



## KILLEEN INDEPENDENT SCHOOL DISTRICT

P.O. BOX 967 • 200 NORTH W.S. YOUNG DRIVE • KILLEEN, TEXAS 76540-0967  
(254) 336-0074

**Dr. King Davis**  
**Superintendent**

### TASK REQUEST

**Agreement** made on May 19, 2026

**Owner:**

Killeen Independent School District  
200 N WS Young Drive  
Killeen, Texas 76543

and

**Architect:**

Huckabee & Associates, Inc.  
Austin, Texas

**Project:**

Killeen ISD Gateway to Palo Alto MS Renovation, Project No. E0046-26-00

Solely with regard to the Project defined herein, this Task Request modifies the existing Standard Form of Agreement Between Owner and Architect for Architectural Services on a Task Request Basis, AIA Document B101-2017, as modified by Owner, dated December 17, 2025 (the "Agreement"). Except as modified in this Task Request, all terms and provisions of the Agreement shall remain in effect. As stated, the modifications noted in this Task Request shall only be applicable to the specific Project described herein.

### SCOPE OF SERVICES AND SCHEDULE

§1.1 Section 1.1, including subsections 1.1.1 and 1.1.2, is hereby amended to include the following:

Architectural, Civil, Structural, MEP, AV, and Technology services for Killeen ISD at the Gateway to Palo Alto Middle School at 2301 West Elms Road, Killeen, TX 78649 ("Project"), noted by Architect as its Project Number E0046-26-00. The scope is more fully described in the proposal, attached as Exhibit 1 for reference purposes only. In case of any conflict between the proposal and the Agreement or this Task Request, the Agreement and this Task Request shall control.

§1.1.4 Section 1.1.4 is hereby amended as follows:

The Project schedule shall be as follows unless modified by agreement of the Owner:

May – July 2026	Construction document production
August – Sept. 2026	Bidding and permitting
September 21, 2026	Contractor award
Oct. 2026 – May 2027	Construction
May 28, 2027	Owner move-in

§1.1.10 Section 1.1.10 is amended to state Architect’s Representative is:

Jason Andrus, Principal  
[jason.andrus@huckabee-inc.com](mailto:jason.andrus@huckabee-inc.com)  
 Telephone: (512) 428-8958

§11.1 Section 11.1 is hereby amended as follows:

For Architect’s services described in Exhibit 1, Architect shall be paid a lump sum fee of \$180,000.00 which includes Architectural (Huckabee), Civil (Kimley-Horn), MEP (IEG), Structural (IEG), and AV & Technology (Crux). Additional reimbursable expenses, as set forth in the Proposal. Additionally, the following supplemental services as further detailed in the proposal shall be paid as indicated below:

- \$500 printing
- \$5,000 TAS/ADA Review/Inspection and TDLR registration
- \$7,500 Survey.

No additional fees shall be incurred or owed except as set forth in this Task Request without express written agreement by Owner.

The services provided under this Task Request shall commence upon approval of the Board of Trustees.

**OWNER:**  
**KILLEEN INDEPENDENT SCHOOL DISTRICT**

**ARCHITECT:**  
**HUCKABEE & ASSOCIATES, INC.**

\_\_\_\_\_  
 Kallen Vaden,  
 Chief Financial Officer

  
 Brendon Hoffman  
 Executive Director, South Texas

# Huckabee

a MOREgroup brand

May 4, 2026

Dr. King Davis, Superintendent  
Killeen Independent School District  
200 N. WS Young Drive  
Killeen, Texas 76543

Re: Proposal for Architectural and Engineering Services for Killeen ISD  
Project Name: Gateway to Palo Alto Middle School Renovation  
Project Number: E0046-26-00

Dear Dr. Davis,

We are pleased that Huckabee & Associates, Inc. (the "Architect") has been selected as the most qualified firm for the following scope of services. We are excited about the opportunity to submit the following Proposal for Architectural, Civil, MEP, AV, and Technology Services for Killeen ISD (the "Owner"), related to Gateway to Palo Alto Middle School Renovation (the "Project"). If accepted the Scope of Services and Compensation addressed in this proposal will be formalized in a Task Request to be issued to Architect which will incorporate terms and conditions of the Killeen ISD Professional Services on District Projects, AIA Document B101-2017 Standard Form of Agreement between Owner and Architect, dated December 17, 2025.

## Scope of Services

Architect shall perform Architectural, Civil, Structural, MEP, AV, and Technology services for Killeen ISD at the Palo Alto Middle School at 2301 West Elms Road, Killeen, TX 78649. The scope of work includes the following:

- Painting Gym and remove logos
- Misc. new signage incl. refurbishment or the marquee sign
- Verify the function of plumbing fixtures
- Add surveillance camera system
- Add card readers at doors requested by KISD
- Upgrades related to accessible entry and route at Middle School side of campus
- New Parking lot with 15-20 spaces at Middle School side of campus
- Create controlled entry vestibule at Middle School entry
- Renovate two classrooms into Middle School administration suite with employee restroom
- Renovate one classroom into Middle School clinic
- Renovate one classroom into police offices
- Divide 6 classrooms in half to create Tier 3 spaces

Alternates:

- Renovate Library to create smaller breakout areas
- Gut the athletics locker room area and cap plumbing to be used for District storage.

Construction budget *without* Alternates: \$1,650,000

Construction budget *with* Alternates: \$2,600,000

Total project budget *without* Alternates: \$1,850,000 (includes architectural and engineering fees, construction costs)

Total project budget *with* Alternates: \$3,000,000

MORE THAN ARCHITECTS

# Exhibit 1

Architectural Services Proposal  
Gateway to Palo Alto MS Reno  
E0046-26-00

When compensation for Basic Services is based on a stipulated sum or a percentage basis, the proportion of compensation for each phase of services shall be as follows:

Construction Documents Phase	Eighty Percent	80%
Bidding Phase	Five Percent	5%
Construction Administration	Fifteen Percent	15%

## Schedule

Owners' Schedule:

- May 20, 2026: Board approval of Architect contract proposal
- May–July 2026: Construction Document production (CDs Only)
- August–September 2026: bidding (& permitting)
- September 21, 2026: Contractor award
- October 2026- May 2027: Construction
- May 28, 2027: Owner Move-in

## Fee Proposal

Huckabee proposes a lump sum fee of \$180,000 (one hundred eighty thousand dollars), which includes Architectural (Huckabee), Civil (Kimley Horn), MEP (IEG), Structural (IEG), and AV & Technology (Crux) for all the services outlined above, plus the cost of the following supplemental services:

1. Printing services (no markup) and approved by KISD in advance: \$500 est.
2. TAS/ADA Review/Inspection & TDLR registration: \$5,000 est
3. Topographic Survey: \$7,500

Huckabee appreciates the opportunity to continue our relationship with Killeen ISD.

Sincerely,

  
Jason Andrus  
Principal

  
Brendon Hoffman  
Executive Director, South Texas

If the attached proposal is acceptable, please sign and return one executed copy, as notice to proceed.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name, Title

\_\_\_\_\_  
Date

The Texas Board of Architectural Examiners, P.O. Box 12337, Austin, Texas 78711-2337 or 333 Guadalupe, Suite 2-350, Austin, Texas 78701-3942, 512-305-9000, [www.tbae.state.tx.us](http://www.tbae.state.tx.us) has jurisdiction over complaints regarding the professional practices of persons registered as Architects in Texas.