

Manor Independent School District
Board of Trustee Meeting Agenda Item
January 22, 2024

CONSENT ITEM SHEET

RE: Consider and possible action on delegation of authority to Superintendent or his designee to negotiate and/or execute an agreement over \$50,000 for professional services for Real Estate Broker Services.

Supporting Documents:

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District Goals:

Goal 2: COMMUNICATION- By 2026, 100% of Manor ISD communication to all scholars, family, staff, & community members will be interactive, accurate, timely, & accessible to ensure the Manor ISD community is routinely informed.

Goal 5: FACILITIES & MAINTENANCE- By 2026, Manor ISD will proactively provide facilities to ensure 100% of scholars will have safe, well-maintained, environmentally sustainable, and community accessible facilities.

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Background Information:

Manor Independent School District has solicited qualifications from qualified professional services firms to provide Real Estate Broker Services in accordance with the terms, conditions, and requirements in a Request for Qualifications (RFQ). The intent is to engage a professional service firm to keep the district informed of properties located in the district that may become available for sale on the open market, housing trends within the district that may impact our schools, and assist with any real estate transactions. There were 21 firms who showed interest and 4 that formally applied.

Fiscal Implications:

The expense for this project will come from local funds. It is unknown at this time what the cost, if any, there would be to the district.

Administrative Recommendation:

The Administration recommends that the Board approve the proposed ranking and authorize Administration to negotiate and enter into an agreement for these long-range planning services for a fair and reasonable price that may exceed \$50,000.

Proposed Motion Language:

"I move that the Board delegate authority to Superintendent or designee to negotiate with the top-ranked professional and negotiate a contract for a fair and reasonable price that may exceed \$50,000 and if an agreement cannot be reached to terminate negotiations and go on to the next-ranked until an agreement can be entered into for a fair and reasonable price and further authorize the Superintendent to execute a final agreement."

Jeffrey L. Solomon
Chief Financial Officer

Dr. Robert Sormani
Approved by Superintendent