

**ACTION AGENDA ITEM**  
**BOARD MEETING**  
**September 26, 2023**

**TOPIC:       APPROVE SUPERINTENDENT, OR DESIGNEE, TO ENTER INTO A CONTRACT FOR A DISTRICT FACILITY MASTER PLAN**

**BACKGROUND:**

The Fort Worth Independent School District (FWISD) is committed to the ongoing development of a district-wide Facility Master Plan using data-based planning tools for future facility-related decisions. Pursuant to the provisions of Texas Education Code (TEC), section 44.0313, FWISD issued a Request for Proposals (RFP) to select, via a one-step process, a firm to assess the condition of District facilities, engage community stakeholders, and develop recommendations for a district-wide facility plan, with the following schedule of events.

RFP Issued	May 12, 2023
Deadline for Questions	May 18, 2023
Deadline for Submissions	June 1, 2023
Deadline for Scoring Submissions	June 13, 2023
Interview Vendors	July 24, 2023
Board Approval of Facility Master Plan Firm	September 26, 2023

The District received four (4) qualified proposals and interviewed the top three (3) from the following firms:

1. Hoar Program Management, LLC
2. MGT of America Consulting, LLC
3. Facilities Optimization Solutions, LLC
4. Woolpert, Inc.

In accordance with TEC, section 44.0313, should the first ranked contractor fail or otherwise decline to enter into a contract, the District shall formally end negotiations and proceed into negotiations with the next contractor as ranked until an agreement is reached or the contract is rebid.

**STRATEGIC GOAL:**

2 - Improve Operational Effectiveness and Efficiency

**ALTERNATIVES:**

1. Approve Superintendent, or Designee, to Enter Into a Contract for a District Facility Master Plan
2. Decline to Approve Superintendent, or Designee, to Enter Into a Contract for a District Facility Master Plan

3. Remand to Staff for Further Study

**SUPERINTENDENT’S RECOMMENDATION:**

Approve Superintendent, or Designee, to Enter Into a Contract for a District Facility Master Plan.

**FUNDING SOURCE:**

***Additional Details***

CIP 2021

661-81-6291-B49-918-99-000-000000

**COST:**

Not-to-Exceed - \$2,075,000

**VENDOR:**

Hoar Program Management, LLC

**PURCHASING MECHANISM:**

**Competitive Solicitation**

***Purchasing Support Documents Needed:***

*Solicitation - Bid Summary / Evaluation*

**PARTICIPATING SCHOOL(S)/DEPARTMENT(S)/EDUCATIONAL ENTITY:**

District – Wide

**RATIONALE:**

Utilizing an outside firm to assist with the district-wide facility master plan will provide fact-based planning tools for future facility-related decisions that is also consistent with and is supportive of the academic mission of FWISD. The firm will conduct a condition assessment, assist with prioritization, create an overall facility master plan, and provide information that supports renovation, repurposing and/or construction of current and/or new facilities, in a collaborative and transparent manner to support the success of all our students. The firm’s input will add to the operational effectiveness and efficiency of the District.

**INFORMATION SOURCE:**

Kellie J. Spencer, Deputy Superintendent, District Operations