



TOMBALL INDEPENDENT SCHOOL DISTRICT
RFP #1000-26 Issued: May 18th, 2026
REQUEST FOR COMPETITIVE SEALED PROPOSALS
FOR THE CONSTRUCTION OF A NEW
HVAC System at the Lakewood & Willow Creek ES's

Addendum No. 01

May 29th, 2026

This Addendum contains the following:

TABLE OF CONTENTS

I. NOTES FROM THE OWNER..... 2

II. CHANGES TO THE DRAWINGS & SPECIFICATIONS 2

III. PROBABLE SCHEDULE OF EVENTS 2

IV. CLARIFICATION(S) AND QUESTION RESPONSE(S) 2

V. CHANGES TO THE RFP DOCUMENT..... 2

TOMBALL INDEPENDENT SCHOOL DISTRICT
RFP #1000-26 Issued: May 18th, 2026
REQUEST FOR COMPETITIVE SEALED PROPOSALS
FOR THE CONSTRUCTION OF A NEW
HVAC System at the Lakewood & Willow Creek ES's

Addendum No. 01

May 29th, 2026

I. NOTES FROM THE OWNER

A Pre-Proposal meeting was conducted as published in the RFP.
The agenda, sign-in sheets and a revised Probable Schedule of Events are attached
in Exhibit A.

II. CHANGES TO THE DRAWINGS & SPECIFICATIONS

None

III. PROBABLE SCHEDULE OF EVENTS

Subitem B: Bidders List of References due to Chelsea Randle
The due date of this item is extended from May 25th to June 1st.

IV. CLARIFICATION(S) AND QUESTION RESPONSE(S)

None

V. CHANGES TO THE RFP DOCUMENT

Only as noted in Section III above.

End of Addendum

PROBABLE SCHEDULE OF EVENTS (Revised as highlighted May 29th, 2026)

	Date	Time	Event
A.	May 15, 2026 May 22, 2026		1st Advertisement Posted for this CSP. 2nd Advertisement Posted for this CSP.
	May 18, 2026		RFP Posted on TISD Website above.
B.	June 1, 2026	6:00 P.M.	List of Your References due to: Chelsea Randle Email: clrandle@lan-inc.com Phone: (713) 821-0395
C.	May 26, 2026	11:00 A.M.	Pre-Proposal Conference (Optional) 1110 Baker Drive Tomball, Texas 77375 Site Visit may follow this conference
D.	June 1, 2026	12:00 P.M.	Deadline for questions
E.	June 4, 2026	2:00 P.M.	Final Addendum Posted
F.	June 9, 2026	2:00 P.M.	Submission of Proposals Due Attn: Mr. Zachery Boles, CFO 1110 Baker Drive Tomball, Texas 77375
G.	August 11, 2026	5:00 P.M.	Anticipated approval by Board of Trustees
H.	August 21, 2026 (approximate)		Notice to Proceed
I.	July 17 th , 2027	11:59 P.M.	Substantial Completion Date

Pre-Proposal Meeting: **RFP#1000-26** **2026-05-26, 11am.**
Mtg. Location: **1110 Baker Dr. Tomball, Tx 77375**
Project Title: **TISD Lakewood & Willow Creek ES's Chiller Replacement**

Project No.: TISD-RFP-1000-26

Project Location: 15614 Gettysburg Dr. & 18302 N. Eldridge Pkwy., Tomball, TX

Introduction of Team Members:

Owner: TISD

Mitch Lee-Executive Director, Maintenance & Capital Projects

Corey Jacobsen-Maintenance Coordinator

LAN – Representatives for the Owner

Robert Wilbanks-LAN Program Team Lead

John Carey-Project Manager

Chelsea Brown, ProjectMates Administrator & Document Control

DBR-Design Engineers

Adam Jones, PE, DBR, Partner

Mason Montgomery, DBR Project Manager

General

1. Top level project Summary
 - a. This is the second of several chiller and HVAC infrastructure replacement procurements.
 - b. The ES's are active facilities.
 - i. Personnel protection your responsibility, e.g. temporary fencing, etc.
 - c. High Level Scope: Replace **two** chillers at each location.
 - d. DBR to discuss details more later in this meeting.

Pre-Proposal Meeting: **RFP#1000-26** **2026-05-26, 11am.**
Mtg. Location: **1110 Baker Dr. Tomball, Tx 77375**
Project Title: **TISD Lakewood & Willow Creek ES's Chiller Replacement**

2. Proposals are due: June 9th @2pm- No Later.
 - a. The reference responses are due 3-6 days before that.
 - i. They will factor heavily into the selection process.
 - ii. Do Not use any LAN employees.
3. Recommendation to the Board in the August Meeting
 - a. Notice to proceed after that meeting in the forthcoming days.
 - b. Substantial Completion Date is **July 17th, 2027.**
 - c. The expectation is for the proposal winner to begin ordering equipment and materials immediately.
4. By Contract you have 30 days to produce a schedule.
 - a. In that schedule should be any activities required to deliver and install long lead items (defined as any items requiring more than 10 weeks from order to delivery on site or critical equipment).

RFP & Proposal Considerations:

5. Any and all addenda associated with the RFP will be found on the District's Bid Website:
 - a. <https://www.tomballisd.net/about-tisd/departments/finance/purchasing/bids-and-proposals>
 - b. It is your responsibility to monitor it for Addenda.
6. All Exhibits must be submitted. I would like to call your attention to the following exhibits:
 - a. Exhibit A is your proposal submittal form.
 - b. Exhibit J is an Exceptions Submittal Form
 - i. ANY exceptions you may want to take must be listed here.
 - ii. By having an "Exception" (s) will not exclude you from the bid.
 - iii. Taking an Exception after the bid closing time and having not listed it on Exhibit J, may cause the District to go to the next bidder.
 1. E.G. Substantial alterations to the AIA Forms attached to the RFP.

Pre-Proposal Meeting: **RFP#1000-26** **2026-05-26, 11am.**
Mtg. Location: **1110 Baker Dr. Tomball, Tx 77375**
Project Title: **TISD Lakewood & Willow Creek ES's Chiller Replacement**

Definitions In the RFP & Contract

7. LAN - The entity contracted by the Owner to provide overall fiduciary responsibilities and direct oversight of the contractor and A/E Team to ensure performance of actions contributing to the success of the owner's objective.
 - a. Consequently, **NO** Team Members will have direct contact with the Owner's or their employees unless directed by the LAN Owners Representative on a case-by-case basis.
 - b. The purpose of this is to maintain a reduction of chaos and confusion.

Restrictions on Communications:

8. All communication which is administrative or contractual in nature shall only go through LAN.
9. All communication of a technical nature, RFI's regarding drawings or specifications shall go through DBR.
 - a. JDCarey@lan-inc.com MUST be cc'd.
10. No verbal communication will be considered official **regardless of who** is responding.

DBR Presentation:

11. Project Scope
12. Current status of documents and permits
13. Questions & Answers

Other Questions & Answers