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**El Paso County  
Agenda Item Details**

**Item Title:** Public Works/Facilities - Downtown Detention Facility Sewer Upgrade Design Services (2025-0268)

**Submitted By:** Robin Sully, Director

**Department:** Facilities Management

**Department Phone Number:** 915-273-3719

**Subject:** Approve and authorize the County Judge to sign Work Order No. 007 On-Call Architectural Contract with MNK Architects, Inc. for professional services related to the design services for the County of El Paso Downtown Detention Facility Sewer Project in the amount of \$139,877.20. Funds are available in CP-TN23B-DDF-RENOV-SEWER. (Contract No. 2025-0268)

**Background:** The County is requesting services by MNK Architects, INC. for design services related to the County of El Paso Downtown Detention Facility Sewer Project Design based on the parameters listed in the As Need Services Contract No. 2025-0268 & Scope of work as described in proposal from MNK Architects.

**Fiscal Impact:** Contract Number: 2025-0268  
Contract Term Start: 3/23/2025  
Contract Term End: 10/23/2025  
County Attorney Opinion Number:

Fiscal Impact Historical  
\$139,877.20  
COC-3020-23BDDF1-431-10-11160-0253-23B12-703001-CP-TN23B-DDF-RENOV-SEWER

Fiscal Impact Projected  
\$139,877.20  
COC-3020-23BDDF1-431-10-11160-0253-23B12-703001-CP-TN23B-DDF-RENOV-SEWER

Long Account Number: Amount:

Long Account Number: COCP-3020-23BDDF1-431-10-11160-

0253-23B12-703001- Amount: \$139,877.20

**Budget or Unbudgeted Match:**

**Recommendation:**

Approve and authorize the County Judge to sign Work Order No. 007 On-Call Architectural Contract with MNK Architects, Inc. for professional services related to the design services for the County of El Paso Downtown Detention Facility Sewer Project in the amount of \$139,877.20. Funds are available in CP-TN23B-DDF-RENOV-SEWER. (Contract No. 2025-0268)

**Prior Action:**

N/A

**Strategic Plan:**

Goal:

null

Objective:

**Strategic Plan Information:**

**Estimated Time Needed  
For This Item:**

STATE OF TEXAS           )  
COUNTY OF EL PASO    )

**WORK ORDER NO. 007  
ON-CALL ARCHITECTURAL CONTRACT WITH  
MNK ARCHITECTS, INC.**

On January 19, 2021, the County of El Paso, Texas ("Owner") and MNK ARCHITECTS, INC. ("ARCHITECT") entered into a professional services contract, 2020-1042 ("Contract") for on-call architectural services. The parties now desire to process the second work order within this Contract as specified below. All sections of the Contract remain in full force and effect.

**I. Work Order Project No. 007 – Design Services for County of El Paso  
Downtown Detention Facility Sewer Project**

The Architect shall provide architectural and engineering services ("Services") for the Owner's Downtown Detention Facility Improvements for a fee not to exceed One Hundred Thirty-Nine Thousand Eight Hundred Seventy-Seven Dollars and Twenty Cents (\$139,877.20) as more fully described in ARCHITECT's fee proposal, attached as Exhibit A.

ARCHITECT reaffirms that work performed pursuant to this Work Order will be done by professionally qualified individuals and services shall be performed consistent with all rules applicable to their professional practice and licensure and with the professional skill and care ordinarily provided by architects practicing in the same or similar locality under same or similar circumstances.

Under Texas Government Code Section 2271.002, ARCHITECT verifies that it: (1) does not boycott Israel; and (2) will not boycott Israel during the term of this Contract. Under Texas Government Code Section 2274.002, ARCHITECT verifies that it: (1) does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association; and (2) will not discriminate during the term of this Contract against a firearm entity or firearm trade association. Under Texas Government Code Section 2276.002, ARCHITECT verifies it does not boycott energy companies and will not boycott energy companies, as defined in Section 2276.001(1), during the term of this Contract.

In the event of a conflict between the terms of the On-Call Architectural Services agreement and the terms of this Work Order, the terms of the Work Order shall control.

IN WITNESS, the parties execute this Work Order Project No. 007 authorization for design services for a fee not to exceed the amount set forth above.

**EL PASO COUNTY, TEXAS**

**MNK ARCHITECTS, INC.**

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Hon. Ricardo A. Samaniego  
El Paso County Judge

\_\_\_\_\_  
Renee Jimenez  
Principal Architect

APPROVED AS TO CONTENT:

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Norma Rivera-Palacios, Executive Director  
Public Works

7666-OP  
2025-\_\_\_\_\_



## EXHIBIT A

February 13, 2025

Melina Banuelos, P.E. | Senior Engineer  
Public Works Administration County of El Paso  
Ph | 915.546.2015  
Email: MeBanuelos@epcouny.com

RE: Architectural/Engineering Fee Proposal for El Paso County Downtown Detention Facility  
**On Call Service Contract 2020-1042**

Dear Melina,

Thank you for the opportunity to present our fee proposal for the upgrade and replacement of the sanitary sewer system for El Paso County Downtown Detention Facility located at 601 E. Overland Street El Paso, Texas.

### Scope of Work & Compensation.

**Change of Engineer of Record** - This scope of work includes submitting a formal letter to the Board of Engineers. This letter will:

- Inform the Board: That Mr. Melvin Glass, the original engineer of record, has passed away.
- Declare: That his office is no longer able to fulfill its engineering responsibilities for this project.
- Appoint: Mr. Rolando Legarreta with Alegro Engineering as the new engineer of record.

*Schedule: Approval from the Board of Engineers is anticipated within 1 week.*

*Lump Sum Fee:* **\$ 500.00**

**OAC Meeting Attendance:** MNK acknowledges that OAC meetings will occur bi-weekly throughout the project duration, with the first meeting scheduled for February 19, 2025, at 10:00 AM. During each meeting our team will perform project walkthroughs & joint review and reporting by MNK and consulting teams. Billing will be on actual meetings attended.

*Schedule: February 19, 2025, to October 24, 2025*

<i>Fee:</i>	<i>Architectural:</i>	<i>\$400 x 20 meetings</i>	<i>\$ 8,000.00</i>
	<i>Plumbing:</i>	<i>\$700 x 20 meetings</i>	<i>\$14,000.00</i>
	<i>Electrical:</i>	<i>\$400 x 1 meetings</i>	<i>\$ 400.00</i>
	<i>Structural:</i>	<i>\$400 x1 meetings</i>	<i>\$ 400.00</i>
	<b>TOTAL</b>		<b>\$22,800.00</b>

**Pay Application Review:** MNK understand that we will be reviewing pay-app monthly for accuracy of % completed it is anticipated that each pay- app review will be done during the regularly scheduled OAC.

*Fee: \$200.00 Per pay app X 10 pay apps*  
**TOTAL \$ 2,000.00**

**Field Observations:** MNK will conduct field observations throughout the project duration. A detailed reports will be provided to the Owner and Contractor within 48 hours of each observation.

*Schedule: At least one observation per month, approximately 10 observations, a 24-hour notice shall be provided for each observation, each observation is anticipated to take 1 hour.*

*Lump Sum Fee: Plumbing Observation and Report \$800.00 x 10 Observations anticipated*  
*Structural Observation and Reports \$800.00 x 2 Observations anticipated*  
**TOTAL \$ 9,600.00**

**Review of Existing Design:** MNK and our consulting team will review the existing design and as-built drawings for Phases 5, 6, 7, 8 and 11. This review is essential for the new plumbing engineer to effectively fulfill its role as the Engineer of Record on the

project. This review will be required by the plumbing engineer as well as the architect to assist in performing any field observations and respond to any and all RFI's it is anticipated that such review will take us approximately 8-12 hours. Review of Phase 7 and 8 will be addressed within that phase below.

*Schedule: Allow us 2 days to conduct this review.*

<i>Lump Sum Fee:</i>	<i>Architectural</i>	<i>\$1,200.00</i>
	<i>Mechanical</i>	<i>\$4,400.00</i>
	<b><i>TOTAL</i></b>	<b><i>\$5,600.00</i></b>

**Priority 1 - Phase 11 – Floor 10 North Side of the building (Clinic Area)**

RFI-008 requires architectural drawings to address the interior scope of the building sewer remodel. This includes creating demolition floor plans and reflected ceiling plans (RCPs), as well as architectural detailing for wall closures, patching, and floor repairs. It is not anticipated that any other consultants are required for this scope of work.

MNK will perform the following work:

1. Conduct a field verification and walk-through of the clinic area (2 hours).
2. Create CAD drawings of the areas requiring architectural work (6 hours).
3. Develop construction documents, including demolition plans, floor plans, ceiling plans, and wall details (40 hours)

*Schedule: to perform this work will require us 2 weeks*

<i>Lump Sum Fee:</i>	<b><i>\$ 8,200.00</i></b>
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**Priority 2 – Center Building Riser floors 3, 4, 5, 6, 7, 8, 9 & 11**

RFI-003, 005 and 007 & claim 003 requires architectural drawings to address the interior scope of the building sewer remodel. This includes creating demolition floor plans and reflected ceiling plans (RCPs), as well as architectural detailing for wall closures, patching, and floor repairs. It is not anticipated that any other consultants are required for this scope of work. It is anticipated that the mop sink on each floor will need to be replaced.

MNK will perform the following work:

1. Conduct a field verification and walk-through of floors 3, 4, 5, 6, 7, 8, 9 & 11 (4 hours).
2. Create CAD drawings of the areas requiring architectural work (0 hours).
3. Develop construction documents, including demolition plans, floor plans, ceiling plans, and wall details (80 hours)

*Schedule: to perform this work will require us 4 weeks*

<i>Lump Sum Fee:</i>	<b><i>\$15,800.00</i></b>
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**Priority 3 – Phase 8 – Basement & Phase 7 Outside Building Sewer modifications**

Modifications to the building sewer in Phases 7 and 8 based on claim 4 appear to require input from structural, architectural, electrical, landscape and plumbing engineers. This may necessitate rerouting of new sewer lines and potential modifications to existing drawings.

Due to the uncertain scope of these modifications, MNK proposes a not to exceed fee to be billed on actual hours rendered based on the attached hourly rates. Below is the assumed hours and personnel required to perform the work.

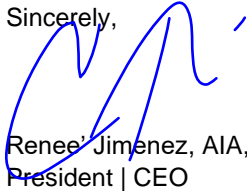
<i>Fee:</i>	<i>Architectural</i>		
	<i>Field Observation</i>	<i>2hr x \$196.20</i>	<i>= \$ 392.40</i>
	<i>Drawing Review</i>	<i>4hr x \$196.20</i>	<i>= \$ 784.80</i>
	<i>RFI Review</i>	<i>20hr x \$196.20</i>	<i>= \$ 3,924.00</i>
	<i>Design</i>	<i>150hr x \$196.20</i>	<i>= \$29,430.00</i>
		<i>8hr x \$412.00</i>	<i>= \$ 3,296.00</i>
			<b><i>\$37,827.20</i></b>
	<i>Plumbing</i>		
	<i>Field Observation</i>	<i>5hr x \$250.00</i>	<i>= \$ 1,250.00</i>
	<i>Drawing Review</i>	<i>4hr x \$250.00</i>	<i>= \$ 1,000.00</i>
	<i>RFI Review</i>	<i>20hr x \$250.00</i>	<i>= \$ 5,000.00</i>
	<i>Design</i>	<i>80hr x \$200.00</i>	<i>= \$16,000.00</i>

		<b>\$23,250.00</b>
Structure		
Field Observation	5hr x \$220.00	= \$ 1,100.00
RFI Review	20hr x \$220.00	= \$ 4,400.00
Design	40hr x \$220.00	= \$ 8,800.00
		<b>\$14,300.00</b>
TOTAL NOT TO EXCEED		<b>\$75,377.20</b>
<b>GRAND TOTAL</b>		<b>\$139,877.20</b>

**Approval.** Thank you for your consideration. We hope that you find this fee proposal acceptable. Please let us know by signing below and returning a copy to our office. If you need any additional information, we would be glad to oblige.

Thank you for the opportunity to present our fee proposal. We look forward to continuing this project with you.

Sincerely,



Renee Jimenez, AIA, LEED AP, CNU-A  
President | CEO

**Priority 4** – Construction for Phases 5 and 6 is currently 80% complete. The remaining scope of work for these phases consists of final field observations by a plumbing engineer. These observations are included within the overall field observation services outlined elsewhere in this proposal.

*TOTAL* *\$ 0.00*