

Martin Cepeda, Mayor  
Daniel (Dan) Dillard II, Mayor Pro-Tem

COUNCILMEMBERS  
Pedro Fonseca  
Guillermo Ramirez  
Rodolfo (Rudy) Franz  
Gustavo "Gus" Sanchez

Joe Vera III, CEDC, CFEE, City Manager

September 26, 2013

0.0

28,104.00 +

11,144.00 +

002

39,248.00 \*

0.0

39,248.00 \*

1.1 %

431.73 \*

Mr. Antonio Barco, Deputy Director  
Hidalgo County Urban County Program  
3304 West Alberta Road  
Edinburg, Texas 78539

RE: EGV Architects, Inc. for Non-Residential Historical Preservation

Dear Mr. Antonio Barco,

39,679.73 + %

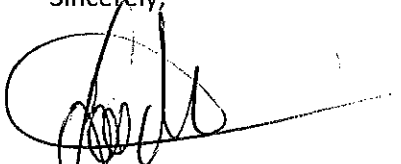
Attached please find a letter from EGV Architects, Inc. dated September 26, 2013 requesting modifications for the referenced Contract.

We hereby approve the modifications to the Contract's reimbursable expenses to include the following:

1. Preparation of a Preservation Master Plan for \$28,104 and
2. Related travel and reproduction expenses estimated at \$11,144.

The Preservation Master Plan for the Old Hidalgo Courthouse is a pre-requisite for participation in the Texas Historic Courthouse Preservation Program.

Sincerely,

  
Joe Vera III  
City Manager

*Copy of*  
SEP 26 2013  
*Joe Vera III*



STATE OF TEXAS           §  
  §  
COUNTY OF HIDALGO    §

**AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT  
BETWEEN HIDALGO COUNTY –URBAN COUNTY PROGRAM  
AND  
EGV ARCHITECTS, INC.**

This AMENDMENT to the AGREEMENT is made this 15<sup>TH</sup> day of October, 2013 by and between **HIDALGO COUNTY, TEXAS** (the “COUNTY”) and **EGV Architects, Inc-Eduardo G. Vela, Architect/President** (the “ENGINEER”).

**WHEREAS**, Engineer and County entered into a Professional Services Agreement dated July 24<sup>th</sup>, 2013 for Hidalgo County Urban County Program –City of Hidalgo and EGV Architects, Inc., for Architectural Services (the “work”);

**WHEREAS**, Hidalgo County has received funds from the Community Development Block Grant (CDBG) to be used for the completion of the Hidalgo-Non Residential Historical Preservation project;

**WHEREAS**, the contract now requires an amendment in order to add additional services of ARCHITECT to incorporate fees associated with the preparation of the Preservation Master Plan for the 1886 Hidalgo County Courthouse as per Texas Historical Commission requirements;

**WHEREAS**, the parties desire to amend the Contract as herein provided;

**NOW THEREFORE**, for and in consideration of the terms and provisions set forth herein, for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, County hereby agree to the following amendment to the Contract:

1. Exhibit A of the Contract is amended by the addition of Exhibit A-1, a copy of which is attached hereto as Exhibit A to this First Amendment.
2. Except as modified herein, all terms and conditions of the Agreement, as amended, remain in full force and effect and Architect and County ratify and confirm the terms and provisions of the Agreement as amended.

EXECUTED IN DUPLICATE ORIGINALS and effective as of the day and year first written above.

**COUNTY OF HIDALGO URBAN  
COUNTY PROGRAM:**

\_\_\_\_\_  
Diana R. Serna, UCP Director

**WITNESS:**

\_\_\_\_\_

**APPROVED AS TO FORM:  
ATLAS, HALL & RODRIGUEZ, L.L.P.  
By: Stephen L. Crain on December 6, 2012.**

APPROVED BY COMMISSIONERS COURT: \_\_\_\_\_



September 26, 2013

**Exhibit A-1"**

Mr. Antonio Barco, Deputy Director  
Hidalgo County Urban County Program  
3304 West Alberta Road  
Edinburg, Texas 78539

RE: City of Hidalgo, Non-Residential Historical Preservation

Dear Mr. Barco,

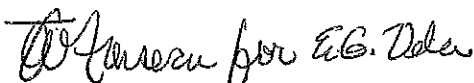
We hereby request a modification to our Contract to include the reimbursable expenses of \$28,104 for preparation of a Preservation Master Plan beyond the initial a.) Fieldwork, b.) Research & Field Investigation and c.) THC Reviews Coordination which we previously invoiced and an estimate of \$11,144 for related travel and reproduction expenses.

**Preservation Master Plan for the 1886 Hidalgo County Courthouse:** As per Texas Historical Commission (THC), a Preservation Master Plan (PMP) must be approved prior to participation in the Texas Historical Courthouse Preservation Program (THCPP). The following outlines the requirements of THC.

- a. **Historical and Architectural Development** to place the courthouse into a historical context describing the events leading to the construction of the courthouse, identify important events or persons associated with the building and documenting historic courthouse photographs or drawings. It should explain, in narrative and graphic formats, the physical changes made to the building over time which brought it to the appearance it has today.
- b. **Evaluation of Existing Conditions** to fully describe the courthouse and surrounding grounds as they exist today with a physical description of the building's appearance as well as a full and thorough evaluation of the condition of all building and site elements. Such evaluations should be conducted with a historic preservation emphasis balanced with concern for life-safety, functional and technological needs and accessibility.
- c. **Rehabilitation Recommendations** with recommendations for the rehabilitation of the building based on the findings and in conformance with the Secretary of the Interior's Standards for Rehabilitation. Recommendations should be prioritized and preliminary cost estimates included as well as used to describe a phased plan for the entire project based on need balanced with the financial resources. Plan should include a schedule for regular building maintenance.
- d. **Preservation Master Plan** to include required Appendices such as bibliography, Commissioner's Court minutes, historic photos and plans, previous plans or studies, reports prepared by consultants or testing agencies, deed covenants, and copies of governing documents such as the Secretary of the Interior's Standards for Rehabilitation, Texas Government Code concerning county courthouse and Texas Government Code concerning Recorded Texas Historic Landmarks.
- e. **Master Plan report format** submitted to THC for review and approval must follow the required format.

Please do not hesitate to contact me or Teresa M. Fonseca, AIA (956-693-1903) if you have any questions or require any additional information.

Sincerely,

  
Eduardo G. Vela, AIA  
EGV Architects, Inc.

# TEXAS HISTORICAL COMMISSION

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## Recommended Outline for Historic Courthouse Master Plan

### I. Introduction

The introduction section is intended to provide a synopsis of the contents of the plan, why and how it was developed, and who was involved.

- A. Executive Summary
- B. Statement of goals and purpose
- C. Methodology used for master plan development
- D. Identification of master plan participants

### II. Historical and Architectural Development

Section II is intended to place the courthouse into a historic context. It should describe the events leading to the construction of the courthouse, identify important events or persons associated with the building and document historic courthouse photographs or drawings. Finally, it should explain, in narrative and graphic formats, the physical changes made to the building over time which brought it to the appearance it has today.

- A. List all previous county courthouses and related buildings (jails, annexes, storage buildings, etc.)
- B. Record significant historical events that occurred at current courthouse or on grounds.
- C. Provide documentation for existing building(s) in its original condition including original drawings and historic photographs, if available, narrative physical description and information on the architect and contractor. If original drawings are not available, produce detailed measured drawings showing original plans and elevations.
- D. Document later modifications with a narrative description and annotated drawings including dates for the alterations and historic photographs, if available.
- E. List the building's historic designations and deed covenants as applicable.

### III. Evaluation of Existing Conditions

Section III is intended to fully describe the courthouse and surrounding grounds as they exist today. This section is not simply a physical description of the building's appearance, but a full and thorough evaluation of the condition of all building and site elements. Such evaluations should be conducted with a historic preservation emphasis balanced with concern for life-safety, functional and technological needs (both present and anticipated) and accessibility for the disabled. Space needs must be evaluated within the context of all county-owned buildings to determine the adequacy of existing facilities. Findings must be presented both in narrative and graphic form to ensure the plan is as clear and understandable as possible.

- A. Evaluate the conditions on the site.
  1. Develop a site plan showing adjacent buildings, vegetation and site furnishings.
  2. Provide a narrative and/or graphic condition assessment of site drainage, vegetation, vehicular and pedestrian circulation, parking, public spaces, lighting, utilities and archeologically sensitive areas.
- B. Evaluate the building(s) conditions.
  1. Annotate floor plans and elevations as required to provide basic information about the building(s).
  2. Produce a narrative description and condition assessment of architectural features such as roof and roof drainage systems, tower or cupola (if any), masonry, doors and windows, or

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arcades (if any), metal hardware and accessories, lighting, interior wall, floor and ceiling finishes, millwork, stair elements, and architectural furnishings. The building interior

should be inventoried on a room by room basis. Information should be keyed to photographs or measured drawings.

3. Provide evaluations of building systems by qualified professionals, including structural, mechanical, electrical, plumbing, security and fire protection systems.
4. Describe special conditions or materials that require analysis or testing prior to initiating rehabilitation work and perform these analyses if appropriate, ie. asbestos testing, lead paint analysis, mortar analysis, etc.
5. Evaluate functional considerations, including life/safety issues, compliance with the Texas Accessibility Standards, archival documents and record storage, data processing, communications and acoustics.
6. Describe and evaluate current space use, including other county owned or occupied facilities, and develop a projection of future space needs, including properties potentially acquired by the county.

### IV. Rehabilitation Recommendations

Section IV provides recommendations for the rehabilitation of the building based on the findings in section III. All recommendations should be in conformance with the *Secretary of the Interior's Standards for Rehabilitation*, a National Park Service publication available through the Texas Historical Commission. Recommendations should be prioritized and preliminary cost estimates included. These two factors should then be used to describe a phased plan for the entire project based on need balanced with the county's financial resources. Finally, the plan must describe a schedule for regular building maintenance.

- A. Provide a summary of recommendations for the building(s) and site, prioritized according to need.
- B. Give detailed recommendations addressing all major building deficiencies, space use, systems upgrades and restoration of significant architectural features and spaces. Provide alternative recommendations where appropriate. Recommendations should be consistent with the *Secretary of the Interior's Standards for Rehabilitation*.
- C. List items requiring further analysis or testing prior to developing construction documents (hazardous materials, masonry conservation, conservation of decorative finishes, etc.) and the appropriate phase for the testing/analysis to be performed.
- D. Provide preliminary cost estimates for each recommendation.
- E. Develop a phased scope of work for courthouse rehabilitation based on the recommended priorities and projected funding availability. Identify potential funding sources for each phase.
- F. Outline a plan and regular schedule for building maintenance.

### V. Required Appendices

Section V provides any additional information descriptive or explanatory information not contained in the previous sections. Such information might include relevant technical articles or publications, codes, contacts, excerpts from county records, and other items as listed below. Thorough citation of bibliographic and other sources for future reference is essential.

- A. Bibliography
- B. Endnotes or bibliographic citations for information presented in Section II
- C. Commissioner's Court minutes as appropriate
- D. Historic photos and plans
- E. Previous plans or studies of courthouse (may be an attachment or separate volume)
- F. Reports prepared by consultants or testing agencies (may be attached separately)
- G. The *Secretary of the Interior's Standards for Rehabilitation*
- H. Deed covenants, if applicable

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- I. Section 442.008 of Texas Government Code concerning county courthouse
- J. Section 442.006 of the Texas Government Code concerning Recorded Texas Historic Landmarks, if applicable

### Master Plan Format

1. Three-ring binders are required.
2. Two final copies must be submitted, complete with appendices including photographs.
3. Digital imaging or scanned photos may be used in the body of the document.
  1. High-quality digital or photographic images must be on photo paper for appendix.
  2. Digital images must be comparable in resolution to 35-mm photography.
4. Final photographic documentation should be added to the appendix. Black & white 8x10 photos are required of:
  1. Each elevation
  2. Any significant public space affected by the proposed work
  3. One historic view (Please do not send original photographs.)
5. Line drawings are required of each elevation.
6. Compact Discs (CDs) may be submitted in the appendix as a supplement to, but not in lieu of, the required photos, drawings or bibliographic citations.