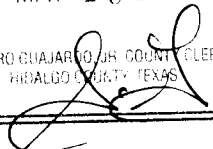


**EXHIBIT E**  
-Work Authorization  
**HIDALGO COUNTY**  
Professional Engineering Services  
Contract # C-17-142-05-16  
Work Authorization Form

FILED
AT <u>11:20</u> O'CLOCK <u>A</u> M
MAY 18 2018
ARTURO CHAJARRO, JR. COUNTY CLERK HIDALGO COUNTY, TEXAS
BY:  DEPUTY

**WORK AUTHORIZATION NO. 3**

**THIS WORK AUTHORIZATION** is made pursuant to the terms and conditions of Section I.A. of the Agreement made by and between **HIDALGO COUNTY**, action herein by and through the **Commissioner's Court**, hereinafter called the "**Owner**," and, **Halff Associates, Inc.**, professional engineers of McAllen, Texas, hereinafter called "**Engineer**".

**PART 1. SCOPE OF WORK**

The purpose of this Work Authorization is for the **Engineer** to provide: ***Turnkey Project for Purchase Replacement and Installation of Boilers.***

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

**PART 2. ESTIMATED COST**

The estimated cost for services under this Work Authorization is **\$26,680.00**. This amount is based upon the costs outlined in the Estimated **Cost Proposal** attached hereto as **EXHIBIT "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 6** of the Agreement.

**PART 4. FUNDING**

This **Work Authorization No. 3** shall be funded through funding source:

Account No. 8-2102-423-21-280-015-0-334

Requisition 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 the scope of the work authorization.**

**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 Precinct No. 4** for **Hidalgo County Sheriff's Office** as to the content and detail of this **Work Authorization No. 3**.

**HIDALGO COUNTY PRECINCT No. 4**

**HIDALGO COUNTY SHERIF'S OFFICE**

By: \_\_\_\_\_  
Joseph Palacios, Commissioner


By: \_\_\_\_\_  
Hon. J.E. "Eddie" Guerra, Sheriff

**PART 8. ACCEPTANCE AND APPROVAL**

This Work Authorization is hereby accepted, approved by Hidalgo County Commissioners' Court on 5.15.18 as indicated below and effective as of 18th day of MAY, **2018**.


**THE ENGINEER:  
HALFF ASSOCIATES INC.**

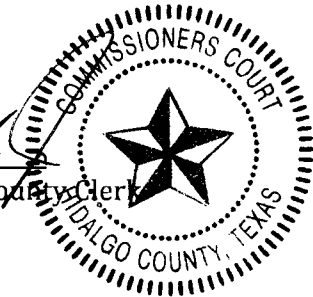
**THE OWNER:  
HIDALGO COUNTY**

  
By: Menton J. Murray, III, P.E., LEED AP

  
By: Ramon Garcia, County Judge

**ATTEST:**

  
By: Arturo Guajardo, Jr., County Clerk



APPROVED BY  
COMMISSIONERS' COURT  
ON: 5/15/18 

**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" - Cost Proposal

# **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 of the Project.

The **OWNER** will provide to the **ENGINEER** the following:

- (1) Authorization to the **ENGINEER** to begin work in accordance with Section 3 of this Agreement.
- (2) Payment for work performed by the **ENGINEER** and accepted by the **OWNER** in accordance with Section 6 of the Agreement.
- (3) Assistance to the **ENGINEER**, as necessary, to obtain the required data and information from other local, regional, State and Federal agencies that 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 Attachment "C" of this Agreement.
- (6) Attend and participate in progress meetings as required and as coordinated and conducted by the **ENGINEER**.
- (7) Assist the **ENGINEER** in the preparation of the project mailing list; provide representation, a site and stenographer for all public meetings; additionally:  
*Public Meetings*
  - (a) Approve agenda and all exhibits prior to public meeting.
  - (b) Approve date and location of the meeting.
  - (c) Review/approve Public Meeting Report.
- (8) Attend the Preliminary Concept Conference coordinated and conducted by the **ENGINEER** and more particularly identified in Attachment "B" of the Agreement.
- (9) Assist the **ENGINEER** as required in the coordination with the USACE and the Federal Emergency Management Agency (FEMA) and any other coordinating agency or entity.
- (10) Review and approve the Project design criteria.
- (11) Review and approve change orders as required and prepared by the **ENGINEER**.

# **EXHIBIT B**

## **-Scope of Services to be provided by the Engineer**

Through project award via Work Authorization, Engineer shall provide Professional Services required to design and specify Building Repair and Renovation Projects. Type of services that may be included as dictated by the individual project requirements consist of: **1) Surveying, 2) Civil Engineering, 3) Mechanical/ Plumbing Engineering, 4) Electrical Engineering, 5) Structural Engineering.** Upon Identification by the Owner of specific projects that require the professional services of the Engineer, a detailed scope of work and identification of professional service disciplines required shall be established.

**Halff Associates, Inc. is pleased to submit this Work Authorization No. 03 proposal under our existing Professional Service Agreement (C17-142-05-16) with Hidalgo County to provide:**

### **Design Phase Services**

- Review Existing Documents and Conditions (Plans)
- Site Survey for Design
- Creation of plan reflecting current improvements
- Demolition Plans, Existing Boilers
- Plans for Replacement Boilers
- Plans for Additional New Boilers
- Division 1 specs
- Plumbing Specifications
- Design Meetings
- Design Phase Administrative Support
- Issuance of Final Documents

### **Bid Phase Services**

- Pre Proposal Conference
- Review JOC Pricing
- Answer Questions Regarding Construction Document
- Provide Recommendations for Award
- Procurement Phase Administrative Support

### **Construction Phase Services**

- Pre-Construction Meeting (1 Visit)
- Response to RFI's
- Review Submittals
- Review Payment Applications (2 Visits)
- CA Phase Administrative Support
- Field Observations/Phased Punch Lists (4 Field Meetings)
- Project Close-out

### **Specific Exclusions**

- Procurement method other than JOC
- Production of bidding documents for competitive sealed bid procurement
- Site visits in excess of those identified
- Construction phase activities in excess of 6 months from JOC Notice To Proceed

- Any effort associated with submittals, responses, meetings, communication, etc. with Texas Jail Commission
- Field measurements, plan recreation, and/or existing systems' plan creation because of a lack of existing architectural, structural, mechanical, electrical, plumbing, or other construction plans in the areas of work.
- Work not associated with the following construction scope

# EXHIBIT C

## -Work Schedule

A detailed work schedule for each **Work Authorization**, identified and more particularly described in **Article 7** of this Agreement, shall be prepared by the **Engineer** to be submitted and approved by the Owner in writing for each **Work Authorization**. The work schedule will provide specific work sequence and definite review times by the **Owner** and the **Engineer** of the work performed.

The **Engineer** will diligently pursue the completion of each **Work Authorization** as defined by the milestones and deliverable due dates outlined in each **Work Authorization**'s associated work schedule.

The **Engineer** will inform the **Owner** (in reasonable advance of the delay) should the **Engineer** encounter delays that would prevent the performance of all work in accordance with the established work schedule.

# **EXHIBIT D**

## **Cost Proposal**

**Replacement and Addition of Boilers at HCSO Jail.**

<b>Phase 1</b>	
• <b>Replacement and Additional Boiler</b>	<b>\$14,300.00</b>
<b>Phase 2</b>	
• <b>Procurement Phase Services</b>	<b>\$4,270.00</b>
<b>Phase 3</b>	
• <b>Construction Phase Services</b>	<b>\$8,110.00</b>
<b>Total:</b>	<b><u>\$26,680.00</u></b>



# CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 2

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**

Certificate Number:  
 2018-345153

Date Filed:  
 04/26/2018

Date Acknowledged:

**1 Name of business entity filing form, and the city, state and country of the business entity's place of business.**

Half Associates, Inc.  
 McAllen, TX United States

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

Hidalgo County

**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.**

C17-142-05-16  
 Work Authorization No. 03 proposal under our existing Professional Service Agreement (C17-142-05-16) with Hidalgo County

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary
	Saenz, Robert	McAllen, TX United States	X	
	Adams, Bobby	Houston, TX United States	X	
	Craig, Matthew	Richardson, TX United States	X	
	Kunz, Pat	Richardson, TX United States	X	
	Tanksley, Dan	Richardson, TX United States	X	
	Jackson, Todd	Austin, TX United States	X	
	Ickert, Andrew	Forth Worth, TX United States	X	
	Killen, Russell	Fort Worth, TX United States	X	
	Kuhn, Greg	Richardson , TX United States	X	
	Moya, Mike	Austin, TX United States	X	
	Plugge, Roman	Richardson, TX United States	X	
	Bargainer, Tim	Austin, TX United States	X	
	Murray, Menton	McAllen, TX United States	X	
	Skipwith, Walter	Richardson, TX United States	X	

# CERTIFICATE OF INTERESTED PARTIES

FORM 1295

2 of 2

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.**

Half Associates, Inc.  
 McAllen, TX United States

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Hidalgo County

**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.**

C17-142-05-16  
 Work Authorization No. 03 proposal under our existing Professional Service Agreement (C17-142-05-16) with Hidalgo County

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary

5 Check only if there is NO Interested Party.


**6 UNSWORN DECLARATION**

My name is Merton J. Murray, III, and my date of birth is 04/02/1972.

My address is ~~221~~ 5000 W. Military, Ste. 100, McAllen, TX, 78503, USA.  
(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 26<sup>th</sup> day of April, 2018.  
(month) (year)

  
 Signature of authorized agent of contracting business entity  
(Declarant)

*Subs*

- 2. **AI-64853** Acceptance and approval of Change Order No. 2 for (additional work items requested by Hidalgo County Irrigation District #1) with details as identified in CO#2 (attached herein) in connection to agreement # C-17-218-01-16 with Texas Cordia Construction, LLC. for: "10th Street Extension Project".

**C. Sheriff's Office**

<b>APPROVED</b>	<p>1. <b>AI-64819</b> Acceptance and approval of <u>Work Authorization No. 3, estimated cost of \$ 26,680.00</u>, as submitted by Halff Associates, Inc. (project engineer) for (Project Specific): "<u>Turnkey project for Purchase, Replacement and Installation of Boilers</u>" through (On-Call) agreement# C-17-142-05-16 for: Buildings Repairs, Renovations, Alterations, Additions and/or Other Related Services to County Owned Buildings located in Precinct 4.</p>
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- 2. **AI-64801** A. Presentation of scoring grid (for the purpose of ranking by CC) of responses received for RFP No. 2018-014-04-11-HGO - "Jail Lobby/Intake Kiosks & Deposit/Release Services":

<i>Firms</i>	<i>Scores</i>	<i>Rank</i>
Keefe Group	97.67	
JPay, a Securus Technologies Company	87	
Touchpay Holdings, LLC dba GTL Financial Services	85.33	

B. Authority for the Purchasing Department to negotiate an agreement commencing with the No. 1 ranked firm for the project described herein.

18. **Open Forum**

19. **Closed Session:**  
Commissioners' Court may go into Closed Session pursuant to Chapter 551, Texas Government Code, Sections 551.071 & 551.072 to discuss the following:

- A. Real Estate Acquisition
- B. Pending and/or potential litigation
- C. **AI-64890** Potential Litigation related to possible causes of action regarding contract 05-007-08-02; Juvenile Justice Center.

20. **Open Session:**

- A. Real Estate Acquisition and appropriation for same
- B. Pending and/or potential litigation
- C. **AI-64891** Potential Litigation related to possible causes of action regarding contract 05-007-08-02; Juvenile Justice Center.



**AGENDA  
HIDALGO COUNTY  
COMMISSIONERS COURT  
MEETING  
May 15, 2018  
9:30 A.M.**

NOTICE is hereby given in accordance with Chapter 551, Texas Government Code, that a SPECIAL MEETING of the Commissioners Court will be held in the Commissioners Courtroom of the Administration Building, 100 E. Cano, 1st floor, Edinburg, Hidalgo County, Texas. Discussion and possible action relating to the following business will be transacted:

1. **Roll Call**
2. **Pledge of Allegiance**
3. **Prayer**
4. **Approval of Consent Agenda**
5. **County Judge's Office:**
  - A. **AI-64898** Resolution Honoring UTRGV's The Trading Association (TTA) team for winning the 15th Annual CME Group Trading Challenge in Chicago.
  - B. **AI-64768** Resolution in Honor of the UTRGV Vaqueros 2018 National Collegiate Chess Team Champions.
  - C. **AI-64895** Discussion, consideration, and possible action on collaboration efforts with the City of Edinburg regarding the construction of a new county courthouse and financing structures regarding same.
6. **Sheriff's Office:**
  - A. **AI-64852**
    1. Approval of certification of revenues as certified by County Auditor.
    2. Approval of appropriation of funds in the Jail Commissary account for the amount of \$26,680.00.
7. **Constable Pct. #5:**
  - A. **AI-64824** Constable Pct. 5 TTBH:  
Discussion, consideration, and approval to appoint Jesse J. Vega and Jose Hinojosa as Deputy Constables by Constable Daniel Marichalar, Constable Pct 5, in accordance with Texas Local Government Code Section 86.011.

- B. AI-64799** Approval to submit request for funds (unclaimed capital credits) from Texas Comptroller of Public Accounts as authorized under Section 74.602 of the Texas Property Code, with authority for County Judge to sign the letter request.

**17.**

**Purchasing Department - Notes:**

A. FOR ANY CONTRACT(S) AWARDED AND APPROVED UNDER THIS AGENDA, EXECUTED COPIES OF THE CONTRACT(S) WILL BE AVAILABLE ON THE COUNTY INTRA-NET WEBSITE AND WILL BE FORWARDED VIA E-MAIL, FAX OR HAND DELIVERED TO HIDALGO COUNTY AUDITOR'S OFFICE.  
 B. ANY AND ALL REQUESTS FOR PAYMENT(S) APPROVED WILL BE SUBJECT TO COUNTY AUDITORS PROCESSING PROCEDURES INCLUDING AUTHORITY FOR COUNTY TREASURER TO ISSUE PAYMENT(S)/CHECK(S).

**A. Hidalgo County**

- 1. AI-64896** Authority to advertise a RFP-Hidalgo County/Solid Waste Collection Service with all aspects of procurement packet to be drafted through Purchasing Department and final review and approval of entire RFP Packet [i.e. legal notice, specification, requirements, scopes of work, draft agreement, etc.] by HC-DA-Civil Section prior to release to interested vendors.
- 2. AI-64826**
  - A. Requesting approval to declare the items listed in Exhibit "A" [office furniture, equipment, vehicles] for the purpose of sale through on-line auction scheduled for 06-06-18 in accordance with Texas Local Government Code 263.152(a)(1);
  - B. Requesting authority to publish advertisement for the auction of surplus items scheduled for 06-06-18 including, but not limited to, Seized, Abandoned and Unclaimed Property.
- 3. AI-64751** Requesting approval after consideration and review, to increase the currently approved amount of (2) transactions per day to (4) four fuel transactions per day using the U.S. Bank National Association (Voyager) fuel cards during a qualifying disaster in Hidalgo County commencing June 1, 2018 thru December 1, 2018 including, but not limited to, the following departments listed below:
  - A. Hidalgo County Emergency Management Department
  - B. Hidalgo County Fire Marshal Office
  - C. Hidalgo County Safety Division
  - D. Hidalgo County Constables Precinct No. 1 through 5
  - E. Hidalgo County Facilities Management

**B. Pct. 4**

- 1. AI-64831** Requesting approval of Work Authorization #5 in the amount of \$ 228,290.81 under the current "on call" agreement with B2Z Engineering, LLC (C-17-243-09-05) for the provision of "engineering services" for: Environmental, Public Involvement, Schematic, Hydrologic, Pavement Design, PS&E, Utilities Services, Uncontrolled Mapping & Office Surveys for: "MILE 17 1/2 from (DEPOT RD. EAST to MON MACK RD.)" located in Hidalgo County Precinct 4.