

### Revised Purchase Order



#### Sales Tax Exemption

Texas A&M University is exempt from state and municipal sales taxes under Chapter 20 Title 122A, revised Civil Statutes of Texas, for all purchases made for the exclusive use of Texas A&M.

The laws of the State of Texas shall govern this Purchase Order.

Member of the Texas A&M University System.

Purchase Order			
Purchase Order Date	PO/Reference No.	Revision No.	Revision Date
<b>Feb 2, 2026</b>	<b>AB1121109</b>	<b>1</b>	<b>Feb 3, 2026</b>
<b>Contact instructions for questions regarding this Purchase Order:</b> If Buyer Contact information is listed below, please contact the Buyer. If not, please contact the Customer.			
<b>Buyer Contact:</b>			
<b>Buyer</b>	<b>Buyer Email</b>	<b>Buyer Phone Number</b>	
kak - Kanevsky, Kristina	kkanevsky@tamu.edu	979.458.8127	
<b>Customer Contact:</b>			
Name:	Shauna Ramos		
Email:	SHAUNARAMOS@TAMU.EDU		
Phone:	+1 979-845-0552		

#### Order acceptance instructions:

**For Order Acceptance Instructions and other Terms and Conditions applicable to this PO, see the "Notes to Supplier" section below.**

Supplier Information		Delivery Information	
Supplier Name	FACILITY PROGRAMMING & CONSULTING	<b>Delivery Address</b>	
Address	1221 BROADWAY ST STE 101 SAN ANTONIO, Texas 78215 United States	TAMUS Member:	02-Texas A&M University (02)
Phone	+1 210-228-9600	Attn	Kendall Sahn
FOB / FREIGHT	Destination	College of Architecture - Dean	
Pre-Pay & Add	No	Coke Bldg	
Payment Terms	0, Net 30	Room	204
Contract Number - Header	M26-01-21698	415 Houston St	
Contract Number - Line	<i>no value</i>	3137 TAMU	
Quote number		College Station, TX 77843	
		United States	
		<b>Delivery Information</b>	
		Required Delivery Date	
		Ship Via	Best Carrier-Best Way

#### Notes to Supplier

##### Shipping Instructions

Note to Supplier

As per Master Order M26-01-21698 and the attached Facility Programming and Consulting Proposal.

The HUB Subcontracting Plan submitted shall become a provision of this purchase order. Attached are the HSP Subcontracting Requirements that apply to this purchase order.

Sub-Contracting Areas:

Code Review - MCM Design Group LLC (DV); Cox Design Associates, Inc (DV); Cro-Create Architects, LLC (DV); ACI Consulting Architects - 5.8% - \$6,600.00

Mechanical, Electrical, and Plumbing Engineering - Makar Consulting Group (DV); E&C Engineers & Consulting, Inc. (DV); BJackson Enterprises LLC (DV); Gonzalez Shah Smith Inc - 28.00% - \$32,000.00

Structural Engineering - AEC - Way Engineering, Inc; H2B, Inc (DV); O'Brien Engineering, Inc (DV); Gessner Engineering, LLC - 11.00% - \$12,500.00

Construction Cost Estimating - Shellback Construction, LLC (DV); Tomry, LLC (DV); Yellow Dog Construction LLC (DV); Vermeulens - 15.00% - \$17,200.00

Attachments for supplier

College of Archit...

TAMU TAMUG & TAMU...

**PO Clauses**

Header	001	No Collect Freight Charges Accepted	Neither COD nor "Collect" freight or handling charges will be accepted.
	100	Order Acceptance Instructions - TAMU	Vendor guarantees that the products delivered, or the services performed, as a result of this Purchase Order will meet or exceed all specifications herein. Any exceptions to the pricing or the description contained herein must be approved by Texas A&M's Department of Procurement Services in writing prior to shipping or performance. This Purchase Order is governed by the laws of the State of Texas and Texas A&M's Terms & Conditions (the version that is effective as of the Purchase Order Date or the Revision Date specified above, whichever is later), which are incorporated into and made a material part of any Purchase Order issued by Texas A&M.
	102	Terms & Conditions - TAMU	Terms & Conditions - Texas A&M University -This purchase order is issued on behalf of Texas A&M University and is governed by the Terms & Conditions found online: <a href="https://purchasing.tamu.edu/_media/TAMU.BID.TERMS.WEB.20250321.pdf">https://purchasing.tamu.edu/_media/TAMU.BID.TERMS.WEB.20250321.pdf</a>

Line No.	Product Description	Catalog No.	Size / Packaging	Unit Price	Quantity	Ext. Price
1 of 7	Preparing the building study: Facility Programing and Consulting	n/a	EA	45,000.00 USD	1 EA	45,000.00 USD
2 of 7	Preparing the building study: MEP Engineering Support - Gonzalez Sha Smith	n/a	EA	32,000.00 USD	1 EA	32,000.00 USD
3 of 7	Preparing the building study: Structural Engineering Support - Gessner	n/a	EA	12,500.00 USD	1 EA	12,500.00 USD
4 of 7	Preparing the building study: Building Code - ACI	n/a	EA	6,600.00 USD	1 EA	6,600.00 USD
5 of 7	Preparing the building study: Cost Estimator - Vermeulens	n/a	EA	17,200.00 USD	1 EA	17,200.00 USD
6 of 7	Preparing the building study: Printing (digital PDFs and six final copies)	n/a	EA	1,500.00 USD	1 EA	1,500.00 USD
7 of 7	Preparing the building study: Travel (on-campus workshops; bulled at cost)	n/a	EA	1,500.00 USD	1 EA	1,500.00 USD
Total						<b>116,300.00 USD</b>

<b>Billing Information</b>	<b>Billing Address</b>

To assure timely payment please e-mail invoices to the email provided in the bill to address. If the invoice is sent via email, please do not send a duplicate copy through the mail. Only if email is not an option then submit invoices to the billing address indicated in the "Billing Address" section. To inquire about electronic invoicing via cXML, CSV or PO flip through the supplier portal, e-mail vendorhelp@tamu.edu.

Invoice must include the PO/Reference number shown above.

Texas A&M University-Accounts Payable

\*\*\*Do Not Mail Invoices\*\*\*

Email invoices to invoices@tamu.edu

750 Agronomy Rd Suite 3101

6000 TAMU

College Station, TX 77843-6000

United States

## Vendor HSP Requirements

### Subcontractor Selection Notification

Vendor shall provide a notice to **all** selected subcontractors (HUB's and Non-HUB's) of their selection as a subcontractor for this awarded contract. The notice must specify at a minimum the contracting agency's name (*Texas A&M*) and its point of contact for the contract, the purchase order number, the subcontracting opportunity they (the subcontractor) will perform, the approximate dollar value of the subcontracting opportunity and the expected percentage of the total contract that the subcontractor will perform. A copy of the notice must also be sent to the Texas A&M point of contact provided below no later than ten (10) working days after the contract is awarded and the purchase order is issued.

### Progress Assessment Report

The HUB Subcontracting Plan (HSP) submitted with the bid response shall become a provision of the purchase order. The vendor cannot change a subcontracting plan prior to its incorporation into the purchase order. TAC 20.14 (5). Per the Texas Administrative Code Chapter 20.14, Texas A&M requires the following:

- The vendor must submit a HUB Subcontracting Plan (HSP) Prime Contractor Progress Assessment Report (PAR) to Texas A&M University monthly. The vendor will maintain business records documenting its compliance with the approved HSP and will submit a PAR to the Texas A&M Department of Procurement Services no later than the 5<sup>th</sup> calendar day of the month until the purchase order has been paid in full. TAC 20.14 (d). **All PAR's shall be sent via e-mail to the following address: [hubprogram@tamu.edu](mailto:hubprogram@tamu.edu). Payment requests submitted without the PAR will not be processed.**
- Changes may not be made to the HSP without prior review and approval from the Texas A&M Department of Procurement Services. The vendor shall submit to the TAMU HSP point of contact provided below a revised HSP for each subcontracting opportunity to be modified.

If the selected vendor subcontracts any of the work without complying with TAC 20.14 and without prior approval from the Texas A&M Department of Procurement Services, the vendor will be deemed to have breached the purchase order and be subject to any remedial actions provided by the Texas Government Code, Chapter 2161, state law and TAC 20.14 (6). Texas A&M will report nonperformance relative to its purchase order to Texas Procurement and Support Services in accordance with TAC 20.105, Subchapter F relating to the Vendor Performance and Debarment Program.

### Texas A&M Point of Contact

Buyer: Brittany Few Crawley  
Phone – 979-845-9010  
E-mail – [brittanyfew@tamu.edu](mailto:brittanyfew@tamu.edu)

A copy of the PAR can also be found at the following link:  
<https://comptroller.texas.gov/purchasing/vendor/hub/forms.php>



FACILITY  
PROGRAMMING  
AND CONSULTING

Proposal to Prepare a Building Study

for the

**College of Architecture**

for

*Texas A&M University*

College Station, Texas

*Revised January 26, 2026*  
January 16, 2026

Master Order M26-01-21698

3507 Roseland Street  
Houston, Texas 77006  
Phone: 713/524-3200  
[facilityprogramming.com](http://facilityprogramming.com)

Architectural Programming  
Laboratory Planning  
Healthcare Planning  
Strategic Facilities Planning  
Needs Assessment  
Space Utilization Analysis

SAN ANTONIO | HOUSTON

## Our Understanding of the Project

The College of Architecture, steeped in the rich history and tradition at Texas A&M University, dates to 1905 for the beginning of architectural education at the University; 1922 for the formation of the Department of Architecture; and 1969 for the formation of the College. The College enrollment for the Fall 2025 semester was 3,146 students distributed across three departments: Architecture, Construction Science, and Landscape Architecture and Urban Planning.

The College of Architecture is physically dispersed on campus with space in thirteen buildings. Their primary facilities include:

- Langford Architecture Center (Building A)
- Architecture Building B
- Architecture Building C
- Francis Hall

While Francis Hall underwent a complete renovation to support the Department of Construction Science in 2015, the Langford Architecture Complex (Buildings A, B, and C) date from the 1960s and 1970s and remain largely original with only minor renovations to address building repairs, discrete changes in programmatic use, and code-compliance in select restrooms. The College of Architecture is also experiencing significant space constraints as enrollment has continually increased in all departments.

The College's ultimate goals are to geographically consolidate into fewer locations, have space that supports current pedagogical methods, and increase space available for research to more appropriately support on-going work. To determine the best approach to meet these goals, the College of Architecture would like to prepare a Building Study to evaluate the functionality of *mission critical* buildings. The study will inform strategic decision-making for College and University leadership on how best to support the next generation of architectural education at Texas A&M.

The Building Study will review and document issues related to Langford Architecture Center (Building A) and Francis Hall. The purpose of the study will be to understand how those two facilities are currently being used and a recommended occupancy based on instructional method and utilization. The following tasks are anticipated to complete the effort:

### Task A: Facility Study for Langford Architecture Center Building A

- Conduct a facility study to understand the condition of and any challenges related to building infrastructure and systems

required for comprehensive renovation. Study to be conducted through a document review and on-site facility walk to understand:

- MEP Systems
- Structure
- Code
- Study will be documented through existing drawings, photographs, narratives, and other materials as available. Order-of-magnitude cost information will be provided to understand the budgetary impact of anticipated facility repairs to remedy deferred maintenance and meet infrastructure requirements for the College.
- Anticipated meetings include:
  - Meeting No.1: Study Initiation + Facility Walk
  - Meeting No.2: Review Preliminary Findings
  - Meeting No.3: Review Recommendations + Anticipated Cost

## Task B: Building Capacity

- Document the current usage of Langford Architecture Center Building A and Francis Hall by diagramming space use, conducting utilization analysis of instructional spaces, and document space requirements for faculty and staff, such as offices and research. Determine the recommended maximum capacity based on program accreditation requirements and feedback review, observations from utilization analysis of instructional spaces, and other benchmark or peer data as available.
- Anticipated meetings include:
  - Meeting No.4: Data Request + Information Review
  - Meeting No.5: Review + Validation

## Task C: College of Architecture Building Study Report

- Prepare summary presentation related to the Facility Study and Building Capacity
- Review and refine findings based on comments and feedback from the University
- Issue a final report (electronic + print versions)
- Anticipated meetings include:
  - Meeting No.6: Study Review

## Proposed Schedule

We will follow the University's lead on scheduling preference and adjust as necessary. We propose to conduct workshops through in-person meetings. Time frames for work sessions are approximate and may change as the project develops.

Pre-Kick Off Data Gathering .....	<i>two weeks before Kick-Off</i>
Facility Study.....	Weeks 1-8
<i>Issue Draft Facility Study Information with ROM Cost .....</i>	<i>Week 5</i>
Capacity Study .....	Weeks 3-8
Report.....	Week 10
<i>Issue Building Study Report (final digital + print document)</i>	

## Preparing the Building Study

### ***Task A: Facility Study for Langford Architecture Center Building A***

Facility Programming and Consulting .....	\$25,000
MEP Engineering Support—Gonzalez Shah Smith .....	\$32,000
Structural Engineering Support—Gessner .....	\$12,500
Building Code—ACI .....	\$6,600
Cost Estimator—Vermeulens .....	\$17,200

### ***Task B: Building Capacity***

Facility Programming and Consulting .....	\$12,000
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### ***Task C: College of Architecture Building Study Report***

Facility Programming and Consulting .....	\$8,000
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***Total Consulting Fee .....*** ***\$113,300***

### **Allowance for Expenses**

Printing ( <i>digital PDFs and six final copies</i> ) .....	\$1,500
Travel ( <i>on-campus workshops; billed at cost</i> ).....	\$1,500
<b><i>Total Expenses .....</i></b>	<b><i>\$3,000</i></b>

***Total PO Amount.....*** ***\$116,300***