



**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 III 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 III 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 Millers Point ES, Olympia ES, Park Village ES, Paschall ES, Rolling Meadows ES, and Salinas ES in the Districtwide MEP (Mechanical, Electrical and Plumbing) Package III project function as designed. This will be verified through testing and field observations. Expenditures will be made from Bond 2022 funds at a total estimated cost of \$113,322.43.

### **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 \$113,322.43. The scope of work includes but is not limited to providing testing, adjustment and balancing services to verify that the HVAC systems for Millers Point ES, Olympia ES, Park Village ES, Paschall ES, Rolling Meadows ES, and Salinas ES in the Districtwide MEP (Mechanical, Electrical and Plumbing) Package III project function as designed. This will be verified through testing and field observations. 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 III – 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 III 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 Millers Point ES, Olympia ES, Park Village ES, Paschall ES, Rolling Meadows ES, and Salinas ES in the Districtwide MEP (Mechanical, Electrical and Plumbing) Package III project function as designed. This will be verified through testing and field observations.

The total estimated cost to procure these testing & balancing services is \$113,322.43.

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 III - 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 6, 2026~~

April 8, 2026

Kevin Newman

**Judson ISD**

726-217-3261

[knewman@judsonisd.org](mailto:knewman@judsonisd.org)

**RE: LCCx 26.0302R3 Proposal for Professional Services Agreement**

**Project: 25-02 RFCSP Package 3 – JISD MEP Upgrades**

**Professional Test, Adjust & Balance Services**

**Location: San Antonio Texas**

**Schools: Miller's Point Elementary School 7027 Misty Ridge, Converse TX 78109**

**Olympia Elementary School – 8439 Athenian, Universal City, TX 78148**

**Salinas Elementary School – 10560 Old Cimarron Trail Universal City, TX 78148**

**Park Village Elementary School – 5855 Midcrown Dr. San Antonio, TX, 78218**

**Paschall Elementary School – 6351 Lakeview Dr. San Antonio, TX 78244**

**Rolling Meadows Elementary School – 17222 FM 2252 San Antonio, TX 78266**

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 review by the Design Engineer.

**SYSTEMS TO BE TESTED, ADJUSTED AND BALANCED**

**HVAC Systems:**

**Miller's Point Elementary School**

- ~~RTU (qty.2)~~
- AHU (qty.9)
- ~~Chiller (qty.2)~~
- FPB (qty.8)
- ~~Exhaust fans (various types qty.19)~~
- Boiler (qty.5- 3)
- ~~Electric unit heater (qty.1)~~
- Pumps (qty.7- 3)

**Olympia Elementary School**

- ~~RTU (qty.17)~~
- AHU (qty.2)
- ~~Chiller (qty.2)~~
- ~~Exhaust fans (various types qty.32)~~
- ~~Boiler (qty.2)~~
- ~~Pumps (qty.6)~~

**Salinas Elementary School**

- AHU (qty.12- 13)
- FPB (qty.50, limit to 10%)
- ~~Exhaust fans (various types qty.10)~~
- Boiler (qty.3- 2)
- ~~Electric unit heater (qty.2)~~
- Pumps (qty.12- 4)

**Park Village Elementary School**

- ~~RTU (qty.5)~~
- AHU (qty.8)
- ~~Chiller (qty.2)~~
- ~~ERU (qty.1)~~
- FPB (qty.46, limit to 10%)
- ~~Split system (qty.3)~~
- ~~Exhaust fans (various types qty.14)~~
- Boiler (qty.2)
- Pumps (qty.6- 3)

**Paschall Elementary School**

- ~~RTU (qty.1)~~
- AHU (qty.13- 10)
- ~~Chiller (qty.1)~~

- ~~FCU (qty.1)~~
- ~~FPB (qty.50, limit to 10%)~~
- ~~Exhaust fans (various types qty.16)~~
- ~~Boiler (qty.1)~~
- ~~Electric unit heater (qty.4)~~
- ~~Pumps (qty.4)~~

#### **Rolling Meadows Elementary School**

- AHU (qty.11)
- ~~Chiller (qty.2)~~
- ~~FPB (qty.90, limit to 10%)~~
- ~~Exhaust fans (various types qty.14)~~
- ~~Boiler (qty.2)~~
- ~~Pumps (qty.6)~~
- ~~Air diffusers for all 6 schools assumed around 1200.~~

#### **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.
- All lifts, ladders, and access, etc.(as necessary) provided by others.

#### **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 7-17-2025**

**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:

<b>TOTAL FEE PROPOSAL</b>	<b>\$113,322.43</b>
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In the event of performing the work described above, we propose a lump sum fee for all services of **\$ 113,322.43 one hundred thirteen thousand, three hundred twenty-two dollars and forty-three cents.**

***LCCx LLC team will come on site at the behest of the client once the General Contractor states the project is ready for TAB. If the team is asked to come on site and they are unable to perform any meaningful work, due to the system not functioning, it will result in a trip charge of \$850 being charged to the General Contractor.***

**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.

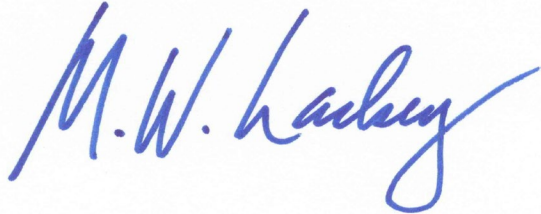
**HOURLY RATES:**

The hourly rates are the basis for Professional Service Agreements in which LCCx is performing services on an hourly basis against a lump sum fee for 492 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](mailto:mike.lackey@lccx.com)  
210-705-3735

ACCEPTED BY: **CLIENT**  
Authorized Signer

Signature: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_