



Gregory-Portland Independent School District

BOARD MEMORANDUM

TO: DR. MICHELLE CAVAZOS
FROM: DR. ISMAEL GONZALEZ III
CC: BOARD OF TRUSTEES
BRITTNEY SOLIZ SANDOVAL
DEBORAH GARZA
MICHAEL THIEME
DR. MICHAEL NORRIS
PENNY ARMSTRONG

DATE: Monday, January 12, 2026

SUBJECT: Discuss and Take Possible Action on Professional Architectural Services for the Early Childhood Center Additions Project

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

4.2 Maintain fiscal viability; stewardship; and improve staff knowledge of sustainable budgeting processes

4.3 Ensure strategic alignment of resources

BACKGROUND INFORMATION:

Type: Action

The Early Childhood Center (ECC) opened for the 2024–2025 school year and was delivered as part of the District's Bond 2020 program to serve Pre-Kindergarten through Kindergarten students. The original facility was designed by **Huckabee Architects**, with **Stridde, Callins & Associates** serving as the Mechanical, Electrical, and Plumbing (MEP) engineering firm. Construction was completed by **Weaver & Jacobs** as the general contractor.

Due to enrollment growth and programmatic needs at the ECC campus, the District is evaluating the need for additional instructional space. As a result, the potential addition of classrooms is under consideration to ensure the District continues to meet current and projected student needs.

This agenda item is to **consider and take possible action to approve the acquisition of professional architectural services** for the design of additions to the Early Childhood Center. In accordance with the **Texas Professional Services Procurement Act (Texas Government Code, Chapter 2254)** and **Board Policy CH (Legal and Local)**, professional architectural and engineering services are procured based on demonstrated **qualifications, competence, and experience**, and not through competitive bidding or competitive proposals.

To ensure continuity of design, efficiency, and alignment with the existing facility, the District is recommending the engagement of the **same architectural and engineering design team** that originally designed the ECC. These firms possess direct knowledge of the campus, existing infrastructure, site conditions, and prior design intent. Utilizing the same design professionals minimizes risk, promotes consistency, reduces the potential for design conflicts, and supports a more efficient and cost-effective design process.

Approval of this item would authorize the District to proceed with professional design services for the ECC additions under the same procurement framework used for the original project, consistent with Texas law and Board policy. Any subsequent phases of the project, including construction delivery and related services, would be brought forward for Board consideration in accordance with applicable procurement requirements.

Final execution of professional services and advancement of the project are **subject to Board approval of the project scope and the appropriate budget allocation** to support the design and eventual construction of the proposed additions.

RECOMMENDATION:

Administration recommends approval and award of a professional services contract to Huckabee Architects for architectural design services related to additions to the Early Childhood Center. In accordance with the Texas Professional Services Procurement Act (Texas Government Code, Chapter 2254) and Board Policy CH (Legal and Local), these services are procured based on qualifications and competence and are not subject to competitive bidding. Huckabee Architects served as the original architect for the facility and possesses direct knowledge of the campus, ensuring design continuity, efficiency, and consistency with the existing structure.

FINANCIAL IMPACT AMOUNT AND FUNDING SOURCE (IF APPLICABLE):

-Budget Allocation for Full Scope of Project: \$7,000,000

-Estimated Architectural Fees: Approximately 6%–8% of total construction costs

-Funding Source: General Fund Balance

BOARD RELATED POLICY:

CH (LEGAL) (LOCAL)

CV (LEGAL) (LOCAL)

ACTION ITEM SUGGESTED MOTION (if applicable):

That the Board make a motion to approve the award of a professional services contract to **Huckabee Architects** for architectural design services related to additions to the Early Childhood Center and authorize the Superintendent to negotiate and execute the contract **in accordance with applicable law and Board policy**.