



# HIDALGO COUNTY SHERIFF'S OFFICE

**SHERIFF GUADALUPE "LUPE" TREVIÑO**

## MEMORANDUM

To: Martha L. Salazar, Purchasing Agent  
Hidalgo County Purchasing Dept.

From: Guadalupe "Lupe" Trevino, Sheriff  
Hidalgo County Sheriff's Office

By: Anacleto "Sonny" Martinez, Chief Deputy  
Hidalgo County Sheriff's Office

Date: October 30, 2007

Re: 07-234 & 07-235 Construction  
Acc. 7-1330-421-00-115-050-0-739

A handwritten signature in black ink, appearing to read "Anacleto", is written over the "By:" line of the memorandum.

We are requesting that you please route through Commissioner's Court an agenda item for presentation, consideration, discussion, acceptance and approval to solicit proposals from area job order contractors through the County's membership/participation with purchasing cooperatives, for the provision to include labor and materials but not limited to any other appurtenances as needed for: the construction of an addition to the Motor Pool Building, construction of a CSI Garage and a side walk at the Sheriff's Office located at 711 E. El Cibolo Rd. Edinburg, TX. 78540

Should you have any questions or required additional information, please contact Juan Tapia at (956) 393-6020.

Cc: Lt. Richard Ozuna, Sheriff's Office  
Juan Tapia, Procurement Specialist  
File

## SCOPE OF WORK

CSS Garage, to build a free standing 25 ft. by 35 ft metal building with a 14 ft eve height, 2ea 10' x 10' manual roll up overhead doors, 1 ea 3' x 7' man door complete with hardware. Electrical shall be a 200 amp secondary power panel fed overhead from the main service panel. All plugs are to be GFI circuits, we have allowed for seven plugs, three switches, 6 florescence overhead shop lights with wrap around lens, exterior light at man door and three flood lights on building with photo cells. Reinforced concrete slab is to be 5 inch of 3000 psi concrete for slab and beams will be 1 ft x 3 ft exterior beams and 2 ft 6 inches for interior beam. Building is to have gutters and downspouts with splash blocks. Provide work tables with shelf units above. Provide a 6 inch concrete apron in front to of building as an ADA ramp access and approach 12 x by 35. Provide 4ea 6 inch concrete filled painted bollards at doorways.

Motor Pool, storage addition to be added to the existing motor pool building yielding a storage space of approx. 24 x 30, and shall be built in accordance to the existing building in materials and color. Install two 6 x 7 double doors with locks and hardware. Building foundation shall be piers and skirt wall, and shall be installed in accordance to the sheriff's staff designs and recommendation.

Saw cut asphalt for concrete exterior skirt wall, excavate to make a reinforced concrete perimeter beam 1 foot wide by 2 feet deep. Drill or excavate two foundation piers. Install new end wall column and beam with associated metal building components to fabricate a new 24x30 storage building, side walls and roof are to match existing. Provide and install two 6 ft x 7 ft double hollow metal doors and frames with hardware.

### **Cement Sidewalk 5' Wide 26' length**

- 1- **Layout building and obtain written approval of final location from Sheriff's Office staff.**
- 2- **Positive drainage of parking lot is maintained and that no water is allowed to neither backup nor enter any buildings.**
- 3- **Saw cut asphalt five feet outside of building line leaving a straight edge to finish to.**
- 4- **Excavate building pad area to natural soils.**
- 5- **Remove excavated debris from site and dispose of it at a legal dump site.**
- 6- **Compact existing sub base to 95% proctor.**
- 7- **Place select fill in eight inch lifts and compact to 95 % of Proctor.**
- 8- **Form and set building elevation six inches above existing top of curb.**
- 9- **Form foundation with a 1 ½ inch wall sheet ledge.**
- 10- **Terminate proof the slab area and set water barrier.**
- 11- **Set and place reinforcement steel and anchor bolts.**
- 12- **Pour and place concrete slab.**
- 13- **Provide and coordinate design and engineering for the installation of two pre-engineered metal buildings including foundation and structural engineering.**
- 14- **Garage shall be 25 feet x 35 ft with a 14 ft eve height. Insulation both walls and roof.**
- 15- **Building colors and trim colors are to match with the existing building.**
- 16- **Install gutters and downspouts with splash blocks.**
- 17- **Building is to have two manual roll up 10 x 10 foot over head doors and one 3 x 7 main door complete with hardware.**
- 18- **Main door is to have a panic devise and closer on the door.**
- 19- **ADA hardware and weather stripping.**
- 20- **Provide four additional utility ¼ inch exit conduit in slab for future applications.**

- 21- Provide and install two 30 inch wide x 10 feet long @ 42 inches high metal work benches.
- 22- Provide and install upper cabinetry above the work tables.
- 23- Power distribution to the addition shall be engineered.
- 24- Power will be pulled overhead, from overhead service to overhead service with power source being the existing primary panel.
- 25- Provide and install 200 amp secondary panel installed inside fed through an exterior wall disconnect.
- 26- Provide and install 6 overhead fluorescence lights, fixtures are to be properly chained, lights are to be shop lights complete with safety wrap around lens.
- 27- Provide three switches,
- 28- Provide 7 GFI receptacles,
- 29- All electrical to be in conduit, and pass city inspections.
- 30- Provide and install two exterior security lights.
- 31- Provide and install four steel/concrete bollards.
- 32- Install ADA compliant concrete apron in front of the doors, from finish slab grade to existing asphalt.
- 33- Reinforced concrete apron to be 3000 psi concrete @ 5 inches thick with 18 inch exterior grade beam.
- 34- Reinforced with no. 3 bars @ 16 OC.
- 35- Provide three through wall power vents and louvers.