

EXHIBIT "F"

THE STATE OF TEXAS §
 §
COUNTY OF HIDALGO §

SUPPLEMENTAL AGREEMENT No. 1 to
WORK AUTHORIZATION No. 2
C-18-198-07-31

TO MAIN AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES for
"Commissioner Precinct 1 Administration Bldg – Emergency Generator"

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 ASSOCIATES INC.**, Professional Engineers of, **McAllen**, Texas, hereinafter called the "Engineer".

WITNESSETH

WHEREAS, the **Owner** and the **Engineer** executed the Agreement on the **8th day of October, 2019** and **Work Authorization No. 2** on the **1st day of July, 2019**, concerning Engineering for: **Commissioner Precinct 1 Administration Bldg – Emergency Generator** (Hereinafter referred to as the "Project"); and,

WHEREAS, Article **2.1** of the Agreement, Scopes of Work and Part **I.** of **Work Authorization No. 2**, Scopes of Work establishes the Scopes of Work for **Work Authorization No. 2**; and,

WHEREAS, it has become necessary to amend the contract to provide **Additional Services for the inclusion of the adjacent Justice of the Peace Building into the design of the Emergency Generator**
The following is additional work needed:

1. Additional Phase 1 Design Services	\$ 8,977.00
2. Revision to Phase 2 Scope	\$ (712.00)
3. Additional Procurement Services	\$ 2,686.00
4. Additional Construction Admin Services	\$ 2,576.00
5. Addition of Phase 5 – JP Design Services	\$ 7,358.00
TOTAL	\$20,885.00

NOW THEREFORE, premises considered, the **Owner** and the **Engineer** agree that said **Work Authorization No. 2** of the Agreement is amended as follows:

I. Part of Work Authorization No. 2; Scopes of Work is revised to provide **Additional Services for the inclusion of the adjacent Justice of the Peace Building into the design of the Emergency Generator**
The following is additional work needed:

6. Additional Phase 1 Design Services	\$ 8,977.00
7. Revision to Phase 2 Scope	\$ (712.00)
8. Additional Procurement Services	\$ 2,686.00
9. Additional Construction Admin Services	\$ 2,576.00
10. Addition of Phase 5 – JP Design Services	\$ 7,358.00
TOTAL	\$20,885.00

II. Part 2. of Work Authorization No. 2; 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. 2 is increased by **\$20,885.00** to a revised total of **\$ 53,369.00**

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 **st** day of **October, 2019**.

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

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

**THE OWNER:
HIDALGO COUNTY**

BY: _____
Richard Cortez, County Judge

LIST OF ATTACHMENTS

- Exhibit "D" Lump Sum Cost Proposal
- Exhibit "C" Work Schedule

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 Article 7 of this Agreement.
- (2) Payment for work performed by the **ENGINEER** and accepted by the **OWNER** in accordance with Article 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 Exhibit "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 (C18-198-07-31) with Hidalgo County to provide:

Project Title Revised: Installation of a Generator to the Precinct 1 Administration Bldg., JP 1.1 and JP 1.2

Phase 1: Document Production Phase

- Review Existing Documents and Conditions
- Site Investigation/Existing Conditions for Design
- Determine generator rating based on loads
- Modifications to electrical distribution system
- Development of one-line diagram
- Electrical site plans development
- Develop project specific details
- Consolidation of electrical service
- Coordination with utility company
- Specification of automatic transfer switch
- Survey field ties to all surface improvements on the site, establishing horizontal and vertical control, and obtaining site topography required for design of the generator pad
- Civil task to establishing the base flood elevation for this area to be utilized by the structural engineer for design of the pad
- Structural engineering design for generator pad
- Demolition Plans
- Division 1 specs
- Technical Specifications
- Design Meetings
- Design Phase Administrative Support
- Issuance of Final Documents

Phase 2: ~~Quick connect portable generator docking stations design~~ Quick Connect / Natural Gas Scope Revision

- ~~Provide provisions for five quick connect, portable generator docking stations; one per each existing service entrance (Note: This option could be a temporary solution to be in place prior to the installation of the stand-by emergency generator)~~
- Quick connect assessment
- Plumbing Site Plans
- Generator Natural Gas regulator sizing

- Natural Gas Pipe sizing
- Coordination with TexGas

Phase 3: Bid Phase Services

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

Phase 4: Construction Phase Services

- Pre-Construction Meeting (1 Visit)
- Response to RFI's
- Review Submittals
- Review Payment Applications (1 Visit)
- CA Phase Administrative Support
- Field Observations/ Punch Lists (3 Field Meetings)
- Project Close-out

Phase 5: JP Design Services

- Review Existing Documents and Conditions
- Site Investigation/Existing Conditions for Design
- Modifications to electrical distribution system
- Development of one-line diagram
- Electrical site plans development
- Develop project specific details
- Coordination with utility company
- Specification of automatic transfer switch
- Demo Plans
- Technical Specs
- Design Meetings
- Issuance of Final Documents

Specific Exclusions

- Work related to ACM Abatement
- Site visits more than those identified
- Survey does not include survey of any subsurface facilities. Existing underground structures or utilities will be obtained from record drawings
- 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.

Phase 1: Document Production Phase

Start: Week of 07/02, finish: Week of ~~07/24~~ 10/25

Phase 2: ~~Quick Connect portable generator docking stations design~~ Quick Connect / Natural Gas Scope Revision

Start: Week of 07/02, finish: Week of ~~07/16~~ 10/25

Phase 3: Bid Phase Services

Start: Week of 08/05, finish: Week of ~~08/12~~ 11/04

Phase 4: Construction Phase Services

Start: Week of 08/19, finish: Week of ~~09/30~~ 01/15/20

Phase 5: JP Design Phase Services

Start: Week of 10/14, finish: Week of 10/25

EXHIBIT D

Cost Proposal

Installation of a Generator to the Precinct 1 Administration Bldg., JP 1.1 and JP 1.2

Phase 1		
	Revisions to Design Services	\$8,977.00
Phase 2		
	Quick Connect / Natural Gas Scope Revision	(\$712.00)
Phase 3		
	Additional Procurement Services	\$2,686.00
Phase 4		
	Construction Admin Services	\$2,576.00
Phase 5		
	JP Design Services	\$7,358.00
	TOTAL FEE	\$20,885.00

