5 – Preliminary “Interim TCP” (95% Design Package): CONSOR will develop 95% design documents for review and comment by Owner. The 95% design package shall include:

- 95% level design drawings
- 95% level technical specifications applicable to the project
- Front End Documents
- Engineers’ opinion of probable construction cost

Deliverables:

- *Electronic copy of the 95% design package*
- *CONSOR will attend the 95% design review meeting and develop meeting minutes for electronic distribution to meeting attendees.*

200.6 - Final Interim TCP Design Package: CONSOR will develop and submit final signed and sealed bidding documents for construction. The final design package shall include:

- Final design drawings
- Project Manual (Front Ends and Technical Specifications)
- Electronic copy of engineer’s opinion of probable construction costs

Deliverables:

- *1 hard copy set of reproducible final design package*
- *Electronic copy of final design documents*

CONSOR will provide bid phases associated with the Interim Traffic Control for the Hidalgo County Court House. Services may include the following.

- Attend pre-bid meeting and issue response to bidder's questions.

TASK 400 – CONSTRUCTION MANAGEMENT & INSPECTION SERVICES

CONSOR will provide construction management and inspection services for the construction phase of the removal and installation of pavement markings, signs, and signal timing and coordinate with Texas Department of Transportation (TxDOT) and/or any other required government entities. The Engineer will perform the following tasks:

- Attend preconstruction meeting.
- Construction inspections which will be performed daily for a **2 weeks'** time frame from commencement of construction.
- Develop a comprehensive punch list to be coordinated with OWNER and provided to the contractor.
- Verify that the punch list is complete.
- Provide observation reports to the County PM.

SCOPE ASSUMPTIONS

The following assumptions were made in the development of this scope of work.

- A topographical survey will be provided by the County.
- The fee is developed based on a lump sum contract
- CONSOR will be responsible to verify material on site
- CONSOR will inspect materials and equipment to comply with plans and specifications.
- CONSOR to coordinate with the County's PM of all material pre-approvals.
- County will be responsible for all permits associated unless otherwise.



ATTACHMENT B

FEE PROPOSAL

EXHIBIT D - CONTRACT RATES				
HIDALGO COUNTY CONTRACT C-21-0833-03-08				
PRIME PROVIDER NAME:		CONSOR ENGINEERS, LLC		
DIRECT LABOR				
LABOR/STAFF CLASSIFICATION	YEARS OF EXPERIENCE	HOURLY BASE RATE	FY 2022	FY 2023
Project Manager	10+	\$88.00	\$250.37	\$255.38
Quality Manager	10+	\$70.00	\$199.16	\$203.14
Engineer (Senior)	15+	\$75.00	\$213.39	\$217.65
Engineer (Project)	10 to 15	\$58.00	\$165.02	\$168.32
Engineer (Design)	5 to 10	\$48.00	\$136.57	\$139.30
Engineer-In-Training II	2 to 5	\$39.00	\$110.96	\$113.18
Engineer-In-Training I	0 to 2	\$34.00	\$96.74	\$98.67
Engineer Technician - Senior	15+	\$46.00	\$130.88	\$133.49
Engineer Technician	5 to 15	\$33.00	\$93.89	\$95.77
Engineer Technician - Junior	0 to 5	\$23.56	\$67.03	\$68.37
CADD Operator - Senior	15+	\$40.00	\$113.81	\$116.08
CADD Operator	5 to 15	\$33.00	\$93.89	\$95.77
CADD Operator - Junior	0 to 5	\$24.00	\$68.28	\$69.65
Field Coordinator	5 to 10	\$57.01	\$162.20	\$165.45
Transportation Planner III	5 to 10	\$58.00	\$165.02	\$168.32
Administrative/Clerical		\$26.00	\$73.97	\$75.45
Records Keeper	10+	\$34.00	\$96.74	\$98.67
Senior Inspector	10+	\$58.00	\$165.02	\$168.32
INDIRECT COST RATE:	158.65%			
PROFIT RATE:	10.00%			
<p>*2.00% Escalation is effective on the first day of the month following the beginning of year 3 from the date of contract execution.</p> <p>Contract rates include labor, overhead, and profit.</p> <p>All rates are negotiated rates and are not subject to change or adjustment.</p> <p>Lump Sum Payment Basis - Invoice by deliverable, according to the TOD. A copy of the TOD shall be included with each Invoice Package and is payable by each deliverable and line item as identified in the TOD. Partial payments of line item are not allowed. Documentation of hours worked is not required.</p> <p>Note: Any direct labor, unit cost, or other direct expense classification included in the contract, but not in a work authorization, is not eligible for payment under that work authorization.</p>				

FEE SCHEDULE

The proposed fee is a lump sum amount of \$59,223.10, broken down by task as follows:

Task	Fee
Task 100 – Project Management	
Project Coordination and Monitoring	\$2,298.84
Task 1 Subtotal	\$2,298.84
Task 200 – Design Services	
1. Schematic	\$2,472.48
Exist. Signs & PM's to be Removed	\$7,112.98
Prop. Signs & PM's	\$7,112.98
1. Proposed Mods. to Traffic Signals	\$3,960.50
2. Coordination on revisions	\$927.52
3. Final "Interim TCP"	\$3,106.94
4. Front-end Document Preparation	\$1,781.08
Task 2 Subtotal	\$26,474.48
Task 300 – Bid Phase Services	
1. Pre-Bid Meeting/Response to Bidders	\$426.78
Task 3 Subtotal	\$426.78
Task 400 – Construction Management	
1. Prepare & Distribute Correspondence	\$1,798.14
Project Meetings/Pre-Con Meeting	\$2,458.22
Project Verification of Install/Daily report	\$13,850.30
2. Comprehensive Punch List	\$1,513.64
3. Verify Punch List Work is Complete	\$2,207.85
4. Records Retention & Verification	\$4,518.30
5. Daily Work Report Reviews	\$2,176.55
Task 4 Subtotal	\$28,523.00
Other Direct Costs	
1. Truck	\$1,500.00
Total Fee	\$59,223.10



ATTACHMENT C

APPROVED WORK/PROJECT SCHEDULE

WORK SCHEDULE

Task	Duration (Weeks)	Completion Date
Notice to Proceed	-	September 12, 2022
Data Collection	1	Sept. 12-16, 2022
Design	4*	October 7, 2022*
Bid Phase	2*	Oct. 10-21, 2022*
Construction Management Services	6*	Oct.17 - Dec 2, 2022*

**Subject to change.*