



College Station Independent School District

Success...each life...each day...each hour

MEMORANDUM

To: Amy Drozd, Chief Financial Officer *A. Drozd*
From: Jon Hall, Executive Director of Facilities *Jon E. Hall*
Date: March 2, 2021
Subject: Consideration discussion and possible action related to naming VLK Architects as the architect for the purpose of 2021 bond planning and any resulting projects.
Agenda Item: K-2

BACKGROUND

A Request for Qualifications (RFQ) for Architectural Services was circularized to the public requesting interested firms to submit their qualifications to the district. Twelve firms responded to the RFQ.

The submitted qualifications were evaluated by a committee consisting of the Chief Financial Officer, the Director of Business, the Director of Instruction and Leadership Development, the Principal of Oakwood Intermediate School, the Executive Director of Facilities, and the Assistant Director of Facilities. The original twelve firms were then scored by the committee according to a pre-established rubric. The three firms who were invited for interviews on Monday, March 1, 2021 were VLK Architects, PBK Architects, and Huckabee Architects.

For the interviews, the original committee was increased by the addition of the Superintendent of Schools. This committee interviewed the representatives of the firms and evaluated them based on the criteria listed in the RFQ.

The committee recommended VLK Architects as the official architectural firm for CSISD's upcoming bond planning process.

The firm of VLK Architects has a long history of providing excellent service to the District in the design of new schools as well as the design of many deferred maintenance and renovations projects across the district. The selection committee concluded that VLK Architects would be the appropriate firm to serve as a resource to the Bond Planning Committee and to provide architectural services associated with any construction projects that may result from that planning process. The final recommendation matrix with signatures of the committee members is attached.

RECOMMENDATION

It is recommended that the Board of Trustees of College Station Independent School District authorize the Superintendent or his designee to negotiate and execute a contract with VLK Architects to serve as a resource to the Bond Planning Committee and to provide architectural services associated with facilities included in a bond program that evolves from the work of that committee.

Jon Hall
Executive Director for Facilities
(979) 694-5660

1812 Welsh Avenue
College Station, TX 77840
979-764-5400 -- www.csisd.org

Mike Martindale
Superintendent of Schools

**COLLEGE STATION INDEPENDENT SCHOOL DISTRICT (CSISD)
ARCHITECTURE & ENGINEERING RFQ 21-005
Statement of Qualifications**

Evaluation Criteria:

The District shall evaluate each Statement of Qualifications submitted to determine responsiveness to the District's needs. Award of contract, if made, will be to the A/E firm who is responsive to all administrative and technical requirements of the RFQ and who receives the highest overall points based on the following criteria:

Firm's Experience (25%): The verifiable experience of successfully completed educational facilities, Texas Public School District School designs, and deferred maintenance projects demonstrated by the A/E firm.

Personnel Experience (20%): The level of experience, educational, certification and licensing profiles of the principal(s) and key personnel to be assigned by the A/E firm to this work.

Adequate Staff and Current Workload (5%): The A/E shall clearly demonstrate the firm's current projects and the availability of the proposed staff for this project.

Quality of the RFQ (5%): Overall quality of the Architect/Engineer Selection Questionnaire which demonstrates clarity of the A/E 's understanding of the purpose, service, scope and objectives of this RFQ.

Innovative and Cost Efficient Design Concepts (10%): The A/E shall clearly demonstrate the firm's approach to innovative Texas Public School District Elementary, Intermediate and Middle School design.

Project Approach (5%): The A/E shall clearly demonstrate its approach to the Texas Public School District Elementary, Intermediate and Middle School design and the construction process. The A/E must demonstrate the ability to render high quality design services required by the District.

Overall Reputation (10%): Overall reputation of firm and the proposed staff based on reference checks and other sources.

Financial Stability (10%): The A/E shall clearly demonstrate its financial stability and capacity in general and if requested, provide financial statements,

Project Budget (10%): The A/E shall clearly demonstrate that their firm can bring projects in on budget, particularly during the past 3 years of volatile market conditions, including change orders during construction.

Inquiries about the project and Architect/Engineer Selection Questionnaire should be addressed to:

Mr. Jon Hall
Executive Director of Facilities
College Station Independent School District
2000 Welsh Ave., College Station, Texas 77840
Phone number: 979-694-5610
Email: jhall@csisd.org

College Station ISD Request for Qualifications for Architect Selection RFQ 21-005

Interviews
3.1.2.1

Architectural Firms being interviewed: Huckabee, PBK, and VLK

Final Ranking Results

1. VLK
2. PBK
3. HUCKABEE

Mike Martindale

Mike Martindale

Jon Hall

Jon E. Hall

Amy Drozd

Amy Drozd

Jeff Mann

Jeff Mann

Josh Symank

Josh Symank

Rene Ramirez

Rene Ramirez

Carmella Shafer

Not present

Thad Lasater

Thad Lasater