

## BOARD OF TRUSTEES AGENDA

<input type="checkbox"/> Workshop	<input checked="" type="checkbox"/> Regular	<input type="checkbox"/> Special
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- (A)  Report Only  Recognition

**Presenter(s):**

**Briefly describe the subject of the report or recognition presentation.**

- (B)  **Action Item** **GILBERTO GONZALEZ, SUPERINTENDENT OF SCHOOLS**  
**ISMAEL MIJARES, DEPUTY SUPT. FOR BUSINESS AND FINANCE**  
**ROLANDO SALINAS, DEPUTY SUPT. FOR DISTRICT OPERATIONS**  
**LUIS VELEZ, PURCHASING DIRECTOR**  
**PEDRO FELAN, FACILITIES AND MAINTENANCE DIRECTOR**

**Presenter(s):**

**Briefly describe the action required.**

CONSIDER AND TAKE APPROPRIATE ACTION ON THE REQUEST TO APPROVE WORK ORDERS PURSUANT TO REQUEST FOR QUALIFICATIONS NO. 181409 FOR LAND SURVEYING PROFESSIONAL SERVICES AND THE BOARD DELEGATES THE SUPERINTENDENT OR DESIGNEE THE AUTHORITY TO MAKE RELATED BUDGETED PURCHASES OF GOODS OR SERVICES AS PER BOARD POLICY CH.

- (C) **Funding source: Identify the source of funds if any are required.**

**BUDGETED FUNDS**

- (D) **Clarification: Explain any question or issues that might be raised regarding this item.**

**SEE ATTACHED MEMORANDUM**



*Marked for Excellence*

# EAGLE PASS INDEPENDENT SCHOOL DISTRICT

**To:** Mr. Ismael Mijares, Deputy Superintendent for Business and Finance

**From:** Mr. Luis A. Vélez, Purchasing Director  Luis A. Vélez  
2019.02.01 16:01:59 -06'00'

**Date:** Wednesday, January 30, 2019

**Subject:** **Work Orders for Request for Qualifications No. 181409 for Land Surveying Professional Services**

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Pursuant to request for qualifications No. 181409 for Land Surveying Professional Services, attached are the proposed costs for surveys and plats identified by the Land Surveyor and district administration.

Eagle Pass High School:	\$20,000
C.C. Winn High School:	\$16,000
Eagle Pass Jr. High:	\$10,000
Sam Houston Elem.:	\$ 8,500
A. Cerna Elem.:	\$ 5,000
Total:	\$59,500

Please note the City of Eagle Pass Planning Department has agreed to provide certain engineering services and reports, thus saving the district approximately \$15,000. This expense is not included in the totals above.

If you have any questions or need more information regarding this matter, please contact me at the purchasing department.

**SUGGESTED FORM OF  
TASK ORDER**

This is Task Order No. \_\_,  
consisting of 2 pages.

**Task Order**

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In accordance with Paragraph 1.01 of the Agreement Between Owner and Surveyor for Professional Services – Task Order Edition, dated \_\_\_\_\_ ("Agreement"), Owner and Surveyor agree as follows:

**1. Background Data**

- a. Effective Date of Task Order:
- b. Owner: Eagle Pass Independent School District
- c. Surveyor: Dirksen Engineering
- d. Specific Project (title): Survey and plat for Eagle Pass High School, 2020 Second St.  
Per RFQ 181409
- e. Specific Project (description): Survey and plat for Eagle Pass High School Campus located north  
of Antonio M Garcia St. between N. Bibb Ave and Memorial Dr.

**2. Services of Surveyor**

- A. The specific services to be provided or furnished by Surveyor under this Task Order are:  
  
as follows: On the ground survey of the campus, easements and improvements for platting  
with the City of Eagle Pass.

**3. Payments to Surveyor**

A. Owner shall pay Surveyor for services rendered under this Task Order as follows:

The fee for land survey is \$20,000 lump sum,  
60% due at completion of field work = \$12000,  
25% due at submission of plat to the city = \$5000,  
15% due at recording of plat= \$3000.

B.

C. Execution of this Task Order by Owner and Surveyor shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Surveyor is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is \_\_\_\_\_

OWNER:

SURVEYOR:

By: \_\_\_\_\_

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Print Name: \_\_\_\_\_

**SUGGESTED FORM OF  
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**Task Order**

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In accordance with Paragraph 1.01 of the Agreement Between Owner and Surveyor for Professional Services – Task Order Edition, dated \_\_\_\_\_ ("Agreement"), Owner and Surveyor agree as follows:

**1. Background Data**

- a. Effective Date of Task Order:
- b. Owner: Eagle Pass Independent School District
- c. Surveyor: Dirksen Engineering
- d. Specific Project (title): Survey and plat for CC Winn High School, 265 Foster Maldonado Per RFQ 181409
- e. Specific Project (description): Survey and plat for CC Winn High School Campus located east of Foster Maldonado Drive.

**2. Services of Surveyor**

- A. The specific services to be provided or furnished by Surveyor under this Task Order are:  
as follows: On the ground survey of the campus, easements and improvements for platting with the City of Eagle Pass.

**3. Payments to Surveyor**

A. Owner shall pay Surveyor for services rendered under this Task Order as follows:

The fee for land survey is \$16,000 lump sum,  
60% due at completion of field work = \$9600,  
25% due at submission of plat to the city = \$4000  
15% due at recording of plat = \$2400

B.

Execution of this Task Order by Owner and Surveyor shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Surveyor is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is \_\_\_\_\_

OWNER:

SURVEYOR:

By: \_\_\_\_\_

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Print Name: \_\_\_\_\_

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In accordance with Paragraph 1.01 of the Agreement Between Owner and Surveyor for Professional Services – Task Order Edition, dated \_\_\_\_\_ ("Agreement"), Owner and Surveyor agree as follows:

**1. Background Data**

- a. Effective Date of Task Order:
- b. Owner: Eagle Pass Independent School District
- c. Surveyor: Dirksen Engineering
- d. Specific Project (title): Survey and plat for Eagle Pass Junior High, 1750 N. Bibb Ave.  
Per RFQ 181409
- e. Specific Project (description): Survey and plat for Eagle Pass High School Campus located west of  
Bibb Street north of Kilowatt Dr.

**2. Services of Surveyor**

- A. The specific services to be provided or furnished by Surveyor under this Task Order are:  
as follows: On the ground survey of the campus, easements and improvements for platting  
with the City of Eagle Pass.

**3. Payments to Surveyor**

A. Owner shall pay Surveyor for services rendered under this Task Order as follows:

The fee for land survey is \$10,000 lump sum,  
60% due at completion of field work = \$6000,  
25% due at submission of plat to the city = \$2500  
15% due at recording of plat = \$1500

B.

Execution of this Task Order by Owner and Surveyor shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Surveyor is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is \_\_\_\_\_

OWNER:

SURVEYOR:

By: \_\_\_\_\_

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Print Name: \_\_\_\_\_



**SUGGESTED FORM OF  
TASK ORDER**

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**Task Order**

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In accordance with Paragraph 1.01 of the Agreement Between Owner and Surveyor for Professional Services – Task Order Edition, dated \_\_\_\_\_ ("Agreement"), Owner and Surveyor agree as follows:

**1. Background Data**

- a. Effective Date of Task Order:
- b. Owner: Eagle Pass Independent School District
- c. Surveyor: Dirksen Engineering
- d. Specific Project (title): Survey and plat for Sam Houston Elementary, 2781 FM 1021  
Per RFQ 181409
- e. Specific Project (description): Survey and plat for Sam Houston Elementary located north of FM 1021.

**2. Services of Surveyor**

- A. The specific services to be provided or furnished by Surveyor under this Task Order are:  
as follows: On the ground survey of the campus, easements and improvements for platting with the City of Eagle Pass.

**3. Payments to Surveyor**

A. Owner shall pay Surveyor for services rendered under this Task Order as follows:

The fee for land survey is \$8,500 lump sum,  
60% due at completion of field work = \$5100,  
25% due at submission of plat to the city = \$2125,  
15% due at recording of plat = \$1275

B.

Execution of this Task Order by Owner and Surveyor shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Surveyor is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is \_\_\_\_\_

OWNER:

SURVEYOR:

By: \_\_\_\_\_

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

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**1. Background Data**

- a. Effective Date of Task Order:
- b. Owner: Eagle Pass Independent School District
- c. Surveyor: Dirksen Engineering
- d. Specific Project (title): Survey and plat for Cerna Elementary at 2268 Mondragon Blvd.  
Per RFQ 181409
- e. Specific Project (description): Survey and plat for Cerna Elementary included with the Town Square Blvd plat.

**2. Services of Surveyor**

- A. The specific services to be provided or furnished by Surveyor under this Task Order are:  
as follows: **On the ground survey of the campus, easements and improvements for platting with the City of Eagle Pass.**

**3. Payments to Surveyor**

A. Owner shall pay Surveyor for services rendered under this Task Order as follows:

The fee for land survey engineering and drainage reports is \$5,000 lump sum due at recording the plat,

Execution of this Task Order by Owner and Surveyor shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Surveyor is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is \_\_\_\_\_

OWNER:

SURVEYOR:

By: \_\_\_\_\_

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Print Name: \_\_\_\_\_