



JUDSON INDEPENDENT SCHOOL DISTRICT

Meeting Date: August 20, 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 VI project in Bond 2022.

CONSENT ITEM

RECOMMENDATION:

It is recommended that the Board approve the selection of Highland Commissioning (Skye MEP) to provide the commissioning services for the Districtwide MEP (Mechanical, Electrical and Plumbing) Package VI 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 Woodlake Hills MS and Spring Meadows ES are installed and operate per the contract documents and project requirements in Districtwide MEP (Mechanical, Electrical and Plumbing) Package VI. Expenditures will be made from Bond 2022 funds at a total estimated cost of \$52,000.00.

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 \$52,000.00. 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 Woodlake Hills MS and Spring Meadows ES are installed and operate per the contract documents and project requirements in Districtwide MEP (Mechanical, Electrical and Plumbing) Package VI. 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: August 20, 2026

To: Lynnette Trevino, Director of Purchasing

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

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

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

- Highland Commissioning (Skye MEP)

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 Woodlake Hills MS and Spring Meadows ES are installed and operate per the contract documents and project requirements in Districtwide MEP (Mechanical, Electrical and Plumbing) Package VI. 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
Woodlake Hills MS	\$29,290.00
Spring Meadows ES	\$19,600.00
Owner Contingency Allowance	\$3,110.00
TOTAL	\$52,000.00

The total estimated cost to procure these commissioning services is \$52,000.00. This includes the base proposal, and \$3,110.00 owner contingency allowance.

Expenditures will be made from Bond 2022 funds.

Highland Commissioning (Skye MEP) 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.

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

7980 Pat Booker Road • Live Oak, Texas 78233 • (210) 945-5542 • www.judsonisd.org

It is the policy of Judson Independent School District not to discriminate on the basis of age, race, religion, color, national origin, sex, marital or veteran status, disability or other legally protected status in its programs, services or activities as required by Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Education Amendments of 1972; and Section 504 of the Rehabilitation Act of 1973, as amended. The following person has been designated to handle inquiries regarding the non-discrimination policies: Executive Director of Human Resources, 8012 Shin Oak, Live Oak, TX, 78233. (210) 945-5608.

Tabulation

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

Vendor	Ranking
SUMMARY	
Highland Commissioning (Skye MEP)	1

DEPARTMENT RECOMMENDATION

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



Benjamin S. Mora

Lynnette Trevino

Executive Director of Facilities Planning

Director of Purchasing



July 30, 2026

HCX Project No. HC26.046

Mr. Benjamin Mora
Judson ISD
8012 Shin Oak Drive
Live Oak, TX 78233

RE: Judson ISD MEP Upgrades Package 6 (RFCSP #25-04) - Commissioning Services

Highland Commissioning welcomes the opportunity to provide professional commissioning services for the above project. Based on the 100% drawings and specifications and the changes noted in addenda one and two, as prepared by Wallis Engineering Group, dated November 7, 2025, we are proposing to provide the following:

Cx SCOPE:

We propose to provide a comprehensive BAS verification of both campuses to include:

- Verification of controls project delivery in accordance with the project documents and Judson ISD requirements
- Review of BAS architecture, network layouts, and cloud-based server configuration
- Sampled point-to-point verifications to ensure proper device installation
- Sampled calibrations of temperature and humidity devices to verify performance and operation
- Functional testing of listed HVAC equipment for full verification of control sequence programming and configuration
- Review of BAS equipment and floorplan graphics for accuracy and operation
- Testing of equipment safeties, shutdowns, interlocks, and failure responses
- Verification of trendlogs, schedules, and alarm configurations
- Documentation of all observed controls-related deficiencies
- All major equipment issues related to existing equipment

Woodlake Hills MS:

- **Comprehensive BAS Verification of existing HVAC equipment, including:**
 - (3) Air-Cooled Chillers
 - (3) CHW Pumps

- (1) Boiler
- (1) HW Pump
- (13) Air Handling Units
- (7) Gym/Locker Room Units
- (4) Fan Coil Units
- (8) Fan-powered Terminal Units
- (2) Penthouse Unit Heaters
- (32) Exhaust Fans
- (4) Kitchen Exhaust Fans
- (1) Kiln EF Control
- (1) Pantry EF Control
- Gym Locker Room Heaters
- BAS interfaces to F/A and Emergency Generator

Spring Meadows ES:

- **Comprehensive BAS Verification of existing HVAC equipment, including:**
 - (1) Air-Cooled Chiller
 - (2) CHW Pump
 - (1) Boiler
 - (2) HW Pump
 - (11) Air Handling Units
 - (2) Makeup Air Units
 - (1) Gym Unit
 - (9) Fan-powered Terminal Units
 - (1) Fan Coil Unit
 - (8) Exhaust Fans
- Contractor O&M Documentation Review
- Provide a preliminary and final commissioning reports as per the IECC-2021

We **exclude** the following items from this proposal:

- All testing of life safety systems
- All building envelope testing

Our proposal includes allocated time for system verification testing and one retest. Should additional visits be required due to contractor delay or performance issues, the fee for retesting will be charged at a rate of \$185/hr.

This proposal is a flat fee and will include the following deliverables:

- A preliminary report and final report of our findings.
- An “Action List” of items that the contractor must furnish to comply with IECC-2021.
- Field observation reports during construction

We are proposing to provide CX services for the project for the following amounts:

Woodlake Hills MS:	\$29,290.00
Spring Meadows ES:	\$19,600.00
Total CX Price:	\$48,890.00

Thank you for the opportunity to provide our services. If there are any questions, please call our office. We look forward to working with you.

Sincerely,



Patrick A. Mabry
Director of Commissioning

If this proposal is acceptable, please sign and date below:

Patrick Mabry
Highland Commissioning

Date

Authorized Signature
Judson ISD

Date