

## EXHIBIT "F"

THE STATE OF TEXAS   §  
                                          §  
COUNTY OF HIDALGO   §

### **SUPPLEMENTAL AGREEMENT No. 2 to** **WORK AUTHORIZATION No. 1** **C-18-130-04-03**

TO MAIN AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES for  
"Road and Bridge, C.I.P. and Other Projects in General" located with Hidalgo  
County Precinct No. 4. "

**THIS SUPPLEMENTAL AGREEMENT** is made pursuant to the terms and conditions of Article **8** of the Agreement made by and between **HIDALGO COUNTY**, acting herein by and through the **Commissioner's Court**, hereinafter called the "**Owner**", and **HALFF ASSOCIATE INC.**, Professional Engineers of, **McAllen**, Texas, hereinafter called the "**Engineer**".

#### WITNESSETH

**WHEREAS**, the **Owner** and the **Engineer** executed the Agreement on the **21st day of February, 2017** and **Work Authorization No. 1** on the **8th day of May, 2018**, concerning Engineering for: **Design Drainage/Park Improvements for Memorial Park.** (Hereinafter referred to as the "Project"); and,

**WHEREAS**, Article **2.1** of the Agreement, Scopes of Work and Part **I.** of **Work Authorization No. 1**, Scopes of Work establishes the Scopes of Work for **Work Authorization No. 1**; and,

**WHEREAS**, it has become necessary to amend the contract to provide

#### **Modification to Scope only, no change in Fee or Schedule.**

**NOW THEREFORE**, premises considered, the **Owner** and the **Engineer** agree that said **Work Authorization No. 1** of the Agreement is amended as follows:

I. Part of Work Authorization No. 1; Scopes of Work is revised to provide

#### **Modification to Scope only, no change in Fee or Schedule.**

II. Part 2. of Work Authorization No. 1; Estimated Cost is to be paid as a lump sum based on Contract Rates established in Exhibit "D" of the Agreement. Refer to main agreement, Article 9, Additional Services.

**NOW THEREFORE**, Work Authorization No. 1 is increased by **\$0** to a revised total of **\$ 732,321.00.**

**IN WITNESS WHEREOF**, the Engineer and the Owner have caused this Supplemental Agreement to the Agreement for Professional Services to be executed as of the \_\_\_\_ day of \_\_\_\_\_, **2018.**

**THE ENGINEER:**  
**HALFF ASSOCIATES, INC.**

**BY:**   
**Menton J. Murray, III, PE, LEED AP/ Vice President**

**THE OWNER:**  
**HIDALGO COUNTY**

**BY:** \_\_\_\_\_  
Ramon Garcia, County Judge

**LIST OF ATTACHMENTS**

# ATTACHMENT 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**.

# ATTACHMENT 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 (C18-130-04-03) with Hidalgo County to provide:**

### DESIGN SERVICES

- Project Management
- Site Investigation and Base Map Preparation
  - Topographic Survey of Proposed Memorial Park Expansion
  - Develop Boundary Survey
  - Develop Base File
- Hydrologic and Hydraulic Analysis
  - Data Collection for Hydrology/Hydraulic Tasks
  - Hydrology and Hydraulic Modeling
- Civil Infrastructure Design
  - Offsite Drainage Design
  - Civil Infrastructure Design for Park
- Landscape Architecture and Irrigation
  - Park Infrastructure Design
  - Landscape and Irrigation Design
- ~~• Storm Water Lift Station~~
  - ~~○ Lift Station Design~~
- Parking Lot and Trail Design

### BID PHASE SERVICES

- Pre Bid Conference
- Obtain Bids and Review
- Answer Questions Regarding Bid Document
- Provide Recommendations for Award
- Bid Phase Administrative Support
- Attendance at Commissioners Court Meeting (1)

### CONSTRUCTION PHASE SERVICES

- Pre-construction meeting (1 Visit)
- Response to RFI's
- Review Submittals
- Review Payment Applications
- CA Phase Administrative Support

- Field Observations
- Punch List and final observation
- Project Close-out

## **Proposal to Design Drainage / Park Improvements for Memorial Park**

Half Associates' team of landscape architects, architects, and engineers will provide professional services needed to develop plans and specifications for improvements to the proposed park. The park will be delivered in a ready for construction as well as ready for bidding state by Hidalgo County Precinct 4.

The Scope of Services is as follows:

### **PHASE I – DESIGN SERVICES**

#### **Project Management**

Half Associates, Inc. (Half) will be the liaison and coordinate with Hidalgo County Precinct 4 and various agencies to develop construction documents for the proposed improvements. Half will coordinate meetings and correspondence between the different disciplines of work, as well as the various agencies, to ensure uniformity and inclusion of Hidalgo County Precinct 4 requirements.

#### **Site Investigation and Base Map Preparation**

This task includes field site investigation and field surveying to obtain ties to surface improvements located onsite and offsite within limited areas of the watershed. We will establish horizontal and vertical control for the project to be utilized by the design team, contractor, and obtaining supplemental site topography required for the design. This does **not** include survey of any subsurface facilities other than wastewater and storm sewer. Existing underground structures or utilities not accessible will be obtained from record drawings and utility locating services.

Half will perform a Boundary Survey in accordance with the "Manual of Practice for Land Surveying in Texas". County to provide title commitment and warranty deed if necessary.

A base file will be developed from information gathered in the field to document the existing conditions and current state of the project site. We will utilize this base file to prepare our model and construction documents for the various disciplines needed for the park improvements.

#### **Hydrologic and Hydraulic Analysis**

##### **Data Collection for Hydrology/Hydraulic Tasks:**

Data collection and model inventory tasks will generally include gathering, organizing, and reviewing of all data provided, both hard copy and digital format. Data shall be provided by the County, as well as from other sources such as Hidalgo County Drainage District No. 1, Texas Department of Transportation, Franchise Utility Companies, FEMA, the U.S. Army Corps of Engineers (USACE), and other consultants, if necessary. Data review tasks will generally include comprehensive analysis of all models, studies, reports, record drawings, and GIS information to determine the accuracy and validity of each. Half will also review the

current drainage criteria and work with the County to recommend any potential changes or clarifications that may be needed.

## **Hydrology and Hydraulic Modeling**

Halfff will study the contributing watershed and utilize existing H&H models developed for the County as the basis for building a combined 1D hydrologic and hydraulic model using InfoWorks ICM. Halfff will modify basins as needed for proposed facilities, develop improvements that will help facilitate the storage and conveyance of storm water runoff. Halfff will perform other updates that may include modification of development levels, updated terrain information, etc.

Proposed hydrologic and hydraulic facilities will be designed per the current County development guidelines and criteria. The results of the H&H modeling will be used to develop the construction documents. Modifications to the drainage design arising from the detailed design process will be documented in the overall model to reflect the completed design conditions and delivered to the County with the construction documents submittal.

## **Civil Infrastructure Design**

### **Offsite Drainage Design**

Halfff will analyze the data obtained from the Hydrologic and Hydraulic Analysis and will design a detention/retention pond accordingly. This pond will be designed so that during non-storm events the pond can be used for other park amenities, including sports fields. ~~Design of the storm sewer lift station to outfall the pond facility is included in this scope and detailed in a section below.~~

Design of offsite storm sewer facilities connecting potential subdivisions to the proposed detention pond is also included in this scope/fee.

### **Civil Infrastructure Design for Park**

Grading plans will be developed to provide positive drainage and meet trail and ADA criteria for longitudinal and cross slopes. Grades will be established for swales, drainage features and outfalls. Earthwork volumes will be developed to determine cut and fill volumes and to verify detention volumes are meeting hydrology and hydraulic requirements.

The drainage plan includes determination of site drainage basins, calculation of runoff volumes, layout and sizing of on-site drainage collection system and details required for construction. Storm sewer plan showing elevations and hydraulic flows and capacities will be prepared.

Coordinate geometry and layout dimensions will be shown to allow for construction of the drainage facilities. Detention/Retention calculations and design as required by the County are included in this scope/fee. Coordination with County, Hidalgo County Drainage District No. 1, and franchise utilities are included in this scope/fee.

Geometric dimensional control for the park improvements and trail paving details will be provided. Dimensional control will provide coordinate geometry, road widths and radii. **The trail surface paving**

**section to be utilized will follow the recommendations of the project geotechnical consultant.** The details will include sections, valley gutters, and subgrade preparation.

Half will prepare a Storm Water Pollution Prevention Plan (SWP3) that will comply with TCEQ requirements. The plan will address suggested interim erosion control measures the contractor may utilize during construction. **The maintenance of this plan, including the site inspections is not included in this fee, however these services may be made available on an hourly basis, if requested.**

Half will provide a fencing plan with details and gates to secure the park during non-operational hours.

Half will provide an opinion of probable construction cost with the final plans.

## **Landscape Architecture and Irrigation**

### **Park Infrastructure Design**

1. Receive survey data and build a site plan in CAD format
2. Meet with Hidalgo County Precinct 4 staff to discuss the project and gather information and understand the preferences for the development of the park and drainage features.
3. Prepare once conceptual site plan incorporating clients input.
4. Site the approved plan features on the site base plan
5. Collaborate and coordinate the siting of proposed site features with all design disciplines
6. Prepare construction documents for Landscape Architecture Improvements:
  - a. Athletic fields
    - i. Soccer field
      1. Grading plan
      2. Detail area and location of premanufactured bleachers
      3. Horizontal and vertical control of flatwork connection from looping trail, parking, and/or other athletic fields
  - b. Prepare construction details for scope-related work
  - c. Prepare technical specifications for scope-related work

### **Landscape and Irrigation Design**

1. Prepare construction documents for:
  - a. Irrigation plan
  - b. Turf plan (natural grass)

## **Storm Water Lift Station**

### **Lift Station Design**

~~Develop hydraulic calculation to size a pumping station and force main needed to route water from the detention/retention pond to the Hidalgo County Drainage District No. 1 outfall ditch located on the north side of the project. The design will include all civil, electrical, mechanical and structural elements needed to design an operational and functional storm water pump station. The design will include a transfer switch and~~

~~generator system that will operate during storm events in the event of a power outage. Coordination with the Drainage District will be ongoing during the design process and to conform to their mode of operation.~~

### **Parking Lot and Trail Design**

#### **Civil Design**

Half will develop civil engineering plans and specifications for 2 parking lots and the walking trail surrounding the detention pond. Grading, drainage, and dimensional control plans will be included in the development of these plans.

### **PHASE II – BID PHASE SERVICES**

This scope includes preparation of quantities and bid proposal form, coordination with contractors to invite them to bid, preparation of clarifications/addendums, collecting and evaluating bids, and preparation of bid tabulation with recommendation.

### **PHASE III – CONSTRUCTION PHASE SERVICES**

This scope includes review of the contractors submittals, review and response to contractor's requests for information (RFI's), review of contractors payment applications, conducting full time construction observation during construction (assumed 6 months construction time), preparation of one (1) punch list, and conducting one (1) final walk through. Additional punch lists or final walk throughs after the first punch list and first final walk through are **not** included in this scope of work but can be provided as additional services if requested.

Hidalgo County Precinct 4 will be self-performing much of the construction for this work authorization, therefore, Construction Phase Services will begin as soon as construction documents are provided to Hidalgo County Precinct 4 and pre-construction meetings have taken place. Multiple construction documents for multiple phases of construction are included in this scope.

# ATTACHMENT 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.

# ATTACHMENT D

## Cost Proposal

**Provide Design Drainage / Park Improvements for Memorial Park:**

• DESIGN SERVICES	\$526,340.00
• BID PHASE SERVICES	\$32,645.00
• CONSTRUCTION PHASE SERVICES	\$104,436.00
• REIMBURSABLE EXPENSES	\$68,900.00

**TOTAL:** \$ 732,321.00

# CERTIFICATE OF INTERESTED PARTIES

**FORM 1295**

1 of 2

Complete Nos. 1 - 4 and 6 if there are interested parties.  
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

**OFFICE USE ONLY  
CERTIFICATION OF FILING**

**1 Name of business entity filing form, and the city, state and country of the business entity's place of business.**

Half Associates, Inc.  
McAllen, TX United States

**Certificate Number:**  
2018-415292

**Date Filed:**  
10/16/2018

**2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.**

Hidalgo County

**Date Acknowledged:**

**3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.**

C18-130-04-03  
Supplemental Agreement No. 2 to Work Authorization No. 1 Design Drainage/Park Improvements for Memorial Park

4 Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
		Controlling	Intermediary
Adams, Bobby	Houston, TX United States	X	
Baker, Jessica	Richardson, TX United States	X	
Bargainer, Tim	Austin, TX United States	X	
Craig, Matthew	Richardson, TX United States	X	
Edwards, Mark	Richardson, TX United States	X	
Jackson, Todd	Austin, TX United States	X	
Ickert, Andrew	Fort Worth, TX United States	X	
Killeen, Russell	Fort Worth, TX United States	X	
Kuhn , Greg	Richardson, TX United States	X	
Kunz, Pat	Richardson, TX United States	X	
Moya, Mike	Austin, TX United States	X	
Murray, Menton	McAllen, TX United States	X	
Plugge, Roman	Richardson, TX United States	X	
Tanksley, Dan	Richardson, TX United States	X	
Zapalac, Russell	Richardson, TX United States	X	

# CERTIFICATE OF INTERESTED PARTIES

FORM 1295

2 of 2

Complete Nos. 1 - 4 and 6 if there are interested parties.  
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

**OFFICE USE ONLY  
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Certificate Number:  
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C18-130-04-03  
Supplemental Agreement No. 2 to Work Authorization No. 1 Design Drainage/Park Improvements for Memorial Park

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary

5 Check only if there is NO Interested Party.


**6 UNSWORN DECLARATION**

My name is Raul Garcia Jr., and my date of birth is 9/20/75.

My address is 5000 W. Military Hwy, #100 (street), McAllen (city), TX (state), 78503 (zip code), US (country).

I declare under penalty of perjury that the foregoing is true and correct.

Executed in Hidalgo County, State of TX, on the 16 day of October, 20 18.  
(month) (year)

  
Signature of authorized agent of contracting business entity (Declarant)