



February 5, 2026

Mr. Sandeep Kathuria, AIA
Collin County | Director of Building Projects
2300 Bloomsdale Rd., Ste 3160
McKinney, TX 75071

Re: Collin County Healthcare Building- Proposal for Design services for the re-design of the plaza located between the Public Health building and existing Administration Bldg.

Dear Mr. Kathuria:

As per the County's request to re-design the plaza between the Public Health building and the existing Jack Hatchell Collin County Administration Building, PGAL's Additional Services Fee proposal is noted as follows:

- **PGAL, Inc.** will provide design coordination and consultant management, Civil engineering design, Landscape design and coordination with a Registered Accessibility Specialist (RAS) as noted in this proposal:
 - Design coordination of the revised plaza design.
 - Coordination of Permit application and City review and approval of plans.
 - One (1) revision to the plan to reflect site plan changes as a result of Owner or Architect
 - comments. Additional changes will be made on an hourly rate basis.
- **Westwood** will provide civil engineering design services to re-design the plaza. The scope of Work as noted in the attached Westwood's proposal '**Attachment A- Scope of Services & Fee schedule**'
- **TNP Landscape Architecture,** will provide Landscape Architecture design services to re-design the plaza as noted in the attached TNP's proposal '**Attachment B- Scope of Services & Fee schedule**'

Compensation for Additional Design Services:

Description	Design Fee
Architecture - PGAL	\$5,000
Civil Engineering Westwood	\$5,500
Landscape Architecture - TNP	\$9,500
Total Basic Services Fees	\$20,000
Reimbursable Fees:	\$2,500
GRAND TOTAL	\$22,500

Exclusions:

- Site surveys/ SUE surveys
- Lighting design
- Stair railings/ Guardrail/ Handrail design (Delegated design)
- Exclusions as noted in consultant's proposals

Reimbursable expenses for RAS review, travel and reprographics will be billed at 1.1 actual costs and is estimated not to exceed \$2,500.

City permit fees will be billed at cost or paid for by the Owner.

Terms and conditions shall be the same as in accordance with our original agreement.

Thank you for the continued opportunity to serve Collin County. Please contact me at 469.274.2685 should you have any questions or comments regarding this additional services fee proposal.

Sincerely,



Tim Konganda, AIA
Principal

Attachments:

Att. A: Westwood proposal

Att. B: TNP proposal

CC:Accounting, File – PGAL



**PROJECT CHANGE ORDER TO
PROFESSIONAL SERVICES AGREEMENT**

PROJECT TITLE (the “**Project**”): Collin County Parking Garage
CLIENT NAME: PGAL Architects
DATE OF CHANGE ORDER: February 3, 2026
PROJECT CHANGE ORDER NO.: 03
PROJECT LOCATION: Texas
PROJECT NUMBER: R0041092.02

This Project Change Order between Client and Westwood is set forth pursuant to our Professional Services Agreement executed on **February 24, 2023**. The purpose of this Project Change Order is to modify the conditions, deliverables, schedule, and/or the scope of work as set forth herein.

I. Contract Documents

This Project Change Order, the Project Work Order to which this Project Change Order applies, and the Professional Services Agreement comprise the contract documents.

II. Project Description

Please see Attachment A.

III. Deliverables

Please see Attachment A.

IV. Schedule

Notice to Proceed is understood to be this Project Change Order signed, dated, and fully executed by both parties.

V. Project Change Order Attachments:

Attachment A – Scope and Fees.
Attachment B – Site Exhibit.

VI. Payment

1. The estimated Westwood cost/total fee for this Project Change Order is: \$9,500.00.
2. Because of this Project Change Order, the total estimated Westwood cost/fee is now \$130,000.00.

Westwood

ACCEPTED AND AGREED:

CLIENT:
PGAL Architects

WESTWOOD:
Westwood Professional Services, Inc.

(Signature)

(Signature)

(Name – Printed)

(Name – Printed)

(Title)

(Title)

(Date)

(Date)

Westwood

Attachment A – Scope of Services & Fee Schedule

~~Land Surveying Services~~

~~ADDITIONAL TOPOGRAPHIC SURVEY~~

~~Westwood will perform an on the ground survey of the property under the direct supervision of a Registered Professional Land Surveyor.~~

~~Included in this item:~~

- ~~• Location of permanent improvements on, and immediately adjacent to, the site.~~
- ~~• Spot elevations on a 50-foot grid.~~
- ~~• Contours on one foot intervals.~~
- ~~• Top of curb and gutter elevations for paving on, and immediately adjacent to, the site.~~
- ~~• Locations, common name and trunk diameter of trees over 6-inches in caliper or the outline of heavily wooded areas.~~
- ~~• Location of visible utilities and appurtenances.~~
- ~~• Location and sizes of underground utilities based on available record information.~~
- ~~• Westwood will graphically plot, if any, the Special Flood Hazard Area from the Flood Insurance Rate Map (FIRM), published by Federal Emergency Management Agency (FEMA), for this area.~~
- ~~• Graphical depiction of site boundaries adjacent to the survey area based upon the current deed or plat. If the site is platted, we will graphically show easements defined on the plat. This depiction is approximate and the work does not include boundary research or review of found monumentation.~~

~~Not included in this item:~~

- ~~• Species names of trees.~~
- ~~• Trees less than 6-inches in diameter.~~
- ~~• Tree locations and identification in heavily wooded areas.~~
- ~~• Boundary surveying.~~
- ~~• Research or review of easements that may affect the subject tract.~~
- ~~• Subsurface utility engineering services.~~
- ~~• Parking spaces in parking garages.~~
- ~~• Location of irrigation control valves.~~

Civil Engineering Services (Site Design)

~~ADDITIONAL SITE PAVING PLAN~~

~~Westwood will prepare construction plans and details to relocate the previously proposed ADA parking spaces on the west side of the healthcare facility to parking lots adjacent to the building. Paving section designs are to be based on recommendations included in a current Geotechnical Report to be provided by the Owner.~~

Included in this item:

- Coordination of City review and approval of plans prepared as part of this item.
- One (1) revision to the plan to reflect site plan changes as a result of Owner or Architect comments. Additional changes will be made on an hourly rate basis.

Not included in this item:

- Design of any off-site paving improvements, street extensions or widening.
- Design and detailing of other site improvements including, screening walls, light pole bases, transformer or generator pads, hardscape features, pavers, and site signage.
- The detailed layout of walks and hardscape area, including scoring patterns are not included. It is our understanding the design of these items will be shown on the Landscape and / or Architectural plans.

We propose that the total fee of our current contract be *increased by a lump sum* to cover personnel expenses involved in these changes as follows:

Services		
Service	Description	Fee
LS	Land Surveying Services	- -
LS	Additional Topographic Survey	\$ 4,000.00
-	SUBTOTAL	\$ 4,000.00
SD	Civil Engineering Services (Site Design)	
SD	Additional Site Paving Plan	\$ 5,500.00
	SUBTOTAL	\$ 5,500.00
	TOTAL ALL SERVICES	\$ 9,500.00
		5,500.00

Terms and conditions shall be the same as per our original agreement.

Please note that the fees above are based on the assumption that Westwood will perform the above services all together for this project. In the event any item is deleted from the scope of work, Westwood reserves the right to adjust the fees for other items as appropriate.

CAB/jmc
2477-22.573_Change Order03

Attachment B – Site Exhibit





www.tnpinc.com

engineers
surveyors
landscape architects

January 26, 2026

Paul D. Bonnette, AIA
PGAL
14135 Midway Road, Suite G-200
Addison, Texas 75001

**Re: Collin County Healthcare Facility
TNP Project #: PGA 23039
Additional Professional Landscape Architectural Services**

Paul:

This letter is to serve as an amendment to our contract for Professional Services associated with the above referenced project based on Attachment 'A'. The additional fees are as follows:

- **Construction Documents** – Additional scope due to the following for an additional fixed fee of \$9,500.

Included:

- Design for pedestrian and vehicular approach enhancements to building entry.
- Associated design details for pedestrian and vehicular enhancements.
- Relocating accessible parking spaces and accessible route.
- Revisions to existing plans including hardscape, landscape, irrigation, and corresponding detail sheets.
- Coordination with owner, architects, civil, and other design subconsultants.
- Three (3) additional coordination meetings.

Not Included:

- Vehicular and pedestrian grading and/or profiles.
- Structural design.
- Lighting design.

Total Proposed for Services: ... \$ 9,500

Should you have any questions, please do not hesitate to call.

Sincerely,

tnp
teague nall & perkins

Nicholds Nelson
Director of Landscape Architecture

 Approved By: Client

 Date

