



Gregory-Portland Independent School District

BOARD MEMORANDUM

TO: DR. MICHELLE CAVAZOS

FROM: DR. ISMAEL GONZALEZ III

CC: BOARD OF TRUSTEES
BRITTNEY SOLIZ SANDOVAL
DEBORAH GARZA
DR. WILLIAM STOUT
DR. MICHAEL NORRIS
PENNY ARMSTRONG

DATE: Monday, June 15, 2026

SUBJECT: Discuss and Take Possible Action to Approve CSP# 2526-08 for Early Childhood Center Classroom Additions Project

PRIORITIES

PRIORITY 4: EFFICIENT AND EFFECTIVE DISTRICT AND CAMPUS OPERATIONS

4.2 Maintain fiscal viability; stewardship; and improve staff knowledge of sustainable budgeting processes

4.3 Ensure strategic alignment of resources

BACKGROUND INFORMATION:

Type: Action

On **January 12, 2026**, the Board of Trustees approved the allocation of **\$7.0 million** for the addition of eight (8) classrooms at the Gregory-Portland ISD Early Childhood Center (ECC). During the same meeting, the Board approved the selection of **Huckabee Architects** as the project architect and **Stridde, Callins & Associates** as the Mechanical, Electrical, and Plumbing (MEP) engineering firm for the project.

Additionally, the Board adopted a **Fund Balance Reimbursement Resolution** to preserve the District's ability to reimburse eligible project expenditures from the proceeds of a future voter-approved bond election, should the District elect to pursue such financing within the allowable reimbursement period established under applicable federal tax regulations.

Since Board approval, District administration has worked collaboratively with the design team to develop construction documents for the classroom addition. Final design documents were delivered to the District on **May 14, 2026**, allowing the project to proceed into the procurement phase.

Procurement Delivery Method

The District elected to utilize the **Competitive Sealed Proposal (CSP)** delivery method for construction services, as authorized under **Texas Government Code Chapter 2269, Subchapter D**, and **Texas Education Code §44.031**.

Under the CSP method:

- Contractors submit sealed proposals that include both pricing and qualifications.
- Proposals are evaluated based on **best value** rather than lowest price alone.
- Evaluation criteria may include experience, past performance, project approach, project schedule, safety record, references, and proposed pricing, along with other criteria authorized by state law.
- Following a formal evaluation and scoring process, the highest-ranked proposer is recommended to the Board for award.

This procurement method provides the District with the flexibility to select the contractor that offers the best overall value while ensuring a high-quality project delivery.

CSP Solicitation and Evaluation Process

In accordance with statutory public notice requirements, Gregory-Portland ISD advertised the Competitive Sealed Proposal solicitation in the District's newspaper of record on **May 14, 2026**, and **May 21, 2026**.

The procurement timeline is as follows:

- **Proposal Due Date:** June 9, 2026, at 9:00 a.m.
- **Evaluation Committee Meeting:** June 9, 2026, at 12:00 p.m.

The District's evaluation committee, consisting of District leadership, program representatives, and professional consultants, including Huckabee Architects and Stridde, Callins & Associates, will review and score all responsive proposals utilizing the Board-approved evaluation criteria consistent with Texas law.

Following the evaluation process and best-value determination, District administration will present a recommended contractor to the Board of Trustees for consideration and possible approval at the **June 15, 2026, Board Meeting**.

Financial Considerations

The project is proposed to be funded through available **General Fund Balance** reserves, as previously authorized by the Board. Administration has determined that sufficient reserves exist to support this one-time capital investment while remaining within the Board's adopted fund balance guidelines and maintaining the District's long-term financial stability.

Furthermore, the previously adopted reimbursement resolution preserves the District's option to reimburse eligible expenditures from a future voter-approved bond issuance, should the Board elect to pursue that financing strategy. Under current federal reimbursement regulations, eligible costs may be reimbursed provided the reimbursement occurs within the legally prescribed timeframe and all applicable requirements are satisfied.

Based on the anticipated construction schedule, with work beginning as early as **June 2026** and substantial completion anticipated by **July 2027**, the District could preserve reimbursement eligibility through a future bond election occurring no later than the **November 2028 Uniform Election Date**, subject to voter approval and successful bond issuance.

Need for the Project

The need for the additional classrooms is supported by District enrollment projections, growth in early childhood programming, expansion of specialized instructional services, and operational assessments conducted by District administration.

As the District's experiential learning campus serving its youngest learners, the Early Childhood Center requires additional instructional and collaborative spaces to support program growth while maintaining high-quality educational services, student safety, and operational efficiency.

Administration believes this investment represents a proactive approach to addressing current and future enrollment demands while ensuring the District continues to provide an exceptional early childhood educational environment.

RECOMMENDATION:

Administration recommends that the Board approve the selection and award of a contract to the top-ranked general contractor for the Early Childhood Center Classroom Additions Project, as determined through the Competitive Sealed Proposal (CSP) process conducted in accordance with Texas Government Code Chapter 2269, Texas Education Code §44.031, and all applicable local board policies. Approval of the highest-ranked proposer will allow the district to proceed with the construction of the classroom additions at the Early Childhood Center.

FINANCIAL IMPACT AMOUNT AND FUNDING SOURCE (IF APPLICABLE):

-Budget Allocation for Full Scope of Project: \$7,000,000

-Construction (Hard Costs) Opinion of Probable Costs: \$6,250,000

-Funding Source: General Fund Balance

BOARD RELATED POLICY:

CH (LEGAL) (LOCAL)

CV (LEGAL) (LOCAL)

ACTION ITEM SUGGESTED MOTION (if applicable):

That the Board accept Administration's recommendation and make a motion to approve and award a contract to vendor: _____, the top-ranked proposer for the Early Childhood Center Classroom Additions Project, selected through the Competitive Sealed Proposal (CSP) process and evaluated in accordance with Texas Government Code Chapter 2269, Texas Education Code §44.031, and all applicable local board policies.