



# EXHIBIT A

October 11, 2021

Hector Garcia  
Hidalgo County Purchasing  
2802 S. Business Hwy. 281  
Edinburg, TX 78539

Dear Mr. Garcia,

Representatives of the design team had a listening session with Mr. Oscar Villarreal and Jacobs representatives on September 22, 2021, regarding a new vision for the courthouse café on the first floor. The current operational model is slightly different than what the design team was instructed to provide several years ago when Mr. Villarreal was not with Hidalgo County. This proposal, then, captures the design work required to enact the new vision.

## **SCOPE OF WORK**

PROJECT MANAGEMENT throughout

TASK 1 - DESIGN (assumed to be 3 weeks, HDR leads)

### *INTERIOR ARCHITECTURE (HDR)*

- Add wall, door and card access in staff corridor to east of café to maintain security to vertical staff access to rest of building

### *ELECTRICAL & PLUMBING (Halff Associates)*

- Specify two new 120/208V, 3ph, 225A panels to be located in Café Storage room and fed from existing electrical service
- Step down transformers as required for anticipated loads
- Recircuit all existing electrical power devices located in Café, Storage, and Served to one of these new panels
- Verify that new panel with recircuited loads has sufficient capacity at amperage rating to serve reasonable needs of County-procured vendor
- Review current plumbing design with County to confirm adequacy to serve future vendor
- Potentially add a new sink and possibly modify water heating capacity
- Coordination meetings with entities outside the design team (2 max.)
- Deliverables
  - 100% submittal for HDR QC review prior to 100% submission
  - 100% CD signed & sealed set

TASK 2 – PROCUREMENT (assumed to be 2 months, HDR leads)

- AHJ review
- Fielding and answering bidder questions

- Preparation and distribution of Addenda, if necessary
- Owner award of Construction Contract

**TASK 3 - CONSTRUCTION CONTRACT ADMINISTRATION (CCA)** (assumed to be 2 months, ERO leads)

Without negating or trumping what is included in the Owner-Architect Agreement, CCA services include:

- Project administration to review contractor submittals and samples, RFI's, proposal requests and change orders
- One field meeting with contractor in field
- Additional punch list for substantial completion and review of completed punch list items (ERO)

**FEE**

\$31,775

**EXPENSES**

We anticipate incurring costs for such things as in-house printing. This is included in the fees. We have assumed that all deliverables to Owner, Jacobs, Contractor and AHJs will be electronic and no printing will be required for submissions to these entities. We have assumed that *all Design and Procurement meetings can be held remotely*, hence no travel has been included for meetings except as have been specifically mentioned. Trips for in-person meetings that are described in the scope are included in the fee.

**CLARIFICATIONS, EXCLUSIONS, DISCLAIMERS**

- Exact schedule is dependent upon ability to coordinate with entities outside of the design team as well as Contractors' construction schedules.
- Any scope not listed is not part of this proposal, e.g. relocation of walls, modification of millwork or finishes, etc.
- Jacobs will facilitate meetings and expedite the coordination with entities outside of the design team.
- We assume this Phase 1 designed scope will be issued as a CPR to Morganti and performed under their current contract.
- If either of these entities changes, the professional team would be eligible for an adjustment in order to bring the new team up to speed.
- Note that this proposal's rate will remain in effect for 60 calendar days. If our contract is not amended for this proposal within that timeframe, we retain the right to revisit the proposal.
- The standard of care for all services performed or furnished by Consultant under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality.
- With all additional service proposals, we will begin these changes upon receiving written acceptance of this contract change.

On behalf of the entire professional team, we are grateful to Hidalgo County for your continued trust in this team. If there are any questions, please do not hesitate to contact John Niesen or me.

Sincerely,  
HDR Architecture, Inc.

A handwritten signature in black ink, appearing to read 'Chad Anderson', with a long horizontal flourish extending to the right.

Chad W. Anderson  
*Authorized Representative, Managing Principal*

cc: John Niesen, Mike Brenchley, Halden Tally, Oscar Garcia, file