

May 18, 2026

Mr. Ignacio Amezcua MBA, CTCM, CTCD, Purchasing Director  
 Attn: Mr. Hector Garcia, CTCM, Purchasing Construction Division Manager  
 Hidalgo County Purchasing Department  
 2802 S. Business Hwy 281  
 Edinburg, TX 78539

**RE: Professional Engineering Services for Hidalgo County Sheriff’s Office Jail Expansion (C-25-0499-09-16)  
 Work Authorization #1 – Phase I Strategic Phase/Pre-Project Planning**

Dear Mr. Amezcua:

Attached for your review and approval is our invoice for services rendered during the months of March through April 2026 on the subject referenced project.

The following is attached:

- Invoice No. 20666

The following is a narrative of the progress for this period.

Strategic Phase / Pre-Project Planning	% Complete
<b>Tasks 1 – Coordination and Management of SUBS</b>	<b>10%</b>
<p><b><u>UPDATED:</u></b>            Initiated coordination and management activities for project subconsultants in support of the Hidalgo County Jail Expansion WA#1 Strategic / Pre-Project Planning phase, including communication setup, coordination meetings, scope alignment discussions, and preliminary deliverable tracking. Ongoing efforts include managing consultant integration, coordinating project information flow, and supporting alignment between subconsultant activities and overall project objectives.</p>	
<b>Tasks 2 – SUB: DRG Architects</b>	<b>0%</b>
<b><u>NO UPDATE:</u></b>	

<b>Tasks 3 – SUB: Latta Tech (Security &amp; Technology)</b>	<b>0%</b>
<u><b>NO UPDATE:</b></u>	
<b>Tasks 4 – Compile &amp; Review Existing Project Documentation &amp; Site Conditions</b>	<b>15%</b>
<u><b>UPDATED:</b></u> Compiled and reviewed available existing project documentation, facility information, preliminary site data, and existing conditions relevant to the Hidalgo County Jail Expansion Project, including coordination of site observations and assessment activities. Progress to date includes evaluation of existing operational constraints, infrastructure considerations, and facility conditions necessary to support ongoing planning, programming, and phasing development efforts.	
<b>Tasks 5 – Identify stakeholders and AHJs &amp; Develop Stakeholder Register</b>	<b>15%</b>
<u><b>UPDATED:</b></u> Identified key project stakeholders, regulatory agencies, and Authorities Having Jurisdiction (AHJs) associated with the Hidalgo County Jail Expansion Project, including coordination with County representatives, Sheriff’s Department personnel, and applicable oversight entities. Progress to date includes development of the stakeholder and communication framework, establishment of preliminary stakeholder registers, and ongoing coordination to support project governance and regulatory compliance activities.	
<b>Tasks 6 – Initial Coord. &amp; Meetings w/ AHJs and other Regulatory Agencies</b>	<b>10%</b>
<u><b>UPDATED:</b></u> Initiated coordination and communication with key Authorities Having Jurisdiction (AHJs) and project stakeholders, including the Texas Commission on Jail Standards (TCJS), Sheriff’s Office, County Facilities personnel, Fire Marshal, and other applicable regulatory agencies associated with the Hidalgo County Jail Expansion Project. Progress to date includes preliminary meetings, information exchange, coordination of project requirements, and establishment of communication pathways necessary to support regulatory review and ongoing project planning efforts.	

<b>Tasks 7 – Develop / Update Overall Project Schedule</b>	<b>10%</b>
<p><b><u>UPDATED:</u></b></p> <p>Initiated development and coordination of the overall project schedule for the Hidalgo County Jail Expansion Project, including identification of major project phases, preliminary milestones, sequencing considerations, and coordination activities associated with WA#1 Strategic / Pre-Project Planning efforts. Progress to date includes integration of preliminary planning activities, stakeholder coordination requirements, anticipated procurement milestones, and schedule framework development to support overall project execution and phasing strategies.</p>	
<b>Tasks 8 – Develop / Update Overall Project Budget</b>	<b>10%</b>
<p><b><u>UPDATED:</u></b></p> <p>Initiated development and coordination of the overall project budget for the Hidalgo County Jail Expansion Project, including preliminary evaluation of project scope, anticipated hard and soft costs, phasing considerations, and budget planning assumptions associated with WA#1 Strategic / Pre-Project Planning activities. Progress to date includes coordination of budget-related information, review of project requirements and potential cost drivers, and development of preliminary budget frameworks to support ongoing planning and decision-making efforts.</p>	
<b>Tasks 9 – Prepare Project Mngmt. Info. System and Software (Project Setup)</b>	<b>10%</b>
<p><b><u>UPDATED:</u></b></p> <p>Prepared and advanced configuration activities for the project management information system (PMIS) and associated project software platforms to support document control, communication management, reporting, coordination, and overall project administration for the Hidalgo County Jail Expansion Project. Progress to date includes establishment of project folder structures, document tracking procedures, reporting templates, workflow coordination processes, and continued development of project management tools necessary to support ongoing planning and stakeholder collaboration activities.</p>	

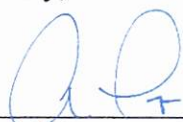
<b>Tasks 10 – Meetings and Presentation to Owner’s Designated Reps.</b>	<b>10%</b>
<p><b><u>UPDATED:</u></b></p> <p>Conducted and coordinated meetings and presentations with Hidalgo County’s designated representatives, including project coordination discussions, planning updates, and review of ongoing WA#1 Strategic / Pre-Project Planning activities associated with the Jail Expansion Project. Progress to date includes preparation of meeting materials, coordination of stakeholder discussions, presentation of preliminary project information, and documentation of meeting outcomes and action items to support continued project development and decision-making efforts.</p>	
<b>Program Management Plan (PMP)</b>	<b>% Complete</b>
<b>Task 11 – Meetings, Coordination &amp; Support for Project Development (Owner's designated representatives)</b>	<b>10%</b>
<p><b><u>UPDATED:</u></b></p> <p>Initiated development of the Program Governance, Decision Authority, and Accountability Framework for the Hidalgo County Jail Expansion Program Management Plan (PMP), including identification of organizational structure, reporting relationships, stakeholder responsibilities, and decision-making processes. Progress to date includes coordination with County representatives and project stakeholders to establish preliminary governance protocols, communication pathways, escalation procedures, and accountability measures necessary to support effective program oversight and project execution.</p>	
<b>Task 12 – Cost Management, Change Control &amp; Regulatory Compliance</b>	<b>5%</b>
<p><b><u>UPDATED:</u></b></p> <p>Initiated development of the Cost Management, Change Control, and Regulatory Compliance components of the Program Management Plan (PMP) for the Hidalgo County Jail Expansion Project, including establishment of preliminary procedures for budget monitoring, change management workflows, and regulatory coordination requirements. Progress to date includes development of initial control frameworks, coordination of compliance-related considerations with applicable agencies and stakeholders, and preparation of management procedures intended to support accountability, documentation, and overall program oversight throughout project execution.</p>	

<b>Task 13 – Schedule, Phasing, Risk Mitigation &amp; Occupied - Facility Planning</b>	<b>5%</b>
<p><b><u>UPDATED:</u></b></p> <p>Initiated development of the Schedule, Phasing, Risk Mitigation, and Occupied-Facility Planning components of the Program Management Plan (PMP) for the Hidalgo County Jail Expansion Project, including preliminary evaluation of sequencing strategies, operational continuity considerations, and project risk factors associated with phased construction activities. Progress to date includes coordination of initial planning efforts related to maintaining facility operations during future construction activities, identification of potential schedule and operational risks, and development of preliminary mitigation and phasing approaches to support overall program execution.</p>	
<b>Task 14 – Communications, Reporting, Program Controls &amp; Project Management</b>	<b>10%</b>
<p><b><u>UPDATED:</u></b></p> <p>Initiated and advanced development of the Communications, Reporting, Program Controls, and Project Management components of the Program Management Plan (PMP) for the Hidalgo County Jail Expansion Project, including establishment of preliminary communication protocols, reporting structures, document control procedures, and project oversight workflows. Progress to date includes development of reporting templates, coordination procedures, program control methodologies, and management processes intended to support stakeholder communication, project tracking, decision-making, and overall program administration throughout project execution.</p>	
<b>Task 15 – Meetings, Coord. &amp; Support of PMP &amp; Project Development</b>	<b>5%</b>
<p><b><u>UPDATED:</u></b></p> <p>Conducted meetings, coordination activities, and ongoing support efforts associated with development of the Program Management Plan (PMP) and overall project development for the Hidalgo County Jail Expansion Project. Progress to date includes coordination with County representatives, project stakeholders, and subconsultants to support planning discussions, information gathering, project management framework development, and integration of PMP-related components necessary to advance overall program objectives and project planning activities.</p>	

<b>Task 16 – Direct Expenses</b>	<b>10%</b>
<b>UPDATED:</b> Direct expenses associated with the Hidalgo County Jail Expansion Project were incurred in support of WA#1 Strategic / Pre-Project Planning activities, including project coordination, meetings, site visits, travel, administrative support, and other authorized reimbursable project-related expenses. Progress to date includes documentation, tracking, and management of eligible direct expenses in accordance with the Professional Engineering Services Agreement and applicable project authorization requirements. Expansion Project, including preliminary evaluation of sequencing strategies, operational continuity considerations, and project risk factors associated with phased construction activities. Progress to date includes coordination of initial planning efforts related to maintaining facility operations during future construction activities, identification of potential schedule and operational risks, and development of preliminary mitigation and phasing approaches to support overall program execution.	

Should you have any questions regarding this submittal, please do not hesitate to call me at (956) 585-3773.

Sincerely,



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Armando Pompa, C.F.M.  
Dept. Project Manager



Invoice

P.O. Box 2724  
McAllen, Tx. 78502  
(956) 585-3773

P.O.#: 26200717

Date	Invoice #
5/18/2026	20666

Invoice Received By:  
A Eilenberger on: 5/19/2026

Please send remittance with copy of invoice to:  
Attn: Mrs. Aisha Gonzalez  
P.O. Box 2724  
McAllen, Tx. 78502

Goods/Services Received By:  
Hector Garcia on: March-April 2026  
6-1360-23-280-000-0000-504520

Bill To:  
Hidalgo County  
505 S. McColl Rd.  
Edinburg, TX 78539

Project Info:  
Contract C-25-0499-09-16  
HC Sheriff's Office Jail Expansion  
WA#1 - Ph I Strategic/Pre-Project Planning

B2Z JOB: 2334

Billing Period	March & April 2026					
Description	Contract	Previous Applications	Current Completed	Total Completed	% Complete	
<b>Strategic Phase / Pre-Project Planning</b>						
Coordination and Management of SUBS	\$ 38,775.00	\$ -	\$ 3,877.50	\$ 3,877.50	10%	
SUB: DRG Architects	\$ 193,200.00	\$ -	\$ -	\$ -	0%	
SUB: Latta Tech (Security & Technology)	\$ 44,560.00	\$ -	\$ -	\$ -	0%	
Compile & Review existing project documentation and site conditions	\$ 39,078.00	\$ -	\$ 5,861.70	\$ 5,861.70	15%	
Identify stakeholders and Authorities Having Jurisdiction (AHJs) & develop stakeholder register	\$ 12,430.90	\$ -	\$ 1,864.64	\$ 1,864.64	15%	
Initial coordination and meetign with Authorities Having Jurisdiction (including TCJS, Sheriff's Office, County Facilities, Fire Marshal, and other applicable regulatory agencies.	\$ 28,365.40	\$ -	\$ 2,836.54	\$ 2,836.54	10%	
Update / develop overall project schedule	\$ 13,559.50	\$ -	\$ 1,355.95	\$ 1,355.95	10%	
Update / develop overall project budget	\$ 13,829.00	\$ -	\$ 1,382.90	\$ 1,382.90	10%	
Prepare project management informaton system and software (project setup)	\$ 8,253.50	\$ -	\$ 825.35	\$ 825.35	10%	
Meetings and presentation to Owner's designated representatives	\$ 21,880.42	\$ -	\$ 2,188.04	\$ 2,188.04	10%	
<b>Program Management Plan (PMP)</b>						
Program Governance, Decision Authority & Accountability Framework	\$ 29,645.48	\$ -	\$ 2,964.55	\$ 2,964.55	10%	
Cost Management, Change Control & Regulatory Compliance	\$ 34,739.16	\$ -	\$ 1,736.96	\$ 1,736.96	5%	
Schedule, Phasing, Risk Mitigation & Occupied - Facility Planning	\$ 38,283.12	\$ -	\$ 1,914.16	\$ 1,914.16	5%	
Communications, Reporting, Program Controls & Project Management	\$ 28,082.32	\$ -	\$ 2,808.23	\$ 2,808.23	10%	
Meetings, Coordination & Support of PMP & Project Development	\$ 37,848.60	\$ -	\$ 1,892.43	\$ 1,892.43	5%	
Direct Expenses	\$ 2,800.00	\$ -	\$ 280.00	\$ 280.00	10%	
<b>Total For This Billing Period</b>					<b>\$31,788.94</b>	

**Work Authorization ~ Summary**

WA No.	WA Amount	Previously Inv.	Percent Complete	Remaining Balance
1	\$585,330.40	\$0.00	5.4%	\$553,541.46

Aisha Gonzalez - President