

EXHIBIT E -Work Authorization

HIDALGO COUNTY

Professional Engineering Services Contract # C-18-142-05-08

Work Authorization Form

WORK AUTHORIZATION NO. 02

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 secure parking for jurors in parking lots L1 and L2.**

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 for \$32,789.00.** 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. 1 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 and terminate upon completion of scopes 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 #4, Commissioner Joseph Palacios as to content and detail of this Work Authorization No. 02.

HIDALGO COUNTY COMMISSIONER, PRECINCT 4

BY: Joseph Palacios


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:

THE OWNER:

HALFF ASSOCIATES INC.

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.

Half Associates, Inc. is pleased to submit this Work Authorization No. 02 proposal under our existing Professional Service Agreement (C 18-142-05-08) with Hidalgo County to provide:

Project Management

- Coordination and meetings with city of Edinburg and county of Hidalgo
- Overall quality assurance / quality control

Site Investigation and Base Map Preparation

- Site field investigation
- Establish horizontal and vertical control
- Tie surface improvements
- Establish base map
- Subsurface utilities are not included in field ties

Civil Engineering Services

- Develop Paving and Dimensional Control Plan
- Design concrete islands
- Design of bollards for equipment protection
- Develop Parking Lot Striping Plan, if necessary
- Provide paving details
- Develop parking layout, if necessary

Electrical Engineering Services

- Design of electronic access lever gates
- Design of keypad and barcode scanner
- Electrical design for power to equipment
- Design of fiber optic conduits

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 Closeout

Specific Exclusions

- Site visits more than those identified
- Construction phase activities in excess of 3 months from Contractor Notice To Proceed
- Work not associated with the construction scope

EXHIBIT C

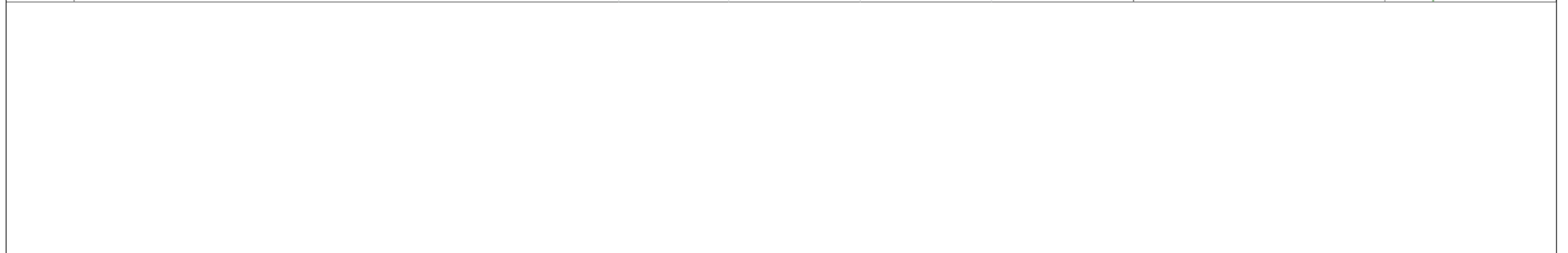
-Work Schedule

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.

ID	Task Name	Duration	Start	Finish	Predecessors	4th Quarter			
						Aug	Sep	Oct	Nov
1	Project Management	40 days	Mon 8/20/18	Fri 10/12/18					
2	Coordination w/ Agencies	5 days	Mon 8/20/18	Fri 8/24/18					
3	Site Investigation and Base Map Preparation	10 days	Mon 8/20/18	Fri 8/31/18					
4	Topographic Survey	5 days	Mon 8/20/18	Fri 8/24/18					
5	Base Map Preparation	5 days	Mon 8/27/18	Fri 8/31/18	4				
6	Civil Engineering Services	10 days	Mon 8/27/18	Fri 9/7/18					
7	Plan Preparation	15 days	Mon 8/20/18	Fri 9/7/18					
8	Electrical Engineering Services	10 days	Mon 8/27/18	Fri 9/7/18					
9	Plan Preparation	15 days	Mon 8/20/18	Fri 9/7/18					
10	Construction Phase Services	25 days	Mon 9/10/18	Fri 10/12/18	9,7				
11	Pre Construction Meeting (1 visit)	1 day	Mon 9/10/18	Mon 9/10/18					
12	Response to RFI's	15 days	Tue 9/11/18	Mon 10/1/18	11				
13	Review Submittals	15 days	Mon 9/10/18	Fri 9/28/18					
14	Review Payment Applications (2 visits)	5 days	Mon 9/24/18	Fri 9/28/18					
15	CA Phase Administrative Support	25 days	Mon 9/10/18	Fri 10/12/18					
16	Field Observation/Phased Punch Lists (2 Meetings)	15 days	Mon 9/17/18	Fri 10/5/18					
17	Project Close-out	5 days	Mon 10/8/18	Fri 10/12/18	16				



Project: SCH171010_HCSO_VHC_W Date: Wed 8/8/18	Task		Inactive Task		Start-only	
	Split		Inactive Milestone		Finish-only	
	Milestone		Inactive Summary		Deadline	
	Summary		Manual Task		Progress	
	Project Summary		Duration-only		Manual Progress	
	External Tasks		Manual Summary Rollup			
	External Milestone		Manual Summary			

EXHIBIT D

Cost Proposal

Jurors' Secure Parking Project

Project Management	\$2,074.00
Site Investigation and Base Map Preparation	\$2,911.00
Civil Engineering Services	\$8,443.00
Electrical Engineering Services	\$10,606.00
Construction Phase Services	\$8,255.00
Expenses	\$500.00
<u>TOTAL FEE</u>	<u>\$32,789.00</u>

Halff Associates, Inc.
 Fee Schedule - Jurors' Secure Parking Project
 HIDALGO COUNTY 2018 On-Call Contract No: C18-142-05-08 \Work Authorization No. 02

	Project Manager	PE	EIT	Senior CADD Operator	Project Inspector	CAD Operator	Clerical	Survey Manager (RPLS)	2-Man Survey Crew	Sub-Consultant	TOTAL (HOURS)	TOTAL (\$)
Contracted Rate:	\$235	\$185	\$108	\$99	\$85	\$83	\$62	\$154	\$201			
Project Management												
Coordination with Agencies	2	4	8								14	\$2,074.00
Project Management Sub-Total (Hours)	2	4	8	0	0	0	0	0	0	0	14	
Project Management Sub-Total (\$)	\$470	\$740	\$864	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$2,074.00
Site Investigation and Base Map Preparation												
Topographic Survey				2				2	8		12	\$2,114.00
Base Map Preparation		1	2	4							7	\$797.00
Site Investigation and Base Map Preparation Sub-Total (Hours)	0	1	2	6	0	0	0	2	8	0	19	
Site Investigation and Base Map Preparation Sub-Total (\$)	\$0	\$185	\$216	\$594	\$0	\$0	\$0	\$308	\$1,608	\$0		\$2,911.00
Civil Engineering Services												
Plan Preparation	1	4	24	48			2				79	\$8,443.00
Civil Engineering Services Sub-Total (Hours)	1	4	24	48	0	0	2	0	0	0	79	
Civil Engineering Services Sub-Total (\$)	\$235	\$740	\$2,592	\$4,752	\$0	\$0	\$124	\$0	\$0	\$0		\$8,443.00
Electrical Engineering Services												
Plan Preparation	2	8	24	60			2				96	\$10,606.00
Electrical Engineering Services Sub-Total (Hours)	2	8	24	60	0	0	2	0	0	0	96	
Electrical Engineering Services Sub-Total (\$)	\$470	\$1,480	\$2,592	\$5,940	\$0	\$0	\$124	\$0	\$0	\$0		\$10,606.00
Construction Phase Services												
Pre Construction Meeting (1 Visit)	4		4								8	\$1,372.00
Response to RFI's		1	4								5	\$617.00
Review Submittals		2	4								6	\$802.00
Review Payment Applications (2 visits)	1	2	8								11	\$1,469.00
CA Phase Administrative Support							16				16	\$992.00
Field Observations/Phased Punch Lists(2 Field Meetings)	2	4		8							14	\$2,002.00
Project Close-out	1	2		4							7	\$1,001.00
Phase 3 Construction Admin Sub-Total (Hours)	8	11	20	12	0	0	16	0	0	0	67	
Phase 3 Construction Admin Sub-Total (\$)	\$1,880	\$2,035	\$2,160	\$1,188	\$0	\$0	\$992	\$0	\$0	\$0		\$8,255.00
TOTAL HOURS (PRIME CONSULTANT)	13	28	78	126	0	0	20	2	8	0	275	
TOTAL EXPENSES (EST. REIMBURSABLES)												\$500.00
TOTAL LABOR PLUS EXPENSES												\$32,789.00

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:
 2018-389890

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 Filed:
 08/08/2018

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.
 C-18-142-05-08
 Work Authorization No. 2 Jurors' Secure Parking Project

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary
	Zapalac, Russell	Richardson, TX United States	X	
	Tanksley, Dan	Richardson, TX United States	X	
	Plugge, Roman	Richardson, TX United States	X	
	Murray, Menton	McAllen, TX United States	X	
	Moya, Mike	Austin, TX United States	X	
	Kunz, Pat	Richardson, TX United States	X	
	Kuhn, Greg	Richardson, TX United States	X	
	Killeen, Russell	Fort Worth, TX United States	X	
	Ickert, Anderw	Fort Worth, TX United States	X	
	Jackson, Todd	Austin, TX United States	X	
	Edwards, Mark	Richardson, TX United States	X	
	Craig, Matthew	Richardson, TX United States	X	
	Bargainer, Tim	Austin, TX United States	X	
	Baker, Jessica	Richardson, TX United States	X	
	Adams, Bobby	Conroe, 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 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:
 2018-389890

Date Filed:
 08/08/2018

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.
 C-18-142-05-08
 Work Authorization No. 2 Jurors' Secure Parking Project

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, McAllen, TX, 78503, us
(street) (city) (state) (zip code) (country)

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

Executed in Hidalgo County, State of TX, on the 8th day of Aug., 2018.
(month) (year)

[Signature]
 Signature of authorized agent of contracting business entity
 (Declarant)

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

Certificate Number:
2018-389890

Date Filed:
08/08/2018

Date Acknowledged:
08/08/2018

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

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

Hidalgo County

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.

C-18-142-05-08
Work Authorization No. 2 Jurors' Secure Parking Project

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

Certificate Number:
 2018-389890

Date Filed:
 08/08/2018

Date Acknowledged:
 08/08/2018

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

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

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.
 C-18-142-05-08
 Work Authorization No. 2 Jurors' Secure Parking Project

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 _____, and my date of birth is _____.

My address is _____, _____, _____, _____, _____.
(street) (city) (state) (zip code) (country)

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

Executed in _____ County, State of _____, on the _____ day of _____, 20____.
(month) (year)

 Signature of authorized agent of contracting business entity
 (Declarant)

SAM Search Results
List of records matching your search for :

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

ENTITY 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 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 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 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	