



**WHEREAS**, on a project to project basis, County shall determine when the services of a Surveyor for Professional Surveying Services is required and shall provide project specifications (the “Specifications”) to Surveyor for review and response.

**NOW THEREFORE**, in consideration of the mutual covenants and agreements herein contained, County and Surveyor do mutually agree as follows:

1. County and Surveyor hereby agree that this Agreement is entered into in order to provide the Services for Hidalgo County Precinct #2.

2. The County will furnish Specifications as needed and on a per project basis to Surveyor for the development of project(s) and fulfillment of this Agreement. Surveyor agrees to review the project as presented by County (on a per-project basis) and submit to County within fourteen (14) days of receipt of the Specifications, a proposal. The proposal shall include, but not be limited to, the following: (1) fee structure for the project; (2) services included in the basic fee; (3) amount of, or basis for, compensation for additional services (including additional services that may arise during the course of the project and cost of Surveyor’s consultants); and (4) cost for reimbursable expenses (collectively the “Surveying Services Per-Project Proposal”);

3. The County may enter into negotiations with the Surveyor regarding the Surveying Services Per-Project Proposal and should the parties reach an agreement, then Surveyor will submit a final proposal to County for issuance of a Purchase Order. Services to be provided by the surveyor are detailed in the attached **Exhibit “C”**. However, if the parties are unsuccessful at coming to terms for any specific project, then the County may seek the services of other surveyors.

4. Surveyor agrees in performing the Services that it will use proper professional standards, comply with any and all appropriate laws and regulations in providing the Services, and devote such time as is necessary to safely and efficiently provide the Services.

5. **Non-Exclusive Services of Surveyor.** Hidalgo County reserves the right to request these services from other sources other than the Surveyor and shall not be in violation of any terms or conditions of this Agreement.

**6. Term.** This Agreement is for a period of **one (1) year**, effective July 26, 2022 and will terminate July 25, 2023 or unless sooner terminated as provided herein. The Surveyor will not begin to work or incur costs until authorized in writing by the County for each **“Purchase Order”**.

**7. Compensation.** The maximum amount payable under this Agreement shall not exceed the amount for each **“Purchase Order”**. The Surveyor shall submit periodic requests for payment within (30) thirty days after completion of each work order. The request for payment shall be made using forms acceptable to the County and shall show the total amount earned to the date of submission and the amount due and payable as of the date of the current billing. Upon receipt of said request for payment, County shall submit a requisition for payment for said Services in the customary manner provided for payments utilized by Hidalgo County, Texas. Surveyor agrees to separately account for the receipt and/or expenditure of funds received pursuant to this Agreement and to keep accurate books and records of all such receipts and/or expenditures. All payments to Surveyor shall be mailed to the address shown in numbered paragraph 27. Titled “Notices” herein.

**8. Inspection of Work.** The County has the right at all reasonable times to inspect or otherwise evaluate the work performed hereunder and the premises in which it is being performed. If any inspection or evaluation is made on the premises of the Surveyor, or of a subcontractor, the Surveyor shall provide and require its subcontractor to provide all reasonable facilities and assistance for the safety and convenience of the inspectors in the performance of their duties. All inspections and evaluations shall be performed in such a manner as will not unduly delay their work.

**9. Amendments.** If it becomes necessary at any time during this Agreement to change the scope of services, the Agreement period, the maximum amount payable, the complexity, or the character of this Agreement, an amendment must be prepared and executed within the agreement period. The County retains the right to reject any such amendment proposed by the Surveyor. Any such amendments shall be made in writing, agreed to by all parties hereto, and duly executed before the end of the Agreement as specified. If the County finds it necessary to require changes in completed work because of errors made by the Surveyor, the County shall require the Surveyor to correct the work at no

cost to the County and without amendment to the Agreement. If the changes are made at the request of the County and are not due to errors of the Surveyor, the County will reimburse the Surveyor for the additional work at the same rate of pay established in **Exhibit "B"** "Surveyor Contract Rates." If payment for the additional work will cause the maximum amount payable under this Agreement to be exhausted, an amendment shall be proposed in accordance with all State procurement laws.

**10. Reporting.** The Surveyor shall promptly advise the County in writing of events which have a significant impact upon the Agreement, including:

- a. Problems, delays, or adverse conditions which will materially affect the ability to meet time schedules and goals, or preclude the attainment of project work units by established time periods. This disclosure shall be accompanied by a statement of the action taken, or contemplated and any County or, if Federal Funds are involved, Federal assistance needed to resolve the situation.
- b. Favorable developments or events which enable meeting time schedules and goals to be met sooner than anticipated or which are producing more work units than originally projected.

**11. Ownership of Documents.** Upon completion or termination of this Agreement, all documents prepared by the Surveyor or furnished to the Surveyor by the County shall be delivered to and become the property of the County. All sketches, photographs, calculations, and other data prepared under this Agreement shall be made available, upon request, to the County without restriction or limitation on their further use. The Surveyor shall not be liable for the reuse or modification of its work product. The Surveyor may, at its own expense, have copies made of the documents or any other data furnished to the County under this Agreement.

**12. Suspension of Work.** Should County desire to suspend the work under this Agreement, but not terminate this Agreement, the County shall provide thirty (30) calendar days verbal notification to Surveyor, followed by written confirmation from the County to Surveyor to that effect. The thirty-day notice may be waived as agreed in writing by both the County and Surveyor to that effect. The work

under this Agreement may be reinstated and resumed in full force and effect within sixty (60) days of receipt of written notice from the County to the Surveyor. The sixty-day notice may be waived as agreed in writing by both the County and Surveyor. If the County suspends the work, the Termination Date as identified above is not affected and this Agreement will terminate on the date specified.

**13. Progress and Coordination.** The Surveyor shall, from time to time during the progress of the work, confer with the County. The Surveyor shall prepare and present such information as may be pertinent and necessary, or as may be requested by the County, in order to evaluate features of the Surveyor's services and work.

At the request of the County or the Surveyor, conferences shall be provided at the Surveyor's office, the offices of the County, or at other locations designated by the County. These conferences shall also include evaluation of the Surveyor's services and work when requested by the County.

All applicable study reports shall be submitted in preliminary form for approval by the County before the final report is issued. The County's comments regarding the Surveyor's preliminary report will be addressed by the Surveyor in the final report.

If funds by other agencies or entities are to be used for the development of any project awarded under this Agreement, the Surveyor's Services and work will be subject to periodic review and approval by other agencies or entities, including those of the city, county, state and/or federal agencies.

Should it be determined that the progress in the production of the Surveyor's Services and work does not satisfy the requirements of the approved "Purchase Order", the County shall review the approved Purchase Order with the Surveyor to determine the corrective action needed by either the County or the Surveyor.

The Surveyor shall promptly advise the County in writing of events which have a significant impact upon the progress of the Surveyor's Services and work and the approved Work Schedule, including:

- a. problems, delays, adverse conditions which will materially affect the ability to attain Agreement objectives, prevent the meeting of time schedules and goals, or preclude

the timely completion and submittal of Project deliverables by the Surveyor within established time periods; this disclosure will be accompanied by a statement by the Surveyor of recommended or immediate action taken, or contemplated, and any Owner or other agency or entity assistance needed to resolve the situation: and

- b. favorable developments or events which enable meeting the Work Schedule goals sooner than anticipated.

**14. Independent Contractor.** Surveyor must comply with all applicable Hidalgo County policies and with any applicable federal, state or local laws, regulations, orders or ordinances applicable to the Services provided by Surveyor under this Agreement. Notwithstanding the foregoing sentence, Surveyor represents and maintains that it is an Independent Contractor and is not an employee of Hidalgo County, Texas or any agency thereof, and represents and warrants that it does not desire or request any fringe benefits provided to employees of Hidalgo County, Texas, and/or any agency thereof, including, but not limited to benefits associated with Hidalgo County's civil service program. Surveyor agrees to be responsible for any federal income tax, withholding or social security tax liability that might arise from payments received hereunder.

**15. Voluntary Termination.** County may terminate this Agreement at any time for any reason or no reason at all upon giving thirty (30) days prior written notice to the Surveyor.

**16. Insurance.** Consistent with its status as an independent contractor and at its sole expense, Surveyor agrees that throughout the duration of the work under this contract and any extension hereof, it shall provide and maintain in full force and effect any and all insurances which may be necessary in providing Services or are otherwise required by law, and shall require of all its' sub-consultants connected with providing services under this contract to provide insurance in full force and effect as well. Insurance policies shall cover, but are not limited to, Surveyor's activities and all persons, vehicles, equipment, and property connected with providing Services, including but not limited to professional liability insurance covering Surveyor's activities in providing the services to County. Coverage shall be in the amounts specified by the County in the Request for Qualifications ("RFQ") or

Quintanilla Headley and Associates, Inc. Contract No. C-22-0337-07-26 Professional Surveying Services-Pct 2 as prescribed by law, but in no event shall any amount be less than the minimum amounts prescribed by the Texas Tort Claims Act, §100.001, et seq., Texas Civil Practices and Remedies Code. Surveyor shall furnish to County certificate(s) of insurance and all renewals throughout the duration of any assigned Project on an Accord form naming the County as an additional insured, issued by the insurer that such insurance is in full force and effect. **See attached Exhibit “D” Insurance Information.**

**17.** As a condition of this Agreement, Surveyor shall hold and maintain throughout the term of this Agreement all licenses and permits required, or which may be required by any authority during the term hereof to provide the Services for a particular project. If such license or permit is suspended or revoked, this Agreement shall automatically be terminated and Surveyor shall immediately notify the County.

**18.** All trucks or vehicles operated by the Surveyor to perform the Services shall contain all equipment required by any authority to operate on streets and roads and all persons in the employ of Surveyor who operate such trucks or vehicles shall have the required licenses, qualifications, skill and expertise to perform such Services and shall comply with all laws, rules and regulations prescribed by any agency or authority having jurisdiction with regard to the operation of such trucks or vehicles in providing the Services.

**19. Payment of Franchise Tax.** The Surveyor hereby certifies that the Surveyor is not delinquent in Texas franchise tax payments, or that the Surveyor is exempt from, or not subject to, such tax. A false statement concerning corporation’s franchise tax status shall constitute grounds for termination of the Agreement at the sole option of the County.

**20. No Assignment.** Except as otherwise herein provided, Surveyor may not assign the obligations or rights under this Agreement to any person without the prior written consent of County.

**21. Conflict.** Nothing in this Agreement shall be construed so as to require the commission of any act contrary to law, and whenever there is any conflict between any provision of this Agreement and any present or future law, ordinance or administrative, executive or judicial regulation, order or decree, or amendment thereof, contrary to which the parties have no legal right to Agreement, the latter

shall prevail, but in such event the affected provision or provisions of this Agreement shall be modified only to the extent necessary to bring them the legal requirements and only during the time such conflict exists.

**22. Termination by County.** If Surveyor fails to deliver quality Services, fails to achieve the defined goals, outcomes, strategies and outputs required by County, or if Surveyor fails to comply with any conditions in this Agreement, then County shall have the right to terminate this Agreement upon the giving of ten (10) days prior written notice to Surveyor.

**23. No Waiver.** No waiver by County of any breach of any provision of this Agreement shall be deemed to be a waiver of any preceding or succeeding breach of the same or any other provision hereof.

**24. Entire Agreement.** This Agreement contains the entire agreement between the parties hereto, and each party acknowledges that neither has made (either directly or through any agent or representative) any representations or agreements in connection with this Agreement not specifically set forth herein. This Agreement may be modified or amended only by agreement in writing executed by County and Surveyor, and not otherwise.

**25. Venue.** This Agreement shall be construed under and in accordance with the laws of the State of Texas, and all obligations of the parties created hereunder are performable in Hidalgo County, Texas. The parties hereby consent to personal jurisdiction in Hidalgo County, Texas.

**26. INDEMNIFICATION.** Surveyor shall indemnify and hold harmless County, its elected officials, employees and agents from any and all claims, damages, losses, and expenses including reasonable attorney's fees for the defense of any action against County to the extent arising out of, resulting from, or connected with the negligent provision of the Services by Surveyor under this Contract. Said indemnity shall cover any intentional misconduct, negligent act, or failure to act by the Surveyor, its agents or employees. This indemnification clause shall survive this Agreement and be enforceable as a separate agreement in the event its survival and enforcement becomes necessary.

**27. Notices.** Expect as may be otherwise specifically provided in this Agreement, all notices, demands, requests or communications required or permitted hereunder shall be in writing and shall either be (i) personally delivered against a written receipt, or (ii) sent by a registered or certified mail, return receipt requested, postage prepaid and addressed to the parties at the addresses set forth below, or at such other addresses as may have been theretofore specified by written notice delivered in accordance herewith:

If to County: County of Hidalgo  
Attention: County Judge  
100 E. Cano, 2<sup>nd</sup> Floor  
Edinburg, Texas 78539

If to Surveyor: Quintanilla, Headley and Associates, Inc.  
Attn: Alfonso Quintanila, P.E./R.P.L.S.  
124 E Stubbs  
Edinburg, Texas 78539

Each notice, demand, request or communication which shall be delivered or mailed in the manner described above shall be deemed sufficiently given for all purposes at such time as it is personally delivered to the addresses or, if mailed at such time as it is deposited in the United States mail.

**28. Executions of Documents.** The parties hereto covenant and agree that they will execute such other and further instruments and documents as are or may become necessary or convenient to effectuate and carry out the terms of this Agreement.

**29. Binding Agreement.** This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, executors, administrators, legal representatives, successors, and assigns where permitted by this Agreement.

**30. Gender.** All pronouns used in this Agreement shall include the other gender, whether used in the masculine, feminine or neutral gender, and the singular shall include the plural whenever and as often as may be appropriate.

**31. Authority.** The execution and performance of this Agreement by County and Surveyor have been duly authorized by all necessary laws, resolutions or corporate action, and this Agreement constitutes the valid and enforceable obligations of County and Surveyor in accordance with its terms.

**32. Professional Seal.** All documents and data furnished by the Surveyor to the County shall bear Professional seal of a licensed Surveyor employed by the Surveyor.

**33. Commitment of Current Revenues Only.** In the event that, during any term hereof, the Commissioners Court does not appropriate sufficient funds to meet the obligations of County under this Agreement, County may terminate this Agreement upon thirty (30) days written notice to Surveyor. County agrees, however, to use reasonable efforts to secure funds necessary for the continued performance of this Agreement. The parties intend this provision to be a continuing right to terminate this Agreement at the expiration of each budget period of County. **Agreements for the acquisition, including the lease of real or personal property under Tex.Loc.Govt.Code §271.903:** In the event that during any term hereof the Commissioner's Court does not appropriate sufficient funds to meet the obligations of County under this agreement, County may terminate the Agreement upon thirty (30) days written notice to Surveyor. County agrees, however, to use a best efforts attempt to obtain and appropriate funds for payment of the Agreement. The parties intend this provision, if applicable, to be a continuing right to terminate this Agreement at the expiration of each budget period of County in accordance with Tex. Loc. Govt. Code §271.903 (Vernon Supp. 1966).

**34. IMMUNITIES.** Nothing in this Agreement intended to and County does not hereby waive, release or relinquish any right to assert any of the defenses County enjoys by virtue of the state or federal constitution, laws, rules or regulations, and any sovereign, official or qualified immunity available to County as to any claim or action of any person, entity, or individual against County.

**35. Nondiscrimination:** Surveyor, including subcontractors, assignees and successors in interest, ensures that no person shall on the grounds of race, religion, color, national origin, sex, age, or disability, or any other protected class under law, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination or retaliation in any federally or non- federally funded program or activity when providing any services described herein under this Contract. Applicable nondiscrimination statements and

provisions of Title VI of the Civil Rights Act of 1964, as amended, were provided as part of the initial procurement packet and are incorporated herein and made part of this agreement for all purposes.

**36. Required Contract Provision for Contracts Subject to Federal Award (if applicable):**

Pursuant to 2 CFR 200.237, a non-federal entity's contracts must contain the applicable provisions described in appendix II to 2 CFR 200-Contract Provisions for non-Federal Entity Contracts under Federal Awards. Additionally, County contracts under Federal award which are subject to assistance from the Federal Emergency Management Agency (FEMA) are also required to contain additional contract clauses. The applicable required contract clauses were provided as part of the initial procurement packet and are incorporated herein and made part of this agreement for all purposes.

*Signature page to follow*

**EXECUTED** as of the day and year first written above.

**COUNTY:**  
**COUNTY OF HIDALGO, TEXAS**

By: \_\_\_\_\_  
Richard F. Cortez, County Judge

**SURVEYOR:**  
**QUINTANILLA, HEADLEY AND ASSOCIATES, INC.**

By: \_\_\_\_\_

Printed Name Alfonso Quintanilla, P.E./R.P.L.S.

**ATTEST:**

\_\_\_\_\_  
Arturo Guajardo Jr., County Clerk

**APPROVED AS TO FORM:**  
Hidalgo County District Attorney's Office

By: \_\_\_\_\_  
Josephine Ramirez Solis, Assistant District Attorney

- ATTACHMENTS:**
- EXHIBIT A** -Requirements/County's Request for Qualifications
  - EXHIBIT B** -Surveyor's Contract Rates
  - EXHIBIT C** -Scope of Services to be provided by Surveyor
  - EXHIBIT D** -Certificates of Insurance

# **EXHIBIT “A”**

## **REQUIREMENTS/COUNTY’S REQUEST FOR QUALIFICATIONS PROCUREMENT PACKET**

# **EXHIBIT “B”**

## **SURVEYOR’S CONTRACT RATES**

EXHIBIT "B"  
SURVEYING RATE SCHEDULE

Registered Professional Land Surveyor	\$200.00
3-Man Survey Crew	\$200.00
Computer Technician	\$ 85.00
Administrative	\$ 60.00
Research	\$ 50.00

# **EXHIBIT “C”**

## **SCOPE OF SERVICES TO BE PROVIDED BY SURVEYOR**

## **EXHIBIT “C”**

### **Hidalgo County Precinct No. 2 On-Call Surveying Services**

#### **Scope of services to be provided by the Surveyor**

1. Control surveying.
2. Topographic surveying to locate all structures, driveways, roadways, fences, trees; road ditch elevations, pavement elevations, ground elevations, drain ditch cross sections.
3. Establish horizontal and vertical control for construction staking.
4. Prepare cut sheets.
5. Parcel plats for right of way acquisition. Prepare boundary survey and a metes and bounds description.

# **EXHIBIT “D”**

## **CERTIFICATES OF INSURANCE**



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/07/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> MEDALLION INSURANCE SERVICES 8145 Ardrey Kell Rd Suite 203 Charlotte NC 28277	<b>CONTACT NAME:</b> Phyllis Constantino <b>PHONE (A/C No. Ext):</b> (704) 256-6000 <b>FAX (A/C No.):</b> (704) 256-6001 <b>E-MAIL:</b> phyllis@medallioninsurance.com <b>ADDRESS:</b>	
	<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURED</b> Quintanilla, Headley & Associates Inc 124 E Stubbs St Edinburg TX 78539	<b>INSURER A :</b> Hartford Fire Insurance Co <b>NAIC #</b> 19682	
	<b>INSURER B :</b> Liberty Insurance Underwriters <b>NAIC #</b> 19917	
	<b>INSURER C :</b>	
	<b>INSURER D :</b>	
	<b>INSURER E :</b>	
	<b>INSURER F :</b>	

**COVERAGES**

CERTIFICATE NUMBER: CL2110707996

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE   <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$	
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$	
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$	
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/>	N/A	22WBCCR5365	10/11/2021	10/11/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER	E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	<b>PROFESSIONAL LIABILITY</b> CLAIMS-MADE			AEX102122-0005	09/19/2021	09/19/2022	EACH CLAIM \$2,000,000 AGGREGATE \$2,000,000	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

**CERTIFICATE HOLDER**

Hidalgo County Precinct No. 2

**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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# CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

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.

Quintanilla, Headley & Associates, Inc.  
Edinburg, TX United States

Certificate Number:  
2022-913978

Date Filed:  
07/25/2022

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. 2

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-22-0378-07-26  
On Call Surveying Services Contract

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary
	Quintanilla, Headley & Associates, Inc.	Edinburg, TX United States	X	

5 Check only if there is NO Interested Party.

### 6 UNSWORN DECLARATION

My name is Clarissa Quintanilla, and my date of birth is 7/2/1989.

My address is 124 E. Stubbs (street), Edinburg (city), TX (state), 78539 (zip code), USA (country).

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

Executed in Hidalgo County, State of TEXAS, on the 25th day of July, 2022.  
(month) (year)

Clarissa Quintanilla

Signature of authorized agent of contracting business entity  
(Declarant)