



College Station Independent School District

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MEMORANDUM

To: Mike Martindale, Superintendent *MM*

From: Amy Drozd, Chief Financial Officer *A Drozd*

Date: March 3, 2021

Subject: Consider the naming of an architect firm for the purpose of 2021 bond planning and any resulting projects.

Agenda Item: K-2.

BACKGROUND

On January 19, 2021, The Board of Trustees approved a charter for a 2021 Bond Planning Committee. The approval of an architectural firm is essential in the process of working with the committee to assist administration in determining the priority, scope, and estimated cost of various facility related items. This architect firm would then be assigned any resulting projects that may come from the process.

An architect is required to be selected or designated under Government Code Chapter 2269. The district shall select the architect based on demonstrated competence and qualifications as provided by Government Code 2254.004. It is not required to solicit request for qualifications (RFQ), but it is considered best practice to do so on occasion.

CSISD solicited a RFQ for architectural services and received a total of 12 submittals. Mr. Jon Hall, Executive Director of Facilities, facilitated a committee that evaluated the qualifications of the firms based upon a predetermined rubric, and recommended 3 firms to advance to personal interviews. These firms were asked questions that were developed to evaluate their specific experience, work style and competence in various areas that are of interest to CSISD related to the upcoming bond planning process and the type of projects that may result.

CSISD was very fortunate to have the quality of firms submit their qualifications. The Committee recommended VLK Architect as the firm that will best serve CSISD in the bond planning process and any resulting projects. VLK has worked with CSISD on many projects in the past and has a general knowledge of the facilities and their condition. This experience along with their overall competence and depth of staff contributed to the committee's recommendation.

More details on the committee makeup and the RFQ are included in the attachments.

Amy Drozd
Chief Financial Officer

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Mike Martindale
Superintendent



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RECOMMENDATION

It is recommended the College Station ISD Board of Trustees authorize the Superintendent to negotiate and execute a contract with VLK Architects for the purpose of planning for a potential 2021 bond and resulting projects.

Amy Drozd
Chief Financial Officer

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Mike Martindale
Superintendent