



Meeting Date: April 23, 2026

Submitted By: Daniel Brooks
Title: Assistant Superintendent

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

CONSENT ITEM

RECOMMENDATION:

It is recommended that the Board approve the selection of LCCx (dba Lackey de Carvajal Cx) to provide the testing & balancing services for the Districtwide MEP (Mechanical, Electrical and Plumbing) Package II 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 testing, adjustment and balancing services to verify that the HVAC systems for Wagner HS and Woodlake ES in the Districtwide MEP (Mechanical, Electrical and Plumbing) Package II project function as designed. Expenditures will be made from Bond 2022 funds at a total estimated cost of \$110,616.19.

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 \$110,616.19. The scope of work includes but is not limited to providing testing, adjustment and balancing services to verify that the HVAC systems for Wagner HS and Woodlake ES in the Districtwide MEP (Mechanical, Electrical and Plumbing) Package II project function as designed. The contract will be for a specific project and will expire upon completion of all related services.

BOARD ACTION REQUESTED:

Approval/Disapproval



Date: April 23, 2026

To: Lynnette Trevino, Director of Purchasing

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

Project: Districtwide MEP (Mechanical, Electrical and Plumbing) Package II – Testing & Balancing Services

The Department of Facilities Planning has found LCCx (dba Lackey de Carvajal Cx) to be a highly qualified firm to provide testing & balancing services for the Districtwide MEP (Mechanical, Electrical and Plumbing) Package II project in Bond 2022.

- LCCx
- Engineered Air Balance (EAB)

The scope of work includes but is not limited to providing testing, adjustment and balancing services to verify that the HVAC systems for Wagner HS and Woodlake ES in the Districtwide MEP (Mechanical, Electrical and Plumbing) Package II project function as designed. This will be verified through testing and field observations.

The total estimated cost to procure these testing & balancing services is \$110,616.19.

Expenditures will be made from Bond 2022 funds.

LCCx were selected from a pool of highly qualified engineering firms that submitted to RFQ 23-18 Engineering Services to provide testing & balancing 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.

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

CC: Cecilia Davis, Deputy Superintendent of Operations
Daniel Brooks, Assistant Superintendent of Operations

Tabulation

Districtwide MEP (Mechanical, Electrical and Plumbing) Package II - Testing & Balancing

Vendor	Ranking
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SUMMARY

LCCx	1
Engineered Air Balance (EAB)	2

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



~~March 20, 2026~~

April 1, 2026

Kevin Newman

Judson ISD

726-217-3261

knewman@judsonisd.org

RE: LCCx 26.0301R1 Proposal for Professional Services Agreement

**Project: MEP Upgrades – Package II Wagner High School & Woodlake Elementary School
Professional Test, Adjust & Balance Services**

**Location: 3000 N Foster Rd, San Antonio, TX 78244, 5501 Lakebend E Dr. San Antonio, TX
78244**

Dear Mr. Newman,

Thank you for the opportunity for **LCCx, LLC** (hereinafter called **LCCx**) to furnish our Professional Services Proposal to provide **Test, Adjust and Balance Services** for the above **Project** (Hereinafter called **PROJECT**) to **JISD Facilities Planning** (hereinafter called **CLIENT**). This Proposal Letter outlines our Fee Proposal subject to an executed Professional Services Agreement.

PROJECT SCOPE:

Provide Test, Adjust & Balance Services for the **Project** to verify that the HVAC Systems are functional as designed. Verify through testing and field observations.

GENERAL ASSUMPTIONS:

1. Design and Construction documents will be provided by the Designers and Contractors.
2. Contractor Personnel and MEP trade contractors will be made available for field verification.
3. Design Personnel will be made available for design assistance and field verification if necessary.
4. Any necessary repairs or adjustment to equipment will be by others, under contract to the Owner.

PROJECT SCHEDULE:

Majority of work to be pursued after hours, holidays according to access availability. Final completion depends on access and functionality of the controls system.

TAB SCOPE OF WORK AND SERVICES:

LCCX will serve as the TAB Agent to coordinate and provide **Industry Standard TAB Services** on the Client's behalf for the **PROJECT**. Our TAB tasks will include:

- Develop and submit TAB Plan and schedule, revise, as necessary.

- Develop TAB data forms, for HVAC equipment and systems.
- Prepare a Preliminary and Final TAB Report for the Client.

SYSTEMS TO BE TESTED, ADJUSTED AND BALANCED

HVAC Systems:

Wagner High School

- RTU (qty.2)
- AHU (qty.39 13)
- ~~Chiller (qty.3)~~
- ~~Fan Power Box (qty. 318)~~
- Exhaust fans (various types, qty. 78 85)
- ~~Boiler (qty.2)~~
- ~~Electric unit heater (qty.4)~~
- ~~Pumps (qty. 10)~~
- ~~Assumed grille quantity around 1300~~

Woodlake Elementary School

- RTU (qty.48-16)
- AHU (qty.1)
- Chiller (qty.1)
- Fan Power Box (qty.8)
- Exhaust fans (various types, qty. 45 28)
- Boiler (qty.1)
- Pumps assumed (qty.-8 2)
- ~~Assumed grille quantity around 248~~

CLARIFICATIONS AND QUALIFICATIONS:

- We include coordination of TAB with PM.
- We include one TAB verification site visit per school.
- Majority of the work to be pursued after hours and holidays according to access availability.
- Clean filters to be in place before test and balance is performed
- All strainers cleaned and start-up strainers removed before TAB is performed.
- All balancing dampers installed and 100% open.
- All manual balancing valves and flow measuring stations installed and 100% open.
- Temperature Controls complete and functional.
- Controls contractor will be available full time during Tab Operation.

EXCLUSIONS:

- 90 day and Alternate Season return visits
- New sheaves, belts
- Sound and Vibration Testing
- DALT Duct leakage testing
- Hydrostatic Testing
- Cleanroom Testing
- Fume Hood Testing
- Indoor Air Quality Testing
- Smoke System Verification
- PRE-TAB Audit

- Domestic Water System
- Excludes retainage contract provision.
- Excludes furnishing certified payrolls.

We relied on the following documents for pricing:

- **Mechanical Plans Provided Dated 8-25-2025**

COMPENSATION:

Based on the Scope of Work for the Described Services per the attached **Detailed Description of Scope of Work and Schedule of Values, Appendix 1**, attached, we propose a Professional Services Agreement of:

TOTAL FEE PROPOSAL	\$110,616.19
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In the event of performing the work described above, we propose a lump sum fee for all services of **\$ 110,616.19 one hundred and ten thousand, six hundred- sixteen dollars and nineteen cents.**

This fee includes a visit by the TAB supervisor to assess the project's readiness for TAB work. If they assess the project is not ready for TAB, a list will be provided detailing items to get finished before the team can come out again. If the team is asked to come on site and they are still unable to perform any meaningful work, it will result in a trip charge of \$850 being charged to the GC.

TERMS AND CONDITIONS

REIMBURSABLE EXPENSES:

Reimbursable expenses will include the following:

- Out of town (Austin/San Antonio area) travel and related expenses (hotels, meals, car rental, taxis, etc.).
- Messenger service and express mail.
- Document printing, reproduction and plotting costs

ADDITIONAL SERVICES:

This fee is for basic services provided above; it does not include any other service unless specifically mentioned. All additional work and fees must be agreed to in writing prior to our undertaking of this work and will be invoiced on an hourly or lump sum basis, as agreed.

HOURLY RATES:

The hourly rates are the basis for Professional Service Agreements in which LCCx is performing services an hourly basis against a lump sum fee for 480 hours and shall be as per the LCCx rate schedule sheet for this project. Rates for all other staff classifications are fully loaded and are based on direct personnel expense (DPE). DPE includes payroll cost, payroll taxes, mandatory and customary benefits, etc.

All terms and conditions shall be as per the On-Call Professional Services Agreement previously executed.

We trust we have understood your project requirements, and our proposal reflects the appropriate scope of work. Please do not hesitate to contact us if you have any different understanding and/or any questions or concerns. We look forward to working with you on this project and if the above meets your approval, we request your approval of this letter of agreement by signing in the space provided below.

Very truly yours,



Michael W Lackey, PE
Manager **LCCx, LLC**
mike.lackey@lccx.com
210-705-3735

ACCEPTED BY: **CLIENT**
Authorized Signer

Signature: _____
Name: _____
Title: _____