

December 1, 2023

Sheriff JE “Eddie” Guerra
Attn: Myra Montoya
711 East El Cibolo Road
Edinburg, Texas 78541

Ref: Progress Report For Sheriff’s Office Parking Lots Project
Invoice #: 2023-216
Contract #: C-22-0698-01-01

Dear Sheriff Guerra,

GDJ Engineering is submitting this progress report in support of the corresponding invoice and as a request for payment for services provided on this contract. The detailed task item updates are described below.

ORIGINAL WORK AUTHORIZATION TASKS

HIDALGO COUNTY SHERIFF’S WEST (JAIL) PARKING LOT

Task #1 – Data Collection: 100% Complete

This task is complete.

Task #2 – Develop New Parking Lot Plan Set: 100% Complete

This task is complete.

Task #3 – Design Lighting Plan: 100% Complete

This task is complete.

Task #4 – Develop New Parking Lot Est., Specs & General Notes: 100% Complete

This task is complete.

HIDALGO COUNTY SHERIFF’S EAST (CID) PARKING LOT

Task #5 – Data Collection: 100% Complete

This task is complete.

Task #6 – Develop Parking Lot Repair/Reconstruction Plan Set: 100% Complete

This task is complete.

Task #7 – Develop Parking Lot Repair/Recon. Est., Specs & General Notes: 100% Complete

This task is complete.

AMENDMENT #1 TASKS (CID PARKING LOT)

Task #1 – Project Management: 65% Complete

GDJ continues to coordinate the efforts of the Construction Material Testing firm. GDJ will continue to be on the project site for the duration of the construction.

Task #2 – Construction Bid Review: 100% Complete

GDJ has reviewed the Bids and recommended award to the JOC. This task is complete.

Task #3 – Construction Contract Administration & Inspection: 65% Complete

The contractor has completed the sidewalks, islands and curb & gutter. Field inspection reports continue to be submitted.

Task #4 – Miscellaneous Technical Activities: 65% Complete

GDJ has coordinated the testing of the subgrade and flexbase densities with all tests passing.

AMENDMENT #2 TASKS (JAIL PARKING LOT)

Task #1 – Project Management: 25% Complete

GDJ continues to coordinate the efforts of the Construction Material Testing firm. GDJ will continue to be on the project site for the duration of the construction.

Task #2 – Construction Bid Review: 100% Complete

GDJ has reviewed the Bids and recommended award to the JOC. This task is complete.

Task #3 – Construction Contract Administration & Inspection: 25% Complete

The contractor has completed the excavation and has lime treated the subgrade. The RCP is currently being installed. Field inspection reports continue to be submitted.

Task #4 – Miscellaneous Technical Activities: 25% Complete

GDJ has coordinated the testing of the lime treated subgrade, which has passed.

Thank you and should you have any questions or require additional information, please feel free to call me at (956) 603-2025.

Sincerely,



Robert Macheska, P.E., CFM
Executive VP/COO
GDJ Engineering, LLC



2805 Fountain Plaza Blvd., Suite A
 Edinburg, Texas 78539
 (956) 603-2025

Invoice

| | |
|-----------|-----------|
| Date | Invoice # |
| 12/1/2023 | 2023-216 |

Please send remittance with copy of invoice to:
 Attn: Mr. Robert Macheska
 2805 Fountain Plaza Blvd.
 Suite A
 Edinburg, Texas 78539

Bill To:
 Hidalgo County - Sheriff's Office
 711 East El Cibolo Rd
 Edinburg, Texas 78541

Project Info:
 Hidalgo County Sheriff's Office
 Sheriff's Office Parking Lots
 C-22-0698-01-01, WA #1 & Amend #1

Billing Period: November 2023

| Description | Contract | Previous Applications | Current Completed | Total Completed | % Complete |
|-------------|----------|-----------------------|-------------------|-----------------|------------|
|-------------|----------|-----------------------|-------------------|-----------------|------------|

ORIGINAL WORK AUTHORIZATION TASKS

HIDALGO COUNTY SHERIFF'S JAIL PARKING LOT

| | | | | | |
|---|--------------|--------------|------|--------------|--------|
| Task 1 - Data Collection | \$ 3,000.00 | \$ 3,000.00 | \$ - | \$ 3,000.00 | 100.0% |
| Task 2 - Develop New Parking Lot Plan Set | \$ 13,302.00 | \$ 13,302.00 | \$ - | \$ 13,302.00 | 100.0% |
| Task 3 - Design Lighting Plan | \$ 10,000.00 | \$ 10,000.00 | \$ - | \$ 10,000.00 | 100.0% |
| Task 4 - Develop New Parking Lot Estimate, Specifications & General Notes | \$ 2,984.00 | \$ 2,984.00 | \$ - | \$ 2,984.00 | 100.0% |

SubTotal For Original WA Task (Jail Parking Lot) This Billing Period: \$0.00

HIDALGO COUNTY SHERIFF'S CID PARKING LOT

| | | | | | |
|--|--------------|--------------|------|--------------|--------|
| Task 5 - Data Collection | \$ 5,000.00 | \$ 5,000.00 | \$ - | \$ 5,000.00 | 100.0% |
| Task 6 - Develop Parking Lot Repair/ Reconstruction Plan Set | \$ 10,220.00 | \$ 10,220.00 | \$ - | \$ 10,220.00 | 100.0% |
| Task 7 - Develop Parking Lot Repair/ Reconstruction Est, Specs & Gen Notes | \$ 2,874.00 | \$ 2,874.00 | \$ - | \$ 2,874.00 | 100.0% |

SubTotal For Original WA Task (CID Parking Lot) This Billing Period: \$0.00

Total For Original WA Tasks This Billing Period: \$0.00



2805 Fountain Plaza Blvd., Suite A
Edinburg, Texas 78539
(956) 603-2025

P.O.#: ~~870328~~ ⁸⁷⁰¹²⁸⁴ *m:m*

Invoice Received By: *P. Eidenberger* on: *12/11/2023*

Goods/Services Received By: *E. Longoria* on: *November 2023*

~~3-1100-423-21-280-002-0-334~~
(52,362.30)

~~3-1100-423-21-280-005-0-710~~
(53,745.10)

Invoice

| Date | Invoice # |
|-----------|-----------|
| 12/1/2023 | 2023-216 |

Please send remittance with copy of invoice to:

Attn: Mr. Robert Macheska
2805 Fountain Plaza Blvd.
Suite A
Edinburg, Texas 78539

Bill To:
Hidalgo County - Sheriff's Office
711 East El Cibolo Rd
Edinburg, Texas 78541

Project Info:
Hidalgo County Sheriff's Office
Sheriff's Office Parking Lots
C-22-0698-01-01, WA #1 & Amend #1

Billing Period: November 2023

| Description | Contract | Previous Applications | Current Completed | Total Completed | % Complete |
|---|-------------|-----------------------|-------------------|-------------------|------------|
| AMENDMENT #1 TASKS - CONSTRUCTION PHASE SERVICES (SHERIFF'S CID PARKING LOT) | | | | | |
| Task 1 - Project Management | \$ 1,362.00 | \$ 408.60 | \$ 476.70 | \$ 885.30 | 65.0% |
| Task 2 - Construction Bid Review | \$ 599.00 | \$ 599.00 | \$ - | \$ 599.00 | 100.0% |
| Task 3 - Construction Contract Administration & Inspection | \$ 3,284.00 | \$ 821.00 | \$ 1,313.60 | \$ 2,134.60 | 65.0% |
| Task 4 - Miscellaneous Technical Activities | \$ 1,430.00 | \$ 357.50 | \$ 572.00 | \$ 929.50 | 65.0% |
| Total For Amendment #1 Tasks This Billing Period: | | | | \$2,362.30 | |

| | | | | | |
|--|-------------|-----------|-----------|-------------------|--------|
| AMENDMENT #2 TASKS - CONSTRUCTION PHASE SERVICES (SHERIFF'S JAIL PARKING LOT) | | | | | |
| Task 1 - Project Management | \$ 1,362.00 | \$ 136.20 | \$ 204.30 | \$ 340.50 | 25.0% |
| Task 2 - Construction Bid Review | \$ 599.00 | \$ 599.00 | \$ - | \$ 599.00 | 100.0% |
| Task 3 - Construction Contract Administration & Inspection | \$ 3,284.00 | \$ - | \$ 821.00 | \$ 821.00 | 25.0% |
| Task 4 - Miscellaneous Technical Activities | \$ 1,430.00 | \$ - | \$ 357.50 | \$ 357.50 | 25.0% |
| Total For Amendment #2 Tasks This Billing Period: | | | | \$1,382.80 | |

Grand Total For This Billing Period: \$3,745.10

*Sgt. [Signature] 4272
12/1/23*



2805 Fountain Plaza Blvd., Suite A
 Edinburg, Texas 78539
 (956) 603-2025

Invoice

| | |
|-----------|-----------|
| Date | Invoice # |
| 12/1/2023 | 2023-216 |

Please send remittance with copy of invoice to:
 Attn: Mr. Robert Macheska
 2805 Fountain Plaza Blvd.
 Suite A
 Edinburg, Texas 78539

Bill To:
 Hidalgo County - Sheriff's Office
 711 East El Cibolo Rd
 Edinburg, Texas 78541

Project Info:
 Hidalgo County Sheriff's Office
 Sheriff's Office Parking Lots
 C-22-0698-01-01, WA #1 & Amend #1

Billing Period: November 2023

| Description | Contract | Previous Applications | Current Completed | Total Completed | % Complete |
|-------------|----------|-----------------------|-------------------|-----------------|------------|
|-------------|----------|-----------------------|-------------------|-----------------|------------|

Original Work Authorization ~ Summary

| <u>WA No.</u> | <u>WA Amount</u> | <u>Previously Inv.</u> | <u>Percent Complete</u> | <u>Remaining Balance</u> |
|---------------|------------------|------------------------|-------------------------|--------------------------|
| WA #1 | \$47,380.00 | \$47,380.00 | 100.0% | \$0.00 |

Amendment #1 ~ Summary

| <u>WA No.</u> | <u>WA Amount</u> | <u>Previously Inv.</u> | <u>Percent Complete</u> | <u>Remaining Balance</u> |
|---------------|------------------|------------------------|-------------------------|--------------------------|
| Amend #1 | \$6,675.00 | \$2,186.10 | 68.1% | \$2,126.60 |

Amendment #2 ~ Summary

| <u>WA No.</u> | <u>WA Amount</u> | <u>Previously Inv.</u> | <u>Percent Complete</u> | <u>Remaining Balance</u> |
|---------------|------------------|------------------------|-------------------------|--------------------------|
| Amend #2 | \$6,675.00 | \$735.20 | 31.7% | \$4,557.00 |

Robert Macheska - Exec. Vice-President/COO



Purchase Order

COUNTY OF HIDALGO

PO# 870328

DATE: 10/02/2023

PAGE: 1 of 1

PO TYPE:

VENDOR: 488917

REQ: 00481373

PHONE: (956) 603-2025

EMAIL: robert@gdjeng.com

SHIP TO: HIDALGO COUNTY JAIL

**701 EL CIBOLO RD
EDINBURG Tx 78539**

**GDJ ENGINEERING
2805 FOUNTAIN PLAZA BLVD STE. A
EDINBURG TX 78539**

CONTACT: E LONGORIA

(956) 393-6023

SITE: HIDALGO COUNTY JAIL

CONTRACT: C-22-0698-01-01

SPECIAL INSTRUCTIONS:

VENDOR NOTES

1. Do not add to, or alter this Purchase Order. This Order is not renewable.
2. TAX EXEMPTION: This Purchase Order may be accepted in lieu of Exemption Certificate.
3. The Order is also placed F.O.B. Destination. Vendor must repay all shipping costs.
4. Invoice each Purchase Order singly. Original invoices are required; customer copy may be accepted. Our number must appear on all invoices, bills of lading, and packages.
5. Payment will be made only for bona fide and full completed orders, unless otherwise attached.

| QTY | UOM | DESCRIPTION | UNIT PRICE | AMOUNT |
|--|-----|--|------------|-----------------|
| | | DO NOT DUPLICATE ORDER AI-92259 CC:9/5/2023 C-22-0698-01-01 PROJECT MANAGMENT FOR DETENTION CENTER PARKING LOT CONSTRUCTION (AMENDMENT #2) | | |
| 1.00 | LOT | CC PROJECT MANAGEMENT (12 HRS) | 1,362.0000 | 1,362.00 |
| 1.00 | LOT | CC CONSTRUCTION BID REVIEW (5 HRS) | 599.0000 | 599.00 |
| 1.00 | LOT | CC CONSTRUCTION CONTRACT ADMINISTRATION AND INSPECTION (34 HRS) | 3,284.0000 | 3,284.00 |
| 1.00 | LOT | CC MISCELLANEOUS TECHNICAL ACTIVITIES (16 HRS) | 1,430.0000 | 1,430.00 |
| TOTAL: | | | | 6,675.00 |
| <p>REPORT ROAD HAZARDS 1-866-HCR-SAFE OR 1-866-427-7233</p> <p style="text-align: center;">*****</p> <p style="text-align: center;">For Hidalgo County use only</p> <p>3-1100-423-21-280-005-0-740 6,675.00</p> | | | | |

Authorized by: _____

Ignacio Amargosa

SCOPE OF SERVICES TO BE PROVIDED BY THE ENGINEER

PROJECT DESCRIPTION

The services designated herein as "Services provided by the ENGINEER" shall include the performance of all engineering services for the following described facility:

COUNTY/CITY: Hidalgo County

CONTROL: _____

PROJECT/DESCRIPTION: Project Management

LENGTH: Sheriff's Parking Lot

HIGHWAY: N/A

LIMITS: At Sheriff's Dept. Jail Parking Lot

PROJECT CLASSIFICATION

(Place an "X" in only one Project Classification)

- Surface Treatment
- Overlay
- Rehabilitation Existing Road (Scarify & Reshape)
- Convert Non-Freeway to Freeway
- Widen Freeway
- Widen Non-Freeway
- New Location Toll Freeway
- New Location Non-Freeway
- Interchange (New or Reconstruct)
- Bridge Widening or Rehabilitation
- Bridge Replacement
- Upgrade to Standards - Freeway
- Upgrade to Standards - Non-Freeway
- Parking Lot Improvements

ENGINEER shall mean GDJ Engineering.

COUNTY shall mean Hidalgo County.

LPA shall mean Hidalgo County.



**"Exhibit D"
Fee Estimate**

Hidalgo County Sheriff's Department Parking Lot Project - Amendment #2

| Hidalgo Co. Sheriff's Dept. Parking Lot Project Amendment #2 - Jail Parking Lot | | | MANHOURS | | | | | Total Hours | Total Line Item Cost |
|--|--|---|------------------|------------------------|-------------------------|-----------------|----------------------------|--------------------|----------------------|
| | | | Principal | Project/Const. Manager | Project/Design Engineer | EIT | Engineering Tech/Inspector | | |
| TASK | | | | | | | | | |
| | | Hidalgo Co. Sheriff's Jail Parking Lot | | | | | | | |
| 1 | | Project Management | 2 | 4 | | | 6 | \$ 1,362.00 | |
| 2 | | Construction Bid Review | 1 | 2 | | | 2 | \$ 599.00 | |
| 3 | | Construction Contract Administration & Inspection | 2 | 8 | | | 22 | \$ 3,284.00 | |
| 4 | | Miscellaneous Technical Activities | | 4 | | | 10 | \$ 1,430.00 | |
| | | Subtotal (Sheriff's Jail Parking Lot) | 5 | 18 | 0 | 0 | 40 | \$ 6,675.00 | |
| Labor Hours | | | 5 | 18 | 0 | 0 | 40 | | |
| Contract Rate | | | \$ 185.00 | \$ 125.00 | \$ 138.00 | \$ 95.00 | \$ 82.00 | \$ 55.00 | |
| Total Labor Costs | | | \$ 925.00 | \$ 2,250.00 | \$ - | \$ - | \$ 3,280.00 | \$ 220.00 | \$ 6,675.00 |

LINE ITEM EXPENSES

N/A

\$ -

Total Expenses

\$ -

GDJ Engineering Total Cost

\$ 6,675.00

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.

GDJ Engineering LLC
Edinburg, TX United States

Certificate Number:
2023-1068019

Date Filed:
09/05/2023

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

Hidalgo County Sheriff's Office

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-22-0698-01-01-Amendment#2
The Sheriffs Office Repavement of Jail Parking Lot 23-0093

| 4 | Name of Interested Party | City, State, Country (place of business) | Nature of interest (check applicable) | |
|---|--------------------------|--|---------------------------------------|--------------|
| | | | Controlling | Intermediary |
| | Macheska, Robert | Edinburg, TX United States | X | |
| | Macheska, Lydia | Edinburg, TX United States | X | |
| | Rodriguez, Christopher | Edinburg, TX United States | X | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

5 Check only if there is NO Interested Party.

6 UNSWORN DECLARATION

My name is Lydia Macheska, and my date of birth is 01/14/1974.

My address is 2805 Fountain Plaza Blvd. Ste. A, Edinburg, TX, 78539, U.S.
(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 Texas, on the 5th day of September, 20 23.
(month) (year)



Signature of authorized agent of contracting business entity
(Declarant)

SCOPE OF SERVICES TO BE PROVIDED BY THE ENGINEER

MISCELLANEOUS TECHNICAL ACTIVITIES:

8. **Shop Drawings.** The ENGINEER will review and check all shop or working drawings furnished by the Contractor.
9. **Control of Materials & Equipment.** The ENGINEER will provide inspection of all materials and equipment furnished/used by the Contractor as follows:
 - a. Review and record all laboratory, shop and mill tests of materials and equipment for compliance with the construction contract specifications.
 - b. Observe and/or perform Project record testing and/or independent assurance testing as outlined in the construction contract specifications.
10. **Change Orders.** When applicable the ENGINEER will prepare the engineering data, including plan sheet drawings, specifications, and estimates, for the preparation of construction contract change orders, which may be required due to actual field conditions encountered or new requirements directed by the LPA.
11. **As Built Drawings.** The ENGINEER will develop as built drawings to depict the work as actually constructed. The LPA will be furnished a pdf of the as built drawings.

ADDITIONAL RESONSIBILITIES

MEETINGS:

Meetings will be held with the FHWA, State Officials, local governments, property owners, utility owners, railroad companies, other consulting firms, etc., as needed or required by the LPA. The ENGINEER shall coordinate through the LPA for the development of this project with any local entity having jurisdiction or interest in the project (i.e., city, county, etc).

PROJECT MANAGER/ENGINEER COMMUNICATION:

The ENGINEER shall designate one Texas Registered Professional Engineer to be responsible throughout the project for project management and all communications, including billing, with the LPA's Director. Any replacements to the ENGINEER's designated Project Manager/Engineer must be approved by the LPA.

PROPOSAL TIME:

The time indicated in the proposal and the contract shall include time necessary for reviews, approval, etc.

OFFICE LOCATION:

The ENGINEER will perform all services to be provided under this agreement out of their office located at: 2805 Fountain Plaza Blvd., Suite A, Edinburg, Texas 78539

SCOPE OF SERVICES TO BE PROVIDED BY THE ENGINEER

PROJECT MANAGEMENT

(Function Code 164)

MEETINGS, COORDINATION & SUPPORT FOR PROJECT MANAGEMENT:

The ENGINEER shall meet and coordinate with all relevant entities (i.e. County, Regional Mobility Authority, Texas Department of Transportation, Rio Grande Valley Metropolitan Planning Organization, etc...) and all other affected parties. The Engineer shall serve as representative for the Owner in coordination items. The Engineer shall coordinate with the Owner's staff on all Project related items.

CONSTRUCTION PHASE SERVICES

(Function Code 320)

The ENGINEER will provide construction engineering and support services for and during the construction of the Project or portions of the Project approved by the LPA. Specific (basic and special) services for CONSTRUCTION MANAGEMENT AND SUPPORT by the ENGINEER will include the following:

CONSTRUCTION BIDDING:

1. The ENGINEER will furnish the LPA the necessary copies of approved plans and specifications as prepared under PS&E.
2. The ENGINEER will assist the LPA on the recommendations to the Owner as to the proper action on the proposals received from the JOCs.

CONSTRUCTION CONTRACT ADMINISTRATION AND INSPECTION:

3. In general, the ENGINEER will provide the management and engineering support/data required for consultation and advisement to the LPA and act as the LPA's representative as provided in the General Condition of the Construction Contract.
 4. The ENGINEER will coordinate and conduct a pre-construction conference (if required).
 5. Defects and Deficiencies. The ENGINEER will use his best efforts to protect the LPA against defects and deficiencies in the work of the Contractor. The ENGINEER will promptly notify the LPA of any such defect or deficiency, and take all steps possible to require the Contractor to correct the defect or deficiency.
 6. Contractor Payment. The ENGINEER will review quantities as submitted by the Contractor and will coordinate with the LPA for the preparation of the monthly and final estimates for payment to the Contractor.
 7. The ENGINEER will provide Project site inspection of the authorized construction contract as follows:
 - a. Project Engineer. The ENGINEER will provide visits by the Project Engineer or a competent representative of the ENGINEER to the site of construction for the purpose of monitoring the Contractor's progress and conformance to the construction contract plans and specifications.
 - b. Resident Engineer and/or Construction Inspector(s). The ENGINEER will furnish the services of a Resident Engineer and/or Construction Inspector(s) for on the site inspection construction to monitor/inspect the Contractor's daily progress and conformance to TxDOT's PS&E specifications.
-



Purchase Order COUNTY OF HIDALGO

PO# 870128

DATE: 09/28/23

PAGE NO: 1 of 1

PO TYPE:

VENDOR: 488917

REQ: 00479922

PHONE: (956) 603-2025

EMAIL: robert@gdjeng.com

SHIP TO: HIDALGO COUNTY JAIL

701 EL CIBOLO RD
EDINBURG Tx 78539

GDJ ENGINEERING
2805 FOUNTAIN PLAZA BLVD STE. A
EDINBURG TX 78539

CONTACT: SGT E LONGORIA

(956) 393-6023

SITE: HIDALGO COUNTY JAIL

CONTRACT NO: C-22-0698-01-01

SPECIAL INSTRUCTIONS:

VENDOR NOTES

1. Do not add to, or alter this Purchase Order. This Order is not renewable.
2. TAX EXEMPTION This Purchase Order may be accepted in lieu of Exemption Certificate
3. This Order is also placed F.O.B. Destination. Vendor must repay all shipping costs.
4. Invoice each Purchase Order singly. Original invoices are required; customer copy may be accepted. Our number must appear on all invoices, bills of lading, and packages.
5. Payment will be made only for bona fide and full completed orders, unless otherwise attached.

| QTY | UOM | DESCRIPTION | UNIT PRICE | AMOUNT |
|-------|-----|--|------------|-----------------|
| | | DO NOT DUPLICATE ORDER | | |
| | | AI - 92259 AS APPROVED BY CC ON 09/05/2023 WORK AUTHORIZATION NO. 1 | | |
| | | AI-92259 CC: 9/5/2023 | | |
| | | PROJECT MANAGEMENT FOR CRIMINAL INVESTIGATION PARKING LOT CONSTRUCTION | | |
| 12.00 | LOT | CC PROJECT MANAGEMENT (12 HOURS) | 113.5000 | 1,362.00 |
| 5.00 | HRS | CC CONSTRUCTION BID REVIEW | 119.8000 | 599.00 |
| 1.00 | LOT | CC CONSTRUCTION CONTRACT ADMINISTRATION AND INSPECTION (34 HOURS) | 3,284.0000 | 3,284.00 |
| 16.00 | HRS | CC MISCELLANEOUS TECHNICAL ACTIVITIES | 89.3750 | 1,430.00 |
| | | TOTAL: | | 6,675.00 |
| | | REPORT ROAD HAZARDS 1-866-HCR-SAFE OR 1-866-427-7233 | | |
| | | ***** For Hidalgo County use only | | |
| | | 3-1100-423-21-280-002-0-334 | | 6,675.00 |

Authorized by: _____

Ignacio Amargosa

AI-92259
CC REGULAR AGENDA SPECIAL MTG

Purchasing Department 24. H. 2.
Sheriff's Office

Meeting Date: 09/05/2023

Submitted For: Ignacio Amezcua,
PURCHASING DEPT.

Submitted By: Victor Borrego

Department: PURCHASING DEPT.

CAPTION

Requesting approval of Amendment No.1 to Work Authorization No.1 of on-call professional engineering services agreement between Hidalgo County and GDJ Engineering, LLC, to include Project Management and Construction Phase Services, for the construction and re-pavement of Sheriff's Office Parking Lot (C-22-0698-01-01), in the amount of \$6,675.00.

BACKGROUND

Fiscal Impact

CALENDAR YEAR: 2023

ACCT. #: 3-1100-423-21-280-002-0-339

FUNDS AVAILABLE Y/N?: Y

MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Reference transfer #4790 for funding. (pending approval)

Attachments

1295 Form
Legal Approval
Amendment

Form Review

| <u>Inbox</u> | <u>Reviewed By</u> | <u>Date</u> |
|---------------------------------|---------------------------|---------------------------------|
| Purchasing / Internal | Dina Trevino | 09/01/2023 11:30 AM |
| Budget & Management | Veronica Ortiz | 09/01/2023 11:30 AM |
| Final Approval | Monica Salinas | 09/01/2023 04:05 PM |
| Form Started By: Victor Borrego | | Started On: 08/29/2023 01:08 PM |
| Final Approval Date: 09/01/2023 | | |

authority for County Judge to sign all required documentation.

G. Facilities Management

✓
P 1/3

- 1. AI-92285 Requesting approval to award job order contractor, Rio United Builders, LLC through HC membership with TIPS(JOC Contract 211001), for the "Tax Office Parking Lot Improvements" project, in the amount of \$212,640.00, with authority to issue a Notice to Proceed upon receipt of the required payment and performance bonds.

H. Sheriff's Office

✓
P 1/3

- 1. AI-92027 Requesting approval of Amendment No.1 to Work Authorization No. 2 of on-call professional engineering services between Hidalgo County and B2Z Engineering, LLC, to include Construction Material Testing Services for the Construction and Re-pavement of Sheriff's Office Parking Lots (C-22-0728-01-01), in the amount of \$10,197.23.

✓
P 1/2 Pct. 3 abstain

- 2. AI-92259 Requesting approval of Amendment No.1 to Work Authorization No.1 of on-call professional engineering services agreement between Hidalgo County and GDJ Engineering, LLC, to include Project Management and Construction Phase Services, for the construction and re-pavement of Sheriff's Office Parking Lot (C-22-0698-01-01), in the amount of \$6,675.00.

✓
P 1/4

- 3. AI-92244 Requesting approval to award job order contractor, Herrcon, LLC through HC membership with BuyBoard (JOC Contract 581-19), for the Sheriff's Office re-pavement of CID Parking Lot., in the amount of \$264,517.60, with the authority to issue a Notice to Proceed upon receipt of the required payment and performance bonds.

✓
P 1/3

- 4. AI-92252 Requesting approval of First Amendment to the contract with Xerox Business Solutions Southwest (C-22-0469-08-18) for the removal of (1) copier labeled Xerox AltaLink B8155, with authority for County Judge to sign any required documents.

✓
P 1/3

- 5. AI-92233 Discussion consideration of a Single Patient Agreement for a Corneal Transplant Surgery for incarcerated patient as Sheriffs' Office wishes to proceed with assisting patient care for said service under the following agreements with authority for County Judge to sign all required documents:
 - McAllen Surgical Specialty Center - C-23-0253-09-05 - Facility
 - Ophthalmic Consultants - C-23-0345-09-05 - Doctor

I. District Attorney

✓
P 1/3

- 1. AI-92161 Approval to accept the formal written (90) day "Termination Notice" from Nueces County Medical Examiner as stated on Section V (B) Written Notice of the Interlocal Cooperative Agreement for Performance of Postmortem Examination, effective November 14, 2023 (C-20-598-10-27).

J. County Clerk

✓
P 1/3
P 1/3

- 1. AI-92186 A. Requesting exemption from competitive bidding requirements pursuant to Texas Local Government Code 262.024 (a)(7(A) for an item that can only be obtained from one source, including (A) items for which competition is precluded because of the existence of patents, copyrights and secret processes or monopolies. B. Acceptance and approval of the Sole Source Declaration for GovOS, Inc. for the purchase of a Minutes Application-Add-on to Cloud Serarch from GovOs, Inc., with authority for the County Judge to sign all required documentation.

K. Co. Wide

✓
P 1/3

- 1. AI-92270 Requesting approval to award the contract to Frontera Materials Inc., the lowest responsive and responsible bidder meeting all specifications and requirements for Type D Hot Mix Asphalt (Limestone Only), with authority for County Judge to sign all the required documents (C-23-0218-08-02).

✓
P 1/4

- 2. AI-92112 A. Presentation of the scoring grid for the purpose of ranking by HCCC of graded vendors submissions with the recommendation by the Evaluation Committee Members for "Disaster Recovery Services" (RFP 23-0161-06-02-

STATE OF TEXAS §
 §
COUNTY OF HIDALGO §

**FIRST AMENDMENT TO WORK AUTHORIZATION NO.1 OF ON-CALL
PROFESSIONAL ENGINEERING SERVICES AGREEMENT
C-22-0698-01-01**

This **FIRST AMENDMENT** to Work Authorization No.1 is made pursuant to the terms and conditions of Article 15 of the On-Call Professional Engineering Services Agreement C-22-0698-01-01 (“Agreement”) by and between **The County of Hidalgo, Texas** (“County”) and **GDJ Engineering LLC**, (“Engineer”) (collectively “Parties”) this 5th day of September 2023, between the Parties, as follows:

WHEREAS, on or about May 2, 2023, the County entered into Work Authorization No.1 with the Engineer to provide Engineering design services for the construction and repavement of Sheriff’s Office Parking Lot (the “Services”), as described in the Work Authorization;

WHEREAS, it has become necessary to amend the existing “Attachment A - Scope of Services to be provided by the Engineer” of Work Authorization No. 1 to include Project Management and Construction Phase Services;

WHEREAS, it has become necessary to amend the existing “Attachment B - Fee Proposal” of Work Authorization No. 1 to increase the Work Authorization Amount of **\$47,380.00** to **\$54,055.00**; therefore, the amount of the Amendment is **\$6,675.00**;

NOW THEREFORE, in consideration of the mutual covenants provided below, the **Owner** and the **Engineer** agree that said Agreement is amended as follows:

- I. Sections of Work Authorization No.1, “Attachment A – Scope of Services to be provided by the Engineer” and “Attachment B – Fee Proposal”, are revised to include the above-listed modifications. The additional Scope of Services and Fee Proposal attached hereto reflect said additional services and fee and are hereby incorporated by reference for all purposes as part of Work Authorization No. 1, “Attachment A – Scope of Services to be provided by the Engineer” and “Attachment B – Fee Proposal”, respectively.

- II. All other provisions are unchanged and remain in full force and effect.

[Signature Page to Follow]

EXECUTED as of the day and year first written above.

APPROVED BY COMMISSIONERS' COURT ON September 5, 2023.

Agenda Item No. 92259

Executive Office: MS

ENGINEER:

GDJ Engineering, LLC

COUNTY:

COUNTY OF HIDALGO, TEXAS

Robert Macheska

Robert Macheska (Sep 11, 2023 13:47 CDT)

Robert Macheska, P.E., CFM

Richard F Cortez

Hon. Richard F. Cortez, County Judge

APPROVED AS TO FORM

Office of the Hidalgo County
Criminal District Attorney,
Toribio "Terry" Palacios

ATTEST:



Robert Viña III

Robert Viña III (Sep 11, 2023 13:50 CDT)

Robert Viña III, ADA

Arturo Guajardo Jr

Arturo Guajardo, Jr., County Clerk

LIST OF ATTACHMENTS:

Attachment "A" – *Scope of Services to be provided by Engineer*

Attachment "B" – *Fee Proposal*

SCOPE OF SERVICES TO BE PROVIDED BY THE ENGINEER

PROJECT DESCRIPTION

The services designated herein as "Services provided by the ENGINEER" shall include the performance of all engineering services for the following described facility:

COUNTY/CITY: Hidalgo County

CONTROL: _____

PROJECT/DESCRIPTION: Project Management

LENGTH: Sheriff's Parking Lot

HIGHWAY: N/A

LIMITS: At Sheriff's Dept. CID Parking Lot

PROJECT CLASSIFICATION

(Place an "X" in only one Project Classification)

- Surface Treatment
- Overlay
- Rehabilitation Existing Road (Scarify & Reshape)
- Convert Non-Freeway to Freeway
- Widen Freeway
- Widen Non-Freeway
- New Location Toll Freeway
- New Location Non-Freeway
- Interchange (New or Reconstruct)
- Bridge Widening or Rehabilitation
- Bridge Replacement
- Upgrade to Standards - Freeway
- Upgrade to Standards - Non-Freeway
- Parking Lot Improvements

ENGINEER shall mean GDJ Engineering.

COUNTY shall mean Hidalgo County.

LPA shall mean Hidalgo County.

SCOPE OF SERVICES TO BE PROVIDED BY THE ENGINEER

PROJECT MANAGEMENT

(Function Code 164)

MEETINGS, COORDINATION & SUPPORT FOR PROJECT MANAGEMENT:

The ENGINEER shall meet and coordinate with all relevant entities (i.e. County, Regional Mobility Authority, Texas Department of Transportation, Rio Grande Valley Metropolitan Planning Organization, etc...) and all other affected parties. The Engineer shall serve as representative for the Owner in coordination items. The Engineer shall coordinate with the Owner's staff on all Project related items.

CONSTRUCTION PHASE SERVICES

(Function Code 320)

The ENGINEER will provide construction engineering and support services for and during the construction of the Project or portions of the Project approved by the LPA. Specific (basic and special) services for CONSTRUCTION MANAGEMENT AND SUPPORT by the ENGINEER will include the following:

CONSTRUCTION BIDDING:

1. The ENGINEER will furnish the LPA the necessary copies of approved plans and specifications as prepared under PS&E.
2. The ENGINEER will assist the LPA on the recommendations to the Owner as to the proper action on the proposals received from the JOCs.

CONSTRUCTION CONTRACT ADMINISTRATION AND INSPECTION:

3. In general, the ENGINEER will provide the management and engineering support/data required for consultation and advisement to the LPA and act as the LPA's representative as provided in the General Condition of the Construction Contract.
4. The ENGINEER will coordinate and conduct a pre-construction conference (if required).
5. Defects and Deficiencies. The ENGINEER will use his best efforts to protect the LPA against defects and deficiencies in the work of the Contractor. The ENGINEER will promptly notify the LPA of any such defect or deficiency, and take all steps possible to require the Contractor to correct the defect or deficiency.
6. Contractor Payment. The ENGINEER will review quantities as submitted by the Contractor and will coordinate with the LPA for the preparation of the monthly and final estimates for payment to the Contractor.
7. The ENGINEER will provide Project site inspection of the authorized construction contract as follows:
 - a. Project Engineer. The ENGINEER will provide visits by the Project Engineer or a competent representative of the ENGINEER to the site of construction for the purpose of monitoring the Contractor's progress and conformance to the construction contract plans and specifications.
 - b. Resident Engineer and/or Construction Inspector(s). The ENGINEER will furnish the services of a Resident Engineer and/or Construction Inspector(s) for on the site inspection construction to monitor/inspect the Contractor's daily progress and conformance to TxDOT's PS&E specifications.

SCOPE OF SERVICES TO BE PROVIDED BY THE ENGINEER

MISCELLANEOUS TECHNICAL ACTIVITIES:

8. Shop Drawings. The ENGINEER will review and check all shop or working drawings furnished by the Contractor.
9. Control of Materials & Equipment. The ENGINEER will provide inspection of all materials and equipment furnished/used by the Contractor as follows:
 - a. Review and record all laboratory, shop and mill tests of materials and equipment for compliance with the construction contract specifications.
 - b. Observe and/or perform Project record testing and/or independent assurance testing as outlined in the construction contract specifications.
10. Change Orders. When applicable the ENGINEER will prepare the engineering data, including plan sheet drawings, specifications, and estimates, for the preparation of construction contract change orders, which may be required due to actual field conditions encountered or new requirements directed by the LPA.
11. As Built Drawings. The ENGINEER will develop as built drawings to depict the work as actually constructed. The LPA will be furnished a pdf of the as built drawings.

ADDITIONAL RESONSIBILITIES

MEETINGS:

Meetings will be held with the FHWA, State Officials, local governments, property owners, utility owners, railroad companies, other consulting firms, etc., as needed or required by the LPA. The ENGINEER shall coordinate through the LPA for the development of this project with any local entity having jurisdiction or interest in the project (i.e., city, county, etc).

PROJECT MANAGER/ENGINEER COMMUNICATION:

The ENGINEER shall designate one Texas Registered Professional Engineer to be responsible throughout the project for project management and all communications, including billing, with the LPA's Director. Any replacements to the ENGINEER's designated Project Manager/Engineer must be approved by the LPA.

PROPOSAL TIME:

The time indicated in the proposal and the contract shall include time necessary for reviews, approval, etc.

OFFICE LOCATION:

The ENGINEER will perform all services to be provided under this agreement out of their office located at: 2805 Fountain Plaza Blvd., Suite A, Edinburg, Texas 78539



Fee Estimate

Hidalgo County Sheriff's Department Parking Lot Project - 5

| <i>Hidalgo Co. Sheriff's Dept. Parking Lot Project Supplemental #1 - CID Parking Lot</i> | | Principal | Project/Const. Manager | Project/D Engine |
|--|---|------------------|---------------------------|---------------------|
| TASK | | | | |
| | Hidalgo Co. Sheriff's CID Parking Lot | | | |
| 1 | Project Management | 2 | 4 | |
| 2 | Construction Bid Review | 1 | 2 | |
| 3 | Construction Contract Administration & Inspection | 2 | 8 | |
| 4 | Miscellaneous Technical Activities | | 4 | |
| | Subtotal (Sheriff's CID Parking Lot) | 5 | 18 | 0 |
| Labor Hours | | 5 | 18 | 0 |
| Contract Rate | | \$ 185.00 | \$ 125.00 | \$ 1. |
| Total Labor Costs | | \$ 925.00 | \$ 2,250.00 | \$ |

LINE ITEM EXPENSES

N/A

Total Expenses

GDJ Engineering Total Cost

EXHIBIT "C"
SCOPE OF SERVICES TO BE PROVIDED BY THE ENGINEER

PROJECT DESCRIPTION

The services designated herein as "Services provided by the ENGINEER" shall include the performance of all engineering services for the following described facility:

COUNTY/CITY: Hidalgo County

CONTROL: _____

PROJECT/DESCRIPTION: Project Management

LENGTH: Sheriff's Parking Lot

HIGHWAY: N/A

LIMITS: At Sheriff's Dept. CID Parking Lot

PROJECT CLASSIFICATION

(Place an "X" in only one Project Classification)

- Surface Treatment
- Overlay
- Rehabilitation Existing Road (Scarify & Reshape)
- Convert Non-Freeway to Freeway
- Widen Freeway
- Widen Non-Freeway
- New Location Toll Freeway
- New Location Non-Freeway
- Interchange (New or Reconstruct)
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- Upgrade to Standards - Freeway
- Upgrade to Standards - Non-Freeway
- Parking Lot Improvements

ENGINEER shall mean GDJ Engineering.

COUNTY shall mean Hidalgo County.

LPA shall mean Hidalgo County.

EXHIBIT "C"
SCOPE OF SERVICES TO BE PROVIDED BY THE ENGINEER

PROJECT MANAGEMENT
(Function Code 164)

MEETINGS, COORDINATION & SUPPORT FOR PROJECT MANAGEMENT:

The ENGINEER shall meet and coordinate with all relevant entities (i.e. County, Regional Mobility Authority, Texas Department of Transportation, Rio Grande Valley Metropolitan Planning Organization, etc...) and all other affected parties. The Engineer shall serve as representative for the Owner in coordination items. The Engineer shall coordinate with the Owner's staff on all Project related items.

CONSTRUCTION PHASE SERVICES
(Function Code 320)

The ENGINEER will provide construction engineering and support services for and during the construction of the Project or portions of the Project approved by the LPA. Specific (basic and special) services for CONSTRUCTION MANAGEMENT AND SUPPORT by the ENGINEER will include the following:

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1. The ENGINEER will furnish the LPA the necessary copies of approved plans and specifications as prepared under PS&E.
2. The ENGINEER will assist the LPA on the recommendations to the Owner as to the proper action on the proposals received from the JOCs.

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 5. Defects and Deficiencies. The ENGINEER will use his best efforts to protect the LPA against defects and deficiencies in the work of the Contractor. The ENGINEER will promptly notify the LPA of any such defect or deficiency, and take all steps possible to require the Contractor to correct the defect or deficiency.
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 7. The ENGINEER will provide Project site inspection of the authorized construction contract as follows:
 - a. Project Engineer. The ENGINEER will provide visits by the Project Engineer or a competent representative of the ENGINEER to the site of construction for the purpose of monitoring the Contractor's progress and conformance to the construction contract plans and specifications.
 - b. Resident Engineer and/or Construction Inspector(s). The ENGINEER will furnish the services of a Resident Engineer and/or Construction Inspector(s) for on the site inspection construction to monitor/inspect the Contractor's daily progress and conformance to TxDOT's PS&E specifications.
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EXHIBIT "C"
SCOPE OF SERVICES TO BE PROVIDED BY THE ENGINEER

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 - a. Review and record all laboratory, shop and mill tests of materials and equipment for compliance with the construction contract specifications.
 - b. Observe and/or perform Project record testing and/or independent assurance testing as outlined in the construction contract specifications.
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ADDITIONAL RESONSIBILITIES

MEETINGS:

Meetings will be held with the FHWA, State Officials, local governments, property owners, utility owners, railroad companies, other consulting firms, etc., as needed or required by the LPA. The ENGINEER shall coordinate through the LPA for the development of this project with any local entity having jurisdiction or interest in the project (i.e., city, county, etc).

PROJECT MANAGER/ENGINEER COMMUNICATION:

The ENGINEER shall designate one Texas Registered Professional Engineer to be responsible throughout the project for project management and all communications, including billing, with the LPA's Director. Any replacements to the ENGINEER's designated Project Manager/Engineer must be approved by the LPA.

PROPOSAL TIME:

The time indicated in the proposal and the contract shall include time necessary for reviews, approval, etc.

OFFICE LOCATION:

The ENGINEER will perform all services to be provided under this agreement out of their office located at: 2805 Fountain Plaza Blvd., Suite A, Edinburg, Texas 78539



**"Exhibit D"
Fee Estimate**

Hidalgo County Sheriff's Department Parking Lot Project - Supplemental #1

| Hidalgo Co. Sheriff's Dept. Parking Lot Project Supplemental #1 - CID Parking Lot | | | MANHOURS | | | | | Total Hours | Total Line Item Cost |
|--|--|---|------------------|------------------------|-------------------------|-----------------|----------------------------|------------------|----------------------|
| | | | Principal | Project/Const. Manager | Project/Design Engineer | EIT | Engineering Tech/Inspector | | |
| TASK | | | | | | | | | |
| | | Hidalgo Co. Sheriff's CID Parking Lot | | | | | | | |
| 1 | | Project Management | 2 | 4 | | | 6 | 12 | \$ 1,362.00 |
| 2 | | Construction Bid Review | 1 | 2 | | | 2 | 5 | \$ 599.00 |
| 3 | | Construction Contract Administration & Inspection | 2 | 8 | | | 22 | 34 | \$ 3,284.00 |
| 4 | | Miscellaneous Technical Activities | | 4 | | | 10 | 16 | \$ 1,430.00 |
| Subtotal (Sheriff's CID Parking Lot) | | | 5 | 18 | 0 | 0 | 40 | 67 | \$ 6,675.00 |
| Labor Hours | | | 5 | 18 | 0 | 0 | 40 | 67 | |
| Contract Rate | | | \$ 185.00 | \$ 125.00 | \$ 138.00 | \$ 95.00 | \$ 82.00 | \$ 55.00 | |
| Total Labor Costs | | | \$ 925.00 | \$ 2,250.00 | \$ - | \$ - | \$ 3,280.00 | \$ 220.00 | \$ 6,675.00 |

LINE ITEM EXPENSES

N/A \$ -

Total Expenses \$ -

GDJ Engineering Total Cost \$ 6,675.00