

INVOICE

ENGINEERS ARCHITECTS SCIENTISTS PLANNERS SURVEYORS

REMITTANCE ADDRESS
Halff Associates, Inc
P.O. Box 678316
Dallas, TX 75267
www.halff.com

Hidalgo County Commissioner's Court
 3100 S. Business Hwy 281
 Edinburg, TX. 78539
 Attention: Mr. Daniel Flores

Invoice Date : 05/27/2015
 Invoice # : M197422
 Project : 30925
 Invoice Group : 01
 Client Code : HIDAL5

Project Name : Hidalgo County\2014-2015 Various WA

For Professional Services Rendered through: 5/17/2015
 Re: MEP Engineering Services Project Name: Space Pressure Control Autopsy Facility
 Edinburg, TX Contract Number: C-14-100-04-29
 Work Athorization #01
 Purchase Order #725567

** Please contact Maribel Martinez (956-664-0286) with any questions regarding this invoice.

Phase / Task / Name	Fee	Previous Amount	% Complete	Current Amount	Total Fee Earned
WA01 -- Autopsy Facility					
TA01 -- Design Phase 1 Services	17,940.00	0.00	6.54	1,173.87	1,173.87
TA02 -- Bid Phase Services	2,490.00	0.00	0.00	0.00	0.00
TA03 -- Construction Phase Services	7,280.00	0.00	0.00	0.00	0.00
TA04 -- Alt. Design for E.F Replacement/Mod	2,285.00	0.00	0.00	0.00	0.00
Phase WA01 Subtotal	29,995.00	0.00	3.91	1,173.87	1,173.87
Totals:	29,995.00	0.00	3.91	1,173.87	1,173.87

Total Fee Earned To Date 1,173.87
 Less Previous Billings 0.00
Amount Due this Invoice 1,173.87

MOISES,
 Daniel said for you to place on agenda to discuss for payment
 Thanks,
 Irene



HIDALGO CO CSCD-JUN 3'15

TERMS: DUE UPON RECEIPT
ORIGINAL

(214) 739-0108 Fax

INVOICE



HALFF

ENGINEERS ARCHITECTS SCIENTISTS PLANNERS SURVEYORS

REMITTANCE ADDRESS

Half Associates, Inc
P.O. Box 678316
Dallas, TX 75267
www.halff.com

Hidalgo County Commissioner's Court
 Facilities Management
 3100-D S. Business Hwy 281
 Edinburg, TX. 78539

 Attention: Mr. Daniel Flores

Invoice Date : 06/23/2015
 Invoice # : M198404
 Project : 30925
 Invoice Group : 01
 Client Code : HIDAL5

Project Name : Hidalgo County\2014-2015 Various WA

For Professional Services Rendered through: 6/14/2015

Re: MEP Engineering Services Project Name: Space Pressure Control Autopsy Facility
 Edinburg, TX Contract Number: C-14-100-04-29
 Work Authorization #01
 Purchase Order #725567

** Please contact Maribel Martinez (956-664-0286)
 with any questions regarding this invoice.

Phase / Task / Name	Fee	Previous Amount	% Complete	Current Amount	Total Fee Earned
WA01 -- Autopsy Facility					
TA01 -- Design Phase 1 Services	17,940.00	1,173.87	100.00	16,766.13	17,940.00
TA02 -- Bid Phase Services	2,490.00	0.00	0.00	0.00	0.00
TA03 -- Construction Phase Services	7,280.00	0.00	0.00	0.00	0.00
TA04 -- Design for E.F Replacement\Mod	2,285.00	0.00	100.00	2,285.00	2,285.00
Phase WA01 Subtotal	29,995.00	1,173.87	67.43	19,051.13	20,225.00
Totals:	29,995.00	1,173.87	67.43	19,051.13	20,225.00
Total Fee Earned To Date					20,225.00
Less Previous Billings					1,173.87
Amount Due this Invoice					19,051.13

AI-49474

Purchasing Department 15. H.

CC CONSENT

Meeting Date: 04/28/2015

Submitted For: Marty Salazar, PURCHASING DEPT.

Submitted By: Letty Saenz, PURCHASING DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

Acceptance and approval of **Work Authorization No. 1** (with estimated cost proposal of **\$29,995.00**) as submitted by **HALFF ASSOCIATES, INC.** for the purposes of: **Mechanical and Electrical Engineering Design Services for Space Pressure Control**" for the **HIDALGO COUNTY AUTOPSY FACILITY**, in connection to "on-call" agreement #C-14-100-04-29 for the purposes of: "Building Repairs/Renovation, Alterations and/or Additions to County Owned Buildings within Hidalgo County Precinct No. 4".

BACKGROUND

Work Authorization #1 - Halff Assoc Inc - C-14-100-04-29 (Autopsy Facility)

Fiscal Impact

FISCAL YEAR: 2015 ACCT. #: 5-1100-419-40-220-045-0-452

FUNDS AVAILABLE Y/N?: y MATCHING FUNDS Y/N?: n

BUDGETARY IMPACT:

Attachments

[WA#1-Halff Assoc Inc-\(Autopsy Facility\) DAs](#)

Form Review

Inbox	Reviewed By	Date
Purchasing Department	Marty Salazar	04/24/2015 10:21 AM
Budget & Management	Veronica Ortiz	04/24/2015 10:28 AM
Auditor's Office	Monica Badillo	04/24/2015 03:53 PM
Form Started By: Letty Saenz		Started On: 04/24/2015 09:52 AM
Final Approval Date: 04/24/2015		



Purchase Order

COUNTY OF HIDALGO

PO# 725567

DATE: 05/12/15

PAGE NO: 1 of 1

PO TYPE:

VENDOR: 221562

REQ: 00276414

PHONE:

EMAIL:

SHIP TO: FACILITIES MANAGEMENT DEPARTMENT

3100 S. BUSINESS HWY 281
EDINBURG TX 78539

HALFF ASSOCIATES, INC.
5000 WEST MILITARY HIGHWAY, SUITE 100
MCALLEN TX 78503

CONTACT:

SITE: FACILITIES MANAGEMENT

CONTRACT NO: C-14-100-04-29

SPECIAL INSTRUCTIONS: REQ# 485

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-14-100-04-29 EXP 04/28/2015		
1.00	EACH	CC PHASE 1 - ROOM PRESURIZATION DESIGN	17,940.00	17,940.00
		DESIGN PHASE 1 SERVICES		
1.00	EACH	CC BID PHASE SERVICES	2,490.00	2,490.00
1.00	EACH	CC CONSTRUCTION PHASE SERVICES	7,280.00	7,280.00
1.00	EACH	CC ALT. DESIGN FOR E.F. REPLACEMENT/MODIFICATION	2,285.00	2,285.00
		TOTAL:		29,995.00
		REPORT ROAD HAZARDS 1-866-HCR-SAFE OR 1-866-427-7233		
		***** For Hidalgo County use only		
		5-1100-419-40-220-045-0-452		29,995.00

Authorized by: Martha L Salazar

Handwritten signature and date:
5/12/15

ACC.# 5-1100-419-40-220-045-0452

LREQ# 485

EXHIBIT E -Work Authorization

REQ# 276414

S.D. 725567

HIDALGO COUNTY

Professional Engineering Services Contract # C-14-100-04-29

910-52

Work Authorization Form

WORK AUTHORIZATION NO. 01

THIS WORK AUTHORIZATION is made pursuant to the terms and conditions of Section I.A. of the Agreement made by and between HIDALGO COUNTY, action herein by and through the Commissioner's Court, hereinafter called the "Owner," and, Half Associates, Inc., professional engineers of McAllen, Texas, hereinafter called "Engineer".

PART 1. SCOPE OF WORK The purpose of this Work Authorization is for the Engineer to provide Mechanical and Electrical engineering design services for space pressure control at Autopsy Facility.

The scope of services to be provided by the Owner is identified in EXHIBIT "A" – Scope of Services to be Provided by the Owner attached hereto.

The scope of services to be provided by the Engineer is identified in EXHIBIT "B" – Scope of Services to be Provided by the Engineer attached hereto.

PART 2. ESTIMATED COST The estimated cost for services under this Work Authorization is for \$29,995.00. This amount is based upon the costs outlined in the Estimated Cost Proposal attached hereto as EXHIBIT "D".

PART 3. PAYMENT Compensation and payment to the Engineer for the services established under this Work Authorization shall be made in accordance with Article/Part/Section 6 of the Agreement.

PART 4. FUNDING This Work Authorization No. 1 shall be funded through funding source: Account No. _____ Requisition Number _____ (MUST BE INCLUDED AFTER CC

APPROVAL)

PART 5. PERIOD OF SERVICE This Work Authorization shall become effective on the date of final acceptance of the parties hereto, and terminate and terminate upon completion of scopes of the work authorization.

PART 6. RESPONSIBILITIES AND OBLIGATIONS This Authorization does not waive the parties' responsibilities and obligations provided under the Agreement.

PART 7. ACKNOWLEDGEMENT AND CONFIRMATION Acknowledgement and confirmation by Hidalgo County Precinct #4, Commissioner Joseph Palacios as to content and detail of this Work Authorization No. 01.

HIDALGO COUNTY PRECINCT No. 4

BY: Joseph Palacios, Commissioner

PART 8. ACCEPTANCE AND APPROVAL This Work Authorization is hereby accepted, approved by Hidalgo County Commissioners' Court on 04/28/2015 as indicated below and effective as of 28th day of April, 2015.

THE ENGINEER:

THE OWNER:

HALFF ASSOCIATES INC.

HIDALGO COUNTY


By: Menton J. Murray, III, P.E., LEED AP


By: Ramon Garcia, County Judge

ATTEST:

By: 
Arturo Guajardo, Jr., County Clerk

Approved by Commissioners' Court
on 4-28-15

LIST OF ATTACHMENTS

- ATTACHMENT "A" -Service to be Provided by the Owner
- ATTACHMENT "B" -Services to be Provided by the Engineer
- ATTACHMENT "C" -Work Schedule
- ATTACHMENT "D" -Cost Proposal

EXHIBIT A

-Scope of Services to be provided by the Owner

The following provides an outline of the services to be provided by the **OWNER** in the development of the Project.

The **OWNER** will provide to the **ENGINEER** the following:

- (1) Authorization to the **ENGINEER** to begin work in accordance with Section 3 of this Agreement.
- (2) Payment for work performed by the **ENGINEER** and accepted by the **OWNER** in accordance with Section 6 of the Agreement.
- (3) Assistance to the **ENGINEER**, as necessary, to obtain the required data and information from other local, regional, State and Federal agencies that the **ENGINEER** cannot easily obtain.
- (4) Provide any available relevant data the **OWNER** may have on file concerning the project.
- (5) Provide timely review and decisions in response to the **ENGINEER'S** request for information and/or required submittals and deliverables, in order for the **ENGINEER** to maintain the agreed-upon work schedule prepared in accordance with Attachment "C" of this Agreement.
- (6) Attend and participate in progress meetings as required and as coordinated and conducted by the **ENGINEER**.
- (7) Assist the **ENGINEER** in the preparation of the project mailing list; provide representation, a site and stenographer for all public meetings; additionally:

Public Meetings

- (a) Approve agenda and all exhibits prior to public meeting.
 - (b) Approve date and location of the meeting.
 - (c) Review/approve Public Meeting Report.
- (8) Attend the Preliminary Concept Conference coordinated and conducted by the **ENGINEER** and more particularly identified in Attachment "B" of the Agreement.
 - (9) Assist the **ENGINEER** as required in the coordination with the USACE and the Federal Emergency Management Agency (FEMA) and any other coordinating agency or entity.
 - (10) Review and approve the Project design criteria.
 - (11) Review and approve change orders as required and prepared by the **ENGINEER**.

EXHIBIT B

-Scope of Services to be provided by the Engineer

Through project award via Work Authorization, Engineer shall provide Professional Services required to design and specify Building Repair and Renovation Projects. Type of services that may be included as dictated by the individual project requirements consist of: 1) Surveying, 2) Civil Engineering, 3) Mechanical/ Plumbing Engineering, 4) Electrical Engineering, 5) Structural Engineering. Upon Identification by the Owner of specific projects that require the professional services of the Engineer, a detailed scope of work and identification of professional service disciplines required shall be established. Halff Associates, Inc. is please to submit this Work Authorization proposal under our existing Professional Service Agreement (C14-100-04-29) with Hidalgo County to provide Mechanical & Electrical Engineering design for space pressure control at Autopsy Faculty.

Phase 1 -ROOM PRESURIZATION DESIGN

- Review Existing Conditions
- Review existing drawings and draft background
- Detailed Assessment of Space Sealing
- Design room west vestibule
- Design and detail Space Enclosure Sealing
- Design room pressure sensor
- Modify VFD programming and DDC
- Respecify AHU Air Balance
- Project Meetings
- Final Drawing Preparation
- Project Specs and Bid Docs
- Project Administrative Support
- Sub-contract: TAS/ADA Submittal Process (RAS)
- Sub-contract: Test, Adjust, and Balance
- Alt. Design for E.F. Replacement/Modification
 - Specify Modified EF and Detail
 - Replace VFD.
 - Electrical Design
 - Equipment Specs
 - Project Administrative Support
 - Sub-contract: Test, Adjust, and Balance

Bid Phase Services

- Printing Coordination
- Prebid conference
- Receive Bids
- Negotiation meeting

Construction Phase Services

- Pre-construction meeting (1 Visit)
- Response to RFI's
- Review Submittals
- Field Observations(2 Field meetings)
- Punch List and final observation
- Attendance at Commissioners Court Meeting (1)

EXHIBIT C

-Work Schedule

A detailed work schedule for each **Work Authorization**, identified and more particularly described in **Article 7** of this Agreement, shall be prepared by the **Engineer** to be submitted and approved by the Owner in writing for each **Work Authorization**. The work schedule will provide specific work sequence and definite review times by the **Owner** and the **Engineer** of the work performed.

The **Engineer** will diligently pursue the completion of each **Work Authorization** as defined by the milestones and deliverable due dates outlined in each **Work Authorization**'s associated work schedule.

The **Engineer** will inform the **Owner** (in reasonable advance of the delay) should the **Engineer** encounter delays that would prevent the performance of all work in accordance with the established work schedule.

EXHIBIT D

Cost Proposal

Provide Mechanical & Electrical Engineering design for space pressure control at Autopsy Faculty.

Phase 1 -ROOM PRESURIZATION DESIGN

- | | |
|---|--------------|
| • Design Phase 1 Services | \$ 17,940.00 |
| • Bid Phase Services | \$ 2,490.00 |
| • Construction Phase Services | \$ 7,280.00 |
| • Alt. Design for E.F. Replacement\Modification | \$ 2,285.00 |

Phase 1 Total: \$ 29,995.00

Halff Associates, Inc.
Fee Schedule-Autopsy Facility

HIDALGO COUNTY 2014 On-Call Contract No: C14-100-04-29

Task / Scope	Contracted Rate:	Project Manager	PE	EIT	Designer	Const. Admin	CAD Tech	Clerical	2-Man Survey Crew	Sub-Consultant	TOTAL (HOURS)	TOTAL (\$)
Phase 1 Work		\$190	\$150	\$110	\$75	\$85	\$55	\$55	\$140			
ROOM PRESUMIZATION DESIGN												
Review Existing Conditions		2		2							4	\$600
Review existing drawings and draft background				3			20				23	\$1,430
Detailed Assessment of Space Sealing				8							8	\$880
Design room west vestibule		1	4								13	\$1,230
Design and detail Space Enclosure Sealing		2		8			4				14	\$1,480
Design room pressure sensor		2		1			1				4	\$545
Modify VFD programming and DDC		4		1			1				6	\$925
Respecify AHU Air Balance		1		2							3	\$410
Project Meetings		4									4	\$760
Final Drawing Preparation		2		2			8				12	\$1,040
Project Specs and Bid Docs		4		2				12			18	\$1,640
Project Administrative Support								8			8	\$440
Sub-contract: TAS/ADA Submittal Process (RAS)										\$1,610		\$1,610
Sub-contract: Test, Adjust, and Balance										\$4,950		\$4,950
Phase I Design Sub-Total (\$)		22	4	29	0	0	42	20	0	0	117	\$17,940
Bid Phase Services												
Printing Coordination		0.5					4	1			5.5	\$370
Prebid conference		3						1			4	\$625
Receive Bids		3						1			4	\$625
Negotiation meeting		4						2			6	\$870
Phase I Bid Sub-Total (Hours)		10.5	0	0	0	0	4	5	0	0	19.5	
Phase I Bid Sub-Total (\$)		\$1,995	\$0	\$0	\$0	\$0	\$220	\$775	\$0	\$0	\$0	\$2,490
Construction Phase Services												
Pre construction meeting (1 Visit)		4						1			5	\$815
Response to RFI's		6					2	2			10	\$1,360
Review Submittals		2	8					6			16	\$1,910
Field Observations(2 Field meetings)		5	5					2			12	\$1,810
Punch List and final observation		5						1			6	\$1,005
Attendance at Commissioners Court Meeting (1)		2									2	\$380
Phase I Construction Admin Sub-Total (Hours)		24	13	0	0	0	2	12	0	0	51	
Phase I Construction Admin Sub-Total (\$)		\$4,560	\$1,950	\$0	\$0	\$0	\$110	\$660	\$0	\$0	\$0	\$7,280
PHASE I TOTAL												\$27,710

4/20/2015

Halff Associates, Inc. Professional Engineering Service Agreement C14-100-04-29

Haitt Associates, Inc.
 Fee Schedule-Autopsy Facility
 HIDALGO COUNTY 2014 On-Call Contract No: C14-100-04-29

	Project Manager	PE	EIT	Designer	Const. Admin	CAD Tech	Clerical	2-Man Survey Crew	Sub-Consultant	TOTAL (HOURS)	TOTAL (\$)
Contracted Rate:	\$190	\$150	\$110	\$75	\$85	\$55	\$55	\$140			
Alternate Work											
EXHAUST FAN REPLACEMENT											
Specify Modified EF and Detail	0.5		2			1				3.5	\$370
Replace VFD	0.5		1			1				2.5	\$260
Electrical Design		2				2				4	\$410
Equipment Specs	1									1	\$190
Project Administrative Support							1			1	\$55
Sub-contract: Test, Adjust, and Balance									\$1,000		\$1,000
Alternate Design Sub-Total (\$)	2	2	3	0	0	4	1	0	\$0	12	\$2,285
Alternate Design Sub-Total (\$)	\$380	\$300	\$330	\$0	\$0	\$220	\$55	\$0	\$1,000		\$2,285
ALTERNATE TOTAL											
TOTAL HOURS (PRIME CONSULTANT)	58.5	19	32	0	0	52	38	0		199.5	199.5
Contracted Rate	\$190	\$150	\$110	\$75	\$85	\$55	\$55	\$140			
TOTAL LABOR COSTS	\$11,115	\$2,850	\$3,520	\$0	\$0	\$2,860	\$2,090	\$0			
TOTAL EXPENSES									\$7,560		\$29,995
TOTAL LABOR PLUS EXPENSES											\$29,995