



Mission Consolidated Independent School District

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Notice and Agenda

The Board of Trustees of the Mission Consolidated Independent School District will hold a **Special Meeting** on **Thursday, November 21, 2024, at 6:30 PM** in the **Mission CISD Annex, 925 E. Business HWY. 83, Mission, Tx 78572**. At this meeting, the Board may deliberate or act on any of the subjects listed on the following agenda. The President may change the order of items listed below for the convenience of the Board.

A G E N D A

I. Call Meeting to Order and Establish Quorum

II. Pledge of Allegiance and Moment of Silence

1. U. S. Flag and Texas Flag

III. Public Comment(s) on Specific Agenda Item(s)

IV. Discussion and Possible Action

1. Consideration and Approval to Enter Into Negotiations in the Order of Ranking for the Re-Surfacing of the Tracks and Field Events for the Tom Landry Stadium and Veterans Memorial High School Stadium Projects

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V. Executive Session

1. Private Consultation with Board Attorney (Texas Gov't Code §551.071)

2. Deliberate the Appointment, Employment, Evaluation, Reassignment, Duties, Discipline, or Dismissal of a Public Officer or Employee or to Hear a Complaint or Charge Against an Officer or Employee (Texas Gov't Code §551.074)

3. Discussion and Development of The Mission CISD Board Operating Procedures

VI. Action, if Necessary, on Matters Discussed in Executive Session

1. Discussion and Adoption of the Mission CISD Board Operating Procedures

VII. Adjournment

In accordance with the Texas Open Meetings Act, the Board may enter into a closed meeting to deliberate any item that is listed above that fits within an exception listed in Subchapter D. Any final action, decision, or vote on a subject deliberated in closed meeting will be taken in an open meeting held in compliance with the Texas Open Meetings Act.

This Notice was posted by 4:00 p.m., on November 15, 2024.

A handwritten signature in black ink that reads "Dr. Cris Valdez". The signature is written in a cursive style with a large, stylized "D" and "V".

**Dr. Cris Valdez, Superintendent of Schools
Mission Consolidated Independent School District**

SUBJECT: Consideration and Approval to Enter Into Negotiations in the Order of Ranking for the Re-surfacing of the Tracks and Field Events for the Tom Landry Stadium and Veterans Memorial High School Stadium Projects

PRESENTER: Rick Rivera, Assistant Superintendent for Operations

BACKGROUND INFORMATION

The initial installation of synthetic turf and resurfacing of existing tracks at Tom Landry Stadium and VMHS Stadium were approved by the Board of Trustees on Wednesday, March 19, 2014. At the meeting, the Board approved the best and final offer (BAFO) with Hellas Construction at a construction cost of \$2,712,000.00. Notice to Proceed (NTP) was issued on April 11, 2014, and the projects were substantially completed in early August and the final completion was in early September 2014. Javier Hinojosa Civil Engineering was the design professional for this project.

As per initial planning and design meetings with firms, the synthetic field turf longevity is from eight to ten years due to the extreme heat conditions in our area. At the Regular Board of Trustees meeting held on June 08, 2022, the Board approved the replacement of synthetic turf at both stadiums.

At the Regular Board Meeting held on February 15, 2023, the Board approved Final Completion and Final Payment. The final cost was approximately \$1,550,000.00 for turf only and no work was done on the track and field events area.

The track and field events surfaces have reached their life expectancy of 10 years. It's recommended to resurface the track to help ensure the safety of the athletes.

Administration will use Competitive Sealed Proposals (CSPs) as the procurement method as approved by the Board of Trustees in the February 2021 Board of Trustees meeting. This method was approved as the primary default method for projects.

At the Special Board of Trustees meeting held on October 02, 2024, the Board approved the Project, Proposed Budget, and Procurement Method, and Utilize the On-call Professional Services for the Re-surfacing of the Tracks and Field Events for the Tom Landry and Veterans Memorial High School (VMHS) Stadium Projects.

Administration requests to use our on-call civil engineer Mr. Javier Hinojosa as the design professional for this project. Mr. Hinojosa was the initial design firm for the turfs and tracks and subsequent replacement of the turf.

The Board can also direct Administration to advertise for Request for Qualifications (RFQ's) for professional design services and Administration will schedule presentations to the Board for selection should they not want to utilize the on-call method for this project.

The Board of Trustees must take the necessary action in accordance with Texas Education Code 44.035 which consisted of the selection/designation of an architect and/or engineer to prepare construction documents for this project. The engineer and/or architect selected or designated will have full responsibility for complying with the Texas Engineering Practice Act (Article 3271a, Vernon's Texas Civil Statutes) or Chapter 478, Acts of the 45th Legislature, Regular Session, 1937 (Article 249a, Vernon's Texas Civil Statutes) as applicable.

If the engineer or architect is not a full-time employee of the District, the Board must select the engineer or architect based on demonstrated competence and qualifications as provided by Section 2254.004, Government Code. The selected architect/engineer along with preparing construction documents will be required to provide MCISD with an estimated project budget.

Upon continuous communication with Coach Lee, MCISD Athletic Director, Tom Landry Stadium is scheduled to be the host for this coming year's district track and field championships. Both tracks were done at the same time and the Administration recommends once again resurfacing them equally possibly obtaining better pricing.

Time is of the extreme essence to begin the process should it be approved as per the Athletics department. If approved to move forward the need for special called Board of Trustees meetings will be required. During construction there may be some inconveniences to other sports and events that utilize the construction area such as soccer, however, Coach Lee will coordinate that matter with the campus Athletic Directors and campus Administration. The goal is for the projects to begin in December and be completed by the end of January 2025. The weather may play a factor in the project timelines thus plans will need to be in place for delays.

At the Special Board of Trustees meeting held on Wednesday, October 02, 2024, Administration presented and the Board approved the agenda item Consideration and Approval of the Project, Proposed Budget, Procurement Method, and Utilize the On-Call Professional Services for the Re-surfacing of the Tracks and Field Events for the Tom Landry and Veterans Memorial High School (VMHS) Stadium Projects. Our on-call professional for this project is Mr. Javier Hinojosa Civil Engineering who also initially designed both stadium tracks and synthetic turfs. Administration will use competitive sealed proposals (CSP's) as the procurement default method for this project.

On Monday, October 07, 2024, the initial design meeting was held with Coach Lee (by phone), Coach Longoria, Coach Gilpin, Mr. Joel Garcia, Mr. Adrian Hernandez, Mr. Leandro Ochoa, Mr. Javier Hinojosa and Mr. Rick Rivera. The campus Principals were not able to attend. At the meeting it was discussed the importance of receiving all the recommendations from the coaching staff for the project to meet the tight timeline. The goal is for the Tom Landry Stadium track project to begin in December and be substantially completed by mid-January 2025. It was suggested and agreed by the coaches that the VMHS track not begin construction until April of 2025 so as to not interfere with late fall or early spring sports competition.

On Tuesday, October 22, 2024, an on-site design meeting was held at each field with the entire project team to review and discuss any additional and possible recommendations. At MHS there was a recommendation of removing and relocating some chain-link fencing, however, this minimal work will be done through our maintenance department and not through the project scope of work. The Team continues to work diligently on the design and specifications and continues to schedule project meetings.

At the Special Board of Trustees meeting held on October 31, 2024, the Board approved Consideration and Approval of Construction Documents for the Re-surfacing of the Tracks and Field Events for the Tom Landry and Veterans Memorial High School (VMHS) Stadium Projects. This will be approval of both schematic and final designs. If approved the design team and the Purchasing department will begin work on the advertisement/procurement front-end specifications bid package

Schematic Design:

Rough sketches that develop a feasible conceptual design of the project.

Construction Documents:

Communicating the design intent through further refinement of the written and graphic representation of all building materials, components, and equipment that can be quantified and useful to contractors.

ADMINISTRATIVE CONSIDERATIONS

Advertisements were posted from November 06, 2024, through November 13, 2024. The process is for the submittals to be reviewed by the Purchasing Department Staff and the Administration Ranking Team to assure that firms meet the criteria based on demonstrated expertise, competence, and qualifications. A pre-proposal meeting was held on November 14, 2024. The submission of CSP's are due on November 21, 2024 at 10:00 a.m.. The Administration ranking team will review and pre-rank the CSP's. After the review, Administration will then recommend the top firms to be reviewed and ranked in order of selection. At this time the ranking team consists of Mr. Adrian Hernandez, Athletic Director Tom Lee, Coach Danny Longoria, Coach David Gilpin, Ms. Anabel Garza, Mr. Ricardo Rivera and Mr. Daniel Carmona, who will serve as the facilitators.

Administration will be presenting Consideration and Approval to Enter Into Negotiations in the Order of Ranking for the Re-surfacing of the Tracks and Field Events for the Tom Landry Stadium and Veterans Memorial High School Stadium Projects.

If a top selection is approved negotiations will be held and Administration will request a Special Board of Trustees meeting on Wednesday, December 04, 2024 for consideration and approval of the best and final offer (BAFO) and to enter into contract.

FUNDING SOURCE

General Funds

Estimated Construction Project Cost:	\$837,278.00
Project Contingency 15%:	\$ 83,727.80
Soft costs incl. engineering, testing, misc. 12%:	<u>\$100,473.36</u>
Estimated Total Construction Cost:	\$1,021,928.36

RECOMMENDATION

Administration presents Consideration and Approval to Enter Into Negotiations in the Order of Ranking for the Re-surfacing of the Tracks and Field Events for the Tom Landry Stadium and Veterans Memorial High School Stadium Projects

EXHIBIT

Bid Tabulation Sheet (to be distributed at meeting)

CONTACT PERSONS

Ricardo Rivera, Assistant Superintendent for Operations
Coach Tom Lee, Athletic Director
Coach Danny Longoria, MHS Athletic Coordinator
Coach David Gilpin, VMHS Athletic Coordinator
Adrian Hernandez, Director for Maintenance/Facilities/Construction/Energy Management