



Gregory-Portland Independent School District

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, November 17, 2025

SUBJECT: Discuss and Take Possible Action Regarding Addendum No. 1 to the Contract with Lamar Womack & Associates Architects for the High School Parking Lot Complex Renovation in accordance with RFQ #2425-04

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

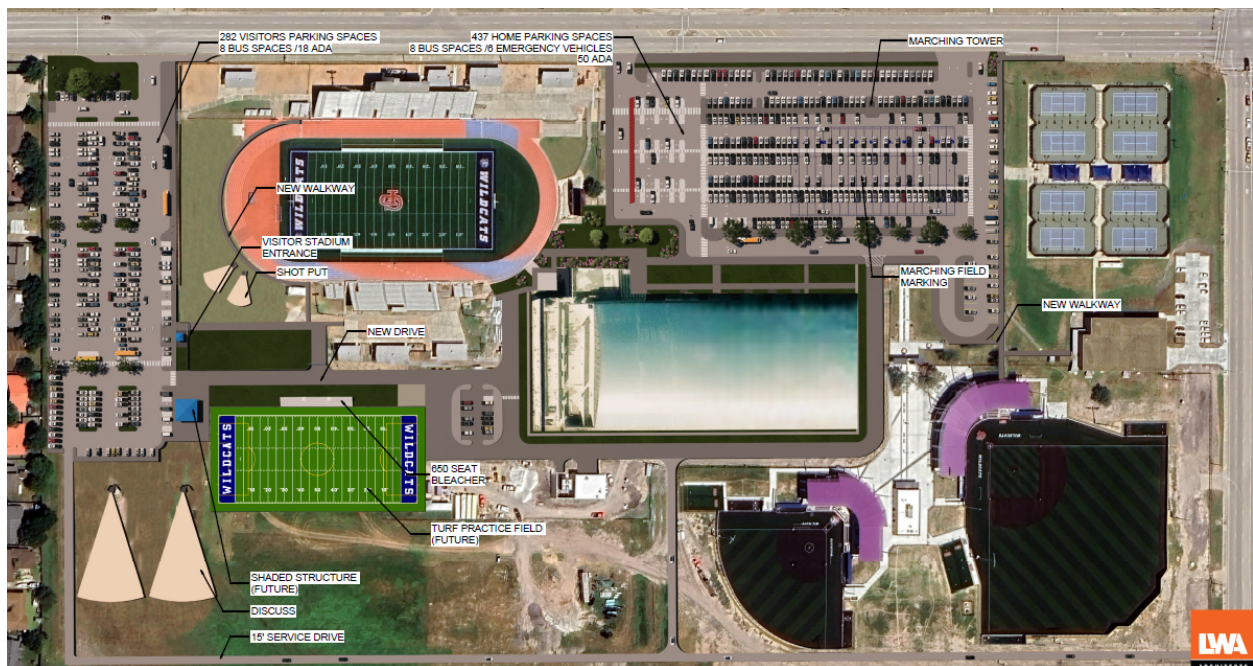
4.3 Ensure Strategic Alignment of Resources

BACKGROUND INFORMATION:

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At the June 16, 2025 Regular Meeting, the Board of Trustees selected **Lamar Womack & Associates (LWA Architects)** to provide **architectural professional services** for the **High School Parking Lot Renovations** in accordance with **RFQ #2425-04**. Subsequently, a contract between **Gregory-Portland ISD** and **LWA Architects** was executed.

Phase I of this project originated from the **Bond 2025 initiative: High School Parking Lot Improvements – High School Complex** (approved bond amount: **\$5 million**). The scope of this phase included the design of a new **visitor parking lot at Ray Akins Stadium**, improvements to **traffic flow** throughout the complex, and **resurfacing of the existing parking areas**. All improvements were designed to include **adequate lighting** for enhanced safety and functionality. Under this agreement, LWA's fee equals **\$253,750**, representing a **6% architectural fee** based on a **\$4.5 million** construction budget.



As part of the District's broader efforts to ensure a cohesive and well-planned high school campus, additional projects are currently underway, including the **new Band Hall, Cafeteria additions and renovations**, and the future **Visual and Performing Arts Center (VPAC)** and **Career and Technical Education (CTE)** additions—both of which will occupy the current student parking lot area. To accommodate this future development, the District must designate an alternative location for student parking, leading to **Phase II** of the High School Parking Lot Improvements.

Following several meetings and reviews with campus and district leadership, it was determined that **additional parking** will be developed at the **front of the high school**, which will serve as the **permanent student parking area beginning in the 2026–2027 school year**. In addition, to further enhance **traffic circulation and safety**, the inclusion of a **new access road behind the campus** has been deemed essential.



Given that **LWA Architects** is already engaged and familiar with the high school complex site, and based on their **qualifications and demonstrated competence**—consistent with **Board Policy CH (Legal)**—the District recommends **continuing with LWA** for **Phase II** of the parking lot improvements. Updated cost estimates associated with this expanded scope have been developed, resulting in a proposed **Addendum No. 1** to the existing contract. The addendum reflects an **increase of \$2,253,892** in construction costs and an associated **increase of \$154,503** in architectural services.

Financial Impact

The estimated total cost for the additional parking lot improvements is approximately **\$2,408,395**. The District plans to fund these improvements using **Bond funds**, specifically from **residual allocations** within the **High School Additions and Renovations projects**, along with the **Deferred Maintenance allocation**.

If it becomes necessary to secure additional funding from the **General Fund Balance**, the administration will return to the Board to formally request approval for those funds—specifically tied to **Phase II** of the project—before awarding any construction contract.

It is important to note that this agenda item pertains **only to Addendum No. 1** of the **architectural services contract**, and all expenses related to this addendum will be covered through **Deferred Maintenance funds**.

Preliminary Phasing Plan for all Parking Areas at G-P High School

1. Current Teacher Parking Lot (Original Lot)

- **Status:** Currently under construction and being used as a **laydown and mobilization area** for the **Cafeteria Renovations Project**.
 - **Projected Completion:** **July 2026**, at which time it will return to normal use as the **primary employee parking lot and access area**.
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2. Current Student Parking Lot

- **Future Use:** This area will serve as the **site for the new Visual & Performing Arts Center (VPAC)**.
 - **Timeline:** The existing lot will be **taken out of service in June 2026** to allow for construction of the new facility.
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3. Front Entrance Parking Lot (New Student Parking Lot)

- **Status:** In the design phase.
- **Purpose:** To provide additional parking that will serve as the **permanent student parking area** beginning in the **2026–2027 school year**.
- **Design Notes:** Civil engineering plans confirm the design will provide **adequate parking capacity** to meet campus needs.
- **Timeline:** **February 2026 – July 2026**.

4. New Access Road (Behind High School)

- **Status:** In the design phase.
 - **Purpose:** A new access road is **critical to long-term traffic circulation**, allowing for better access to new parking areas and reducing congestion throughout the campus.
 - **Projected Construction:** February 2026 – July 2026.
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5. Visual & Performing Arts Center (VPAC) Parking Lot

- **Location:** On the current practice fields.
 - **Phasing Details:**
 - **Phase I (Partial Lot):** Construct approximately half of the lot between **February 2026 – June 2026** to provide temporary student parking before July 2026.
 - **Contractor Use:** The remaining half will stay available for **contractor laydown and mobilization** during VPAC construction.
 - **Phase II (Full Lot):** Once the VPAC is complete, the **remaining portion** of the parking lot will be built out to meet final parking requirements.
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6. Current Stadium Parking Lot

- **Upcoming Work:** Planned **refurbishment** of the existing stadium lot.
 - **Timeline:** June 2026 – August 2026 (Summer 2026).
 - **Note:** This lot should **remain in service** until the **New Stadium Parking Lot** is fully operational to ensure sufficient parking during baseball, softball, track, tennis, and soccer seasons.
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7. New Stadium Parking Lot (South Side)

- **Timeline:** January 2026 – June 2026.
 - **Scope:** Full construction of a **new parking area**, including **utility installation, roadway tie-ins, and paving**.
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RECOMMENDATION:

Administration recommends that the **Board of Trustees approve Addendum No. 1** to the **Architectural Services Contract with Lamar Womack & Associates** for **Phase II of the High School Parking Lot Improvements**, with an increase of **\$154,503** in architectural fees and a corresponding **increase in construction cost estimates of \$2,253,892**, to be funded as outlined above.

FINANCIAL IMPACT:

- **Estimated Construction Cost (Phase II): \$2,253,892**
- **Architectural Fee Adjustment (Addendum No. 1): \$154,503**
- **Total Project Cost (Phase II): Approximately \$2,408,395**

Funding Sources:

The District intends to utilize available **Bond funds**—specifically residual funds from the **High School Additions and Renovations projects**—as well as allocations from **Deferred Maintenance**.

If additional funding is required from the **General Fund Balance**, administration will return to the Board with a formal funding request prior to awarding a construction contract.

All expenses associated with this **Addendum No. 1** will be funded through **Deferred Maintenance**.

BOARD RELATED POLICY:

CH (LEGAL) (LOCAL)

CV (LEGAL) (LOCAL)

ACTION ITEM SUGGESTED MOTION (if applicable):

That the board make a motion and approve **Addendum No. 1** to the **Architectural Services Contract with Lamar Womack & Associates (LWA Architects)** for the **Gregory-Portland High School Parking Lot Improvements – Phase II**, in the amount of **\$154,503** in additional architectural fees, based on an estimated construction cost of **\$2,253,892**, to be funded through **Bond residuals and Deferred Maintenance allocations**, as recommended by administration.