



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, May 1, 2025, at 5:30 PM** in the **Administration Office Eagles Staff Development Room, 1201 Bryce Dr., 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 of Substantial Completion for the Mission
CISD Resurfacing of the Tracks and Field Events for the Veterans Memorial
High School Stadium Project – Javier Hinojosa Engineering**

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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)**

VI. Open Session: Action on Items Discussed in Closed Session

1. Possible Action, if Necessary, on Items Discussed in Executive Session

VII. Important Dates to Remember

**1. Wednesday, May 7, 2025, Board of Trustees Workshop at 6:30 p.m. Location:
Administration Office Eagles Staff Development Room**

**2. Wednesday, May 14, 2025, Regular Board of Trustees Meeting at 6:30 p.m. Location:
Mission CISD Annex**

VIII. 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 11:00 a.m., on April 28, 2025.

A handwritten signature in black ink that reads "Dr. Cris Valdez". The signature is written in a cursive style with a horizontal line underneath the name.

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

SUBJECT: Consideration and Approval of Substantial Completion for the Mission CISD Resurfacing of the Tracks and Field Events for the Veterans Memorial High School Stadium Project – Javier Hinojosa Engineering

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 was 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 the 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 Utilized the On-call Professional Services for the Resurfacing 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 consists 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 Resurfacing 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, a 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 will 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 Resurfacing of the Tracks and Field Events for the Tom Landry and Veterans Memorial High School (VMHS) Stadium Projects. This will be the 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.

Advertisements were posted from November 06, 2024, through November 13, 2024. Advertisements were posted on Bonfire, The Monitor, and at the Association of General Contractors Office (AGC). 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, with two (2) firms attending. A walkthrough of Tom Landry Stadium was conducted after the meeting with the two firms. The firms felt no need to visit the VMHS track site.

The submission of CSP's was opened publicly on November 21, 2024, at 10:00 a.m. with only Hellas Construction submitting a proposal package. The Administration ranking team reviewed and pre-ranked the CSP's. The ranking team consisted of Mr. Adrian Hernandez, Mr. Ricardo Rivera, Coach Tom Lee Mr. Daniel Carmona, and Ms. Anabel Garza who served as the facilitators.

Hellas Const. Proposal:

Tom Landry Stadium	\$439,350.00	Incl. Contingency \$30,000.00	30 days
VMHS	<u>\$389,140.00</u>	Incl. Contingency \$30,000.00	30 days
Total:	\$888,490.00		

At the Special Board meeting held on November 21, 2024, the Board approved Consideration and Approval to Enter Into Negotiations in the Order of Ranking for the Resurfacing of the Tracks and Field Events for the Tom Landry Stadium and Veterans Memorial High School Stadium Projects.

Negotiations were held with Hellas Construction on Friday, November 22, 2024. The firm has presented its Best and Final Offer (BAFO) to be presented at the meeting.

The Board of Trustees has the option to accept the BAFO, to decline the offer(s), to reject all offer(s), and to re-advertise the project using the same specifications.

If approved, Administration will work with our legal counsel to write and execute the contract so that the firm can begin as soon as possible.

At the Special Board of Trustees meeting held on December 04, 2024, the Board approved the Best and Final Offer (BAFO) and entered into a Contract for the Mission CISD Resurfacing of the Tracks and Field Events for the Tom Landry and Veterans Memorial High School (VMHS) Stadium Projects. Notice to Proceed for Tom Landry Stadium was December 19, 2024, with 30 construction days. Substantial Completion is January 17, 2025.

A separate Notice to Proceed for VMHS Stadium will be issued in April 2025 with 30 construction days.

Original Proposal:	\$888,490.00
BAFO:	<u>\$876,530.00</u>
	<\$ 11,960.00>

At the Special Board of Trustees meeting held on February 5, 2025, the Board approved the following agenda items.

Approval of Change Orders #1, #2, and #3, 12 (twelve) Delay Days for the Mission CISD Resurfacing of the Tracks and Field Events for the Tom Landry Stadium Project. The new substantial completion is January 29, 2025.

Approval of Substantial Completion for the Mission CISD Resurfacing of the Tracks and Field Events for the Tom Landry Stadium Project.

Note: Substantial Completion is the stage in the progress of the Work when the Work or designated portion thereof is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use.

Note: Coaching Staff are asking for some additional work to be done at the field events area, however, this will be requested and if approved, be completed during the VMHS project in April/March.

At the Regular Board of Trustees meeting held on March 05, 2025, the Board approved Final Completion, Less Betterment Fund Allowance, Less Liquidated Damages, and Final Payment for the Mission CISD Resurfacing of the Track and Field Events for the Tom Landry Stadium. Final Completion was due February 28, 2025.

The project was completed on time, and there are no LD's for this project. The project contingency amount from this project will carry over to the VMHS project.

Note: There is one item that Coach Lee has noted of possible lifting in one area of the track in three lanes, however, this does not affect the use of the track. Hellas is aware and will conduct any repairs needed. This concern has been addressed and there is not further lifting or concerns.

ADMINISTRATIVE CONSIDERATIONS

The painting striper is scheduled to begin and complete the track striping during the week of April 25, 2025 through April 30, 2025. As per the project site review with Administration, Javier Hinojosa Engineering, and Hellas Construction, the Mission CISD Resurfacing of the Tracks and Field Events for the Tom Landry Stadium will be reviewed, inspected, and may be determined to be substantially completed as per the contract documents and specifications on April 30, 2025 as per contract. Thus, they are to present Consideration and Approval of Substantial Completion for the Mission CISD Resurfacing of the Tracks and Field Events for the Veterans Memorial High School Stadium Project.

Note: Substantial Completion is the stage in the progress of the Work when the Work or designated portion thereof is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use.

FUNDING SOURCE

General Funds

Construction Project Cost:	\$876,530.00 incl. contingency
Project Contingency:	\$ 60,000.00
Soft costs engineering:	<u>\$ 47,000.00</u>
Total Construction Cost:	<u>\$983,530.00</u>

RECOMMENDATION

Administration presents Consideration and Approval of Substantial Completion for the Mission CISD Resurfacing of the Tracks and Field Events for the Veterans Memorial High School Stadium Project.

EXHIBIT

Substantial Completion Form – (to be presented at the meeting)

CONTACT PERSONS

Ricardo Rivera, Assistant Superintendent for Operations
Coach Thomas Lee, Director for Athletics