

# Board of Trustees

Meeting Date: 4/22/2025

## Executive Summary of Board Agenda Item

Subject/Title for Agenda Posting: Approval of the Recommendation to Contract RFQ 2025-08B Environmental & Hazardous Materials Consulting Services for Canutillo ISD 2024 Bond Referendum Projects to Millennium Engineers Group

Justification Statement: To authorize administration to proceed with contract negotiations for selected firm, as per Administration Review Committee evaluation and scoring. Approval is required for District Program Manager to proceed with the comprehensive assessment to identify potential hazardous materials and establish a course of action of the projects.

Purpose of Agenda Item:

☐ Information ☐ Discussion ☐ Action

Item Type:

☐ Curriculum & Instruction ☐ Human Resources ☐ Business Services

Staff Responsible:

\_\_\_\_\_  
*Signature of Requester(s)*

\_\_\_\_\_  
*Signature of Presenter(s)*

\_\_\_\_\_  
*Business Services Approval (Initials)*

\_\_\_\_\_  
*Date*

Agenda Summary:

The Request for Qualifications (RFQ) is a method allowed as defined in the Professional Services Procurement Act, (PSPA), Section 2254.002 and Section 2254.004, as applicable, of the Texas Government Code. The District issued a Request for Qualifications, RFQ #2025-08B, for Environmental & Hazardous Materials Consulting Services for the Canutillo ISD 2024 Referendum Projects.

The RFQ closed on March 17, 2025, and received four (4) statement of qualifications. On March 26, 2025, an evaluation committee met to review all qualification statements received. The evaluation committee consisted of Dr. Pedro Galaviz, Superintendent; Dr. Oscar Rico, Executive Director of Operations; Ms. Cristina Pulley, Executive Director of Financial Services evaluated the firm's statements of qualifications according to the selection criteria as stated in the RFQ packet. Mr. Ernesto Ortiz, Program Director and Mrs. Corina Heredia, Purchasing Manager, acted as facilitator and moderator during the evaluation process on behalf of the Program Manager. The administration would like to award the vendors that score 70 points or above, to provide flexibility in the event that the first ranked vendor is unable to complete the requested project in the required time frame or additional services are required.

RECOMMENDATION: Administration Recommends that the Board approve the recommendation and award contract(s) for RFQ 2025-08B Environmental & Hazardous Materials Consulting Services and authorize administration to proceed with contract negotiations with Millennium Engineers Group with a contract to be contingent upon review by the District's Legal Counsel.

Total Budget for Environmental & Hazardous Materials Consulting Services		
Campus		Budget per Campus
Canutillo HS		\$253,404.00
Northwest HS		\$212,029.00
Canutillo ES		\$142,545.00
Damian ES		\$91,425.00
Childress ES		\$91,425.00
Garcia ES		\$97,857.00

PRIOR BOARD ACTION: No

AWARDED: N/A

AWARDED AMOUNT: N/A

AMOUNT(S): Not to Exceed \$888,685.00

ACCOUNT NO(S): N/A

PROCUREMENT METHOD TYPE: (3 Quotes, Cooperative Contract Quotes, Sole Source, Formal Bid)  
Request for Qualifications

REQUESTING DEPARTMENT:  
Operations

CONSEQUENCES OF NON-APPROVAL:  
Cannot enter contract negotiation and award for Canutillo ISD 2024 Bond Projects.

IMPLEMENTATION TIMELINE:  
Upon Board Approval

ATTACHMENT(S): ✓  
Exhibit A: 2025-08B Executive Summary Back Up Information  
Exhibit B: 2025-08B Bid Tabulation  
Exhibit C: 2025-08B Professional Service Agreement

