



North Wasco County School District #21

School District Board of Directors

Board Motion for Action Item

BOARD ACTION

Date: August 20, 2026

Action Requested: Approve selection of Provider for Sites & Facilities Report and Long-Range Facilities Plan

Background

On July 16, 2026, North Wasco County School District 21 issued a Request for Proposals for Facility Assessment and Long-Range Facility Planning Consultant services. The District sought an ODE TAP-qualified consultant to complete facility assessments of eight District facilities and develop a District-wide Long-Range Facility Plan.

Proposals were due July 31, 2026. The District received **eight proposals**. A six-member evaluation committee reviewed and scored the proposals using the evaluation criteria established in the RFP, including relevant Oregon school facility experience, facility planning and community engagement experience, fee structure, qualifications of key staff, references, and ability to meet the required project timeline.

Following completion of the evaluation process, Mahlum / HMK received the highest overall evaluation/ranking and was determined by the evaluation committee to provide the proposal most advantageous to the District. The proposed contract amount totals \$79,300, consisting of \$39,600 for the Facility Assessment and \$39,700 for the Long-Range Facility Plan. The District currently has two TAP grants, totaling \$80,000, to pay for these services.

The District issued a Notice of Intent to Award to Mahlum / HMK on August 14, 2026. Contract execution will occur following completion of the applicable protest period and resolution of any timely protest.

Recommendation

Administration recommends that the Board approve the selection of Mahlum / HMK to provide Facility Assessment and Long-Range Facility Planning services and authorize the Superintendent or Chief Financial Officer to negotiate and execute the professional services contract substantially consistent with the RFP and the firm's proposal, in an amount not to exceed \$80,000, following expiration of the applicable protest period and resolution of any protest.

ACTION

I move that the Board approve the selection of Mahlum / HMK for Facility Assessment and Long-Range Facility Planning services and authorize the Superintendent or Chief Financial Officer to negotiate and execute a contract in an amount not to exceed \$80,000, subject to completion of the procurement protest period and resolution of any timely protest.