

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 (as defined and more particularly identified on Exhibit “A attached to this Agreement).

General:

The Owner will provide to the Engineer the following:

- 1) Provide the authorization to proceed with services through coordinator with the project consulting and design Engineer.
- 2) Payment for work performed by the Engineer and accepted by the Owner in accordance with Article 3 of this Agreement.
- 3) Assistance to the Engineer, as necessary, to obtain the required data and information from other local, regional, State and Federal agencies 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 Exhibit A attached to this agreement.
- 6) Attend and participate in progress meetings as required and as coordinated and conducted by Engineer.
- 7) Provide authorization to proceed with services on project by project basis through consulting design and construction Engineer.
- 8) Provide Build America Buy America regulation for his review and approval for compliance with proof of certification of materials.

Exhibit B
Scope of Services to be provided by Engineer
Hidalgo County - Urban County Program
Mercedes, Texas

GENERAL DESCRIPTION:

Residents of Mercedes are experiencing street deterioration. The Urban County proposes to mitigate the poor street pavement condition by pavement rehabilitation.

The Engineer shall perform professional engineering and surveying services for the overlay and pavement patching of Washington Ave. (6th St. to 10th St), 10th Street (Garza Ave. to Virginia Ave.), 6th St. (S. Colorado Ave. to S. Georgia Ave.), and Vermont Ave. (8th Street to 10th St.) including the preparation of plans, specifications and estimates for paving improvements as recommended and approved by the Owner.

In addition to services outlined in the Contract, the **Engineer** shall,

A. PRELIMINARY PHASE

1. Attend preliminary meetings with the Owner to discuss the Project limits and obtain maps and other information (preferably in digital form) to help assess and evaluate the field conditions and traffic concerns during construction including the original engineer's design intent for the street improvements.
2. Prepare a Base Map of the Survey for the purpose of preparing preliminary and final construction drawings.
3. Prepare plans and technical specifications for overlay improvements.
4. Prepare preliminary construction plans based on engineering recommendations for paving improvements and submit to Owner for review and comment.
5. Meet with Owner to discuss the preliminary plans.
6. Prepare materials list and preliminary cost estimates.

B. DESIGN PHASE

1. Preparation of final plans and specifications based on preliminary review as approved by the Owner.
2. Prepare material specifications and quantities and prepare estimates



3. Prepare Bid Documents
4. Prepare Bid Award Recommendation

C. CONSTRUCTION PHASE (GENERAL REPRESENTATION ONLY)

1. Conduct periodic site visits limited to 3 to determine the general compliance with the plans and specifications.

Exhibit C - Work Schedule

808 Dailas Avenue
 McAllen, Texas 78501
 956/631-4482
 TX Reg. Eng. : F-2158



PCE Project No.: OFF25113

Project Name: Mercedes Street Improvements

Proj. Location: Mercedes, Texas

Date: 8/11/25

Client: Hidalgo County - Urban County Program

Ms. Anita Jenny, CDBG Division Mgr. III

1916 Tesoro St.

Pharr, Texas 78577

| Task Description | Begin Date | End Date | Total Calendar Days | Sept. 2025 | Oct. 2025 | Nov. 2025 | Dec. 2025 | Jan. 2025 | Feb. 2025 |
|-----------------------------|------------|------------|---------------------|------------|-----------|-----------|-----------|-----------|-----------|
| Topography & Utility Survey | 9/1/2025 | 9/21/2025 | 21 | | | | | | |
| Geotechnical Engineering | 9/1/2025 | 9/21/2025 | 21 | | | | | | |
| Engineering Design | 9/22/2025 | 10/20/2025 | 29 | | | | | | |
| Final Specs & Contract Doc. | 10/20/2025 | 11/2/2025 | 14 | | | | | | |
| Bidding & Contract Award | 11/3/2025 | 11/24/2025 | 22 | | | | | | |
| Construction | 11/24/2025 | 2/20/2026 | 89 | | | | | | |

Exhibit "D"

Engineer's Contract Rates

| | |
|---------------------------|---------------|
| Principal Engineer | \$ 185.00/hr |
| Project Manager (PE) | \$ 165.00/hr |
| Project Engineer (PE) | \$ 135.00/hr |
| E.I.T. (No PE) | \$ 105.00/hr |
| Graduate Engineer (No PE) | \$ 85.00/hr |
| Technician | \$ 65.00/hr |
| Administrative | \$ 65.00/hr |
| Clerical | \$ 50.00/hr |
| Direct Sub | Cost plus 10% |
| Printing | Cost plus 10% |

EXHIBIT "E"

HIDALGO COUNTY UCP Professional Engineering Services

WORK AUTHORIZATION NO. 1

THIS WORK AUTHORIZATION is made pursuant to the terms and conditions of Article 1 of the Agreement made by and between HIDALGO COUNTY, acting herein by and through the Hidalgo County Urban County Program, hereinafter called the "Owner," and, _____, professional engineers of _____, Texas, hereinafter called "Engineer".

PART 1. SCOPE OF WORK

The purpose of this Work Authorization is for the Engineer to provide _____

The scope of services to be provided by the Owner is identified in ATTACHMENT "A" – *Scope of Services to be Provided by the Owner* attached hereto.

The scope of services to be provided by the Engineer is identified in ATTACHMENT "B" – *Scope of Services to be Provided by the Engineer* attached hereto.

PART 2. CONTRACT AMOUNT

The estimated cost for services under this Work Authorization is \$ _____ This amount is based upon the costs outlined in the Contract Amount attached hereto as ATTACHMENT "D".

PART 3. PAYMENT

Compensation and payment to the Engineer for the services established under this Work Authorization shall be made in accordance with Article/Part/Section 5 of the Agreement.

PART 4. FUNDING

This Work Authorization No. _____ shall be funded through funding source:

Account No. _____

Requisition/Purchase Order Number _____ (MUST BE INCLUDED AFTER CC APPROVAL)

PART 5. PERIOD OF SERVICE

This Work Authorization shall become effective on the date of final acceptance of the parties hereto, and terminate upon completion of scopes of the work authorization within the contract limits of two (2) years from approval of contract.

PART 6. RESPONSIBILITIES AND OBLIGATIONS

This Authorization does not waive the parties' responsibilities and obligations provided under the Agreement.

PART 7. ACKNOWLEDGEMENT AND CONFIRMATION

Acknowledgement and confirmation by **Hidalgo County Urban County Program**, as to content and detail of this **Work Authorization No. ____**.

**HIDALGO COUNTY
URBAN COUNTY PROGRAM**

BY: _____
Joel Rivera, Ph.D. , UCP Director

PART 8. ACCEPTANCE AND APPROVAL

This Work Authorization is hereby accepted, approved by Hidalgo County Commissioners' Court on _____ as indicated below and effective as of _____ day of March, 2025.

**THE ENGINEER:
FIRM NAME:**

**THE OWNER:
HIDALGO COUNTY**

By:

By: **Richard F. Cortez, County Judge**

ATTEST:

BY: _____
Arturo Guajardo, Jr., County Clerk

LIST OF ATTACHMENTS

- ATTACHMENT "A" - Service to be provided by the Owner
- ATTACHMENT "B" - Services to be provided by the Engineer
- ATTACHMENT "C" - Work Schedule
- ATTACHMENT "D" - Contract Amount

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 _____ day of _____, 20__.

ENGINEER:
(ENGINEERING FIRM NAME)

BY: _____
Name/Title

OWNER:
HIDALGO COUNTY

BY: _____
Richard F. Cortez, County Judge

ATTEST:

Arturo Guajardo, Jr., County Clerk

APPROVED AS TO FORM:
Hidalgo County Office of the Criminal District Attorney
Toribio "Terry" Palacios

By: _____
Victor M. Garza , Assistant District Attorney

ATTACHMENTS:

- Exhibit A: Services being amended from original contract
- Exhibit B: Modified Work Schedule-Time Extension
- Exhibit C: Amended Contract Amount
- Exhibit D: Work Authorization with new Contract Amount



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
8/7/2025

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).

| | | |
|---|---|---|
| PRODUCER Higginbotham Insurance Agency, Inc. 1400 N. McCol Road, Suite 105 McAllen TX 78501 | CONTACT NAME: Erika Alanis PHONE (A/C, No, Ext): 956-682-9423 E-MAIL ADDRESS: ealanis@higginbotham.net | FAX (A/C, No): 956-687-1286 |
| | INSURER(S) AFFORDING COVERAGE | |
| INSURED Jorge Perez Consulting Engineering LLC 808 Dallas McAllen TX 78501 | License#: 2081754 JORGP-01 | INSURER A: Continental Casualty Company INSURER B: National Fire Ins Of Hartford INSURER C: INSURER D: INSURER E: INSURER F: |
| | | NAIC # 20443 20478 |


COVERAGES **CERTIFICATE NUMBER:** 2048851527 **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 |
|----------|--|-----------|----------|---------------|-------------------------|-------------------------|---|
| A | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER: | Y | Y | 2026497826 | 1/11/2025 | 1/11/2026 | EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$ |
| A | AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY | | | 2026497826 | 1/11/2025 | 1/11/2026 | COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ |
| A | <input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000 | | | 2066607510 | 1/11/2025 | 1/11/2026 | EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ \$ |
| B | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below | Y/N | N/A | 2048749213 | 1/11/2025 | 1/11/2026 | <input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000 |

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

CERTIFICATE HOLDER **CANCELLATION**

| | |
|--|---|
| Hidalgo County - Urban County Program 1916 Tesoro St Pharr TX 78577 United States | 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  |
|--|---|