

El Paso Independent School District  
Minutes of Board Construction Committee Meeting  
September 9, 2003  
4:00 p.m.  
Education Center-Boeing

Present: Mr. Sal Mena, Jr., Board President, Board Construction Committee  
Chairperson  
Mr. Carlos Cordova, Board Secretary  
Mr. David Dodge, Board Member  
Mr. John Birkelbach, School District Attorney

Vacancy: Trustee District 1

Administration: Mr. Charles Tafoya, Superintendent<sup>1</sup>  
Mr. Nick Corona, Executive Director, Facilities, Maintenance and  
Construction  
Mr. James Damm, EPISD Consultant for Finance

Guests: Miss Leonor Garcia, Board Member  
Dr. Lorraine O'Donnell, Board Vice President<sup>2</sup>

The meeting was called to order at 4:00 p.m. by Mr. Mena.

The topics discussed were as follows:

1. Review Program Management Request for Proposals
  - a. RFQ (request for qualifications) – new construction only
  - b. RFP (request for proposals) – all construction
  - c. Legal counsel comments
    - (1) RFQ
      - (a) architects and engineers only
      - (b) eliminates general construction
      - (c) required under Professional Procurement Act
    - (2) RFP – possibly not permissible due to construction services being included
    - (3) District could hire general contractor or subcontractors
  - d. Program Management, Project Management, and Construction Management and the differences between them
  - e. Criteria on awarding Program Management
  - f. Construction Manager/Agent
    - (1) can hire architect/engineer
    - (2) can be proposed on both RFP and RFQ
  - g. Superintendent's recommendation of no more than two Program Managers
  - h. Architect/Engineer requiring a professional procurement
  - i. More information to be provided to Board Construction Committee on definition of terms and scope of work for each service, with more discussion at future Committee meeting

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<sup>1</sup> Mr. Tafoya arrived at 4:10 p.m.

<sup>2</sup> Dr. O'Donnell arrived at 4:10 p.m.

2. Discussion of Other Construction-Related Issues

- a. Construction at Andress High School – scheduled completion date December 11, 2003
- b. Discussions for future Committee meeting – construction/repair projects at Aoy, Mesita, Roosevelt, and Western Hills Elementary Schools

Meeting Adjourned

The meeting was adjourned 4:40 p.m.

Date Approved: October 28, 2003