

October 29, 2018

Ms. Glinda Pacheco – Analyst III  
Ms. Rocio Villarreal – Contract Specialist III  
Hidalgo County, Texas  
2812 South Business Highway 281  
Edinburg, Texas 78539

Re: Hidalgo County Services Facility and Justice Center  
Professional Services Proposal (5th revision)  
The County's Requested Best and Final Offer

Ms. Pacheco and Ms. Villareal,

First of all, please allow me this opportunity to thank you and The County for allowing our firm the opportunity to again work with you.

Per your request, the following is our proposal of professional services for the above referenced project. It is based upon our understanding of the project as described to us at a meeting we had with your staff on Jan. 25 & Feb. 13, 2018. At those meetings, we were given a County Services Facility Evaluation Document, a floor plan of a previous Judicial Building in Precinct 2, and a preliminary site plan of the project property.

### **Background Information about The Site and Project**

The project site is immediate north of The Hidalgo County Health Department Building on the east side of Expressway 218 in Edinburg. The site currently has a vacant 5,000 sf building that will be demolished as part of this construction contract. The County has procured an Asbestos Survey for this building and it has been given to the Architect. The project site is made up of 2 immediately adjacent properties. The frontage property is approximately 5.1 acres and the rear property is approximately 1.5 acres. Total acreage is approx. 6.6 acres. The County will procure a new survey of the property.

The County would like separate buildings for The Services Facility and The Justice Center. A preliminary space allotment for both has been established by The County and was outlined in hand-out document "County Services Facility Evaluation".

## **Understandings and Assumptions:**

(departments are outlined here and more detailed in “County Services Facility Evaluation” document)

### **County Services Facility – Departments (approx. 10,500 sf)**

- Emergency Management
- Fire Marshal
- Nuisance Abatement
- Planning
- Health
- Environmental
- Commissioner’s office
- Building to be used for The County’s Emergency Management and this be designed to withstand Category 3 windstorm speeds (111-129 mph).
- Building will require a generator.

A floor plan has been developed by The County for the County Services Building. This plan will act as our building program and scope.

### **Justice Center (approx. 11,500 sf)**

- Precinct 4 Constable
- Justice of the Peace Courtroom
- JP Offices 1
- JP Office 2
- Secure parking

At the County’s request, the design of The Justice Center should closely emulate The Justice Center for Precinct 2.

### **Design and Engineering Services that are not part of this fee proposal and can be procured as an additional service are:**

- Programming (not required)
- Commercial Kitchen Design (not required)
- Windstorm Certification (required)
- Acoustical Design (not required)
- Hazardous Material Abatement (unknown at this time)

### **Design and Engineering Service procured by The County that are not part of this fee proposal:**

- Site Survey and Platting (Sames Engineering has been procured to perform this work)
- Geotechnical and Materials Testing (Millennium Engineering has been procured to perform this work)

**This fee proposal includes the following design and engineering services:**

- Architectural
- Structural
- Mechanical, Electrical and Plumbing (MEP)
- Landscape design under our contract but billed as an additional service, not a basic service (direct reimbursable)
- Civil Engineering Design under our contract but billed as an additional service, not a basic service (direct reimbursable)

Our proposed basic fee for the above-mentioned project is 6.5 % of the total construction cost. This excludes the cost for printing the bid documents and handicap accessibility review fees. If you feel that some of these services are not required, then we can negotiate the fee and (in an a la carte fashion) delete some of these services.

If an alternates package is not accepted, we ask to be paid 6.5% of the total cost of construction (based upon the bid) for just the design and bidding services associated with that alternate. If an alternate is accepted, we ask to be paid 6.5% of the total cost of construction for both the incurred design/bidding services and construction administrative service.

Based upon the worksheet (attached)

Our Stipulated Sum Fee for Basic Services is \$315,250

Additional Services – Civil Engineering is \$25,000

A/E FEES - \$342,750

Our basic fee proposal is based upon a very preliminary project scope. We have only had one meeting to discuss this project. If during the course of design, The County requests that the scope of the project significantly change, then our basis fee would correspondingly change.

A breakdown in the phases of our services is included below. We would ask for payment for these design phases at the end of these phases.

Schematic Design	15%
Design Development	20%
Construction Document	40%
Bidding and Negotiation	5%
<u>Construction Administration</u>	<u>20%</u>
Total Design Fee	100%

**Additional Services Hourly Rate Schedule:**

1. Principals \$180.00 / hr.
2. Architects and Engineers \$120.00 / hr.

- 3. Project Mgmt. / Construction Admin. \$85.00 / hr.
- 4. Interns and Designers \$75.00 / hr.
- 5. CADD-Computer Aided Design & Drafting \$70.00 / hr.
- 6. Clerical \$35.00 / hr.

Please let me know if this proposal is acceptable to The County. If the scope of the service needs to be modified, please let me know and we can revise accordingly.

Please call me if you have further questions.

Best Regards,

A handwritten signature in black ink, appearing to read 'Michael E. Allex', with a large circular flourish at the end.

Michael E. Allex, AIA  
Principal

