

**Medina Valley Independent School District
Board of Trustees
Special Meeting on Thursday, November 20, 2025 at 5:30 PM
Medina Valley ISD Central Office Board Room**

A Special Board Meeting Expressly for the Purpose of Considering the Use of Unspent 2023 Bond Proceeds of the MVISD Board of Trustees was held on Thursday, November 20, 2025, beginning at 5:30 PM at/on Medina Valley ISD Central Office Board Room.

I. First Order of Business

- A Call Meeting to Order
- B Establish a Quorum
- C Pledge of Allegiance to the Flag followed by a Moment of Silence

II. Public Comment

At Regular Board Meetings the Board shall permit public comment on any topic. At all other Board Meetings public comments will be limited to items on the agenda posted with the notice of the meeting. Consistent with Board Policy BEC (Local), when necessary for meeting management, the following will apply: When 1 to 3 individuals sign up to address the Board, they will each be given 5 minutes. When 4 to 6 individuals sign up to address the Board, they will each be given 3 minutes. When 7 or more individuals sign up to address the Board, they will each be given 2 minutes.

III. Discussion and Possible Action Items

- A Consider Approval of Engineering Services with MEP Engineering Inc. for Medina Valley High School HVAC Systems, utilizing Bond 2023 funds and authorize the Superintendent to Negotiate the terms of the contract

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IV. Adjournment

(Items do not have to be taken in the same order as shown on the meeting agenda.)



Agenda Item Memorandum

To: MVIDS Board of Trustees

Date: November 20, 2025

Agenda item: Consider Approval of the Design Services for the Medina Valley High School HVAC Replacement Project and Allow the Superintendent to Negotiate the Terms of the Contract

Background Information

Several air conditioning units at Medina Valley High School are in need of replacement. Components for these units are discontinued and the refrigerant type is no longer being produced. The scope of work will include unit replacements, electrical upgrades, HVAC updated controls, and new roof access as required.

Administrative Consideration

MEP Engineers is one of the approved engineering firm from our Mechanical, Electrical, and Plumbing (MEP) Engineering Services RFQ #25-003.

RFQ-25-003 MEP Engineering Services Evaluation Summary

Vendor Name	Total
Cleary Zimmermann Engineers	90
DBR Engineering Consultants, Inc.	92
LEAF Engineers	89
MEP Engineering	97
O'Connell Roberson	95
SKYE MEP	89

Funding Source

The planned funding source for this project is interest funds from Bond 2023.

Recommendation:

It is recommended the Board approve the use of Bond 2023 funds and MEP engineers as the firm to provide design services for the Medina Valley High School HVAC Replacement Project and delegate authority to the Superintendent to proceed with the contract negotiations.



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October 20, 2025

Mr. Rafael Barajas
 Director of Construction
 Medina Valley Independent School District
 8752 FM 471 South, LaCoste, TX 78039
rafael.barajas@mvisd.org

**RE: Medina Valley ISD Medina Valley High School – HVAC Replacement
 Proposal to Provide MEP Design Engineering Services**

Dear Rafael:

Thanks for this opportunity to be a part of your team on the above-mentioned project. We propose to perform the design and construction phase services, as outlined in our attached Scope of Work, for **a fee equivalent to following percentage of total construction cost based on contractor's pay applications:**

Total Construction Cost	MEP Engineering, Inc. Fee
\$9.0 to \$9.5M	7.831%
\$9.5M to \$10.0M	7.813%
\$10.0M to \$10.5M	7.763%
\$10.5M to \$11.0M	7.713%
\$11.0M to \$11.5M	7.663%

Based on our understanding of the project, we believe the overall construction cost will likely be in the order of \$10 million to \$10.5 million per Option 3 of MEP Engineering's study dated September 18, 2025 (attached for reference).

This letter, the Scope of Work, the standard Terms and Conditions (Attachment A), and the standard Hourly Rate Schedule (Attachment B) form the Agreement for the project. Please sign (including your title) and date this letter showing your acceptance of the Agreement. Please return a signed copy by email for our records. This proposal is good for 30 days provided work commences within 90 days of this letter.

The construction documents will be phased based on schedule coordination with construction beginning in June 2026. Please let me know if you have any questions.

Sincerely,

Josh Peterson, P.E.
 Principal

Accepted by: _____

Print Name: _____

Date: _____