



Agenda of Board Workshop

The Board of Trustees McAllen Independent School District

A Board Workshop of the Board of Trustees of the McAllen Independent School District will be held Wednesday, March 11, 2026, beginning at 5:30 PM Dr. Ricardo Chapa Board Room/Administration Building of the McAllen Independent School District, 2000 North 23rd Street, McAllen, TX 78501.

Items listed on this agenda may be taken in an order other than as shown on this agenda. Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time.

At this meeting there may be discussion and action by the Board on the item(s) and subject(s) listed as follows:

1. **CALL MEETING TO ORDER**
2. **PUBLIC COMMENT(S)**
3. **DISCUSSION OF PURCHASING SCORING MATRIX** 2
Item Submitted: Lorena Garcia, Deputy Superintendent Business and Operations
Presenter: Dr. René Gutiérrez, Superintendent
4. **ADJOURNMENT**

If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the Board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Government Code, Chapter 551, Subchapters D and E. Before any closed meeting is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions, or decisions will be taken in open meeting.

Pursuant to Texas Government Code 551.127, a member or employee of a governmental body is authorized to participate remotely in a meeting of the governmental body through a videoconference call, as long as a quorum of the governmental body is physically present at the location of the Board Meeting. Any video conference conducted pursuant to this section will comply with the technical requirements of this section.

Pursuant to Texas Government Code 551.129, the Board of Trustees may use a telephone conference call, video conference call, or communications over the internet to conduct a public consultation with its attorney in an open meeting of the governmental body, or, a private consultation with its attorney in closed meeting of the governmental body.

The notice for this meeting was posted in compliance with the Texas Open Meeting Action on March 4, 2026 by 5:00 p.m.

Norma Ramirez, on behalf of Board of Trustees.

**BOARD AGENDA REPORT
MCALLEN INDEPENDENT SCHOOL DISTRICT**

MEETING DATE: March 11, 2026

Attachment:

SUBMITTED BY: *Laura Williams*

SUPERVISOR: *Lorena Garcia*
Lorena Garcia (Mar 3, 2026 14:55:06 CST)

Approved for presentation to the Board of Education:

Rene Gutierrez
RENE GUTIERREZ (Mar 4, 2026 07:55:16 CST)



Purchasing Scoring Matrix

March 11, 2026

Use of Architects and Engineers



When a school district is considering a construction-related project, it must consider not only how to get the best value for the district but also whether the services of an architect or engineer are required for the project.

Public works and public buildings frequently require plans prepared by and supervision of an architect or engineer.

A public work generally includes the construction, alteration, or repair of a building or other structure or improvement paid for in whole or in part from public funds. Because most school district construction involves the public health, welfare, or safety, school district construction projects are often public works.

When is an Architect or Engineer Required



For construction of a new building, a school district must hire an architect if construction costs exceed \$100,000. 22 Tex. Admin. Code § 1.212(a).

On the other hand, if the district alters or adds on to an existing building, the district must hire an architect if: (1) the project requires removal, relocation, or addition of walls, partitions, or exits, and (2) construction costs exceed \$50,000. 22 Tex. Admin. Code §1.212.

Engineer is required if the project involves mechanical or electrical engineering and will cost \$8,000 or more, or (2) the project does not require mechanical or electrical engineering and will cost \$20,000 or more. Tex. Occ. Code § 1001.053.

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How does a school district select an architect or engineer?



Architects and engineers are providers of professional services and must be selected in accordance with the Professional Services Procurement Act (PSPA) rather than on the basis of competitive bidding or another method of competitive procurement. Tex. Educ. Code § 44.031(f).

In procuring architectural or engineering services, a school district must first select the most highly qualified provider of those services on the basis of demonstrated competence and qualifications and then attempt to negotiate a contract at a fair and reasonable price. Tex. Gov't Code § 2254.004(a).

While the PSPA requires this two-step process, **it does not set out a specific procedure to follow in determining a provider's competence and qualifications.**

Although not statutorily required, the best practice for completing the first step under the PSPA is to evaluate architects or engineers using a Request for Qualifications (RFQ).

A Request for Qualifications



An RFQ is used to solicit information from multiple firms in order to generate a pool of prospective service providers.

The RFQ should include all the information about the district's project that is necessary for an architect or engineer to submit a statement of their qualifications for performing the job, including the scope of the work.

In addition, the RFQ may include information related to the general terms and conditions of the agreement between the district and the architect or engineer, a proposed contract, and a questionnaire.

The questionnaire may assign weights to the questions in order to rank respondents based on such criteria as their **experience, references, and financial stability.**

McAllen ISD Sample Evaluation Criteria-RFQ **McAllen** ISD

Criteria	Maximum Points
Statement of Interest	5
Number of Years firm has been in business	5
Joint Venture	5
Resumes	25
K-12 Projects	20
Non K-12 Projects	5
Reference Letters	28
Past relationship with district within the past 5 years	2
Arbitration/Legal Concerns	5

Flour Bluff ISD Sample Evaluation Criteria- RFQ



Criteria	Maximum Points
Reputation of the architecture firm	20
Experience over the last five years assisting Districts with projects of similar size and scope	20
References, including previous work in the district (minimum of four)	20
Resumes	15
History of successful completion of projects on time and within budget	10
Claims or suits filed against the A/E or firm in past 5 years, if any, and the disposition of such claims, if any	5
Demonstrated ability to be a “coordinating” architect of an overall bond program	5
Demonstrated ability to manage multiple concurrent projects.	5

Garland ISD Sample Evaluation Criteria-RFQ **McAllen⁺ ISD**

Criteria	Maximum Points
Letter of Intent	Y or N
Corporate Background and Experience	10
Relevant Project Experience	20
Organizational Plan and Project Approach	10
Personnel	25
Workload	8
Consultant Services	10
References	15
Financials	2

Edinburg CISD Sample Evaluation Criteria- RFQ



Criteria	Maximum Points
5 or more education related projects that would be representative of your firm's work and services provided	15
Include in this section your firm total number of employees, licensed professionals, supervisory responsibilities and line of authority, certifications that may have a role in this contract.	20
Include in this section your company name, address, telephone number, fax number, company background, year current firm was established, name of parent company (if applicable), principal owners, Texas registration number, type of organization (individual, partnership, corporation, joint venture, etc.)	20
Include in this section five (5) fully completed ECISD Reference Check Forms. These must be education related project references.	20
This section will be based on the RFQ completeness and the presentation of the overall information as requested. The district will also consider any pertinent information relevant to the RFQ.	25

Brownsville ISD Sample Evaluation Criteria- RFQ



Criteria	Maximum Points
Experience/methodology of meeting tight timelines. Budget considerations. (5.1.2 Management ability, including cooperation with Architects, General Contractors or CMAR)	10
Quality of work performed on previous projects. (5.1.3 Commitment to quality)	15
Years of Experience as an Architectural / Engineering Firm. (5.1.4 Key personnel (qualifications and experience))	20
Firm's Ability and Capability to perform the work. (5.1.5 Resources and Facilities)	15
School K-12 Experience with Architectural / Engineering Design. (5.1.6 Similar prior experience)	15
Working Relationship with District. (5.1.7 Past performance, particularly with BISD contracts)	10
Accessibility of Firm to District. (5.1.8 Accessibility to District)	10
Reference Check. (5.1.9 Reference Check)	5

La Joya ISD Sample Evaluation Criteria-RFQ McALLEN ISD

Criteria	Maximum Points
Competence and qualifications	60
The reputation of the vendor and of the vendor's services	5
The extent to which the goods or services meet District's needs	22
The vendor's past relationship with the District	1
District Community Involvement	3
Company or local representative involved in litigation against a school district	9



Procurement of Construction Contracts

Procuring Construction Services



Districts may only procure construction services using a method in **Texas Government Code chapter 2269** or an interlocal contract, depending on which method will provide the best value to the district. Tex. Educ. Code § 44.031(a)(4)-(5).

Our district delegates the best value determination to the superintendent.

Construction Procurement Methods



- Competitive Bidding
- Competitive Sealed Proposals
- Construction Manager-Agent
- Construction Manager-at-Risk
- Design-Build
- Job Order Contracts
- Interlocal Contracts

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TX Govt. Code 2269.055 Criteria to Consider



- (a) In determining the award of a contract under this chapter, the governmental entity may consider:
 - (1) the price;
 - (2) the offeror's experience and reputation;
 - (3) the quality of the offeror's goods or services;
 - (4) the impact on the ability of the governmental entity to comply with rules relating to historically underutilized businesses;
 - (5) the offeror's safety record;
 - (6) the offeror's proposed personnel;
 - (7) whether the offeror's financial capability is appropriate to the size and scope of the project; and
 - (8) any other relevant factor specifically listed in the request for bids, proposals, or qualifications.
- (b) In determining the award of a contract under this chapter, the governmental entity shall*:
 - (1) consider and apply any existing laws, including any criteria, related to historically underutilized businesses; and
 - (2) consider and apply any existing laws, rules, or applicable municipal charters, including laws applicable to local governments, related to the use of women, minority, small, or disadvantaged businesses.

*These laws are applicable to state agencies.

Source: Texas Government Code 2269.055

McAllen ISD Sample Evaluation Criteria-CSP



Criteria	Maximum Points
Price	60
Offerors experience and reputation	1.5
3 K-12 Reference Forms	
3 Supplier Reference Letters	1.5
Claims, judgments, arbitration proceedings or suits	1
3 K-12 projects as prime contractor	12
3 Non-K-12 projects as prime contractor	3
Quality of goods and services	2
MISD Projects	
Repeat Business	2
Safety Record	2
Frequency of safety inspections	
OSHA Form 300 Log	1
Safety program manual and or procedures	2
Drug/alcohol prevention policy and/or procedures	2
Proposed Personnel	3
Staff experience with the firm	
Staff experience with the industry	3
Financial Capabilities	1
Surety letter	
Financial statement	1
Any other factor specifically listed in the CSP	1
On time completion	
Projects in progress	1

Garland ISD Sample Evaluation Criteria-CSP



Criteria	Maximum Points
Purchase Price	40
Firm Profile	5
The quality and reputation of Contractor	25
Organizational Plan and Project Approach	20
Safety	3
Financial	2
References	5

Choice Partners Coop Sample Evaluation Criteria-CSP



Criteria	Maximum Points
Purchase Price	40
The reputation of the vendor and of the vendor's goods and services References Work history with governmental entities within the past 5 years Work history with other projects completed within the past 10 years Past experience	20
The quality of the vendor's goods or services Project Management (Org. Chart) Resume of proposed personnel Ability to perform (sample unit price book) Quality Assurance/Quality Control Plan Insurance	25
The impact on the ability of the District to comply with laws and rules relating to historically underutilized businesses (consideration)	0
Vendor's safety record OSHA Inspection logs for last 3 years Loss analysis from insurance carrier Loss history covering all lines of insurance coverage	5
Financial Capability Financial statements Annual sales Bonding capacity	5

Edinburg CISD Sample Evaluation Criteria- CSP



Criteria	Maximum Points
Price	30
Qualifications/Experience	25
Number of years in business	
Last 5 similar projects, client and construction cost	
Contract/Vendor qualifications	
Past Performance	15
Describe history of change order of projects submitted	
Were the projects completed within budget and on schedule	
References	
Contractor Management/Personnel	15
Provide resume of proposed project manager	
Provide proposed project team structure	
Request for proposal completeness	
Subcontractor List	15

La Joya ISD Sample Evaluation Criteria-CSP **McAllen⁺ ISD**

Criteria	Maximum Points
Purchase Price	20
The reputation of the vendor and of the vendor's goods and services	10
The quality of the vendor's goods or services	25
The extent to which the goods or services meet District's needs	25
The impact on the ability of the District to comply with laws and rules relating to historically underutilized businesses (consideration)	0
The total long-term cost to the district to acquire the vendor's goods or services (service, supplies, maintenance, etc.), total cost of ownership	2
K through 12 Construction Experience	10
Company or local representative involved in litigation against a school district	8

Point Isabel ISD Sample Evaluation Criteria- CSP



Criteria	Maximum Points
Purchase Price	200
Construction Experience Projects of similar scope and size	40
Past Performance Reference Letters to address: Quality of work History of providing warranty documents History of timeliness in completing warranty work History of staying on schedule History of providing detailed documentation and a fair assessment of change order pricing	40
Timeline for the earliest construction of project	40
Reputation Has proposer demonstrated long-term presence in RGV Past clients willingness to work with proposer Positive professional reputation with clients and architects	20
Personnel Names and resumes of key supervisory personnel	20
Financial strength Provide bank letter Provide financial statement Provide information from bonding company Have you ever filed for bankruptcy	20
References from sub-contractors and material suppliers	20



Thank you!