

EXHIBIT E
-Work Authorization

HIDALGO COUNTY
Professional Engineering Services
Contract # C-17-142-05-16
Work Authorization Form

WORK AUTHORIZATION NO. 3

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, **Halff 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: ***Turnkey Project for Purchase Replacement and Installation of Boilers.***

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 **\$ 26,680.00**. 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. 3** 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 **upon completion of the scope 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 No. 4** for **Hidalgo County Sheriff's Office** as to the content and detail of this **Work Authorization No. 3**.

HIDALGO COUNTY PRECINCT No. 4

HIDALGO COUNTY SHERIF'S OFFICE

By: _____
Joseph Palacios, Commissioner

By: _____
Hon. J.E. "Eddie" Guerra, Sheriff

PART 8. ACCEPTANCE AND APPROVAL

This Work Authorization is hereby accepted, approved by Hidalgo County Commissioners' Court on _____ as indicated below and effective as of ___ day of _____, 2018.

**THE ENGINEER:
HALFF ASSOCIATES INC.**

**THE OWNER:
HIDALGO COUNTY**


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

By: Ramon Garcia, County Judge

ATTEST:

By: Arturo Guajardo, Jr., County Clerk

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 pleased to submit this Work Authorization No. 03 proposal under our existing Professional Service Agreement (C17-142-05-16) with Hidalgo County to provide:

Design Phase Services

- Review Existing Documents and Conditions (Plans)
- Site Survey for Design
- Creation of plan reflecting current improvements
- Demolition Plans, Existing Boilers
- Plans for Replacement Boilers
- Plans for Additional New Boilers
- Division 1 specs
- Plumbing Specifications
- Design Meetings
- Design Phase Administrative Support
- Issuance of Final Documents

Bid Phase Services

- Pre Proposal Conference
- Review JOC Pricing
- Answer Questions Regarding Construction Document
- Provide Recommendations for Award
- Procurement Phase Administrative Support

Construction Phase Services

- Pre-Construction Meeting (1 Visit)
- Response to RFI's
- Review Submittals
- Review Payment Applications (2 Visits)
- CA Phase Administrative Support
- Field Observations/Phased Punch Lists (4 Field Meetings)
- Project Close-out

Specific Exclusions

- Procurement method other than JOC
- Production of bidding documents for competitive sealed bid procurement
- Site visits in excess of those identified
- Construction phase activities in excess of 6 months from JOC Notice To Proceed

- Any effort associated with submittals, responses, meetings, communication, etc. with Texas Jail Commission
- Field measurements, plan recreation, and/or existing systems' plan creation because of a lack of existing architectural, structural, mechanical, electrical, plumbing, or other construction plans in the areas of work.
- Work not associated with the following construction scope

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

Replacement and Addition of Boilers at HCSO Jail.

- Phase 1**
- **Replacement and Additional Boiler** **\$14,300.00**

- Phase 2**
- **Procurement Phase Services** **\$4,270.00**

- Phase 3**
- **Construction Phase Services** **\$8,110.00**

Total:	<u>\$26,680.00</u>
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Halff Associates, Inc.

Fee Schedule-HCSO Jail - Replacement and Addition of Boilers

HIDALGO COUNTY 2017 On-Call Contract No: C17-142-05-16 \Work Authorization No. 03

	Project Manager	PE	EIT	Designer	Construct Admin	CAD Tech	Clerical	2-Man Survey Crew	Sub-Consultant	TOTAL (HOURS)	TOTAL (\$)
Contracted Rate:	\$240	\$190	\$145	\$95	\$105	\$75	\$65	\$170			
Phase 1											
Review Existing Documents and Conditions (Plans)	2			4						6	\$860.00
Site Survey for Design	4			4						8	\$1,340.00
Creation of plan reflecting current improvements				8		16				24	\$1,960.00
Demolition Plans, Existing Boilers	1			4		4				9	\$920.00
Plans for Replacement Boilers	1			13		6				20	\$1,925.00
Plans for Additional New Boilers	1			13		6				20	\$1,925.00
Division 1 for JOC	4						6			10	\$1,350.00
Plumbing Specifications	1			8			4			13	\$1,260.00
Design Meeting (1)	4			4						8	\$1,340.00
Design Phase Administrative Support							12			12	\$780.00
Issuance of Final Documents				4			4			8	\$640.00
										0	\$0.00
										0	\$0.00
										0	\$0.00
										0	\$0.00
Phase 1 Design Sub-Total (Hours)	18	0	0	62	0	32	26	0		138	\$0.00
Phase 1 Design Sub-Total (\$)	\$4,320	\$0	\$0	\$5,890	\$0	\$2,400	\$1,690	\$0	\$0		\$14,300.00
Phase 2											
Bid Phase Services											
Pre Proposal Conference	4			4						8	\$1,340.00
Review JOC Pricing	2									2	\$480.00
Answer Questions Regarding Constr. Document	1			2						3	\$430.00
Provide Recommendations for Award	1									1	\$240.00
Procurement Phase Administrative Support							4			4	\$260.00
Contract Preparation	2						16			18	\$1,520.00
Phase 2 Bid Sub-Total (Hours)	10	0	0	6	0	0	20	0		36	
Phase 2 Bid Sub-Total (\$)	\$2,400	\$0	\$0	\$570	\$0	\$0	\$1,300	\$0	\$0		\$4,270.00
Phase 3											
Construction Phase Services											
Pre Construction Meeting (1 Visit)	4			4						8	\$1,340.00
Response to RFI's				4						4	\$380.00
Review Submittals	2			8						10	\$1,240.00
Review Payment Applications (2 visits)	2			8						10	\$1,240.00
CA Phase Administrative Support							16			16	\$1,040.00
Field Observations/Phased Punch Lists(4 Field Meetings)	8			10						18	\$2,870.00
Project Close-out										0	\$0.00
Phase 3 Construction Admin Sub-Total (Hours)	16	0	0	34	0	0	16	0		66	
Phase 3 Construction Admin Sub-Total (\$)	\$3,840	\$0	\$0	\$3,230	\$0	\$0	\$1,040	\$0	\$0		\$8,110.00
TOTAL HOURS (PRIME CONSULTANT)	44	0	0	102	0	32	62	0	0	240	
TOTAL EXPENSES											
TOTAL LABOR PLUS EXPENSES											\$26,680.00

SAM Search Results
List of records matching your search for :

Search Term : halff* associates* inc*
Record Status: Active

ENTITY [REDACTED] Halff Associates, Inc.	Status:Active
DUNS: 080835228 +4:	CAGE Code: 7ZV85 DoDAAC:
Expiration Date: Nov 8, 2018 Has Active Exclusion?: No Debt Subject to Offset?: No	
Address: 1121 ESE Loop 323 Ste 117 City: Tyler ZIP Code: 75701-9660	State/Province: TEXAS Country: UNITED STATES
ENTITY [REDACTED] Halff Associates, Inc.	Status:Active
DUNS: 080835202 +4:	CAGE Code: 7ZTU3 DoDAAC:
Expiration Date: Nov 7, 2018 Has Active Exclusion?: No Debt Subject to Offset?: No	
Address: 10411 W Markham St Ste 320 City: Little Rock ZIP Code: 72205-1411	State/Province: ARKANSAS Country: UNITED STATES
ENTITY [REDACTED] HALFF ASSOCIATES, INC.	Status:Active
DUNS: 147668748 +4:	CAGE Code: 3VVH8 DoDAAC:
Expiration Date: Nov 7, 2018 Has Active Exclusion?: No Debt Subject to Offset?: No	
Address: 300 E SONTERRA BLVD STE 230 City: SAN ANTONIO ZIP Code: 78258-3971	State/Province: TEXAS Country: UNITED STATES
ENTITY [REDACTED] HALFF ASSOCIATES, INC.	Status:Active
DUNS: 790485283 +4:	CAGE Code: 5AJJ5 DoDAAC:
Expiration Date: Nov 6, 2018 Has Active Exclusion?: No Debt Subject to Offset?: No	
Address: 9500 AMBERGLEN BLVD City: AUSTIN ZIP Code: 78729-1102	State/Province: TEXAS Country: UNITED STATES

ENTITY	HALFF ASSOCIATES, INC.	Status:Active
DUNS: 167288724	+4:	CAGE Code: 5ANN1 DoDAAC:
Expiration Date: Nov 6, 2018	Has Active Exclusion?: No	Debt Subject to Offset?: No
Address: 3803 PARKWOOD BLVD		
City: FRISCO	State/Province: TEXAS	
ZIP Code: 75034-8650	Country: UNITED STATES	

ENTITY	HALFF ASSOCIATES, INC.	Status:Active
DUNS: 028716428	+4:	CAGE Code: 6L0V1 DoDAAC:
Expiration Date: Nov 6, 2018	Has Active Exclusion?: No	Debt Subject to Offset?: No
Address: 100 INTERSTATE 45 N		
City: CONROE	State/Province: TEXAS	
ZIP Code: 77301-2890	Country: UNITED STATES	

ENTITY	HALFF ASSOCIATES, INC.	Status:Active
DUNS: 022823574	+4:	CAGE Code: 3VUU0 DoDAAC:
Expiration Date: Nov 6, 2018	Has Active Exclusion?: No	Debt Subject to Offset?: No
Address: 5000 W MILITARY HWY STE 100		
City: MCALLEN	State/Province: TEXAS	
ZIP Code: 78503-8871	Country: UNITED STATES	

ENTITY	HALFF ASSOCIATES, INC.	Status:Active
DUNS: 837540038	+4:	CAGE Code: 3VUE1 DoDAAC:
Expiration Date: Nov 6, 2018	Has Active Exclusion?: No	Debt Subject to Offset?: No
Address: 14800 SAINT MARYS LN STE 160		
City: HOUSTON	State/Province: TEXAS	
ZIP Code: 77079-2943	Country: UNITED STATES	

ENTITY	HALFF ASSOCIATES, INC.	Status:Active
DUNS: 807012492	+4:	CAGE Code: 5ANR1 DoDAAC:
Expiration Date: Nov 6, 2018	Has Active Exclusion?: No	Debt Subject to Offset?: No
Address: 12225 GREENVILLE AVE STE 200		
City: DALLAS	State/Province: TEXAS	
ZIP Code: 75243-2085	Country: UNITED STATES	

ENTITY	HALFF ASSOCIATES, INC.	Status:Active
DUNS: 079568300	+4:	CAGE Code: 79UN6 DoDAAC:
Expiration Date: Nov 6, 2018	Has Active Exclusion?: No	Debt Subject to Offset?: No
Address: 401 Market St Ste 650		
City: Shreveport	State/Province: LOUISIANA	
ZIP Code: 71101-6910	Country: UNITED STATES	
ENTITY	HALFF ASSOCIATES, INC.	Status:Active
DUNS: 034018875	+4:	CAGE Code: 79R68 DoDAAC:
Expiration Date: Nov 6, 2018	Has Active Exclusion?: No	Debt Subject to Offset?: No
Address: 4500 W ILLINOIS AVE		
City: MIDLAND	State/Province: TEXAS	
ZIP Code: 79703-5491	Country: UNITED STATES	
ENTITY	HALFF ASSOCIATES, INC.	Status:Active
DUNS: 127307403	+4:	CAGE Code: 0PPK4 DoDAAC:
Expiration Date: Nov 6, 2018	Has Active Exclusion?: No	Debt Subject to Offset?: No
Address: 4000 FOSSIL CREEK BLVD		
City: FORT WORTH	State/Province: TEXAS	
ZIP Code: 76137-2720	Country: UNITED STATES	
ENTITY	HALFF ASSOCIATES, INC.	Status:Active
DUNS: 050131655	+4:	CAGE Code: 0PPK6 DoDAAC:
Expiration Date: Nov 6, 2018	Has Active Exclusion?: No	Debt Subject to Offset?: No
Address: 1201 N BOWSER		
City: RICHARDSON	State/Province: TEXAS	
ZIP Code: 75081-2275	Country: UNITED STATES	

Zimbra

leticia.saenz@co.hidalgo.tx.us

Re: Revised--Work Authorization #3-Halff Assoc Inc-Turnkey Project-Purchase Replacement and Installation of Boilers-Sheriff's Office

From : Sabrina Rodriguez <sabrina.rodriguez@hidalgo.org>

Tue, May 08, 2018 02:24 PM

Subject : Re: Revised--Work Authorization #3-Halff Assoc Inc-Turnkey Project-Purchase Replacement and Installation of Boilers-Sheriff's Office**To** : leticia saenz <leticia.saenz@co.hidalgo.tx.us>

Yes, please proceed

Sabrina Rodriguez
Program Manager - Financial Division
Hidalgo County Sheriff's Office
p: (956)292-2933
e: sabrina.rodriguez@hidalgo.org

----- Original Message -----

From: "leticia saenz" <leticia.saenz@co.hidalgo.tx.us>

Sent: 5/8/2018 1:34:28 PM

To: "sabrina rodriguez" <sabrina.rodriguez@hidalgo.org>

Subject: Re: Revised--Work Authorization #3-Halff Assoc Inc-Turnkey Project-Purchase Replacement and Installation of Boilers-Sheriff's Office

You're welcome!

Does this mean the Sheriff's wants to proceed with the WA?

Please let me know, so, as, to be able to proceed with creating agenda item.

Thank.

Letty Saenz

From: "sabrina rodriguez" <sabrina.rodriguez@hidalgo.org>**To**: "leticia saenz" <leticia.saenz@co.hidalgo.tx.us>**Sent**: Tuesday, May 8, 2018 1:05:42 PM**Subject**: Re: Revised--Work Authorization #3-Halff Assoc Inc-Turnkey Project-Purchase Replacement and Installation of Boilers-Sheriff's Office

Approved, thank you

Sabrina Rodriguez
Program Manager - Financial Division