

AI-53912

Purchasing Department 6. A.

CC REGULAR- 9:30 A.M.

Meeting Date: 03/31/2016

Submitted By: Monica Badillo,  
EXECUTIVE OFFICE

Department: EXECUTIVE OFFICE

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**Information**

**CAPTION**

Discussion, consideration and action on the following:

Hidalgo County Commissioners Court to hear [through presentations with Q&A] from nominated Architects, Geo-technical & Construction Materials Testing Engineering Firms in connection with the design & construction of a New Hidalgo County Courthouse for the purpose of grading/evaluating and finalizing scoring sheets with each professional firm limited to a maximum of 10 minutes for their presentations to identify either specific courthouse or other significant projects with emphasis on the composition of project team identifying firm's personnel and local participation:

1. Architect Firms:

- A. HDR, Architecture, Inc.
- B. HOK - Hellmuth, Obata, Kassabaum, L.P.

2. Geo-technical and Construction Materials Testing Firms:

- A. Terracon Consultants, Inc.
- B. Professional Service Industries, Inc.
- C. Millennium Engineers Group, Inc.
- D. L & G Consulting Engineers, Inc.
- E. Raba Kistner, Inc.

**BACKGROUND**

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**Fiscal Impact**

**Attachments**

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**Form Review**

Form Started By: Monica Badillo  
Final Approval Date: 03/28/2016

Started On: 03/28/2016 09:21 AM

<leticia.saenz@co.hidalgo.tx.us>, elena Gomez  
<elena.gomez@co.hidalgo.tx.us>, Raul Sesin  
<raul.sesin@hcdd1.org>

Mr. Parde and Mr. Tally:

As a nominated architectural firm, for the Design and Construction of the New Hidalgo County Courthouse, the evaluation "Committee" has requested a presentation with Q&A on **Thursday, March 31, 2016 at 9:30 a.m.**, at the Hidalgo County Commissioners' Court Room located at 100 E. Cano, Edinburg, Texas. The presentation must not exceed 10 minutes [this does not include the Q&A session] with emphasis on the composition of architectural firm's project team [to be dedicated to this project if selected] identifying in-house personnel/staff and local professionals [to include areas of expertise, credentials, experience, etc. for both in-house and local area providers]. The purpose of the Workshop is to permit Hidalgo County Commissioners Court ["the Committee"] the grading/evaluating and finalizing scoring sheets for each professional firm. We emphasize that the presenters should be by firm members that have the authority/position to obligate the firm.

Workshop will commence at 9:30 a.m., and all firms should be present at the time, but will be presenting on an individual basis that will be determined by Hidalgo County Commissioners Court [historically-drawing of names to determine the order of presentation with all firms asked to wait outside while each firm completes presenting).

Please respond to this e-mail by the end of business day or 5 p.m. on Monday, March 28, 2016 of your intention to attend and present.

Hidalgo County welcomes and appreciates your participation in this project. Any further information or assistance regarding this notice must be made in writing to Martha L. Salazar, Hidalgo County Purchasing Agent at [martha.salazar@co.hidalgo.tx.us](mailto:martha.salazar@co.hidalgo.tx.us) or Ms. Rocio Villarreal, Hidalgo County Contract Manager.

Thank you.

ROCIO VILLARREAL  
HIDALGO COUNTY PURCHASING DEPT.  
CONTRACTS MANAGER  
(956) 318-2626 Work  
(956) 292-7000 Ext. 4868 Work  
[rocio.villarreal@co.hidalgo.tx.us](mailto:rocio.villarreal@co.hidalgo.tx.us)  
2812 S. Business Hwy 281  
Edinburg, Texas 78539

Mr. Tally:

Pursuant to action taken by Commissioners' Court on March 7, 2016, your firm has been nominated to be graded and scored in connection with the Design and Construction of a New Hidalgo County Courthouse. Hidalgo County possesses full Schematic Designs for a new courthouse. Your firm was nominated from Hidalgo County's approved pool of architectural firms to undertake completion of all other phases for the Design and Construction of a New Courthouse. Your Statement of Qualifications (SOQ) has been provided to the Evaluation "Committee".

In addition, Hidalgo Co. is requesting your completion of the attached questionnaire with a deadline for submission of Friday, March 18, 2016, by the end of business day or 5 p.m. Your completed Questionnaire will be provided to the Evaluation "Committee". Both your submitted SOQ and Questionnaire will be used by the Committee to grade and scored. If the Committee so chooses, you may be asked to make a presentation to the Evaluation "Committee" based on the information contained in your submitted SOQ and complete Questionnaire. Notice of a presentation will be sent with ample time to make travel arrangements.

Any further information or assistance regarding this notice must be made in writing to Martha L. Salazar, Hidalgo County Purchasing Agent at [martha.salazar@co.hidalgo.tx.us](mailto:martha.salazar@co.hidalgo.tx.us) or Ms. Rocio Villarreal, Hidalgo County Contract Manager.

Thank you.

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**QUESTIONNAIRE-Architectural Firms-1-1.pdf**

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# QUESTIONNAIRE

## ARCHITECTURAL SERVICES FOR THE DESIGN AND CONSTRUCTION OF NEW COURTHOUSE

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1. **What type of experience does the firm have in providing architectural services in construction of new courthouses? Please provide a list the following information:**
  - a. Depict your firm's role/participation in courthouse or other significant facility projects [for past 15 years]. Please include details of successes and challenges encountered in past projects;
  - b. Did you experience budget overruns in these projects? If so, for what project, how much and what were the circumstances that led to the budget overrun?
  - c. most recent courthouse projects within the last 5 years;
  - d. size of each facility with the cost of the project;
  - e. size of your firm's architectural team for each project listed;
  - f. length of time of the project from engagement to occupancy;
  - g. what construction method was used for the project;
  - h. list at least 5 references in a position of authority to contact about each project;
  - i. was a construction manager part of the project; if yes,
  - j. who was the construction manager [company or firm] and who is their employee with direct knowledge of the project;
  
2. **Hidalgo County Project Specific Questions:**
  - a. Please provide an organizational chart and bios of your proposed team for the Hidalgo County Courthouse including percentage of time to be worked on this project by team members, with areas of expertise that be subcontracted;
  - b. Based on your experience with similar projects, please provide a draft timeline for the Hidalgo County Courthouse Project;
  - c. Would be willing to obtain a separate insurance as requested by Hidalgo County in a reasonable amount solely naming Hidalgo County as the insured?
  - d. Have you been involved in litigation related to your services? If so, when and where?
  
3. **What has been your most past experience with government projects in providing architectural services, if not courthouses?**
  - a. most recent government construction projects with the last 5 years;
  - b. size of each facility with the cost of the project;
  - c. size of your firm's architectural team for each project;
  - d. length of time of the project from engagement to occupancy;
  - e. list at least 5 references in a position of authority to contact about each project;
  - f. what construction method was used for the project;
  - g. was a construction manager part of the project; if yes,
  - h. who was the construction manager [company or firm] and who is their employee with direct knowledge of the project.
  
4. **Give your position [given the project goal of the design and construction of a New Courthouse, what type of construction method would the most advantageous for Hidalgo County and why?**

Evangelina Garcia  
<evangelina.garcia@co.hidalgo.tx.us>

Mr. Parde:

Pursuant to action taken by Commissioners' Court on March 7, 2016, your firm has been nominated to be graded and scored in connection with the Design and Construction of a New Hidalgo County Courthouse. Hidalgo County possesses full Schematic Designs for a new courthouse. Your firm was nominated from Hidalgo County's approved pool of architectural firms to undertake completion of all other phases for the Design and Construction of a New Courthouse. Your Statement of Qualifications (SOQ) has been provided to the Evaluation "Committee".

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