



## County of Hidalgo Pct. 4

Commissioner Joseph Palacios  
1051 N. Doolittle Road  
Edinburg Texas 78542-0337

### MEMO

DATE: NOVEMBER 18, 2013  
TO: PURCHASING DEPARTMENT  
C/O LETICIA "LETTY" SAENZ CPPB/CONTRACTS MANAGER  
FROM: HIDALGO COUNTY PCT. #4  
REF: SAN CARLOS COMMUNITY RESOURCE CENTER

HIDALGO COUNTY PRECINCT #4 IS HEREBY REQUESTING THE FOLLOWING INVOICE # **2964-13** IN THE AMOUNT OF **\$66,628.00** FOR **MATA & GARCIA ARCHITECTS LLP** BE PLACED ON THE NEXT COMMISSIONERS' COURT FOR APPROVAL.

FUNDING FOR THIS PROJECT WILL BE FROM PURCHASE ORDER # **700944**  
ACCOUNT # **3-1342-419-40-124-123-0-720**

SHOULD YOU HAVE ANY QUESTIONS, PLEASE CONTACT OUR OFFICE,  
THANK YOU.

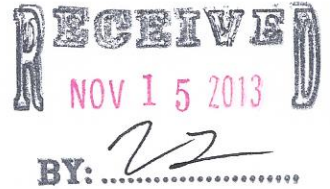
VERONICA LOPEZ *VL*  
BUDGET ANALYST II

CC: COUNTY FILES  
ATTACHMENTS: Inv. # 2964-13

# Mata + Garcia Architects LLP

Unexpected Solutions | Unmatched Service | Unforgettable Experience

Mr. Steven Cruz, Director of Operations  
Ms. Maria Lucio, Program Manager  
Hidalgo County Precinct 4  
1051 North Doolittle Road  
Edinburg, Texas 78542



## Hidalgo County – Precinct 4 – San Carlos Community Resource Center

November 13, 2013

Mr. Cruz / Ms. Lucio:

We enclose our invoice for the architectural/engineering services as well as back-up information, in the form of CD's, for the Schematic Design Phase, the Design Development Phase and the Construction Document Phase for the referenced project. Each phase contains two CD's – one for the project files and one for the drawings. We also include CD's for the final set of plans and specifications. If you have any questions, feel free to call.

Thanks,

A handwritten signature in blue ink, appearing to read "Hector Rene Garcia".

Hector Rene Garcia  
Architect / Partner

# MATA-GARCIA ARCHITECTS, L.L.P.

Architecture ~ Project Management ~ Interior Design

## INVOICE FOR ARCHITECTURAL SERVICES

**RECEIVED**  
NOV 15 2013

BY: *[Signature]*

Project: Hidalgo County Precinct 4  
San Carlos Community Resource Center  
Hwy 107 and SUNflower Road  
San Carlos, Texas

Owner: County of Hidalgo - Precinct 4  
1051 N. Doolittle Rd.  
Edinburg, Texas 78542

Date: November 13, 2013

Invoice No.: 2964-13

Your account is now due **\$66,628.00** as follows:

Architectural/Engineering Fee: \$84,500.00

Work by Phases:

Schematic Design Phase	\$84,500.00	x 15%	= \$12,675.00
Design Development Phase	\$84,500.00	x 20%	= \$16,900.00
Contract Documents Phase	\$84,500.00	x 40%	= \$33,800.00
Bidding Phase:	\$84,500.00	x 5%	= \$ 4,225.00
Construction Phase/Contract Admin.	\$84,500.00	x 18%	= \$15,210.00
Project Close-Out/Warranty Phase	\$84,500.00	x 2%	= \$ 1,690.00
<b>Total Contract Amount</b>			<b>\$84,500.00</b>

Work to Date:

Schematic Design Phase	\$12,675.00	x 100%	= \$12,675.00
Design Development Phase	\$16,900.00	x 100%	= \$16,900.00
Contract Documents Phase	\$33,800.00	x 100%	= \$33,800.00
Bidding Phase	\$ 4,225.00	x 0%	= \$ 0.00
Construction Phase	\$15,210.00	x 0%	= \$ 0.00
Project Close-Out/Warranty Phase	\$ 1,690.00	x 0%	= \$ 0.00
<b>Total Work to Date</b>			<b>= \$63,375.00</b>

Reimbursable expenses:

Additional Insurance: \$6,506.00 x 50%			
(50% will be charged to San Manuel/Linn Emergency Center)			= \$ 3,253.00
<b>Total Expenses to Date</b>			<b>= \$66,628.00</b>
Less previous invoiced			= \$ 0.00
<b>Total Due Now</b>			<b>= \$66,628.00</b>

1314 West Ivy Avenue, McAllen, Texas 78501  
PH. 956.631.1945 ~ fax 956.631.1968 ~ e-mail fmata@matagarcia-architects.com

3-1342 417 40-124123 0-720  
Pct. # 1197  
Pur. Req. # 242794  
P.O. # 700944

Invoice Received By: *[Signature]* on 11/15/13  
Goods/Services Received By: *[Signature]* on 11/15/13

§ 10.5 Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Owner or Architect.

§ 10.6 DELETED.

§ 10.7 The Architect shall have the right to include photographic or artistic representations of the design of the Project among the Architect's promotional and professional materials. The Architect shall be given reasonable access to the completed Project to make such representations. However, the Architect's materials shall not include the Owner's confidential or proprietary information if the Owner has previously advised the Architect in writing of the specific information considered by the Owner to be confidential or proprietary. The Owner shall provide professional credit for the Architect in the Owner's promotional materials if any for the Project. ~~§ 10.7 The Architect shall have the right to include photographic or artistic representations of the design of the Project among the Architect's promotional and professional materials. The Architect shall be given reasonable access to the completed Project to make such representations. However, the Architect's materials shall not include the Owner's confidential or proprietary information if the Owner has previously advised the Architect in writing of the specific information considered by the Owner to be confidential or proprietary. The Owner shall provide professional credit for the Architect in the Owner's promotional materials for the Project.~~

§ 10.8 If the Architect or Owner receives information specifically designated by the other party as "confidential" or "business proprietary," the receiving party shall keep such information strictly confidential and shall not disclose it to any other person except to (1) its employees, (2) those who need to know the content of such information in order to perform services or construction solely and exclusively for the Project, or (3) its consultants and contractors whose contracts include similar restrictions on the use of confidential information.

**ARTICLE 11 COMPENSATION**

§ 11.1 For the Architect's Basic Services described under Article 3, the Owner shall compensate the Architect as follows: (Insert amount of, or basis for, compensation.)

The aggregate amount of Eighty Four Thousand Five Hundred Dollars (\$ 84,500.00).

§ 11.2 For additional services specified in Section 4.1, the Owner shall compensate the Architect as follows: (Insert amount of, or basis for, compensation. If necessary, list specific services to which particular methods of compensation apply.)

Compensation will be based on the contract rate schedule included as part of Exhibit "D"

§ 11.3 For Additional Services that may arise during the course of the Project, including those under Section 4.3, the Owner shall compensate the Architect as follows: (Insert amount of, or basis for, compensation.)

Compensation will be based on the contract rate schedule included as part of Exhibit "D"

§ 11.4 Compensation for Additional Services of the Architect's consultants when not included in Section 11.2 or 11.3 shall be the amount of invoiced to the Architect cost <0%>.

§ 11.5 Where compensation for Basic Services is based on a stipulated sum or percentage of the Cost of the Work, the compensation for each phase of services shall be as follows:

Schematic Design Phase	Fifteen	percent (	15	)	%
Design Development Phase	Twenty	percent (	20	)	%
Construction Documents Phase	Forty	percent (	40	)	%
Bidding or Negotiation Phase	Five	percent (	5	)	%
Construction Phase/Contract Admin.	Eighteen	percent (	18	)	%
Project Close-Out/Warranty Phase	Two	percent (	2	)	%
<b>Total Basic Compensation</b>	<b>one hundred</b>	<b>percent (</b>	<b>100</b>	<b>)</b>	<b>%</b>



# Purchase Order COUNTY OF HIDALGO

PO# 700944

DATE: 11/13/13

PAGE NO: 1 Of 1

PO TYPE:

VENDOR: 407933

REQ: 00242794

PHONE:

EMAIL:

SHIP TO: HIDALGO CO. PCT 4

1051 N. DOOLITTLE  
EDINBURG TX 78542

MATA-GARCIA ARCHITECTS, LLP  
1314 IVY AVENUE  
MCALLEN TX 78501

CONTACT:

SITE: COMMISSIONER, PRECINCT 4

SPECIAL INSTRUCTIONS: Pct. 4 Req # 1197

**VENDOR NOTES**

1. Do not add to, or alter this Purchase Order. This Order is not renewable.
2. TAX EXEMPTION: This Purchase Order may be accepted in lieu of Exemption Certificate.
3. This Order is also placed F.O.B. Destination. Vendor must repay all shipping costs.
4. Invoice each Purchase Order singly. Original invoices are required customer copy may be accepted. Out number must appear on all invoices, bills of lading, and packages.
5. Payment will be made only for bona fide and full completed orders, unless otherwise attached.

QTY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
		DO NOT DUPLICATE ORDER		
		C-13-072-09-03 Approved by CC 09/03/13 (AI-40427 Regular)		
		For: San Carlos Community Resource Center		
1.00	LOT	CC Design and Construction of the San Carlos Community Resource Center (CRC) for Precinct #4	84,500.00	84,500.00
		Project Budget for Pct. 4 CRC: \$1,300,000.00 A/E Fees: 6.50% of \$1,300,000.00= \$84,500.00		
		Schematic Design Phase 15%= \$12,675.00 Design Development Phase 15%= 12,675.00 Construction Document Phase 40%= \$33,800.00 Bid Proposal Phase 5%= \$4,225.00 Construction Administration Phase 25%= \$21,125.00 Total= \$84,500.00		
		<b>TOTAL:</b>		84,500.00
		REPORT ROAD HAZARDS 1-866-HCR-SAFE OR 1-866-427-7233		
		***** For Hidalgo County use only		
		3-1342-419-40-124-123-0-720		84,500.00

Authorized by: Martha L Salazar *al*