



# EXHIBIT A

December 9, 2021

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

Dear Mr. Garcia,

In the process of meeting with Users to discuss move management, the Users presented Jacobs with a list of items they would like to have changed or added. These would entail the design team to make changes to documents in order to create CPRs for either Morganti or FF&E vendors, depending on the item. These include the following.

## SCOPE OF WORK

- Specify 50 bariatric seating (chairs and/or benches) for the jury assembly area (we will do this at no charge)
- Upgrade the fridge associated receptacle, branch circuit, and circuit breaker to 30Amps in multipurpose room (2B-170). (We will do this at no charge.)
- Verify the microwave circuits can accept the intended microwaves for room 2B-170. If not, update the receptacle(s), branch circuit and breakers as necessary. (We will do this at no charge.)
- Confirm if printer can be installed in Reg Clerk (2C-198) (safe intended area). Owner to provide power requirements so existing outlet can be verified if it will accept proposed device. New data drop will need to be added.
- Specify new safe for (2C-128).
- Add card reader and security camera outside door 2C-128.
- Demo cabinetry behind Reg Clerk (2C-198). Return to Owner for reuse.
- Add 5-drawer horizontal file cabinets to Reg Clerk (2C-198) where cabinetry currently shown.
- Add (2) local feed security cameras in the District Clerk's open office area to surveil staff.
- Add (1) local feed security camera inside 2C-128.
- Design local feeds of the District Clerk's security cameras to be seen in offices 2C-119, 2C-120, 2C-121, 2C-123, 2C-125 & 2C-182. Add power, data, monitors, mounts where necessary.
- Specify a basket to hang underneath (8) reg/cashier window counters (2C-187)
- Specify a furniture-solution raceway (not millwork) for receptionist desk power and data (2B-188)
- Confirm layout of an extra desk in Probate Court Chambers (3B-614) and access to power and data. Add service(s) if required.
- Add data for additional (4) time clock locations: (2) outside elevator bank on level 1, (1) by copy station 1C-132 on level 1, and (1) outside multipurpose room 2B-170 on level 2.

## PROJECT MANAGEMENT throughout

- Remobilization of team

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

*FURNITURE (HDR)*

- Research furniture options
- Create layout sketches
- Conduct virtual meetings with Users based on task (2 included)
- Specifications changes, CPR packages created

*ELECTRICAL, ITS (Halff Associates)*

- Additional electrical and IT outlets
- Internal coordination with professional team (assuming remote)

*LOW VOLTAGE, PHYSICAL SECURITY (HDR)*

- Additional security cameras
- Additional card reader

*TASK 1 DELIVERABLES*

- Furniture: Drawings and specifications revisions issued as CPR to furniture contractor
- Electrical/ITS, Low Voltage, Physical Security: 100% Signed & sealed drawings and specifications revisions issued as CPR to current CMAR

TASK 2 – PROCUREMENT (assumed to be 3 months, HDR leads)

- AHJ review – not required
- Attendance at a Pre-Bid meeting – not required
- Fielding and answering bidder questions
- Preparation and distribution of Addenda, if necessary
- Owner award of Contract modifications

TASK 3 - CONSTRUCTION CONTRACT ADMINISTRATION (CCA) (assumed to be 3 months, ERO leads building contract items, HDR leads FF&E contract items)

Without negating or surpassing what is included in the Owner-Architect Agreement, additional CCA services related to this proposal include:

- Project administration to review contractor submittals and samples, RFI's, proposal requests and change orders
- Additional punch list visit for these items if completed after the original punch list

**FEE**

The fee for the additional work outlined above is **\$40,875**.

**EXPENSES**

We anticipate incurring costs for such things as in-house printing. This is included in the fee. No additional meetings, trips or site visits are included except as described.

## DISCLAIMERS & ASSUMPTIONS

- Exact schedule is dependent upon ability to coordinate with entities outside of the design team as well as the Contractors' schedules.
- 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 the only meetings with Users will be as listed above. If there are other questions, Jacobs will broker the answers.
- We have assumed that all meetings can be held remotely, hence no travel has been included for meetings.
- 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.

If there are any questions, please do not hesitate to contact John Niesen or me.

Sincerely,  
HDR Architecture, Inc.



Chad W. Anderson  
*Authorized Representative, Managing Principal*

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