

May 13, 2011



Martha L. Salazar, CPPB
Hidalgo County Purchasing Agent
2812 S. Bus Hwy 281
Edinburg, TX 78539

functional

feasible

communal

Re: Hidalgo County Courthouse Comprehensive Master Plan
ERO Project No. 11011

Ms. Salazar,

ERO Architects proposes to provide the County of Hidalgo with a comprehensive master plan of the courthouse and its ancillary functions including conceptual cost estimates, stakeholder facilitation and implementation strategies. We propose to work in close coordination with all stakeholders including the Commissioners Court, designated county staff, and designated county citizens and/or groups. Crucial to the courthouse function master plan will be its integration, in terms of character and context, to the surrounding development. The *County Courthouse Comprehensive Master Plan* will include the district courts, county courts-at-law, district clerk, county clerk, district attorney, probation, the sheriff's office as it relates to the function of the courthouse and any other ancillary departments affected by the Courthouse development. We believe our proposed approach will lead to the successful completion of the comprehensive master plan to the satisfaction of the designated stakeholders.

We offer the County a design team enthusiastic in participating in your project; our firm believes the master plan of the county courthouse function is among the most compelling and iconic an architect can undertake. The three primary team members will be:

Eli R. Ochoa, PE, AIA, ERO Architects
Gilbert Gallegos, AIA, Gallegos Project Management
Brian Godinez, Godinez Communications

Introduction

The County of Hidalgo Commissioners Court is contemplating the options associated with renovating an aging and grossly undersized existing courthouse building. The Commissioners Court wishes to mitigate the costs associated with the required expansion of the courthouse function and the renovation of the existing courthouse building. They also wish to develop a comprehensive master plan of the courthouse function that will address the current courthouse function needs plus the anticipated needs for the next 10 to 15 years with the possibility of developing a courthouse function campus plan that can be systematically augmented as the future needs require.

Background

The existing courthouse building was constructed in 1954 and is experiencing many health and life safety issues. The building support systems are in need of major repair or replacement. The existing building also suffers from many immediate maintenance needs and also suffers from extensive functional deficiencies resulting from the needs of a rapidly growing county population. Because of the grossly undersized existing courthouse building, the courthouse functions have become decentralized and inefficient in both function and operation.

ero architects
300 S. 8th street
mcallen, tx 78501
956.661.0400

Scope of Services

The scope of services includes the following:

1. Master Planning

- 1.1. Site Analysis / Utility Master Plan
- 1.2. Assessment of Building(s)
- 1.3. Facilities Functional Programming
 - 1.3.1. Project Goals
 - 1.3.2. Space & Adjacency Requirements
 - 1.3.3. Growth Projections
- 1.4. Design Criteria
 - 1.4.1. Guidelines
 - 1.4.2. Architectural Construction
 - 1.4.3. Systems (Mechanical, etc.)

2. Thermal Energy Evaluation

- 2.1. Performance Contract Options
- 2.2. Central Plant Options

3. Project Schedule

4. Conceptual Cost Estimating including Owner Procured Items

5. Implementation Approach

- 5.1. Scope Definition
- 5.2. Alternative Project Delivery Analysis & Recommendation
- 5.3. Contracting Plan
- 5.4. Financing
- 5.5. Process Mapping
- 5.6. Phasing

6. Communication Plan

- 6.1. Public Involvement
- 6.2. Leadership Briefings
- 6.3. Meeting Facilitation
- 6.4. Consensus Building

Planning Team

ERO Architects

ERO Architects provides planning, design and construction administration services to institutional facilities throughout the South Texas region. Founder and managing partner, Eli Ochoa, PE, AIA, established this multi-disciplinary design firm to foster a creative culture mixed with talent of diverse geographic backgrounds and disciplines, and deep levels of experience so as to culminate into the creation of successful projects and satisfied clients. ERO's mission is to complete each architectural project on point, on time and on budget.

Gallegos Project Management

Gallegos has the experience and depth of resources to plan and manage a project of this scale, and to guide project ad hoc committees, owner's representatives and the governing board throughout the entire process – from planning to construction and commissioning. Gilbert Gallegos,

AIA, has executed several planning and construction projects in the region and brings a unique qualified perspective to execute and oversee the quality assurance program in order to protect the owner's interests.

Godinez Communications

Involved with over 50 public involvement projects in the region, Godinez Communications works with several local-area community and civic leaders, media entities, public institutions and private firms to provide a full-range of planning and communications services. Godinez helps convey the project's objectives and message throughout a community to foster feedback and input during all phases of a project's lifecycle. Owner Brian Godinez is very familiar with the County's objectives having recently worked on the Hidalgo County five-year community economic development plan.

He also led the transition process in 2010 for Judge Ramon Garcia that involved over 120 community leaders working through strategic exercises for the County's key areas of operations including infrastructure, healthcare and drainage.

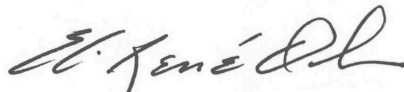
Compensation

We propose to provide the professional comprehensive master planning services at an hourly rate including consultant service expenses for a fee not to exceed a total of Two Hundred Thirty Five Thousand dollars (\$235,000). Our hourly rates are as follows:

Primary Team Members	\$ 180/hr
Project Manager	\$ 155/hr
Project Architect/Planner	\$ 135/hr
Architectural Intern	\$ 125/hr
CADD Technician	\$ 100/hr

We will invoice on a monthly basis based upon the hours expensed to date and anticipate completion of the master plan within four months.

Sincerely,



Eli R. Ochoa, PE, AIA
President & CEO
ero architects