



Memorandum

Date: September 21, 2026

To: Board of Directors of the Pendleton School District 16R

From: Michelle Jones, Director of Business Services

Subject: Long-Range Facility Planning Services Contract

Proposal: On August 10, 2026, the District issued a Request for Proposals (RFP) for Long-Range Facility Planning Services to include district-wide facilities assessments. The district received three responses to the request for proposals. Consertus + HMK Company was the successful proposer recommended by the RFP evaluation committee. The evaluation of the proposals was conducted and scored in accordance with the terms and conditions outlined in the solicitation document. The contract period for these services is October 1, 2026 through September 30, 2027, pending board approval.

Recommendation: Michelle Jones, Director of Business Services, recommends the approval of Consertus + HMK Company to provide Long-Range Facility Planning Services for the Pendleton School District.

Motion: I move that Consertus + HMK Company be approved to provide Long-Range Facility Planning Services for the Pendleton School District.

Motion for Approval:

Made by _____ Seconded by _____

Motion for Rejection:

Made by _____ Seconded by _____

Motion for Further Consideration:

Made by _____ Seconded by _____