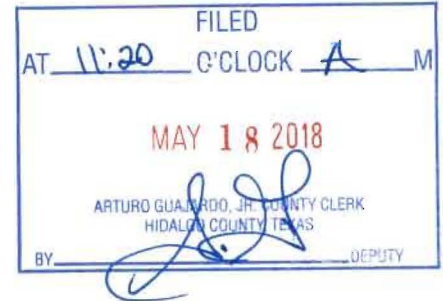


EXHIBIT E
-Work Authorization

HIDALGO COUNTY
Professional Engineering Services
Contract # **C-18-130-04-03**
Work Authorization Form



WORK AUTHORIZATION NO. 1

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 The scope of this project includes the design of drainage / park improvements for Memorial Park. Additional information regarding the scope can be found in Exhibit B.

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 \$ 732,321.00. 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. 8-1351-452-00-124-132-0740

Requisition Number 371513 **(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 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**, as to content and detail of this **Work Authorization No. 1.**

HIDALGO COUNTY PRECINCT No. 4

BY: Joseph Palacios
Joseph Palacios, Commissioner

PART 8. ACCEPTANCE AND APPROVAL

This Work Authorization is hereby accepted, approved by Hidalgo County Commissioners' Court on 5/8/18 as indicated below and effective as of 8th day of May, **2018.**

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

**THE OWNER:
HIDALGO COUNTY**

By: Mentorn J. J.

By: Ramon Garcia
Ramon Garcia, County Judge

ATTEST:

By: Arturo Guajardo, Jr.
Arturo Guajardo, Jr., County Clerk



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

LIST OF ATTACHMENTS

- Location Map
- 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

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

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

Halff 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. Halff will modify basins as needed for proposed facilities, develop improvements that will help facilitate the storage and conveyance of storm water runoff. Halff 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

Halff 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.

Halff 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.**

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

Halff 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. **Baseball fields**

1. **Grading plan**
 2. **Detail skinned area and warning track**
 3. **Detail fencing, backstops, foul poles, windscreens**
 4. **Detail dugouts**
 5. **Detail area and location of premanufactured bleachers**
 6. **Coordinate with field lighting manufacturer for locations and necessary photometrics**
 7. **Scoreboard location**
 8. **Horizontal and vertical control of flatwork around concession and common areas**
 9. **Horizontal and vertical control of flatwork connection from looping trail, parking, and/or other athletic fields**

DELETED BY HALFF

- ii. **Softball Field**

1. **Grading plan**
 2. **Detailed skinned area and warning track**
 3. **Detail fencing, backstops, foul poles, windscreens**
 4. **Detail dugouts**
 5. **Detail area and location of premanufactured bleachers**
 6. **Coordinate with field lighting manufacturer for locations and necessary photometrics**
 7. **Scoreboard location**
 8. **Horizontal and vertical control of flatwork around concession and common areas**
 9. **Horizontal and vertical control of flatwork connection from looping trail, parking, and/or other athletic fields**

- iii. **Soccer field**

1. **Grading plan**
 2. **Detail player bench areas**
 3. **Detail area and location of premanufactured bleachers**

4. Coordinate with field lighting manufacturer for locations and necessary photometrics
 5. Horizontal and vertical control of flatwork around concession and common areas
 6. 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

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1. Prepare construction documents for:
 - a. Irrigation plan
 - i. Reuse water as an irrigation water source
 - ii. Pump station
 - iii. Alternative water source (potable)
 - iv. Irrigation design of entire park
 - b. Planting plan
 - c. Athletic field
 - i. Baseball field
 1. Irrigation plan
 2. Turf plan (natural grass) – infield, outfield, and foul territory areas
 - ii. Softball field
 1. Irrigation plan
 2. Turf plan (natural grass) – outfield and foul territory areas
 - iii. Soccer Field
 1. Irrigation plan
 2. 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.

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

EXHIBIT D - COST PROPOSAL

Halff Associates, Inc.

Fee Schedule - Drainage / Park Improvements for Memorial Park

	Principal	Project Manager	Quality Manager	Project Engineer	EIT	Senior CADD Operator	CADD Operator	Survey Manager (RPLS)	Two Person Survey Crew	Admin Clerical	Project Inspector	Sub-Consultant	TOTAL (HOURS)	TOTAL (\$)
Contracted Rate:	\$247	\$235	\$263	\$185	\$108	\$99	\$83	\$154	\$201	\$62	\$86			
PHASE I - DESIGN SERVICES														
Project Management														
Project Management	40	160								40			240	\$ 49,960.00
Project Management Sub-Total (Hours)	40	160	0	0	0	0	0	0	0	40	0		240	
Project Management Sub-Total (\$)	\$9,880	\$37,600	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,480	\$0	\$0		\$ 49,960.00
Site Investigation and Base Map Preparation														
Topographic Survey of Proposed Memorial Park Expansion				8			60	16	140				224	\$ 37,064.00
Develop Boundary Survey				8			40	24	40				112	\$ 16,536.00
Develop Base File				8			40	4					52	\$ 5,416.00
Site Investigation and Base Map Preparation Sub-Total (Hours)	0	0	0	24	0	0	140	44	180	0	0		388	
Site Investigaton and Base Map Preparation Sub-Total (\$)	\$0	\$0	\$0	\$4,440	\$0	\$0	\$11,620	\$6,776	\$36,180	\$0	\$0	\$0		\$ 59,016.00
Hydrologic and Hydraulic Analysis														
Data Collection for Hydrology / Hydraulic Tasks				20	40	80							140	\$ 15,940.00
Hydrology and Hydraulic Modeling			8	80	120	160							368	\$ 45,704.00
Hydrologic and Hydraulic Analysis Sub-Total (Hours)	0	0	8	100	160	240	0	0	0	0	0		508	
Hydrologic and Hydraulic Analysis Sub-Total (\$)	\$0	\$0	\$2,104	\$18,500	\$17,280	\$23,760	\$0	\$0	\$0	\$0	\$0	\$0		\$ 61,644.00
Civil Infrastructure Design														
Offsite Drainage Design			16	80	120	80	160			8			464	\$ 53,664.00
Civil Infrastructure Design for Park			40	160	480	160	120			36			996	\$ 119,992.00
Civil Infrastructure Design Sub-Total (Hours)	0	0	56	240	600	240	280	0	0	44	0		1460	
Civil Infrastructure Design Sub-Total (\$)	\$0	\$0	\$14,728	\$44,400	\$64,800	\$23,760	\$23,240	\$0	\$0	\$2,728	\$0	\$0		\$ 173,656.00
Landscape Architecture and Irrigation														
Park Infrastructure Design			8	80	200	360				40			688	\$ 76,624.00
Landscape and Irrigation Design			8	48	96	200				32				\$ 43,136.00
Landscape Architecture and Irrigation Sub-Total (Hours)	0	0	16	128	296	560	0	0	0	72	0		688	
Landscape Architecture and Irrigation Sub-Total (\$)	\$0	\$0	\$4,208	\$23,680	\$31,968	\$55,440	\$0	\$0	\$0	\$4,464	\$0	\$0		\$ 119,760.00
Storm Water Lift Station														
Lift Station Design			8	80	120	160	200						568	\$ 62,304.00
Lift Station Sub-Total (Hours)	0	0	8	80	120	160	200	0	0	0	0		568	
Lift Station Sub-Total (\$)	\$0	\$0	\$2,104	\$14,800	\$12,960	\$15,840	\$16,600	\$0	\$0	\$0	\$0	\$0		\$ 62,304.00
PHASE I - DESIGN SUB-TOTAL (HOURS)	40	160	88	572	1176	1200	620	44	180	156	0	0	3852	
PHASE I - DESIGN SUB-TOTAL (\$)	\$9,880	\$37,600	\$23,144	\$105,820	\$127,008	\$118,800	\$51,460	\$6,776	\$36,180	\$9,672	\$0	\$0		\$ 526,340.00
PHASE II - BID PHASE SERVICES														
Pre Bid Conference	1	2		16						40			59	\$ 6,157.00
Obtain Bids and Review	1	2		16						40			59	\$ 6,157.00
Answer Questions Regarding Bid Document	1	2		16	24					40			83	\$ 8,749.00
Provide Recommendations for Award	1	2		16						40			59	\$ 6,157.00
Bid Phase Administrative Support										40			40	\$ 2,480.00
Attendance at Commissioners Court Meeting (1)	1	2		4						24			31	\$ 2,945.00
PHASE II - BID PHASE SERVICES SUB-TOTAL (HOURS)	5	10	0	68	24	0	0	0	0	224	0		331	
PHASE II - BID PHASE SERVICES SUB-TOTAL (\$)	\$1,235	\$2,350	\$0	\$12,580	\$2,592	\$0	\$0	\$0	\$0	\$13,888	\$0	\$0		\$ 32,645.00
PHASE III - CONSTRUCTION PHASE SERVICES														
Pre Construction Meeting (1 Visit)				1	2		4			4			11	\$ 981.00
Response to RFI's				2	4		8			8			22	\$ 1,962.00

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**

Certificate Number:
2018-348501

Date Filed:
05/03/2018

Date Acknowledged:

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 Precinct No. 4

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.

P33594
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
	Plugge, Roman	Richardson, TX United States	X	
	Moya, Mike	Austin, TX United States	X	
	Kuhn, Greg	Richardson, TX United States	X	
	Killeen, Russell	Fort Worth, TX United States	X	
	Ickert , Andrew	Fort Worth , TX United States	X	
	Jackson, Todd	Austin, TX United States	X	
	Tanksley, Dan	Richardson, TX United States	X	
	Kunz, Pat	Richardson, TX United States	X	
	Craig , Matthew	Richardson, TX United States	X	
	Adams, Bobby	Houston, TX United States	X	
	Skipwith, Walter	Richardson, TX United States	X	
	Saenz, Robert	McAllen, TX United States	X	
	Murray, Menton	McAllen, TX United States	X	
	Bargainer, Tim	Austin, TX United States	X	

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:
 2018-348501

Date Filed:
 05/03/2018

Date Acknowledged:
 05/04/2018

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 Precinct No. 4

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.

P33594
 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
	Plugge, Roman	Richardson, TX United States	X	
	Moya, Mike	Austin, TX United States	X	
	Kuhn, Greg	Richardson, TX United States	X	
	Killeen, Russell	Fort Worth, TX United States	X	
	Ickert , Andrew	Fort Worth , TX United States	X	
	Jackson, Todd	Austin, TX United States	X	
	Tanksley, Dan	Richardson, TX United States	X	
	Kunz, Pat	Richardson, TX United States	X	
	Craig , Matthew	Richardson, TX United States	X	
	Adams, Bobby	Houston, TX United States	X	
	Skipwith, Walter	Richardson, TX United States	X	
	Saenz, Robert	McAllen, TX United States	X	
	Murray, Menton	McAllen, TX United States	X	
	Bargainer, Tim	Austin, 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:
 2018-348501

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 05/03/2018

Date Acknowledged:
 05/04/2018

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 Precinct No. 4

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.
 P33594
 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 _____, 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)

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: Requesting WA #1-C-18-130-04-03**From :** maria mayorga <maria.mayorga@co.hidalgo.tx.us>

Fri, May 04, 2018 10:46 AM

Subject : Fwd: Requesting WA #1-C-18-130-04-03 6 attachments**To :** leticia saenz <leticia.saenz@co.hidalgo.tx.us>**Cc :** joseph palacios22 <joseph_palacios22@yahoo.com>, martha salazar <martha.salazar@co.hidalgo.tx.us>, dina trevino <dina.trevino@co.hidalgo.tx.us>, darlene betancourt <darlene.betancourt@co.hidalgo.tx.us>, nick perez <nick.perez@co.hidalgo.tx.us>, edna caballero <edna.caballero@co.hidalgo.tx.us>, betsy roque <betsy.roque@co.hidalgo.tx.us>External images are not displayed. [Display images below](#)

Good Morning Letty,

As discussed, Precinct 4 would like to place the following WA on agenda for Tuesday.
The funding for this can be identified on AI-64742 (account #8-1351-452-00-124-132-0-740).

Should you have any questions, please let me know.
Thank you for all your help!

Respectfully,

Lulu Mayorga, CPM
Executive Assistant
Hidalgo County Precinct 4
(956)383-3112

From: "mbullion" <mBullion@Halff.com>**To:** "maria mayorga" <maria.mayorga@co.hidalgo.tx.us>, "Murray, Trey" <TMurray@Halff.com>**Cc:** "joseph palacios" <joseph.palacios@co.hidalgo.tx.us>**Sent:** Thursday, May 3, 2018 3:28:53 PM**Subject:** RE: Requesting WA #1-C-18-130-04-03

Lulu,

I hope this email finds you well. I have attached the Halff proposal for WA #1 for Memorial Park.
Please let me know if you have any questions/concerns.

Regards,
Miles

Miles Bullion, PE, CFM

Project Manager

O: (956) 445-5202**C:** (214) 600-4197**HALFF ASSOCIATES, INC.**5000 West Military, Suite 100
McAllen, TX 78503-7446[Halff.com](#) | [Facebook](#) | [Twitter](#) | [LinkedIn](#) | [YouTube](#)**From:** maria mayorga <maria.mayorga@co.hidalgo.tx.us>**Sent:** Thursday, May 3, 2018 12:11 PM**To:** Murray, Trey <TMurray@Halff.com>**Cc:** joseph palacios <joseph.palacios@co.hidalgo.tx.us>; Bullion, Miles <mBullion@Halff.com>; martha salazar <martha.salazar@co.hidalgo.tx.us>; leticia saenz <leticia.saenz@co.hidalgo.tx.us>; nick perez <nick.perez@co.hidalgo.tx.us>**Subject:** Requesting WA #1-C-18-130-04-03

Good Afternoon Trey,

Precinct 4 would like to request WA#1 for the **design and drainage** for Memorial Park. Please note that your scope of work should be detailed in explanation and should not overlap any existing agreements we currently have for the continued design of Memorial Park.

Should you have any questions, please let me know.

Respectfully,

Lulu Mayorga, CPM
Executive Assistant
Hidalgo County Precinct 4
(956)383-3112 **2017.05.03 On Call EXHIBIT A B C D Rev180504.pdf**
275 KB **Memorial Site Map.pdf**
321 KB **EXHIBIT E (1).pdf**
174 KB **EXHIBIT C - SCHEDULE.pdf**
134 KB **EXHIBIT D - Cost Proposal.pdf**

SPECIAL MEETING - May 8, 2018

BE IT REMEMBERED, that on this 8th day of May A.D., 2018, there was begun and held a **SPECIAL MEETING** of the Honorable Commissioners' Court of Hidalgo County, Texas, wherein the following members thereof were present, to-wit:

HONORABLE RAMON GARCIA

HIDALGO COUNTY JUDGE

HONORABLE DAVID FUENTES

COMMISSIONER, PRECINCT NO. 1

HONORABLE EDUARDO "EDDIE" CANTU

COMMISSIONER, PRECINCT NO. 2

HONORABLE JOE M. FLORES

COMMISSIONER, PRECINCT NO. 3

HONORABLE JOSEPH PALACIOS

COMMISSIONER, PRECINCT NO. 4

and **ARTURO GUAJARDO, JR., COUNTY CLERK & EX-OFFICIO CLERK OF THE COMMISSIONERS' COURT** of Hidalgo County, Texas, wherein the following proceedings were had, to-wit:



AGENDA
CC REGULAR
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 at the Edinburg Council Chambers 415 W. University Drive, Edinburg, Hidalgo County, Texas. Discussion and possible action relating to the following business will be transacted:

1. Roll Call

All members of the court were present during the meeting.

2. Pledge of Allegiance

Judge Garcia led the courtroom in reciting the Pledge of Allegiance.

3. Prayer

Opening prayer offered by Julia Sullivan.

4. Approval of Consent Agenda

The court moved to approve the consent agenda with the exception of Items. 9.A. and 10.I. to be pulled for discussion.

5. County Judge's Office:

- A. AI-64591** Consideration and approval of a Proclamation Declaring May 2018 as Elder Abuse Prevention Month.

On motion by COMMISSIONER PCT. 3, JOE M. FLORES, seconded by COMMISSIONER PCT. 4, JOSEPH PALACIOS, the Court made a UNANIMOUS vote of approval.

Vote: 5 - 0 - Unanimously

Ann Cortez, District Director for Adult Protective Services, informed that this past year they had over 3,000 neglect, abuse and exploitation cases in Hidalgo County, 1,500 cases were validated.

Court proceeded to Item. 10.B.

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.

On motion by COMMISSIONER PCT. 3, JOE M. FLORES, seconded by COMMISSIONER PCT. 2, EDUARDO "EDDIE" CANTU, the Court made a UNANIMOUS vote of approval.

Vote: 4 - 0 - Unanimously

- 2. Requesting consideration, approval and authorization for Ricardo Rodriguez, Jr., Criminal

- 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.

On motion by COMMISSIONER PCT. 1, DAVID FUENTES, seconded by COMMISSIONER PCT. 4, JOSEPH PALACIOS, the Court made a UNANIMOUS vote of approval.

Vote: 4 - 0 – Unanimously

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.

Martha Salazar informed they'll advertise for only one.

On motion by COMMISSIONER PCT. 1, DAVID FUENTES, seconded by COMMISSIONER PCT. 4, JOSEPH PALACIOS, the Court made a UNANIMOUS vote of approval.

Vote: 4 - 0 – Unanimously

B. Executive Office

- 1. **AI-64791** Acceptance and approval of Work Authorization No. 2, estimated cost of \$ 26,250.00, as submitted by Half 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.*

On motion by COMMISSIONER PCT. 1, DAVID FUENTES, seconded by COMMISSIONER PCT. 4, JOSEPH PALACIOS, the Court made a UNANIMOUS vote of approval.

Vote: 4 - 0 – Unanimously

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 SH 107 through contract #C-13-133-12-03.

On motion by COMMISSIONER PCT. 4, JOSEPH PALACIOS, seconded by COMMISSIONER PCT. 1, DAVID FUENTES, the Court made a UNANIMOUS vote of approval.

Vote: 4 - 0 - Unanimously

D.

Pct. 4

- 2. **AI-64761** Approval of the following items for RG Enterprises LLC dba G&G Contractors for the Pct. 4 San Carlos Community Resource Center Landscape/ Retaining Wall/ Irrigation project P.O. 748664, as submitted and recommended by project architect, Mata-Garcia Architects LLC for contract # C-16-145A-04-13 including, but not limited to:

- A. Application for Payment 3 in the amount of \$55,394.50;
- B. Application for Payment 4 Release of Retainage in the the amount of \$13,852.87.

On motion by COMMISSIONER PCT. 4, JOSEPH PALACIOS, seconded by COMMISSIONER PCT. 1, DAVID FUENTES, the Court made a UNANIMOUS vote of approval on A and B.

Vote: 4 - 0 - Unanimously

- 3. **AI-64738** Authority and approval to enter into an Interlocal Agreement between Hidalgo County and **Texas A & M University** to extend the original facilitation, recruitment, outreach and resource development agreement established in 1999, amended and renewed in 2014 for the **Hidalgo County San Carlos Endowment Center** (Sunflower Road).

On motion by COMMISSIONER PCT. 4, JOSEPH PALACIOS, seconded by COMMISSIONER PCT. 1, DAVID FUENTES, the Court made a UNANIMOUS vote of approval.

Vote: 4 - 0 - Unanimously

E. ~~Staffs Office~~ **PRECINCT 4**

- 1. **AI-64785** Acceptance and approval of *Work Authorization No. 1* with estimated cost *(\$ 732,321.00)*, as submitted HALFF ASSOCIATES, INC. (project engineer) in connection to (ON CALL) agreement # C-18-130-04-03 for:-"Road and Bridge, C.I.P. and Other Projects in General" located within Hidalgo County Precinct Number 4, *Project Specific: Design of Drainage/Park Improvements for Memorial Park" located in Hidalgo County Precinct 4.*

APPROVED

On motion by COMMISSIONER PCT. 4, JOSEPH PALACIOS, seconded by COMMISSIONER PCT. 1, DAVID FUENTES, the Court made a UNANIMOUS vote of approval.

Vote: 4 - 0 - Unanimously

20. Open Forum

- Fern McClaugherty claimed that the public is upset at the court members over the construction of the courthouse and other projects.

21. Closed Session:

Commissioners' Court may go into Closed Session pursuant to Chapter 551, Texas Government Code, Sections 551.071, 551.072 & 551.074 to discuss the following:

On motion by COMMISSIONER PCT. 4, JOSEPH PALACIOS, seconded by COMMISSIONER PCT. 1, DAVID FUENTES, the Court made a UNANIMOUS vote of approval.

Vote: 4 - 0 - Unanimously

A. Real Estate Acquisition

No action taken on this item.

EXHIBIT "F"

THE STATE OF TEXAS §
 §
COUNTY OF HIDALGO §

SUPPLEMENTAL AGREEMENT No. 1 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 **August, 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 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

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

Halff 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. Halff will modify basins as needed for proposed facilities, develop improvements that will help facilitate the storage and conveyance of storm water runoff. Halff 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

Halff 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
 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.

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.

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:
 2018-389930

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 18-130-04-03

Supplemental Agreement No. 1 to Work Authorization No. 1
 Park

Design Drainage/Park Improvements for Memorial

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, 20 18.
(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:
2018-389930

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 18-130-04-03
Supplemental Agreement No. 1 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
	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, Andrew	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:
2018-389930

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 18-130-04-03
Supplemental Agreement No. 1 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 _____, 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)

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	

SPECIAL MEETING - August 14, 2018

BE IT REMEMBERED, that on this 14th day of August A.D., 2018, there was begun and held a SPECIAL MEETING of the Honorable Commissioners' Court of Hidalgo County, Texas, wherein the following members thereof were present, to-wit:

HONORABLE RAMON GARCIA
HONORABLE DAVID FUENTES
HONORABLE EDUARDO "EDDIE" CANTU
HONORABLE JOE M. FLORES
HONORABLE JOSEPH PALACIOS

HIDALGO COUNTY JUDGE
COMMISSIONER, PRECINCT NO. 1
COMMISSIONER, PRECINCT NO. 2
COMMISSIONER, PRECINCT NO. 3
COMMISSIONER, PRECINCT NO. 4

and ARTURO GUAJARDO, JR., COUNTY CLERK & EX-OFFICIO CLERK OF THE COMMISSIONERS' COURT of Hidalgo County, Texas, wherein the following proceedings were had, to-wit:



**AGENDA
CC REGULAR
HIDALGO COUNTY
COMMISSIONERS COURT
MEETING
August 14, 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

Judge Ramon Garcia called the meeting to order at 9:53 a.m.

Commissioner Joseph Palacios was not present during roll call.

2. Pledge of Allegiance

Judge Garcia led the courtroom in reciting the Pledge of Allegiance.

3. Prayer

Opening prayer offered by Virginia Townsend.

Court recess at 9:55 a.m.

4. Approval of Consent Agenda

Court reconvened at 10:34 a.m.

The court moved to approve the Consent Agenda with the exception of Items.5.B., 9.A. & B. to be pulled for further discussion.

Court proceeded to Item. 16.A.

5. District Attorney's Office:

- A. AI-66104** Hidalgo County DA's Office - Victim Assistance Program (VAP) Grant (1281): Approval to submit a VAP Grant #2924302 budget adjustment to the Office of the Governor (OOG).

On motion by COMMISSIONER PCT. 1, DAVID FUENTES, seconded by COMMISSIONER PCT. 4, JOSEPH PALACIOS, the Court made a UNANIMOUS vote of approval.

Vote: 5 - 0 – Unanimously

- B. AI-66046** DA's Title IV-E (1100):
1. Approval of the Title IV-E Grant Budget (Contract #23941008) for October 1, 2018 - September 30, 2019.

On motion by COMMISSIONER PCT. 3, JOE M. FLORES, seconded by COMMISSIONER PCT. 4, JOSEPH PALACIOS, the Court made a UNANIMOUS vote of approval.

Vote: 5 - 0 - Unanimously

- E. **AI-66016** Title IV-E Child Welfare Services (1100):
 1. Approval of the Title IV-E Child Welfare Services Grant Budget (Contract #23941009) for October 1, 2018 - September 30, 2019.

On motion by COMMISSIONER PCT. 3, JOE M. FLORES, seconded by COMMISSIONER PCT. 4, JOSEPH PALACIOS, the Court made a UNANIMOUS vote of approval.

Vote: 4 - 0 - Unanimously

2. Approval for County Judge to sign required documents.

On motion by COMMISSIONER PCT. 3, JOE M. FLORES, seconded by COMMISSIONER PCT. 4, JOSEPH PALACIOS, the Court made a UNANIMOUS vote of approval.

Vote: 4 - 0 - Unanimously

23.

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-66139** A. Nomination of a minimum of three (3) firms from HC's approved Pool of Architectural Firms in connection with the design of Detention Barracks to be constructed/erected on site of the current Hidalgo County Law Enforcement Center & Adult Detention Facility;

Salazar noted that staff reviewed disciplines and found that some of the firms have direct law enforcement, city jail or county jail experience. She advised the members that as now they're nominating from the pool and they'll nominate graders.

Nominations:

- Commissioner David L. Fuentes:** Gomez Mendez Saenz, Inc.
- Commissioner Eduardo "Eddie" Cantu:** Nassri-Warren Group Architects, Inc. DBA The Warren Group Architects, Inc.
- Commissioner Joe M. Flores:** Nassri-Warren Group Architects, Inc. DBA The Warren Group Architects, Inc.
- Commissioner Joseph Palacios:** ERO Architects and Halff Associates, LLP.

County judge's nomination is to be determined.

On motion by COMMISSIONER PCT. 4, JOSEPH PALACIOS, seconded by COMMISSIONER PCT. 3, JOE M. FLORES, the Court made a UNANIMOUS vote of approval.

Vote: 4 - 0 – Unanimously

- B. Selection/Appointment of the Evaluation Committee to score and grade the nominated architect firms for the design project identified above and herein.

Appointees:

- Commissioner David Fuentes:** Mayor David Suarez
- Commissioner Eduardo "Eddie" Cantu:** Armando Garza
- Commissioner Joe M. Flores:** Sara Vela
- Commissioner Joseph Palacios:** Jose Luis "Pepe" Caso

County judge's appointee to be determined.

Sergio Cruz petitioned the court to consider additional graders from the Sheriff's Office, Lt. David Freeman and Capt. Madrigal

On motion by COMMISSIONER PCT. 4, JOSEPH PALACIOS, seconded by

- 1. **AI-66031** Acceptance and approval of Supplemental No.1 to Work Authorization No.1, as submitted by HALFF & ASSOCIATES, INC. (project engineer) due to (*modifications to the scope of work with no increase to cost*) for *Project Specific: Precinct No. 4-Design of Drainage/Park Improvements for Memorial Park*, in connection to (On Call) agreement #C-18-130-04-03 for "R&B, C.I.P. and Other Projects in General" for projects within HC Precinct 4.

On motion by COMMISSIONER PCT. 4, JOSEPH PALACIOS, seconded by COMMISSIONER PCT. 2, EDUARDO "EDDIE" CANTU, the Court made a UNANIMOUS vote of approval.

Vote: 4 - 0 – Unanimously

G. Constables

- 1. **AI-65935** Requesting approval to purchase one (1) 2019 Chevrolet Tahoe PPV 4X2 for Constable Pct. 1 through the County's cooperative membership/participation with GoodBuy, contract #18-18 8F000 thru awarded vendor, Lake Country Chevrolet, Inc. in the amount of \$33,254.50 thru requisition 370200.

On motion by COMMISSIONER PCT. 4, JOSEPH PALACIOS, seconded by COMMISSIONER PCT. 2, EDUARDO "EDDIE" CANTU, the Court made a UNANIMOUS vote of approval.

Vote: 4 - 0 – Unanimously

H. Health & Human Services Dept.

- 1. **AI-65948** Requesting approval of the Interlocal Cooperation Agreement between The County of Hidalgo and The University of Texas Rio Grande Valley Preventative Medicine Residency Program.

On motion by COMMISSIONER PCT. 4, JOSEPH PALACIOS, seconded by COMMISSIONER PCT. 2, EDUARDO "EDDIE" CANTU, the Court made a UNANIMOUS vote of approval.

Vote: 4 - 0 – Unanimously

Commissioner Fuentes joined the meeting.

- 2. **AI-65947** A. Presentation and action in connection with the sole response received for RFP No. 2018-138-07-25-HGO - "Online Pharmacy Billing Services" for the purpose of ranking as "qualified" (meeting the criteria) in order to continue to the next phase (i.e. negotiation) of the proposal process;

HEB RXTRA Advantage	Score
Evaluator 1	100
Evaluator 2	100
Evaluator 3	90
Total	290

On motion by COMMISSIONER PCT. 2, EDUARDO "EDDIE" CANTU, seconded by COMMISSIONER PCT. 4, JOSEPH PALACIOS, the Court made a UNANIMOUS vote of approval.

Vote: 4 - 0 -Unanimously

Commissioner David L. Fuentes abstained from voting on this item.

- B. Requesting authority for Purchasing Department to commence negotiations with HEB, the sole "qualified" proposer in order to finalize a contract for consideration and award.

Commissioner Flores stepped away from the meeting.