

RESOLUTION NO. 18-2026
BOARD OF COMMISSIONERS MEETING
August 20, 2026

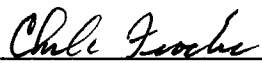
At a regular meeting of the Smith County Emergency Services District No. 1 meeting, Lindale, Texas, Board of Commissioners, Board President Carolyn Todd presiding and Board Members Charles Froebe, Cory Crowell and Owen Scott being present the following business was transacted pursuant to the notice being duly posted, to-wit:

Charles Froebe made a motion, seconded by Cory Crowell, which motion carried unanimously to approve contract with Harris Craig Architects and to allow Carolyn Todd to sign the contract. A copy of the contract is attached and made a part thereof.



CAROLYN TODD, PRESIDENT

ATTEST:

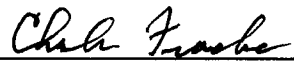


CHARLES FROEBE, SECRETARY

THE STATE OF TEXAS
COUNTY OF SMITH

CITY OF LINDALE: I, CHARLES FROEBE, Secretary of the Smith County Emergency Services District No. 1, do hereby certify that the above is a true copy of a part of a Minutes of Board of Commissioners Meeting as it appears of record in the Smith County Emergency Services District No. 1 Minutes of Lindale, Texas.

CHARLES FROEBE, SECRETARY







Proposal for Architectural Services

Date: July 9, 2026

Client: Smith County Emergency Services District #1
P.O. Box 697
Lindale, Texas 75771

Project Name: New Fire Station #4
Lindale, Texas

Project Contact(s): Carolyn Todd, President
Charles Froebe, Secretary
Jeremy Larue, Fire Chief

This proposal document, dated July 9, 2026 constitutes HCA's agreement to provide Full Scale Architectural/Engineering services for New Fire Station #4, referred herein as the "Project". This letter of agreement is organized into the following sections:

- A) Project Scope and Description
- B) Scope of Services / Consultants
- C) Owner's Responsibilities
- D) Proposed Schedule
- E) Professional Fees and Reimbursable Expenses
- F) Stipulations of This Contract
- G) Acceptance

A) PROJECT SCOPE AND DESCRIPTION

This agreement authorizes HCA to proceed with the architectural / engineering professional services through various stages of documentation as stipulated below.

Components of this project shall include:

- New PEMB station $\pm$ 8,000 SF
- Sleep Units
- Watch Room
- Kitchen / Pantries
- Day Room
- Exercise Room
- Apparatus Bay
- Decontamination Rooms
- Storm Shelter

B) SCOPE OF BASIC SERVICES

The extent of services will be consistent with the attached AIA B101-2017, modified as mutually agreed by the Client and Architect.

The scope of work is as noted on Attachment 'A'.

Consultants

Mechanical / Electrical / Plumbing Engineer: EMA Engineering & Consulting
328 S Broadway
Tyler, Texas 75702
(903) 581-2677

Structural Engineer: United Building Sciences & Engineering
405 International Parkway, Suite 209
Richardson, Texas 75081
(972) 783-8683

Civil Engineer: Brannon Corp Engineering & Consulting
1321 S Broadway
Tyler, Texas 75711
(903) 597-2122

C) OWNER'S RESPONSIBILITIES

Full Information

The Owner shall provide full information at the commencement of this engagement regarding requirements for the Project, which shall set forth the Owner's objectives, schedule, constraints, and criteria.

Timely Decisions

The Owner shall render decisions in a timely manner in order to avoid unreasonable delay in the orderly and sequential progress of the Architect's services.

Accuracy

The information, reports, and documents (plans & specifications) shall be furnished at the Owner's expense, and the Architect shall be entitled to rely upon the accuracy and completeness thereof. Any rework requested in writing by the Owner due to inaccuracies of data identified by the Owner or Architect during the Project will be considered Additional Services, provided the Owner agrees in writing to such Additional Services.

D) PROPOSED SCHEDULE

We are prepared to begin this project when directed.

(All dates are subject to the client's availability, response, and reviews):

Target Time Frames:

Complete Schematic Design/Review/Approval:	4 Weeks
Complete Construction Documents:	4-8 Weeks
Bidding and Negotiating:	3 Weeks
Construction Administration:	120 Weeks

E) PROFESSIONAL FEES AND REIMBURSABLE EXPENSES

The budget for this project is estimated to be \$3,600,000.00. For Scope of Basic Services identified, we are prepared to offer these full scale Architectural/Engineering services for a lump sum fee based on Six percent (6.0%) of the total construction cost. Printing of plans/specifications for contractors during the bidding phase will be invoiced directly to Owner.

This agreement excludes hazardous materials consulting (e.g. asbestos, etc.). If required, this will be invoiced directly to the Owner.

Fees for Texas Accessibility Plan Review and Inspection shall be paid by the Owner.

F) STIPULATIONS OF THIS CONTRACT

Other stipulations will be as identified in the AIA B101-2017, with modifications as mutually agreed by the Client and Architect.

No deductions will be made from the compensation on account of any penalty, liquidated damages or other sums withheld from payments to contractors, or on account of the cost of changes in the project. HCA will not be responsible for the acts or omissions of the contractor, subcontractors, or any other persons performing any of the work, or for the failure of any of these parties to carry out the work in accordance with the design requirements.

HCA will not be responsible for, or be liable in any way, with the discovery, presence, handling, removal, disposal of, or exposure of persons to hazardous materials in any form at the project.

HCA agrees, to the fullest extent permitted by law, to indemnify and hold the Client harmless from any damage, liability, or cost (including reasonable attorney's fees and costs of defense) up to the maximum limit of the Architect's professional liability insurance limits per claim, to the extent caused by the Architect's negligent acts, errors or omissions in the performance of professional services.

The Client agrees, to the fullest extent permitted by law, to indemnify and hold the Architect harmless from any damage, liability or cost (including reasonable attorney's fees and costs of defense) to the extent caused by the Client's negligent acts, errors, or omissions and those of its contractors, subcontractors, architects, or anyone for whom the Client is legally liable, and arising from the project that is the subject of this agreement.

Drawings, graphics, calculations, and design instruments of service are, and will remain, the property of the Architect. The Client has the right to use the instruments of service the express purpose of constructing the project, whereby this right is terminated at the completion of the project described herein.

G) ACCEPTANCE

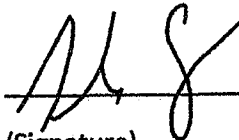
In order for us to proceed, and if the above is acceptable, please sign and date the following page and return via e-mail to HCA.

ACCEPTED:

ARCHITECT:

Harris Craig Architects, Inc.

Tyler, TX


(Signature)

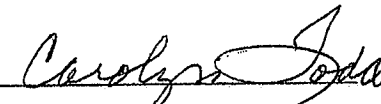
Print Name: Mike Craig, AIA

Date: 7/28/2026

CLIENT:

Smith County ESD #1

Lindale, TX


(Signature)

Print Name: Carolyn Todd, President

Date: 8/20/26