

Components of your current conditions include:

- Mission, vision, District Improvement Plan;
- Current educational delivery methodologies and grade level alignment;
- Demographics (current and future);
- Financial status;
- Site analysis;
- District Provided TASB Assessment (October 2020)

Master Planning

Master planning is the next step in the long range planning process. After the District profile is complete, Huckabee's planning team will work with the District to discuss its facility goals over the next 10, 20 or more years. This step is essential in developing the structure for future design (based on desired educational delivery), establishing a needs list for future expansion and developing data sets that will help the District communicate their goals to the community.

To complete this process, Huckabee's planning team will work with District leadership and stakeholders to analyze and develop:

- Future educational delivery and grade level/program alignment—how does the District want educational delivery to evolve?
- Capital improvement needs (facilities, transportation, and technology)—what assets are available, what assets are needed, and how the District can support educational delivery today and in the future?
- Land use and acquisition.
- Master plan drawings for relevant future campuses, potential additions and renovations.

Long Range Planning and Committee Facilitation

The long range planning is the compilation of the district provided TASB facility assessment and master planning in preparation for a bond program. Once data collection and analysis is complete, Huckabee will help the District prioritize needs and develop a timeline and benchmarks for each step in the process. Whether or not any changes are needed in the short-term, the District's long range planning helps stakeholders stay focused on the goal and create achievable and fiscally responsible goals that are based on data and District needs.

The prioritization process will involve District leadership, Committee Members, and the District's Board of Trustees. It is a process for analyzing data to determine what needs to happen first in order for the final result to occur. It is also a method for exploring alternative options. Huckabee will assist the District in facilitating committee meetings to review the plan, provide input, and help the District begin the process of developing a bond program.

During the long range planning process, Huckabee will also work with the District to refine the scope of projects based on the project priority list. As the District proceeds with bond planning, it will do so equipped with extensive data, clearly defined goals, and a foundation for its future construction program.

Fee Proposal

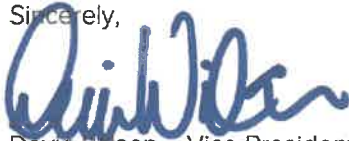
Huckabee proposes a lump sum fee of \$100,000 for all of the services outlined above plus the cost of the following:

1. Printing services billed at cost (no markup) and approved by Bellville ISD in advance

Work performed under this contract does not preclude Huckabee from being eligible to provide A/E services for future projects.

Huckabee appreciates the opportunity to continue our relationship with Bellville ISD.

Sincerely,



Devin Wilson – Vice President
Huckabee

If the attached proposal is acceptable, please sign and return one executed copy.

Signature

Printed Name

Title

Date

The Texas Board of Architectural Examiners, P.O. Box 12337, Austin, Texas 78711-2337 or 333 Guadalupe, Suite 2-350, Austin, Texas 78701-3942, 512-305-9000, www.tbae.state.tx.us has jurisdiction over complaints regarding the professional practices of persons registered as Architects in Texas.



MORE THAN ARCHITECTS

PLANNING SERVICES

PHASE II - Assessment

Huckabee/Client Contract	Provide proposal/discuss scope of work with Client	Facilities Assessment
Review/Validate Assessment	Review the draft assessment report with District Staff	

PHASE III - Educational and Technical Standards

Meet with Principals/Campus Walks	Review floor plans with each principal to identify current room use, discuss educational delivery and walk campus	
Visioning (DAC Meetings)	Meetings to discuss future of education and identify new standards by which to compare current educational delivery.	
Draft Educational Adequacy Reports	Develop draft of a report comparing existing conditions to future educational standards trends	
Review Educational Adequacy Reports	Meet with client to review report comparing existing conditions to future educational standards or trends	
Final Educational Adequacy Reports	Finalize report comparing existing conditions to future educational standards or trends	

PHASE IV - Project Development

Develop List of Potential Projects	From the deficiencies noted in the assessment, UTC and Ed Ad report, generate a list of needs for each facility	Potential Project List - To be documented in Long Range Plan deliverable
Project List Review with Client	Verify which projects the client would like to consider for including in a potential bond, how projects might be grouped and how they should be conveyed to the committee/community.	
Feasibility Studies	Review known information about existing buildings or new sites that affect the feasibility for renovations, additions or new construction	Feasibility Studies - To be documented in Long Range Plan deliverable
Graphic Representation of Feasibility Studies	Capture elements of feasibility study for visually conveying to the committee and client in final Long Range Plan deliverable	
Feasibility Study Review with Client	Review findings that dictate whether various projects may or may not occur. Convey any need for further investigation if needed.	
DEW (Updated)	Gain understanding of design expectations for purposes of assigning adequate cost to projects	
Develop Schedule for Projects	Determine potential starting dates and duration for all projects	
Develop Opinion of Probable Cost (OPC) for all Projects	Determine OPC based on DEW, Tech Specs and Project Schedules (Escalation)	OPC - To be reviewed with Client
Develop Project Packages for Bond Committee	Based on project review with the client, convert list of projects in visually conveyable form for the committee use.	Project Packages - To be used by Community Engagement for committee review
Review Packages & OPC with Client	Review in preparation for Committee meetings	
CIC Meetings		

PHASE V - Master Planning

Project Plans for Committee Meetings	Plans that indicate areas for potential projects and how they relate to existing conditions. These may be developed in conjunction with the Bond Planning based on direction from the committee.	Project Plan Options - To be used for committee use
Develop Final Master Plans	Once the committee has made their final recommendations for projects to be included, develop final master plans with prioritization or phasing indicated.	Educational Adequacy Report - To be used in the Long Range Plan deliverable

PHASE VI - Long Range Plan (LRP)

Develop Long Range Plan Document	Develop Final Long Range Plan booklet, a compilation and summary of all phases to date including the projects to be included in the current bond, project to be revisited, master plans and all supporting documentation	Long Range Plan Document - Supporting document giving client direction for future projects and bonds.
Meet with Client to Review	Review draft document	
Finalize LRP Deliverable	Make edits based on review	
Attend Board Meeting for Approval	Make edits based on review	

Huckabee

2021 • 2011 • 2001 • 1991 • 1981 • 1971 • 1961 • 1951 • 1941 • 1931 • 1921 • 1911 • 1901 • 1891 • 1881 • 1871 • 1861 • 1851 • 1841 • 1831 • 1821 • 1811 • 1801 • 1791 • 1781 • 1771 • 1761 • 1751 • 1741 • 1731 • 1721 • 1711 • 1701 • 1691 • 1681 • 1671 • 1661 • 1651 • 1641 • 1631 • 1621 • 1611 • 1601 • 1591 • 1581 • 1571 • 1561 • 1551 • 1541 • 1531 • 1521 • 1511 • 1501 • 1491 • 1481 • 1471 • 1461 • 1451 • 1441 • 1431 • 1421 • 1411 • 1401 • 1391 • 1381 • 1371 • 1361 • 1351 • 1341 • 1331 • 1321 • 1311 • 1301 • 1291 • 1281 • 1271 • 1261 • 1251 • 1241 • 1231 • 1221 • 1211 • 1201 • 1191 • 1181 • 1171 • 1161 • 1151 • 1141 • 1131 • 1121 • 1111 • 1101 • 1091 • 1081 • 1071 • 1061 • 1051 • 1041 • 1031 • 1021 • 1011 • 1001 • 991 • 981 • 971 • 961 • 951 • 941 • 931 • 921 • 911 • 901 • 891 • 881 • 871 • 861 • 851 • 841 • 831 • 821 • 811 • 801 • 791 • 781 • 771 • 761 • 751 • 741 • 731 • 721 • 711 • 701 • 691 • 681 • 671 • 661 • 651 • 641 • 631 • 621 • 611 • 601 • 591 • 581 • 571 • 561 • 551 • 541 • 531 • 521 • 511 • 501 • 491 • 481 • 471 • 461 • 451 • 441 • 431 • 421 • 411 • 401 • 391 • 381 • 371 • 361 • 351 • 341 • 331 • 321 • 311 • 301 • 291 • 281 • 271 • 261 • 251 • 241 • 231 • 221 • 211 • 201 • 191 • 181 • 171 • 161 • 151 • 141 • 131 • 121 • 111 • 101 • 91 • 81 • 71 • 61 • 51 • 41 • 31 • 21 • 11 • 1 • 0

Bellville ISD Long Range Planning

District Advisory Committee

DATE

15-Sep

Year-at-a-Glance, Improvement Plan Review, Vision/Mission
Completed

21-Oct

Instructional Vision

Cognitive Engagement

- Welcome & Agenda (5 minutes)
- 3 Constructs of Student Engagement
- What does it mean to be future ready? (5 minutes)
- Answers, Mission, Vision and Strategic Goals (5 minutes)
- What experiences do students need to be future ready? (5)
- Homework, Small Group Share-out (20 minutes)
- PBL, STEAM, Flipped Classroom, Maker Culture, Blended Learning, Direct Instruction**
- Large Group Share-out (5 minutes)
- Key takeaways from today's discussion?
- Educational Program - Consensus (10)
- How subject matter should be taught (modalities)
- Learning activities (experiences + modalities)
- Ecology (Choice? Connections? Ownership?)
- Next meeting's agenda (5 minutes)

11-Nov

Instructional Vision

Emotional Engagement

- Welcome & Agenda (5 minutes)
- Homework, Small Group Share-out (25 minutes)
- Inclusion, Collaboration, Social Experience, Social & Emotional Learning, Psychological Safety & Security, Campus Transitions**
- Large Group Share-out (10 minutes)
- What are your takeaways from today's discussion?
- Answers + Goal Statements (5 minutes)
- Choice Statements (Yes or No) (10 minutes)
- (2-3 choice pre-developed statements per topic)
- Next meeting's agenda (5 minutes)

19-Dec

Instructional Vision

Behavioral Engagement

- Recap Choice Statements (5 minutes)
- District Strategic Plan Review (15 minutes)
- Homework, Small Group Share-out: Implementing Experience & Culture (20 minutes)
- Spaces**
- Instructional Technology**
- Classroom Resources**
- Professional Learning**
- Characteristics of Furniture**
- Physical Safety**
- Large Group Share out (10 minutes)
- What is your takeaway from today's discussion?
- Instructional Vision Review and Presentation Prep (5 minutes)
- DAC review and 2021 look ahead (5 minutes)

20-Jan

21-22 Calendar Planning & Portrait of a Graduate

- Welcome & Agenda (5 minutes)
- Calendar planning (15 minutes)
- Portrait of a Graduate - Review (10 minutes)
- Mission, Vision and Strategic Goals (5 minutes)
- Cognitive Engagement
- Emotional Engagement
- Behavioral Engagement
- Large Group Exercise (10 minutes)
- Portrait of a Graduate - Finalize (10 minutes)
- Next meeting's agenda (5 minutes)

17-Feb

Evaluate Improvement Progress & Student Presentation

- Welcome & Agenda (5 minutes)
- Evaluate Improvement Progress (15 minutes)
- Student Presentation (15 minutes)
- Perspective on December's topics
- Introduce CIC potential improvements
- Large Group share-out (10 minutes)
- Questions
- Thoughts on students input
- Next meeting's agenda (5 minutes)

Capital Improvement Committee

Overview, 19-20 Review, E3 Efficiency, Year-at-a-Glance
Completed

TASB Facilities Study, Update Maint/Trans Project

- Welcome & Agenda (5 minutes)
- Facility Assessment Presentation (30 minutes)
- Aging Conditions
- Utilization/TEA/Capacity
- Physical Safety & Security
- Large Group Share-out (20 minutes)
- Questions
- Key takeaways from today's discussion?
- Potential solutions
- Next meeting's agenda (5 minutes)

Continue Long Range Planning w/ Campus Tours

- Welcome & Agenda (5 minutes)
- Tour(s) by Principal(s): (25 minutes)
- Eyes on:
 - Aging Conditions/Utilization/Safety & Security
- Large Group Share-out (15 minutes)
- Questions
- New takeaways from today's tours?
- Potential solutions
- Ecology Discussion (10 minutes)
- Connection to Nature? Flexibility? Color? Visual Stimulation?
- Natural Light?
- Next meeting's agenda (5 minutes)

Continue Long Range Planning w/Instructional Vision from DAC

- Welcome & Agenda (5 minutes)
- Presentation by DAC Representatives (20 minutes)
- Mission & Vision, Strategic Goals
- Educational Program
- Culture & Experience
- District Strategic Plans
- Implementation
- Questions from CIC (20 minutes)
- Student presentation** (5 minutes)
- Plans for collecting student input
- CIC review and 2021 look ahead (5 minutes)

Continue Long Range Planning

- Welcome & Agenda (5 minutes)
- Share-out of in-person tours (10 minutes)
- Virtual Tours (15 minutes)
- TBD
- Discuss spaces needed for Instructional Vision (10 minutes)
- District ideas on potential projects (5 minutes)
- Student presentation** (10 minutes)
- Student input
- Potential improvements
- Next meeting's agenda (5 minutes)

Continue Long Range Planning

- Welcome & Agenda (5 minutes)
- List of Needs (10 minutes)
- M&O vs I&S
- Aging needs (trades)
- Utilization needs
- Educational needs
- Organize needs into projects (40 minutes)
- By District
- By campus
- By program
- Next meeting's agenda (5 minutes)

Huckabee/BISD

N/A

PREP: Prepare homework & exercises for Instructional Vision. Prepare Safety & Security presentation.

POST: Document comments from Instructional Visioning for Educational Program & Educational Adequacy Report. Develop list of aging and utilization needs from Facility Assessment. Hold Design Expectations Workbook meeting and departmental meeting with Facilities staff.

PREP: Prepare homework & exercises for Instructional Vision.

POST: Document comments from Instructional Visioning (Choice, Educational Adequacy Report). Develop list of potential evolving or additional aging and utilization needs from committee conversations. Document ecology for Educational Adequacy Report.

PREP: Identify DSP items with potential space, technology or resource and furniture requirements; Prepare homework & exercises for Instructional Vision.

POST: Further develop Educational Adequacy Report based on both committees' comments; include DSP & Implementation Topics. Further develop list of potential needs from committee conversations.

PREP: Conduct in-person tours (Georgetown and Dripping Springs); Prepare exercises for developing Portrait of a Graduate; Prepare in-person tours presentation; Set up virtual tours; Prep students for CIC presentation.

POST: Document comments about tours: likes and dislikes regarding function and quality of space. Continue Educational Adequacy Report.

PREP: Prep students for DAC presentation; Provide CIC with comprehensive list of needs from facility assessment and committee conversations

POST: Develop list of projects based on organization; begin project feasibility studies.

24-Mar	<p>Collaborate: Long-range Improvement Plan/Strategic Plan</p> <p>Welcome & Agenda (5 minutes)</p> <p>Review District Strategic Plan and Goals (5 minutes)</p> <p>CIC Presentation (25 minutes)</p> <p>Understanding of</p> <ul style="list-style-type: none"> Mission & Vision, Strategic Goals Educational Program Culture & Experience District Strategic Plans Implementation Student input <p>Potential Projects under CIC consideration</p> <p>DAC feedback on potential projects (20 minutes)</p> <p>Next meeting's agenda (5 minutes)</p>	<p>Continue Long Range Planning</p> <p>Welcome & Agenda (5 minutes)</p> <p>DAC Feedback (5 minutes)</p> <p>Prioritizing projects within their categories (45 minutes)</p> <ul style="list-style-type: none"> By district <ul style="list-style-type: none"> Aging, Utilization, Educational By campus By programs <p>Next meeting's agenda (5 minutes)</p>	<p>PREP: Prep CIC representatives for presentation; Prepare prioritization exercise.</p> <p>POST: Edit list of projects based on CIC conversation.</p>
14-Apr	<p>Annual Evaluation & 21-22 Planning</p> <p>Welcome & Agenda (5 minutes)</p> <p>Update from feedback to CIC (5 minutes)</p> <p>Annual Evaluation (15 minutes)</p> <p>21-22 Planning (20 minutes)</p> <p>Thank you & next steps (5 minutes)</p>	<p>Finalize BISD Long Range Capitol Improvement Plan</p> <p>Welcome & Agenda (5 minutes)</p> <p>Final Consensus (25 minutes)</p> <p>When to start Planning again (25 minutes)</p> <ul style="list-style-type: none"> Aging Conditions Educational Conditions Growth Conditions <p>Thank you & next steps (5 minutes)</p>	<p>PREP: Develop potential trigger points for CIC consideration.</p> <p>POST: Finalize lists of projects as recommended by committee, feasibility studies, and Educational Adequacy Report. Prepare project costs for Bond Committee consideration.</p>
<h2>Bellville ISD Bond Planning</h2>			
tbd - May	<p>Bond Steering Committee</p> <p>Meeting 1: Committee Overview / Defining Consensus</p> <p>State of the District</p> <p>Overview of the DAC and CIC Work</p> <p>The Bond Planning Process</p> <p>Committee Charge</p> <p>Defining Consensus</p>		<p>PREP: Finalize membership; define charge; work with survey company on questionnaire based on project list from CIC; launch survey.</p>
tbd - May	<p>Meeting 2: School Finance / Survey Results</p> <p>How School Finance Works</p> <p>Bellville ISD Financial Overview</p> <p>Bonding Capacity & Tax Impact Scenarios</p> <p>Community Survey Results</p>		<p>PREP: Prepare financial analysis with district financial advisor; finalize survey results for Board and committee.</p>
tbd - June	<p>Meeting 3: Building a Bond / Project List Review</p> <p>Building a Total Bond Project Budget</p> <p>Long Range Plan & Potential Projects</p> <p>Discussion & Feedback</p>		<p>POST: Complete any project-related homework from committee.</p>
tbd - June	<p>Meeting 4: Reaching Consensus</p> <p>Project Discussion Continued</p> <p>Prioritization and Consensus Building</p>		<p>POST: Complete any project-related homework from committee.</p>
tbd - July	<p>Meeting 5: Reaching Consensus, Continued (if needed)</p> <p>Finalize Recommendation</p> <p>Discuss Presentation & Spokespersons</p> <p>Next Steps</p>		<p>POST: Prepare Recommendations to be presented to the Board.</p>