



JUDSON INDEPENDENT SCHOOL DISTRICT

Meeting Date: September 17, 2026

Submitted By: Cecilia Davis
Title: Chief of Operations

Agenda Item: Consider and take action approving the selection of commissioning services for the Districtwide MEP (Mechanical, Electrical and Plumbing) Package III project in Bond 2022.

CONSENT ITEM

RECOMMENDATION:

It is recommended that the Board approve the selection of KCA Engineers, Inc. to provide the commissioning services for the Districtwide MEP (Mechanical, Electrical and Plumbing) Package III project in Bond 2022 and that the Board of Trustees delegate the authority to the Superintendent to execute all contracts and related documents necessary to complete this project. The scope of work includes but is not limited to providing professional commissioning services to verify that the MEP (Mechanical, Electrical and Plumbing) systems at Millers Point ES, Olympia ES, Park Village ES, Paschall ES, Rollings Meadows ES and Salinas ES are installed and operate per the contract documents and project requirements in Districtwide MEP (Mechanical, Electrical and Plumbing) Package III. Expenditures will be made from Bond 2022 funds at a total estimated cost of \$304,500.00.

IMPACT/RATIONALE:

Allows the district to procure professional services in accordance with Section 44.031 of the Texas Education Code. Expenditures will be made from Bond 2022 funds at a total estimated cost of \$304,500.00. The scope of work includes but is not limited to providing professional commissioning services to verify that the MEP (Mechanical, Electrical and Plumbing) systems at Millers Point ES, Olympia ES, Park Village ES, Paschall ES, Rollings Meadows ES and Salinas ES are installed and operate per the contract documents and project requirements in Districtwide MEP (Mechanical, Electrical and Plumbing) Package III. The contract will be for a specific project and will expire upon completion of all related services.

BOARD ACTION REQUESTED:

Approval/Disapproval



JUDSON INDEPENDENT SCHOOL DISTRICT

Facilities Planning Department

Date: September 17, 2026

To: Lynnette Trevino, Director of Purchasing

From: Benjamin S. Mora, Executive Director of Facilities Planning

Project: Districtwide MEP (Mechanical, Electrical and Plumbing) Package III – Commissioning Services

The Department of Facilities Planning has found KCA Engineers, Inc. to be a highly qualified firm to provide commissioning services for the Districtwide MEP (Mechanical, Electrical and Plumbing) Package III project in Bond 2022.

- KCA Engineers, Inc.

The scope of work includes but is not limited to providing professional commissioning services to verify that the MEP (Mechanical, Electrical and Plumbing) systems at Millers Point ES, Olympia ES, Park Village ES, Paschall ES, Rollings Meadows ES and Salinas ES are installed and operate per the contract documents and project requirements in Districtwide MEP (Mechanical, Electrical and Plumbing) Package III. This includes verification of controls project delivery, sampled calibrations of temperature and humidity devices, functional testing of the listed HVAC equipment and documentation of all observed controls-related deficiencies, etc.

Campus	Amount
Millers Point ES	\$49,014.00
Olympia ES	\$39,200.00
Park Village ES	\$49,939.00
Paschall ES	\$51,879.00
Rolling Meadows ES	\$44,849.00
Salinas ES	\$55,119.00
Owner Contingency Allowance	\$14,500.00
TOTAL	\$304,500.00

The total estimated cost to procure these commissioning services is \$304,500.00. This includes the base proposal, and \$14,500.00 owner contingency allowance.

Expenditures will be made from Bond 2022 funds.

KCA Engineers, Inc. were selected from a pool of highly qualified engineering firms that submitted to RFQ 23-18 Engineering Services to provide commissioning services.

The terms of RFQ 23-18 Engineering Services were to commence on or about August 15, 2024, for an initial period of three (3) years with the option, at the district's discretion, for one (1) additional two (2) year extension.



JUDSON INDEPENDENT SCHOOL DISTRICT

Facilities Planning Department

The Board of Trustees approved the respondents to RFQ 23-18 Engineering Services for commissioning services, as being qualified on August 15, 2024.

CC: Cecilia Davis, Chief of Operations

Tabulation

Districtwide MEP (Mechanical, Electrical and Plumbing) Package III - Commissioning

Vendor	Ranking
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SUMMARY

KCA Engineers, Inc.	1

DEPARTMENT RECOMMENDATION

I have reviewed the submittals for this offering and recommend the following vendor(s) for award:



Benjamin S. Mora
Executive Director of Facilities Planning



Lynnette Trevino
Director of Purchasing

August 28th, 2026

Judson ISD

8205 Palisades Drive, Live Oak, TX 78233

ATTN: Cesar Sosa

Project: **25-02 RFCSP PKG III - Judson ISD MEP Upgrades**

Subject: **KCA Commissioning Services Proposal**

Mr. Sosa,

KCA Engineers, Inc., very much appreciates the opportunity to propose commissioning services for the above-referenced project.

Scope of Services

Commissioning objective is to verify that all MEP systems are installed and operate per the PKG III MEP Upgrades Contract Documents dated 10/14/25 and Owner's Project Requirements. Major Commissioning deliverables/milestones are as follows:

1. Hold the Commissioning Kick-Off Meeting and preparation/delivery of Commissioning Plan.
2. Preparation and on-site pre-functional performance verification.
3. Preparation/execution of on-site functional performance testing.
4. Tracking and closing all deviations between designed and installed systems in the Deficiency Log and issuance of Final Commissioning Report.

Compensation:

<i>Salinas ES.....</i>	<i>\$55,119.00</i>
<i>Park Village ES</i>	<i>\$49,939.00</i>
<i>Millers Point ES.....</i>	<i>\$49,014.00</i>
<i>Paschall ES.....</i>	<i>\$51,879.00</i>
<i>Rolling Meadows ES</i>	<i>\$44,849.00</i>
<i>Olympia ES.....</i>	<i>\$39,200.00</i>
Total Fixed Fee.....	\$290,000.00

Billing Schedules for each school are as follows:

Salinas ES Commissioning		Phase Amounts	
#	Phase	%	Amount
1	Commissioning Plan	20%	\$11,023.80
2	Pre-Functional Performance Testing	35%	\$19,291.65
3	Functional Performance Testing	35%	\$19,291.65
4	Deficiency Log Corrections / Final Report	10%	\$5,511.90
	Total	100%	\$55,119.00

Park Village ES Commissioning		Phase Amounts	
#	Phase	%	Amount
1	Commissioning Plan	20%	\$9,987.80
2	Pre-Functional Performance Tests	35%	\$17,478.65
3	Functional Performance Tests	35%	\$17,478.65
4	Deficiency Log Corrections / Final Report	10%	\$4,993.90
	Total	100%	\$49,939.00

Millers Point ES Commissioning		Phase Amounts	
#	Phase	%	Amount
1	Commissioning Plan	20%	\$9,802.80
2	Pre-Functional Performance Tests	35%	\$17,154.90
3	Functional Performance Tests	35%	\$17,154.90
4	Deficiency Log Corrections / Final Report	10%	\$4,901.40
	Total	100%	\$49,014.00

Paschall ES Commissioning		Phase Amounts	
#	Phase	%	Amount
1	Commissioning Plan	20%	\$10,375.80
2	Pre-Functional Performance Tests	35%	\$18,157.65
3	Functional Performance Tests	35%	\$18,157.65
4	Deficiency Log Corrections / Final Report	10%	\$5,187.90
	Total	100%	\$51,879.00

Rolling Meadows ES Commissioning		Phase Amounts	
#	Phase	%	Amount
1	Commissioning Plan	20%	\$8,969.80
2	Pre-Functional Performance Tests	35%	\$15,697.15
3	Functional Performance Tests	35%	\$15,697.15
4	Deficiency Log Corrections / Final Report	10%	\$4,484.90
	Total	100%	\$44,849.00

Olympia ES Commissioning		Phase Amounts	
#	Phase	%	Amount
1	Commissioning Plan	20%	\$7,840.00
2	Pre-Functional Performance Tests	35%	\$13,720.00
3	Functional Performance Tests	35%	\$13,720.00
4	Deficiency Log Corrections / Final Report	10%	\$3,920.00
	Total	100%	\$39,200.00

There will be one Commissioning Kick-Off Meeting held, and one Commissioning Plan issued for this project.

Again, we very much appreciate your consideration and the opportunity to assist Judson ISD on this project. KCA's services can begin upon receipt of signed proposal. Should you have any questions regarding our costs or proposed scope of services, kindly reach out to Michael Kyler, P.E. at 210.262.4823 or at mkyler@kcaeng.net.

Sincerely,

Judson ISD



Michael Kyler, P.E., CxA
Principal/Project Engineer
210.262.4823 | mkyler@kcaeng.net

Signature

Date

Printed Name/Title

Conditions of Terms:

- Additional Services include any work not expressed herein or implied in this proposal.
- Functional testing shall begin upon written confirmation from the GC that all pre-functional testing requirements listed in specification sections 23 0800, 23 0923, and 26 0800 have been completed.
- Invoices: Invoices will be submitted per the above 'Compensation' section. Payment is due upon receipt of the invoice and will be past due after 30 days.
- Termination of Services: This contract may be terminated by the client or by KCA Engineers, Inc. if either party fails to perform its commitments. If services are terminated, the client shall pay KCA Engineers, Inc., for all services rendered up to the point of termination.
- This proposal is valid for 30 days. If the agreement is not executed by client within 30 days of date tendered, it shall become invalid unless the engineer extends the time in writing or at the sole option of the engineer.
- Hazmat, Asbestos, Lead or Mold Inspections / testing and abatement work is excluded from this proposal.
- Scope: This proposal identifies the specific scope of services to be performed and the amount and type of compensation for services. Scope Changes: The engineer or client may at any time, by written amendment, make changes to the general scope of this proposal, relating to the services to be performed. This amendment, which should be known as Additional Services, includes any work not expressed herein or implied in this proposal. Extra services shall reflect an equitable increase or decrease in engineer's cost of services.
- Schedule Changes: This proposal is based on the design and construction schedule provided at the time of this proposal. If the design and construction schedule change, at any time during the contract, the engineer reserves the right to provide a fee adjustment to accommodate the added time due to delays or accelerated schedule in the project.