CERTIFICATE OF SUBSTANTIAL COMPLETION

Owner: **Hidalgo County**
Engineer: **LeRoy Martinez, PE**

Owner's Project No.: **RFCSP No.: 26-0078-03-20-6**
Engineer's Project No.: **56745.002**
Contractor's Project No.: **RFCSP No.: 26-0078-03-20-6**

Contractor: **SKO Elite**
Project: **HVAC Improvements at Hidalgo County District Attorneys Office Annex #3**
Contract Name: **HVAC Improvements at Hidalgo County District Attorneys Office Annex #3**

This ☐ Preliminary ☒ Final Certificate of Substantial Completion applies to:

☐ All Work ☐ The following specified portions of the Work:

Date of Substantial Completion: **10/01/2026**

The Work to which this Certificate applies has been inspected by authorized representatives of Owner, Contractor, and Engineer, and found to be substantially complete. The Date of Substantial Completion of the Work or portion thereof designated above is hereby established, subject to the provisions of the Contract pertaining to Substantial Completion. The date of Substantial Completion in the final Certificate of Substantial Completion marks the commencement of the contractual correction period and applicable warranties required by the Contract.

A punch list of items to be completed or corrected is attached to this Certificate. This list may not be all-inclusive, and the failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents.

Amendments of contractual responsibilities recorded in this Certificate should be the product of mutual agreement of Owner and Contractor; see Paragraph 15.03.D of the General Conditions.

The responsibilities between Owner and Contractor for security, operation, safety, maintenance, heat, utilities, insurance, and warranties upon Owner's use or occupancy of the Work must be as provided in the Contract, except as amended as follows:

Amendments to Owner's Responsibilities: ☒ None ☐ As follows:

[List amendments to Owner's Responsibilities]

Amendments to Contractor's Responsibilities: ☒ None ☐ As follows:

[List amendments to Contractor's Responsibilities]

The following documents are attached to and made a part of this Certificate:

Substantial completion Punch list

This Certificate does not constitute an acceptance of Work not in accordance with the Contract Documents, nor is it a release of Contractor's obligation to complete the Work in accordance with the Contract Documents.

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[Signature Page Follows]

Engineer

By *(signature)*: 

Name *(printed)*: LeRoy Martinez, PE

Title: MEP Team Leader / Mechanical Engineer

The Owner and Contractor hereby accept the responsibilities assigned to them in this Certificate of Substantial Completion:

___SKO Elite _____	_____	_____	_____
CONTRACTOR *(Firm Name)*	**SIGNATURE**	**PRINT NAME AND TITLE**	**DATE**
__Hidalgo County_____	_____	_____	_____
OWNER *(Firm Name)*	**SIGNATURE**	**PRINT NAME AND TITLE**	**DATE**

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EXECUTED as of the day and year first written above.

APPROVED BY COMMISSIONERS' COURT ON NOVEMBER 10, 2026.

Agenda Item No. 105208

Executive Office: _____

VENDOR:
SKO Elite Repair, LLC

_____
Hector Rivera, Owner

COUNTY:
COUNTY OF HIDALGO

_____
Hon. Richard F. Cortez, County Judge

ATTEST:

_____
Arturo Guajardo, Jr., County Clerk

ATTACHMENTS:

SUPPLEMENTAL SIGNATURES:

Halff Associates, Inc.

_____
Leroy Martinez, Engineer

Punch List

To:	Rudy Cantu	**Date:**	10/1/2026 1:30 PM
From:	Leah Reyman, EIT	**AVO:**	56745.002
Email:	LReyman@halff.com	**Project:**	HVAC Improvements at Hidalgo County District Attorney's Annex 3
Contract for:	HVAC Improvements at Hidalgo County District Attorney's Annex 3		

The following items require the attention of the Contractor for completion or correction. This list may not be all-inclusive, and the failure to include any items on this list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents.

ITEM NO.	LOCATION (AREA)	DESCRIPTION	COMPLETION DATE	A/E CHECK DATE
1	TEL./ELEC. 106	A filler plate is pending installation above fusible switch feeding Panel "MPP". (Photo #1 & #2)		
2	TEL./ELEC. 106	Provide arc-flash labels for modified or new electrical equipment as per specification section 260574, parts 2.03 and 3.04, reflecting results obtained from power system study. (Photo #1 & #2)		
3	TEL./ELEC. 106	Contractor shall provide additional support for junction box and associated conduit downstream of fusible switch servicing Panel "MPP". Verify installation is securely supported per NEC requirements. (Photo #3 & #4)		
4	TEL./ELEC. 106	Contractor shall verify that penetration sealant used is the approved fire rated sealant submitted in transmittal #3, dated 05/22/26. Field installation does not appear visually		

ITEM NO.	LOCATION (AREA)	DESCRIPTION	COMPLETION DATE	A/E CHECK DATE
		consistent with the firestop sealant submittal. (Photo #5)		
5	MECH. RM. 185	Provide arc-flash labels for modified or new electrical equipment as per specification section 260574, parts 2.03 and 3.04, reflecting results obtained from power system study. (Photo #10)		
6	MECH. RM. 185	Loose conduit support was observed near the relocated light fixture. Contractor shall properly secure conduit and adjust relocated existing light fixture. (Photo #6 & #9)		
7	MECH. RM. 185	Contractor shall provide additional support for junction box and conduit. Verify installation is securely supported per NEC requirements. (Photo #7 & #8)		
8	MECH. RM. 185	Contractor shall verify that penetration sealant used is the approved fire rated sealant submitted in transmittal #3, dated 05/22/26. Field installation does not appear visually consistent with the firestop sealant submittal. (Photo #8)		
9	MECH. RM. 185	Provide a typed panel schedule for Panel “MPP” as per specification section 262416, part 3.03(B). (Photo #11)		
10	Roof	Field testing indicated that voltage may still be present at the RTU-1 convenience receptacle after the GFCI was tripped. Contractor shall verify that the GFCI is operating properly and correct any deficiencies as necessary. (Photo #12 & #13)		
11	Roof	It is recommended to provide additional support for flexible conduit below rooftop units as necessary to prevent excessive sagging and reduce strain on fittings. (Photo #14 & #15)		
12	ELEC. RM. 242	Exhaust fans are currently powered from existing 30A/1P breakers in Panel “L2A”. Circuit		

ITEM NO.	LOCATION (AREA)	DESCRIPTION	COMPLETION DATE	A/E CHECK DATE
		breakers servicing EF-1 and EF-2 shall be 15A/1P. Refer to transmittal #6 and #8 responses. (Photo #16 & #17)		
13	Mezzanines	Smoke exhaust fans have not been installed yet. The disconnects for the smoke exhaust fans shall have 15A fuses installed as noted during submittal review. Refer to transmittal #6 and #8 responses.		
14	Atrium	Testing of the lobby louvers is required following the installation of the smoke exhaust fans. (Photo #18 & Photo #19)		
15	Mech Room 185	The duct tape needs to be properly secured. (Photo #20)		
16	Mech Room 208	Extend the return duct through the wall penetration. (Photo #21)		
17	Roof	Finish installing the Therma duct for the supply and return ducts of RTU-1. (Photo #22)		
18	Roof	Install a guardrail at the roof edge adjacent to the platform serving RTU-1 and RTU-2. (Photo #23)		
19	Roof	Provide insulation on all exposed copper condensate piping. (Photo #24)		
20	Roof	Properly seal the supply and return ducts connected to RTU-2 and RTU-3. Cold air was observed on the exterior of the ductwork. (Photo #25 & Photo #26)		
21	Roof	Install screws on all four sides of each exhaust fans to ensure proper securement. (Photo #27)		
22	Roof	Provide and install a top channel on the Unistrut supports. (Photo #28)		
23	Roof	Therma duct connections are not sealed. Provide proper sealing at all connections. (Photo #29, Photo #30, Photo #31 & Photo #32)		
24	Roof	Correct deficiencies on the outside air intake for all units.(Photo #33)		
25	Annex	Test and balance is incomplete.		

ITEM NO.	LOCATION (AREA)	DESCRIPTION	COMPLETION DATE	A/E CHECK DATE
26	Mezzanine	Coordinate the location of the chilled water piping termination with the owner.		
27	Roof	Complete RTU startup services with a Trane representative in accordance with specification section 237413, part 3.05A.		
28	Roof	Repair the loose door gasket on RTU-1 to ensure proper seal.		
29	Roof	Anchor all units to the supporting structure.		
30	Roof	Provide and install a filter for RTU-1.		

☒ Attachments: Photos

SIGNED: Leah Reyman, EIT / LeRoy Martinez, PE

COPIES: ☒ Owner ☒ Contractor ☒ File



Photo #1



Photo #2

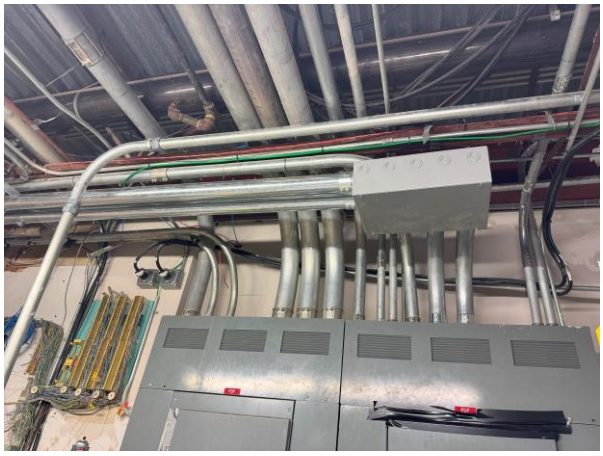


Photo #3



Photo #4



Photo #5

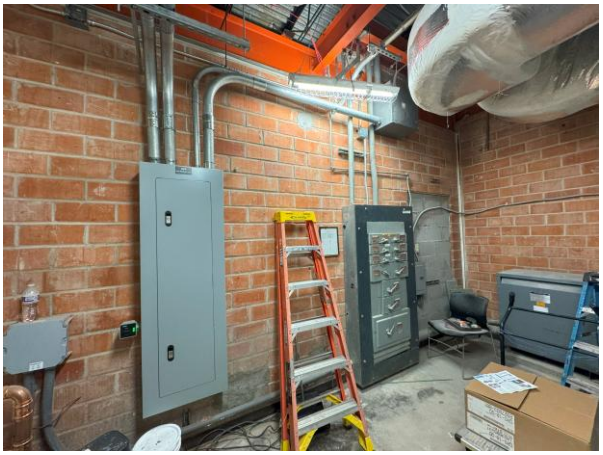


Photo #6

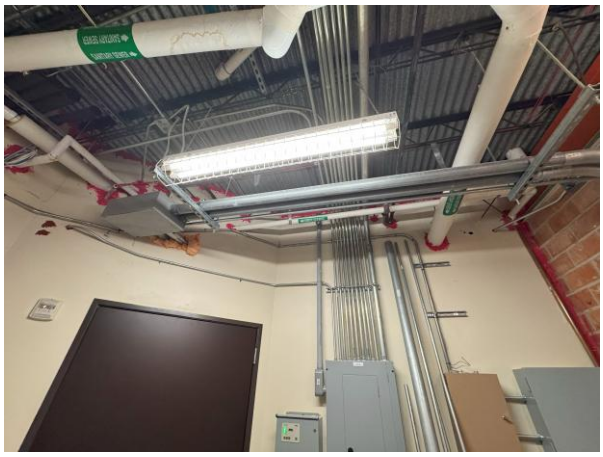


Photo #7



Photo #8



Photo #9

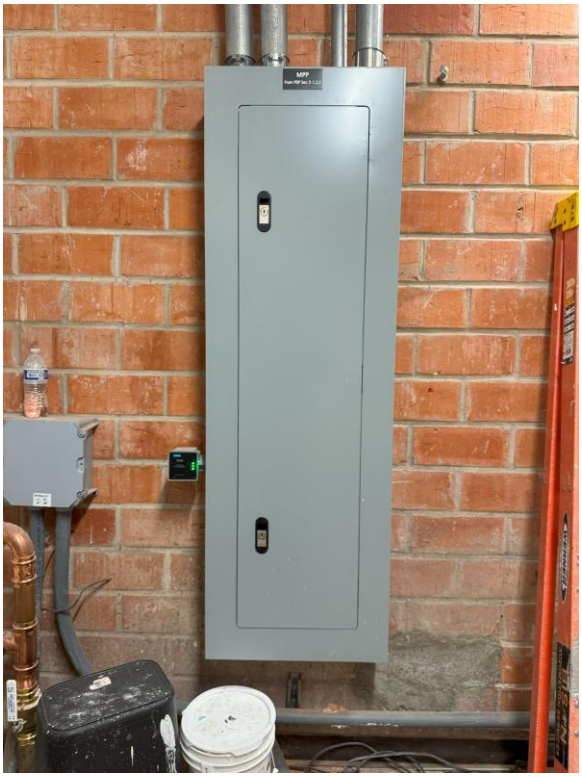


Photo #10



Photo #11



Photo #12



Photo #13



Photo #14



Photo #15



Photo #16



Photo #17


Photo #18

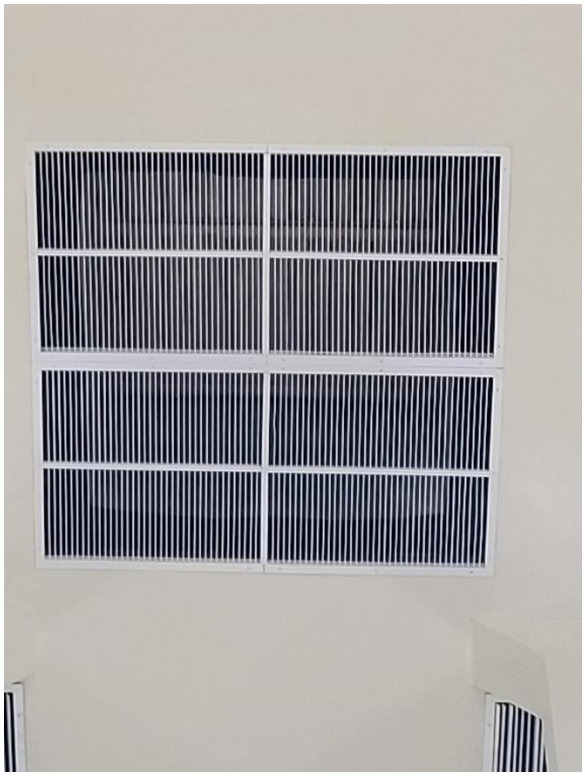

Photo #19


Photo #20



Photo #21



Photo #22



Photo #23



Photo #24



Photo #25

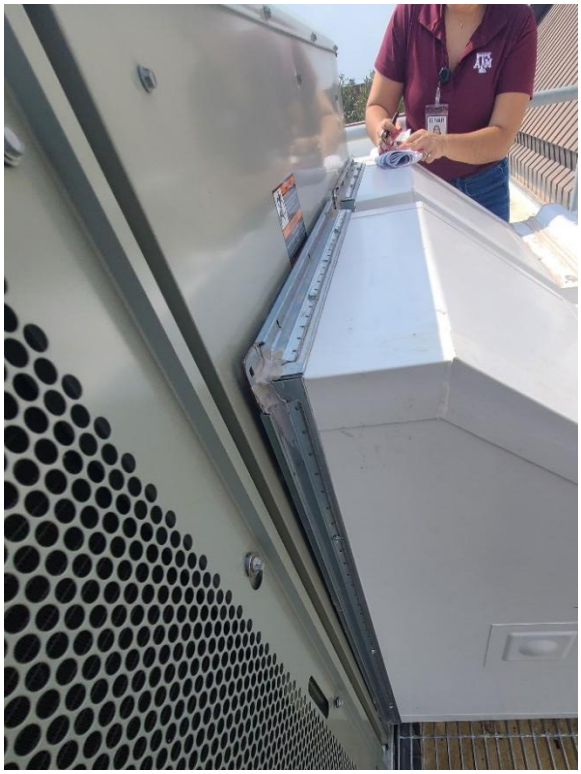


Photo #26

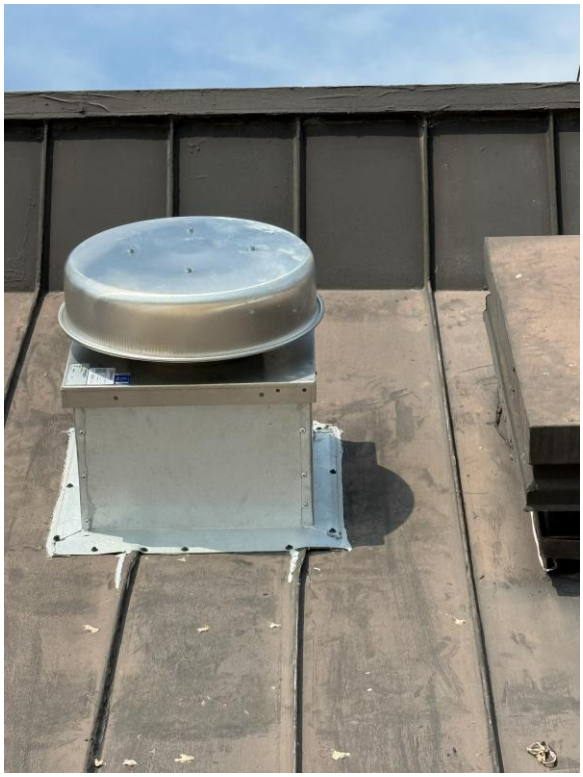


Photo #27

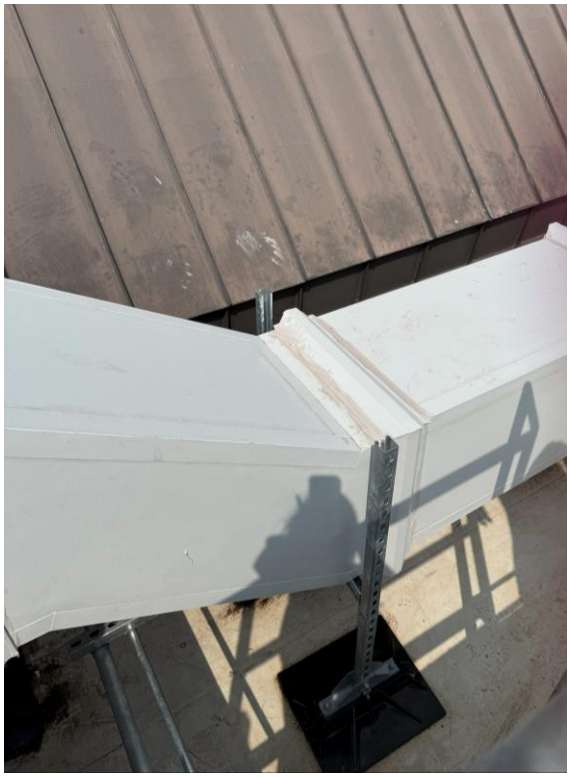


Photo #28



Photo #29



Photo #30



Photo #31



Photo #32



Photo #33