



CROSBY INDEPENDENT SCHOOL DISTRICT

14670 FM 2100 CROSBY, TEXAS 77532

281-328-9200

Regular Agenda Item

Meeting Date	September 15, 2025
Action	Consider approval of Architectural Services by Stantec Architecture Inc. for renovation of the Administration Building located at 706 Runneburg Road via RFQ 2223-0004, and authorize the Superintendent to negotiate and execute a contract not to exceed \$8,000,000.
Motion	I move to approve Architectural Services by Stantec Architecture Inc. for renovation of the Administration Building located at 706 Runneburg Road via RFQ 2223-0004, and authorize the Superintendent to negotiate and execute a contract not to exceed \$8,000,000.
Administrative Recommendation	N/A
Authority for this Action	Board Policy: <ul style="list-style-type: none">• CH(LEGAL):<ul style="list-style-type: none">○ A district may not select a provider of professional services or a group or association of providers or award a contract for the services on the basis of competitive bids submitted for the contract or for the services, but shall make the selection and award on the basis of demonstrated competence and qualifications to perform the services and for a fair and reasonable price.• CH(LOCAL):<ul style="list-style-type: none">○ The Board delegates to the Superintendent or designee the authority to make budgeted purchases for goods or services. However, any single, budgeted purchase of goods or services that costs \$50,000 or more, regardless of whether the goods or services are competitively purchased, shall require Board approval before a transaction may take place.
Goal/Objective Addressed	Crosby ISD District Improvement Plan: <ul style="list-style-type: none">• Goal 7: Crosby ISD will be a good steward of taxpayers' money.• Goal 8: Crosby ISD will maintain quality and safe facilities and adequately plan for future needs.
Background	On March 27, 2023, the Board of Trustees awarded a Request for Qualifications (RFQ) 2223-0004 for Architectural Services to Stantec Architecture Inc. The professional services to be performed include the following: <ul style="list-style-type: none">• Programming

	<ul style="list-style-type: none"> • Schematic Design • Design Development • Construction Documents • Procurement • Construction Administration • Post Construction Activities <p>The proposed contract will be on a percentage basis (7%) of the final cost of work for the project. Estimated construction is not to exceed \$8,000,000. The square footage and project budget shall be finalized as a part of the design process</p> <p>This agenda item is for the architectural services only. Once designed, an additional agenda item will be submitted for approval of the project delivery method prior to bidding, and then another agenda item to award the construction contract.</p>
Staffing Implications	N/A
Budget Information	General Fund Assigned Fund Balance will be used to fund the contract and related renovation costs.
Impact of this Action	Provide architectural services for renovation of the Old Administration Building located at 706 Runneburg Road.
Attachments	Stantec Architectural Services Proposal
Resource Personnel	Robert L. Heniff, Chief Financial Officer