



EXHIBIT E
-Work Authorization

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

WORK AUTHORIZATION NO. 2

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: *Demolition of all site structures and improvements at Old Jail Site (207 East Loeb Street, Edinburg, Texas).*

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 **\$ 26,250.00**. 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. 2** shall be funded through funding source:

Account No. **8-1100-419-40-220-050-0-334**

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.**

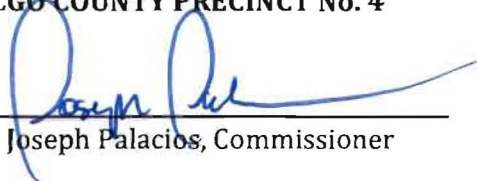
PART 6. RESPONSIBILITIES AND OBLIGATIONS

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 as to the content and detail of this **Work Authorization No. 2**.

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 **05/08/2018** as indicated below and effective as of **8th** day of **May, 2018**.

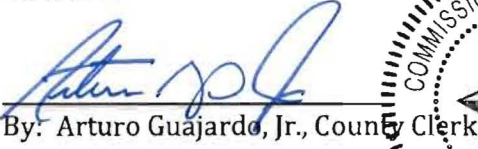
**THE ENGINEER:
HALFF ASSOCIATES INC.**

**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



APPROVED BY
COMMISSIONERS' COURT
ON: 5/8/18 mgd

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. 02 proposal under our existing Professional Service Agreement (C17-142-05-16) with Hidalgo County to provide:

Phase 1: Document Production Phase

- Review Existing Documents and Conditions
- Site Survey for Design (Note 1)
- Creation of plan reflecting current improvements
- Demolition Plans
- Plans for Final Landscape Improvements (Hydromulch)
- Division 1 specs
- Demolition Specifications
- Design Meetings
- Design Phase Administrative Support
- Issuance of Final Documents

Phase 2: Bid Phase Services

- Pre Proposal Conference
- Answer Questions Regarding Construction Document
- Provide Bid Evaluation and Recommendations for Award
- Procurement Phase Administrative Support

Phase 3: 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/ Punch Lists (2 Field Meetings)
- Project Close-out

Specific Exclusions

- Procurement phase services for ACM Abatement (if this is necessary)
- Monitoring services for ACM Abatement (if necessary)
- Site visits more than those identified
- Construction phase activities in excess of 4 months from Notice To Proceed
- Any effort associated with submittals, responses, meetings, communication, etc. with TCEQ or TDSHS

- Work not associated with the construction scope

Notes:

- (1) This task includes field ties to all surface improvements located onsite, establishing horizontal and vertical control for the project to be utilized by the owner, and obtaining supplemental site topography required for the design. This does not include survey of any subsurface facilities other than wastewater & storm sewer. Existing underground structures or utilities not accessible will be obtained from record drawings and utility locating services.

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

ACM Assessment and Demolition Plan for Old Jail Site (207 E. Loeb).

Phase 1	
Demolition Plans	\$17,070.00
Phase 2	
Procurement Services	\$2,385.00
Phase 3	
Construction Admin Services	\$5,295.00
Est. Reimbursable Expenses	\$1,500.00
TOTAL FEE	\$26,250.00

Halff Associates, Inc.
 Fee Schedule-Old Jail Site (207 Loeb)- Site Demo
 HIDALGO COUNTY 2017 On-Call Contract No: C17-142-05-16 \Work Authorization No. 02

	Project Manager	PE	EIT	Designer	Construct Admin	CAD Tech	Clerical	2-Man Survey Crew	TDSHS Asbestos Consultant	Sub-Consultant	TOTAL (HOURS)	TOTAL (\$)
Contracted Rate:	\$240	\$190	\$145	\$95	\$105	\$75	\$65	\$170	\$160			
Phase 1												
Review Existing Documents and Conditions											0	\$0.00
Site Survey for Design	1	4						24			29	\$5,080.00
Creation of plan reflecting current improvements						12					12	\$900.00
Demolition Plans	1	2	4	20		32					59	\$5,500.00
Landscape Improvements				2							2	\$190.00
Division 0 & 1 Specs	4	2					16				22	\$2,380.00
Demo Specs			2				2				4	\$420.00
Design Meeting (2)	6										6	\$1,440.00
Design Phase Administrative Support							12				12	\$780.00
Issuance of Final Documents				4							4	\$380.00
												\$0.00
Phase 1 Sub-Total (Hours)	12	8	6	26	0	44	30	24	0		150	
Phase 1 Sub-Total (\$)	\$2,880	\$1,520	\$870	\$2,470	\$0	\$3,300	\$1,950	\$4,080	\$0	\$0		\$17,070.00
Phase 2												
Bid Phase Services												
Pre Proposal Conference	4						1				5	\$1,025.00
Answer Questions Regarding Constr. Document		1	1								2	\$335.00
Provide Bid Evaluation & Recommendations for Award	4										4	\$960.00
Procurement Phase Administrative Support							1				1	\$65.00
											0	\$0.00
Phase 2 Sub-Total (Hours)	8	1	1	0	0	0	2	0	0		12	
Phase 2 Sub-Total (\$)	\$1,920	\$190	\$145	\$0	\$0	\$0	\$130	\$0	\$0	\$0		\$2,385.00
Phase 3												
Construction Phase Services												
Pre Construction Meeting (1 Visit)	3										3	\$720.00
Response to RFI's		1	1			1					3	\$410.00
Review Submittals						2					2	\$150.00
Review Payment Applications (3 visits)	3	3	3								9	\$1,725.00
CA Phase Administrative Support							3				3	\$195.00
Field Observations/Phased Punch Lists (3 Field Meetings)	3	3	3								9	\$1,725.00
Project Close-out	1						2				3	\$370.00
Phase 3 Sub-Total (Hours)	10	7	7	0	0	3	5	0	0		45	
Phase 3 Admin Sub-Total (\$)	\$2,400	\$1,330	\$1,015	\$0	\$0	\$225	\$325	\$0	\$0	\$0		\$5,295.00
TOTAL HOURS (PRIME CONSULTANT)	30	16	14	26	0	47	37	24	0	0	207	
TOTAL EXPENSES												\$1,500.00
TOTAL LABOR PLUS EXPENSES	\$7,200	\$3,040	\$2,030	\$2,470	\$0	\$3,525	\$2,405	\$4,080	\$0	\$0	\$0	\$26,250.00

ID	Task Name	Duration	Start	Finish	Pre	Gantt Chart (May to September)													
1	PHASE 1	29 days	Wed 5/2/18	Mon 6/11/18		[Gantt bar for Phase 1]													
2	Engineer NTP	1 day	Wed 5/2/18	Wed 5/2/18		[Task bar]													
3	Mobilization	3 days	Wed 5/9/18	Fri 5/11/18	2	[Task bar]													
4	Site Survey	5 days	Mon 5/14/18	Fri 5/18/18	3	[Task bar]													
5	Existing Conditions	5 days	Mon 5/21/18	Fri 5/25/18	4	[Task bar]													
6	Demo Plans and Sp	10 days	Mon 5/28/18	Fri 6/8/18	5	[Task bar]													
7	Issue Const. Docum	1 day	Mon 6/11/18	Mon 6/11/18	6	[Task bar]													
8	PHASE 2	21 days	Tue 6/12/18	Tue 7/10/18		[Gantt bar for Phase 2]													
9	Bid Procurement	12 days	Tue 6/12/18	Wed 6/27/18	7	[Task bar]													
10	Receive Bids	1 day	Thu 6/28/18	Thu 6/28/18	9	[Task bar]													
11	Bid Evaluation	7 days	Fri 6/29/18	Mon 7/9/18	10	[Task bar]													
12	Construction Awar	1 day	Tue 7/10/18	Tue 7/10/18	11	[Task bar]													
13	PHASE 3	43 days	Wed 7/11/18	Fri 9/7/18		[Gantt bar for Phase 3]													
14	Construction NTP	10 days	Wed 7/11/18	Tue 7/24/18	12	[Task bar]													
15	Constructin Activiti	30 days	Fri 7/13/18	Thu 8/23/18	14	[Task bar]													
16	Substantial Comple	1 day	Fri 8/24/18	Fri 8/24/18	15	[Task bar]													
17	Final Completion	10 days	Mon 8/27/18	Fri 9/7/18	16	[Task bar]													

Project: SCH180501_WA02_Rev Date: Thu 5/3/18	Task		Inactive Summary		External Tasks	
	Split		Manual Task		External Milestone	
	Milestone		Duration-only		Deadline	
	Summary		Manual Summary Rollup		Progress	
	Project Summary		Manual Summary		Manual Progress	
	Inactive Task		Start-only			
	Inactive Milestone		Finish-only			

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 ZIP Code: 75034-8650	State/Province: TEXAS 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 ZIP Code: 77301-2890	State/Province: TEXAS 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 ZIP Code: 78503-8871	State/Province: TEXAS 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 ZIP Code: 77079-2943	State/Province: TEXAS 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 ZIP Code: 75243-2085	State/Province: TEXAS Country: UNITED STATES	

Zimbra**leticia.saenz@co.hidalgo.tx.us****Fwd: Old Jail Demo****From :** glinda pacheco <glinda.pacheco@co.hidalgo.tx.us>

Thu, May 03, 2018 04:21 PM

Subject : Fwd: Old Jail Demo**To :** leticia saenz <leticia.saenz@co.hidalgo.tx.us>**Cc :** maria mayorga <maria.mayorga@co.hidalgo.tx.us>External images are not displayed. [Display images below](#)

Ms. Saenz,

Please place work authorization on Comm Crt for this Tuesday, I have requested funding from DBM to be placed in 8-1100-419-40-220-050-0-334.

Thank you,

Glinda Pacheco

County of Hidalgo Texas

Executive Office

2818 S. Bus. Hwy 281

Edinburg, TX 78539

Phone: 956-292-7000 Ext:5604

Fax: 956-292-7034

glinda.pacheco@co.hidalgo.tx.us**From:** "Trey Murray" <TMurray@Halff.com>**To:** "Glinda Pacheco" <glinda.pacheco@co.hidalgo.tx.us>**Cc:** "Leticia H. Saenz" <leticia.saenz@co.hidalgo.tx.us>, "Lulu Mayorga" <maria.mayorga@co.hidalgo.tx.us>, "Galvan, Alma" <AGalvan@Halff.com>**Sent:** Thursday, May 3, 2018 11:45:38 AM**Subject:** Old Jail Demo

Glinda,

Attached find the revised WA docs reflecting the changes you requested yesterday (removal of ACM assessment/report and boundary survey). The 1295 sent previously is still valid and this should be all you need to finalize the WA for the CC meeting on 5/8. Please let me know if you need anything further.

Thanks.

Trey

Menton J. "Trey" Murray, III, PE, LEED AP

Vice President

Operations Manager, McAllen

O: (956) 445-5210

C: (956) 522-0398

HALFF ASSOCIATES, INC.

5000 West Military, Suite 100
McAllen, TX 78503-7446

Half.com | [Facebook](#) | [Twitter](#) | [LinkedIn](#) | [YouTube](#)



AGENDA
HIDALGO COUNTY
COMMISSIONERS COURT
MEETING
May 8, 2018
9:30 A.M.

NOTICE is hereby given in accordance with Chapter 551, Texas Government Code, that a SPECIAL MEETING of the Commissioners Court will be held in the Commissioners Courtroom of the Administration Building, 100 E. Cano, 1st floor, Edinburg, Hidalgo County, Texas. Discussion and possible action relating to the following business will be transacted:

1. **Roll Call**
2. **Pledge of Allegiance**
3. **Prayer**
4. **Approval of Consent Agenda**
5. **County Judge's Office:**
 - A. **AI-64591** Consideration and approval of a Proclamation Declaring May 2018 as Elder Abuse Prevention Month.
6. **District Attorney's Office:**
 - A. **AI-64710**
 1. Requesting consideration and approval of the Interlocal Agreement between the Department of Public Safety (DPS) and the County of Hidalgo, Texas by and through the Hidalgo County Criminal District Attorney.
 2. Requesting consideration, approval and authorization for Ricardo Rodriguez, Jr., Criminal District Attorney to sign the Interlocal Agreement.
7. **Sheriff's Office:**
 - A. **AI-64666**
 1. Pursuant to Texas Local Government Code section § 157.903, consideration and approval of indemnification in the amount of \$767.85 for over-payments made to 27 inmates between February 22, 2001 and April 11, 2018.
 2. Approval of interdepartmental transfer.

18. Precinct #3 - Comm. Flores:

- A. **AI-64753** Requesting approval of Advance Funding Agreement (AFA) between Hidalgo County and Texas Department of Transportation for Veterans Blvd. (SH 495) from IH-2 (US 83) to La Homa Rd.(CSJ #0865-01-108 & RCSJ #0865-01-111) with authority for County Judge to sign all required documentation.
- B. **AI-64743** Approval of 2017 appropriations of funds from the Pct. 3 R&B Unreserved Fund Balance for various Pct. 3 Rd. Maint. accounts in the amount of \$778,000.00 to fund operating expenditures.

19. Purchasing Department - Notes:

A. FOR ANY CONTRACT(S) AWARDED AND APPROVED UNDER THIS AGENDA, EXECUTED COPIES OF THE CONTRACT(S) WILL BE AVAILABLE ON THE COUNTY INTRA-NET WEBSITE AND WILL BE FORWARDED VIA E-MAIL, FAX OR HAND DELIVERED TO HIDALGO COUNTY AUDITOR'S OFFICE.
 B. ANY AND ALL REQUESTS FOR PAYMENT(S) APPROVED WILL BE SUBJECT TO COUNTY AUDITORS PROCESSING PROCEDURES INCLUDING AUTHORITY FOR COUNTY TREASURER TO ISSUE PAYMENT(S)/CHECK(S).

A. **Hidalgo County**

1. **AI-64699** Requesting action to clarify (R-AI #64478 CC of 04/17/2018) for the "Demolition Services of HC Structures" to reflect the advertisement of only one (1) project [former DPS office on frontage road] as the other structure [Pct. #2 Palmer Pavilion] commenced under Purchase Order No. 764996 in 2017 but as yet has not been completed thus statutory bid limit applicable to all other demolition projects hereafter for this fiscal year.

B. **Executive Office**

1. **AI-64791** Acceptance and approval of Work Authorization No. 2, estimated cost of \$ 26,250.00, as submitted by Halff Associates, Inc. (project engineer) for *(Project Specific): "Demolition of all Site Structures and Improvements at Old County Jail Site (located at 207 East Loeb Street, Edinburg, Texas) through on-call agreement #C-17-142-05-16 for: Buildings Repairs, Renovations, Alterations, Additions and/or Other Related Services to County Owned Buildings located in Precinct 4.*

APPROVED

C. **Pct. 3**

1. **AI-64748** Acceptance and approval of Work Authorization No. 4 (with an estimated cost of \$625,000.00) as submitted by project engineer, L&G Consulting Engineers, to provide Engineering Services required for the preparation of the Right-of-Way Acquisition for an estimated amount of 32 parcels and Compensable Utility Management and Construction Management, for the Shary Road (FM 494) project from FM 676 (Mile 5) to to SH 107 through contract #C-13-133-12-03.