



## Gregory-Portland Independent School District

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### BOARD MEMORANDUM

TO: DR. MICHELLE CAVAZOS

FROM: DR. ISMAEL GONZALEZ III

CC: BOARD OF TRUSTEES

DEBORAH GARZA  
MICHAEL THIEME  
DR. MICHAEL NORRIS  
PENNY ARMSTRONG

DATE: Monday, June 16, 2025

SUBJECT: Discuss and Take Possible Action on RFQ # 2425-05 Professional Mechanical, Electrical and Plumbing Engineering Services for one or more of the Six (6) Bond 2025 Projects

#### PRIORITIES

PRIORITY 1: EXCEPTIONAL STUDENT PERFORMANCE

N/A

PRIORITY 2: HIGH PERFORMING AND ENGAGED WORKFORCE

N/A

PRIORITY 3: QUALITY SERVICE AND IMPACTFUL COMMUNITY ENGAGEMENT

N/A

PRIORITY 4: EFFICIENT AND EFFECTIVE DISTRICT AND CAMPUS OPERATIONS

4.3 Ensure Strategic Alignment of Resources

#### BACKGROUND INFORMATION:

The District is seeking a single MEP Engineer to design and conduct Project management for the following Bond 2025 Projects:

- 1) Visual & Performing Arts Academic Center
- 2) High School Additions & Renovations
- 3) Career & Technical (CTE) Additions & Renovations

The committee met June 9th and narrowed down the initial field of 10 MEP Engineers for projects #1-#3. And decided that either an MEP role was minimal or not required for projects #4- #6. The committee will reconvene on Monday June 19th to decide on the final recommendations to bring to the School Board. The MEP Firms rankings were based on

Reputation of the A/E or Firm	20 Points
Experience over the Past 5 years (Districts)	20 Points
References	20 Points
Key Personnel Resumes	15 Points
Location of Firm, ability to provide services	5 Points
Past Relationship with the District	5 Points
Responsive Documents	5 Points
Interviews	5 Points

The committee consists of:

Dr. Ismael Gonzalez	Assistant Superintendent for Business, Finance and Operations
Michael Thieme	Executive Director of Safety & Operations
Alton Alexander	Construction Project Specialist
Chris Casarez	Purchasing Coordinator

The 10 Firms that submitted a response to the Request for Qualifications were:

CBR	MEG
EMA	MEP
Claycomb	NRG
Halff	Stridde, Callins
Leaf	Wylie

### RECOMMENDATION:

The Committee will complete the assessment of the requested information, and score on the criteria mentioned in the RFQ. The committee will have a recommendation for each of the six (6) projects based on the top scoring firms for each.

### FINANCIAL IMPACT:

None at this time. An MEP Engineering fee of an estimated 5.75% of the MEP construction cost budget which is carved-out of the total construction cost.

**BOARD RELATED POLICY:**

CH (LEGAL)

CV (LEGAL)

**ACTION ITEM SUGGESTED MOTION (if applicable):**

Administration recommends approval of firm \_\_\_\_\_ to provide Mechanical, Electrical & Plumbing Engineering (MEP) Services for the Visual & Performing Arts Center & Career & Technical Additions & Renovations in accordance with RFQ# 2425-05.

Administration recommends approval of firm \_\_\_\_\_ to provide Mechanical, Electrical & Plumbing Engineering (MEP) Services for the High School Renovations in accordance with RFQ# 2425-05.

Administration recommends to reject all bids to provide Mechanical, Electrical & Plumbing Engineering (MEP) Services for the High School Parking Lot Renovations, Demolition of Aging Facilities & Structures and Elementary Playground Services in accordance with RFQ# 2425-05.