

Notice of Special Called Meeting
The Board of Trustees
Fort Bend Independent School District

Monday, September 18, 2023

This is Notice that the Fort Bend Independent School District Board of Trustees will hold a Special Called Meeting on Monday, September 18, 2023, beginning at 6:00 PM in the Board Room of the Fort Bend ISD Administration Building, 16431 Lexington Blvd., Sugar Land, TX 77479.

The agenda packet for the meeting is available at <https://meetings.boardbook.org/Public/Organization/649>.

Members of the public may view the live stream of the meeting at the following address:

<https://www.fortbendisd.com/Page/124962>

1. Call to order
2. National Anthem
3. Moment of Silence
4. Recognitions 6
5. Superintendent Update
6. Board Activity Report
7. Public Comment
8. Convene in closed session under Texas Open Meetings Act, Texas Government Code, Chapter 551 under the following sections: 551.071 - For the purpose of a private consultation with the Board's attorney on any or all subjects or matters authorized by law; Section 551.072 - Consider purchase, exchange, lease, or value of real property, Section 551.074 - Personnel matters, Section 551.076 - Security matters, Section 551.082 - Student discipline matter or complaint, or Section 551.0821 - Personally identifiable information about public school student
 - A. Deliberate hearing officer's recommendation regarding a Level Three student grievance appeal of Eva Frazier.
9. Reconvene in Open Session
10. Consider Action on Closed Session Items
11. Information
 - A. End of Year Elementary Data Report 8
 - B. Safety Update 22
12. Consent Agenda

All items under the Consent Agenda are acted upon by one motion. Upon a Board Member's request,

any item on the Consent Agenda shall be moved to the Action portion of the regular agenda.

| | |
|---|-----------|
| A. Fort Bend ISD Board of Trustees Meeting Minutes: Consideration and approval of the minutes of Fort Bend ISD Board of Trustees meetings and/or public hearings on the following dates: | 23 |
| 1. May 22, 2023 Special Called Meeting | 24 |
| 2. June 5, 2023 Public Budget Hearing | 27 |
| 3. June 5, 2023 Called Meeting and Agenda Review | 29 |
| 4. June 26, 2023 Special Called Meeting | 39 |
| 5. June 26, 2023 Regular Business Meeting | 40 |
| B. Student International Travel: Consideration and approval of international travel during December 2023 by Clements High School students to participate in the 2023 Kakehasi Project, Japan's Friendship Ties Programs. | 53 |
| C. T-TESS Appraisers: Consideration and approval of certified campus-based T-TESS Appraisers in administrative positions to serve as teacher appraisers for the 2023-24 school year. | 54 |
| D. Class Size Exception Waiver: Consideration and approval of a Texas Education Agency (TEA) Exception for Class Size Waiver in grades PreK-4 for elementary schools that exceed a teacher to student ratio of 22 students per classroom teacher (22:1). | 57 |
| E. Certified Teacher Waivers: Consideration and approval of Texas Education Agency Waivers for non-certified campus-based Instructional Apprentice in teaching positions for the 2023-24 school year. | 58 |
| F. CenterPoint Energy Blanket Easement - Middle School 16: Consideration and approval of a blanket (short form) easement with CenterPoint Energy for the electrical services to the new Middle School 16 and authorization for the FBISD Board President and/or designee to negotiate and execute this easement, as well as the CenterPoint Energy long form easement to be provided near the conclusion of the project. | 59 |
| G. House Bill 3 Resolution: Consideration and adoption of a resolution regarding armed security personnel. | 68 |
| H. Real Estate Broker Consulting Services: Consideration and approval for purchase of Real Estate Broker Consulting Services and authorization for the Superintendent to negotiate and execute the agreements through September 2028. | 73 |
| I. Fiscal and Budgetary Strategy: Consideration and approval of the District's Fiscal and Budgetary Strategy. | 77 |
| J. Approval of Underwriters: Consideration and approval of underwriters to be utilized by the District in connection with future bond debt issued. | 79 |

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|---|------------|
| K. Investment Strategy Resolution: Consideration and approval of a resolution for the District's investment strategy and authorization of investment brokers for the District. | 81 |
| L. 2023 Tax Year Tax Roll Resolution: Consideration and approval of a resolution approving the 2023 tax year tax roll, based on the certified 2023 values from the Fort Bend County Central Appraisal District. | 100 |
| M. Consideration and approval of proposed expenses that exceed \$50,000: Specifically for: | |
| 1. Construction Services for Exterior LED Lighting Upgrades Additional Scope PKG052: Consideration and approval of a construction services agreement with Eco Engineering to perform stadium and pedestrian lighting scope at Austin HS, Bush HS, Dulles HS, Elkins HS and Hall Stadium (PKG052) for a contract amount of \$1,875,050.00, and authorization for the Superintendent to negotiate and terminate the agreement. | 106 |
| 2. Phase 2 - Professional Services for 2023 firms Bond and Non-Bond Projects: Consideration and approval to provide both Bond 2023 services for a not-to-exceed amount of \$15,000,000.00 on non-bond services for a not-to-exceed amount of \$3,000,000, and authorization for the Superintendent to negotiate and execute the contracts with the identified firms. | 112 |
| 3. Staff Augmentation Services - Information Technology Service (Increase): Consideration and approval to increase the existing contract awarded under 20-106LJ Staff Augmentation Services Information Technology Services by \$480,000 for a total not to exceed amount of \$1,980,000 to continue purchasing Staff Augmentation Services for Information Technology Services through August 2024. | 118 |
| 4. Fine Arts Consultants and Clinicians (Supplemental): Consideration and approval for the continued purchase of Fine Arts consultant and clinician services from multiple vendors and authorization for the Superintendent to negotiate and execute the contracts through January 2028. | 120 |
| 5. School Bus Purchase: Consideration and approval for the purchase of school buses in an amount not to exceed \$4,670,000 and authorization for the Superintendent to negotiate and execute the agreement through September 2028. | 131 |
| 6. Fine Arts Concert Uniforms and Related Items: Consideration and approval for the purchase of Fine Arts Concert Uniforms and Related items in an amount not to exceed \$375,000 and authorization for the Superintendent to negotiate and execute the agreements through September 2028. | 135 |
| 7. Awards, School Spirit Products (Non-Apparel), and Related Items: Consideration and approval for the purchase of Awards, Spirit Products (Non-Apparel), and Related Items from multiple vendors in an amount not to exceed \$1,500,000 and authorization for the Superintendent to negotiate and execute the agreements through September 2028. | 140 |

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| 8. Performing and Visual Arts Organization and Related Services: Consideration and approval for the purchase of Performing and Visual Arts Organizations and Related Services in an amount not to exceed \$800,000, and authorization for the Superintendent to negotiate and execute the agreements through September 2028. | 147 |
| 9. Demographer: Consideration and approval for the purchase of Demographic Services from Population and Survey Analysts in an amount not to exceed \$954,000 and authorization for the Superintendent to negotiate and execute the agreement through September 2028. | 152 |
| 10. Long-Range Boundary Planning: Consideration and approval for the purchase of Long-Range Planning Services from HPM in an amount not to exceed \$809,000 and authorization for the Superintendent to negotiate and execute the agreement through September 2028. | 156 |
| 13. Convene in closed session under Texas Open Meetings Act, Texas Government Code, Chapter 551 under the following sections: 551.071 - For the purpose of a private consultation with the Board's attorney on any or all subjects or matters authorized by law; Section 551.072 - Consider purchase, exchange, lease, or value of real property, Section 551.074 - Personnel matters, Section 551.076 - Security matters, Section 551.082 - Student discipline matter or complaint, or Section 551.0821 - Personally identifiable information about public school student | |
| 14. Reconvene in Open Session | |
| 15. Consider Action on Closed Session Items | |
| 16. Action | |
| A. Joint Election Agreement: Consideration and approval of a Joint Election Agreement for Election Services ("Agreement") with Fort Bend County (FBC) to coordinate and administer an election on Tuesday, November 7, 2023. | 160 |
| B. Audit Services RFQ Evaluators: Consideration and approval of Audit Services RFQ evaluators. | 173 |
| C. 2023-24 Student Code of Conduct: Consideration and approval of 2023-24 Student Code of Conduct | 174 |
| 17. Adjournment | |

If, during the meeting, discussion of any item on the agenda should be held in a closed meeting, the Board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Government Code, Chapter 551, Subchapters D and E or Texas Government Code section 418.183(f). Before any closed meeting is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions, or decisions will be taken in an open meeting. [See BEC (LEGAL)]

The following Fort Bend ISD Goals may be referenced in agenda items included in this document:

- Goal 1: Fort Bend ISD will provide rigorous and relevant curriculum and deliver instruction that is responsive to the needs of all students.
- Goal 2: Fort Bend ISD will provide a positive culture and climate that provides a safe and supportive environment for learning and working.
- Goal 3: Fort Bend ISD will recruit, develop, and retain high quality teachers and staff.

- Goal 4: Fort Bend ISD will engage students, parents, staff, and the community through ongoing communication, opportunities for collaboration and innovation, and partnerships that support the learning community.
- Goal 5: Fort Bend ISD will utilize financial, material, and human capital resources to maximize district outcomes and student achievement.

For: Fort Bend ISD Board of Trustees
Date: September 18, 2023
Action: Recognitions
Department: Communications

Recommendation

The Administration recommends that the Board recognize:

- Fort Bend ISD students receive Gold Seal Award at the Visual Arts Scholastic Event (VASE)
- Fort Bend ISD theatre program for receiving an Award of Distinction from the Texas Educational Theatre Association

Summary

Twelve Fort Bend ISD students earned Gold Seal Awards at the Visual Arts Scholastic Event (VASE) and named All-State Artist. The state event is sponsored by the Texas Art Educators Association. The Gold Seal winners will have their artwork exhibited in a variety of venues across the state.

- Bush High School
 - Natalia Chavez
 - Art Teacher: Bonneth Rios Ramos
- Clements High School
 - Chloe Donaldson
 - Sofia Flores
 - Katelyn Frayley
 - Tingyu Wu
 - Madeline Kopher
 - Art Teacher: Kelly Chen
- Dulles High School
 - Yanan Ji
 - Art Teacher: Kayla Matthews
- Elkins High School
 - Grace Sowon Park
 - Art Teacher: Ryan Morales
- Ridge Point High School
 - April Massie (received two Gold Seals)
 - Yvonne Gu (received two Gold Seals)
 - Jinny Pham

Fort Bend ISD theatre program has received an Outstanding District Award of Distinction from the Texas Educational Theatre Association (TxETA) for their outstanding contributions to raising the standards for theatre education in Texas as

observed through achievement, curation of resources, diversity, and advocacy in theatre arts.

Recommended by:

Christie Whitbeck
Superintendent of Schools

Submitted by:

Kimberly Smith
Chief Communications Officer

For: Fort Bend ISD Board of Trustees
Date: September 18, 2023
**Information: 2023 End of Year Elementary Math
& Literacy Data**
References: Goal 1
Department: Teaching and Learning
Department / Academic Affairs Division

Summary

Administration will summarize the 2022-23 end of year elementary student performance and student growth metrics based on local assessment systems for math and literacy as requested by the Student Achievement Committee.

Recommended by:

Christie Whitbeck
Superintendent of Schools

Submitted by:

Kimberly Lawson
Chief Academic Officer



Balanced Assessment Framework

Universal Screening/ Diagnostic Assessment



- *Academic: Ren360 (math & reading: K-10th grade)*
- *Academic: Dyslexia Screening*
- *Reading: Benchmark Assessment System (BAS/SEL)*
- *Reading/Math: TxKea (Kinder Reading/Math)*
- *Early Literacy/Math: CIRCLE (PreK)*

Programmatic Assessments



- *LAS Links*
- *COGAT (GT Testing)*

Formative Assessments



- *Classroom Formative Assessments*
- *Common Formative Assessments (PLC determined)*
- *Pre-Assessments*
- *Rubrics & Checklists; Teacher Anecdotal Notes*
- *District Learning Assessments*

Summative Assessments



- *STAAR; TELPAS*
- *Summative Classroom Assessments*
- *PSAT/SAT/ACT*
- *Advanced Placement Exams*

End of Year Data

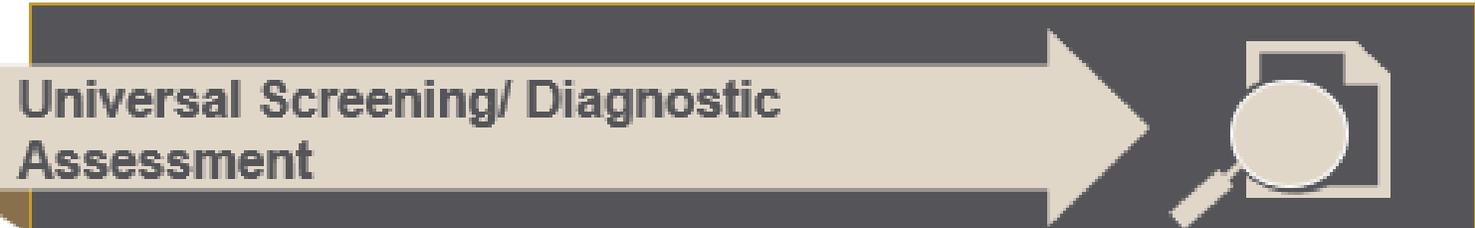
Campus Data use:

- Review EoY data with CIP data goals to determine if the goals were met and if the strategies were successful
- Review growth data for students in Tier 3 intervention systems
- Identify students for immediate Tier 3 or scheduling considerations

District Data Use:

- Review EoY Data with DIP goals to determine if goals were met and if strategies were successful
- Determine implications for curriculum and PD supports
- Allocate itinerant staffing based on needs

Universal Screening/ Diagnostic Assessment



- *Academic: Ren360 (math & reading: K-10th grade)*
- *Academic: Dyslexia Screening*
- *Reading: Benchmark Assessment System (BAS/SEL)*
- *Reading/Math: TxKea (Kinder Reading/Math)*
- *Early Literacy/Math: CIRCLE (PreK)*

Student Data: Literacy BAS/SEL

The BAS/SEL assessment is administered to each student **individually** by the teacher. It is an observational assessment because the teacher listens to the student read and utilizes a rubric to assess reading behaviors that will equate to an instructional reading level and an independent reading level.

| Grade Level | EoY 2022: % Stu "On or Above Level" | EoY 2023: % Stu "On or Above Level" |
|---------------------------|--|--|
| PreK Circle | 84% | 86% |
| Kinder BAS | 70% | 65% |
| Kinder SEL | 51% | 51% |
| 1 st Grade BAS | 63% | 63%* |
| 1 st Grade SEL | 47% | 47%* |
| 2 nd Grade BAS | 63% | 68%* |
| 2 nd Grade SEL | 23% | 35%* |

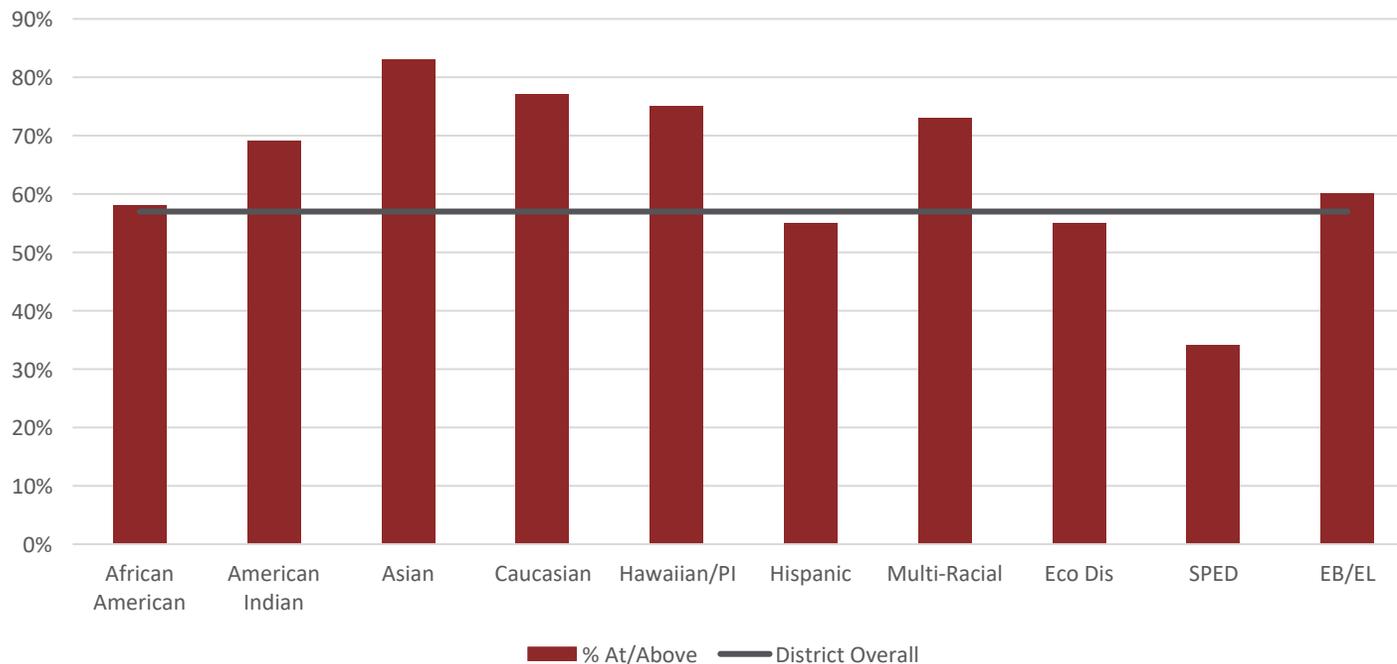
**During the 2022-23 school year we adjusted the target for "on or above level" to increase the expectation for year 2 of implementation of the tool*

Student Data: Literacy Ren360 EoY

| Grade Level | BOY 22-23 | MOY 2022-23* | EOY 2022-23 Grades 1-12* | | | | Participation Rate |
|---------------|----------------------|----------------------|--------------------------|------------|----------------|-----------------------|--------------------|
| | % At Above Benchmark | % At/Above Benchmark | % At/Above Benchmark | % On Watch | % Intervention | % Urgent Intervention | |
| FBISD Overall | 50% | 54% | 56% | 13% | 14% | 17% | 90% |
| Grade 1 | 57% | 63% | 69% | 8% | 12% | 11% | 99% |
| Grade 2 | 56% | 65% | 66% | 10% | 9% | 15% | 99% |
| Grade 3 | 57% | 65% | 67% | 9% | 10% | 13% | 99% |
| Grade 4 | 59% | 64% | 65% | 12% | 11% | 13% | 99% |
| Grade 5 | 58% | 61% | 63% | 13% | 12% | 13% | 98% |

Ren360 is a nationally normed, computer based adaptive assessment that measures reading skills and adjusts assessment items based on student performance. At/Above indicators are based on normed student performance. SGP is measured based on two data points for a given student.

Student Group Comparison with District Average



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| Grade Level | MOY 2022-23 | EOY 2022-23 |
|---------------|--|--|
| | % Students Meeting SGP on 22-23 MOY (REN360) Grades K - 12 | % Students Meeting SGP on 22-23 EOY (REN360) Grades K - 12 |
| FBISD Overall | 62% | 59% |
| Grade 1 | 50% | 53% |
| Grade 2 | 61% | 61% |
| Grade 3 | 68% | 67% |
| Grade 4 | 66% | 65% |
| Grade 5 | 67% | 67% |

Student Data: Literacy

Areas of Concern

- 1st grade EOY BAS/SEL percent “on level” is consistent; did not see increase
- 1st grade Ren360 SGP data shows less students meeting growth indicator
- Campus data indicates most Title 1 campuses are below district average in Ren360 “At/Above Benchmark”

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Areas of Strength

- Increase in the percent of 2nd graders reading “on level” increase in BAS/SEL
- Increase in Ren360 “At/Above Benchmark” since BoY in all elementary grade levels
- African American and EB/EL Ren360 “At/Above Benchmark” is above the district average

Literacy Next Steps

Student Supports

- Leveled Literacy Intervention
- Literacy Resources (Parent connection)

Teacher Supports

- NEW Phonics Curriculum
- Targeted Professional Learning Plan
- PLC supports

Leader Supports

- Professional Learning for campus leaders
- PLC supports
- Instructional walk throughs

Student Data: Math

The Circle and TxKea assessments are computer based assessments provided by TEA but they are administered to each student **individually** by the teacher. It is an observational assessment because the teachers sits with the student while administering the assessment and assists with answer entry into the system. Both of these assessment measure early numeracy skills.

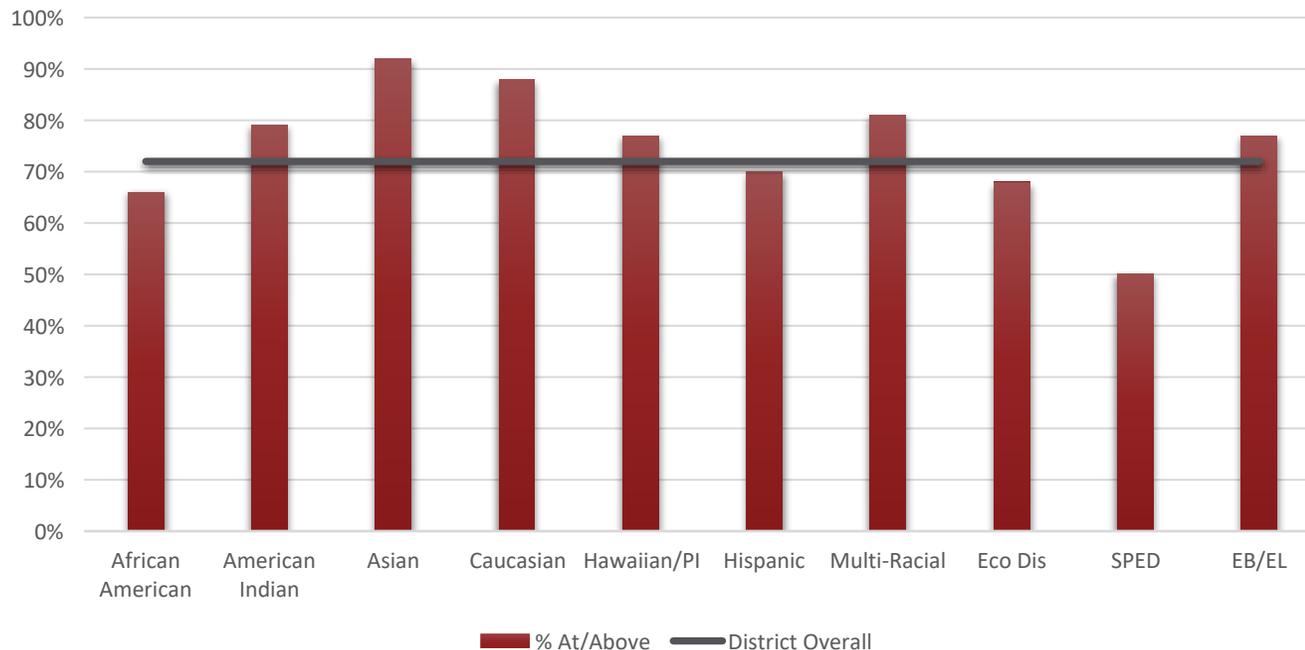
| Grade Level | EoY 2022: % Stu "On Track" | EoY 2023: % Stu "On Track" |
|--------------|-------------------------------|-------------------------------|
| PreK Circle | 92% | 91% |
| Kinder TxKea | 73% | 75% |

Student Data: Math Ren360 EoY

| Grade Level | BOY 22-23 | MOY 2022-23 | EOY 2022-23 | | | | |
|----------------------|----------------------|----------------------|----------------------|------------|----------------|-----------------------|--------------------|
| | % At Above Benchmark | % At/Above Benchmark | % At/Above Benchmark | % On Watch | % Intervention | % Urgent Intervention | Participation Rate |
| FBISD Overall | 67% | 71% | 72% | 9% | 9% | 10% | 88% |
| Grade 1 | 77% | 81% | 81% | 8% | 6% | 5% | 99% |
| Grade 2 | 61% | 73% | 74% | 9% | 8% | 10% | 99% |
| Grade 3 | 71% | 80% | 80% | 7% | 7% | 6% | 99% |
| Grade 4 | 71% | 77% | 79% | 6% | 7% | 7% | 99% |
| Grade 5 | 73% | 77% | 77% | 8% | 8% | 8% | 98% |

Ren360 is a nationally normed, computer based adaptive assessment that measures math skills and adjusts assessment items based on student performance. At/Above indicators are based on normed student performance. SGP is measured based on two data points for a given student.

Student Group Comparison with District Average



| Grade Level | MOY 2022-23 | EOY 2022-23 |
|----------------------|--|--|
| | % Students Meeting SGP on 22-23 MOY (REN360) Grades K - 12 | % Students Meeting SGP on 22-23 EOY (REN360) Grades K - 12 |
| FBISD Overall | 64% | 64% |
| Grade 1 | 50% | 55% |
| Grade 2 | 61% | 63% |
| Grade 3 | 68% | 73% |
| Grade 4 | 66% | 70% |
| Grade 5 | 67% | 65% |

Student Data: Math

Areas of Concern

- EoY Ren360 math data was 72% “At/Above Benchmark” in Spring 2022 & Spring 2023
- Year 2 of NumberWorlds implementation – still not consistent
- Consistent % of students “At/Above Benchmark” between MoY and EoY; did not see¹⁸ increases

Areas of Strength

- 64% of students meeting SGP at EoY Spring 2023 compared to 36% in Spring 2022
- Increase in Ren360 “At/Above Benchmark” since BoY in all elementary grade levels
- Hispanic and EB/EL Ren360 “At/Above Benchmark” is equal to or above the district average

Math Next Steps

Student Supports

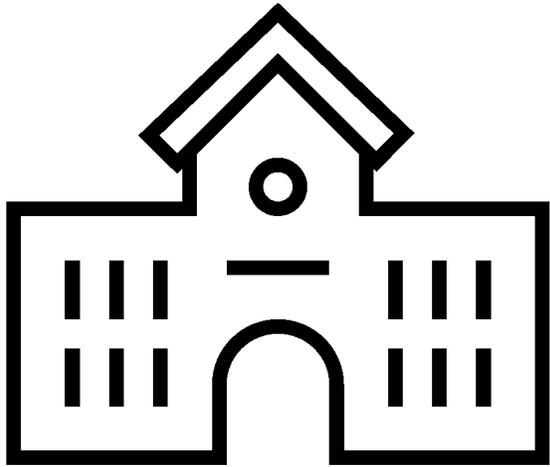
- NumberWorlds Intervention
- Math Resources
(At-Home supports)
- Dreambox *(Prek-8)*

Teacher Supports

- Targeted Professional Learning Plan
- PLC supports

Leader Supports

- Professional Learning for campus leaders
- PLC supports
- Instructional walk throughs



Campus Perspectives

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April Marsters, Principal Drabek Elementary

Marta Rivas, Principal Ridgegate Elementary

F O R T B E N D I S D

16431 Lexington Blvd.
Sugar Land, TX 77479
281-634-1000

www.fortbendisd.com

For: Fort Bend ISD Board of Trustees
Date: September 18, 2023
Action: Information: Safety Update
References: Goal 2
Department: Chief of Police

Summary

Staff is providing a safety update as requested by Trustees Hamilton and Jones.

Submitted by:

Christie Whitbeck
Superintendent of Schools

Recommended by:

David Rider
Chief of Police

For: Fort Bend ISD Board of Trustees
Date: September 18, 2023
Action: Consideration and Approval:
Board of Trustees Meeting
Minutes
Reference: Board Policy BE (Local)
Department: Legal Services

Recommendation

Consideration and approval of the minutes of Fort Bend ISD Board of Trustees meetings and/or public hearings on the following dates:

- May 22, 2023 Special Called Meeting
- June 5, 2023 Public Budget Hearing
- June 5, 2023 Called Meeting and Agenda Review
- June 26, 2023 Special Called Meeting
- June 26, 2023 Regular Business Meeting

Summary

Board Policy BE (Local) states, “Board action shall be carefully recorded by the Secretary or clerk; when approved, these minutes shall serve as the legal record of official Board actions. The written minutes of all meetings shall be approved by vote of the Board and signed by the President and the Secretary of the Board.” Following this policy, the Administration submits the meeting minutes for the Board’s approval.

Recommended by:

Christie Whitbeck
Superintendent of Schools

Submitted by:

Coby Wilbanks
General Counsel

Minutes
Fort Bend ISD Board of Trustees
Special Called Meeting
May 22, 2023

A Board of Trustees Special Called Meeting was held on Monday, May 22, 2023, beginning at 12:02 p.m. in the Board Room of the Administration Building located at 16431 Lexington Blvd., Sugar Land, Texas. The Live Stream of the meeting was available at <https://www.fortbendisd.com/boardmeetinglivestream>.

The meeting was recorded as required by law, and the recording is available to the public at: <https://fortbendisd.new.swagit.com/videos/230638>.

The agenda packet for the meeting can be found here: <https://meetings.boardbook.org/Public/Agenda/649?meeting=583177>.

Presiding Officer.....Mrs. Judy Dae, President

Board Members Present

Dr. Shirley Rose-Gilliam, Vice President
Mrs. Kristen Davison Malone
Mr. Rick Garcia
Mrs. Angie Hanan
Ms. Sonya Jones

School Officials Present

Dr. Christie Whitbeck, Superintendent of Schools
Steve Bassett, Deputy Superintendent
Beth Martinez, Deputy Superintendent
Bryan Guinn, Chief Financial Officer
Christopher Juntti, Interim Chief Operations Officer
Carolina Fuzetti, Executive Director of Design and Construction
Richard Gay, Executive Director of Business Services
Coby Wilbanks, Executive Director of Legal Services
Amanda Bubela, Recording Secretary (virtual)

1. Meeting Called to Order

President Dae called the meeting to order at 12:02 p.m. announcing the presence of a quorum and that the meeting had been duly called and the notice posted for the time and matter required by law.

2. Public Comment

There were no public comments.

3. Information

A. Bond Timeline & Bond Project Management Workshop

Following the passage of the 2023 Bond, the administration provided an update on program management services and project budgets. This included an overview of professional services and the various relationships between these parties to execute the bond program. Fuzetti also provided an overview of considerations and factors related to internal project management versus the use of a third party to outsource some of this work, and presented the proposed 2023 Bond Organizational Chart and staffing plan associated with project management.

Fuzetti also provided information about bond packaging in prior bond programs and the packaging of the 2023 Bond Program, which is designed to efficiently deliver all bond projects while minimizing disruptions at the campus, and presented an overview of how the district established budgets for each bid package in the 2023 Bond program. Fuzetti also provided a timeline regarding future Board actions in June, July and August and indicated that the approval of budgets is key because this allows the district to commit money and begin projects.

During the update, Board members provided feedback and asked clarifying questions regarding project management and the execution of the bond program.

President Dae also noted that Mr. Hamilton was traveling and listening to the livestream, but because he did not have access to a video camera he could not participate.

B. Legislative and Budget Update

Chief Financial Officer Bryan Guinn provided an update on legislative developments associated with school funding, particularly House Bill 100, which is being revised to include provisions associated with Educational Savings Accounts (ESA's), reduce the proposed increase to the basic allotment, and modify stipulations associated with funding increases going toward teacher raises. Guinn shared that the final bill has not yet been released publicly, but he wanted to make the Board aware as these recently proposed changes will impact the district's budget outlook.

Following Guinn's update and in response from a question to the Board, staff confirmed that a House Bill 1 includes a 5% raise for all state employees, but this does not include K-12 staff.

4 - 5. Closed Session

The Board did not convene in closed session.

6. Action

- A. Consideration and approval of a resolution authorizing participation in commencement activities by currently enrolled students who are eligible except for pending Spring 2023 STAAR End of Course score reports.

MOTION by Malone and SECONDED by Gilliam that the Board of Trustees approve Item 6-A as presented.

During discussion, Dr. Gilliam read the proposed resolution regarding End of Course Assessments and Student Eligibility to Participate in Commencement Ceremonies.

MOTION CARRIES, 6-0

Yea: Dae, Gilliam, Malone, Garcia, Hanan, Jones

7. Adjournment

Having no further business before the Board, MOTION was made by Dr. Gilliam to adjourn the meeting at 1:46 p.m.

Judy Dae, President

David Hamilton, Secretary

Minutes
Fort Bend ISD Board of Trustees
Special Called Meeting
June 5, 2023

A Board of Trustees Special Called Meeting was held on Monday, June 5, 2023, beginning at 5:31 p.m. in the Board Room of the Administration Building located at 16431 Lexington Blvd., Sugar Land, Texas. The Live Stream of the meeting was available at <https://www.fortbendisd.com/boardmeetinglivestream>.

The meeting was recorded as required by law, and the recording is available to the public at: <https://fortbendisd.new.swagit.com/videos/233130>.

The agenda packet for the meeting can be found here: <https://meetings.boardbook.org/Public/Organization/649>.

Presiding Officer.....Mrs. Judy Dae, President

Board Members Present

Dr. Shirley Rose-Gilliam, Vice President
Mrs. Kristen Davison Malone
Mr. Rick Garcia
Mrs. Angie Hanan
Ms. Sonya Jones

Others Present

Dr. Christie Whitbeck, Superintendent of Schools
Steve Bassett, Deputy Superintendent
Beth Martinez, Deputy Superintendent
Bryan Guinn, Chief Financial Officer
FBISD Staff
Amanda Bubela, Recording Secretary (virtual)

1. Meeting Called to Order

President Dae called the meeting to order at 5:31 p.m. announcing the presence of a quorum and that the meeting had been duly called and the notice posted for the time and matter required by law.

2. 2023-24 Budget and Proposed Tax Rate

- A. Receive Information, Comments, and Taxpayers' Views on the Proposed 2023-24 School District Budget, the Proposed Debt Service Tax Rate, and the Proposed Maintenance & Operations Tax Rate for the year 2023.

Chief Financial Officer Bryan Guinn shared that the proposed budget has been prepared based on state statutory requirements, and the district has met all requirements associated with the truth in taxation requirements as set forth by the

state. A public notice was published in three local newspapers, and copy of the proposed budget was also posted on the District's website.

Guinn also shared details of the District's proposed general operating budget, which amounts to \$766,638,983 and breaks down to expenditures of \$9,552 per student (an increase of 1.4% over the current budget year). Guinn shared the District's projected enrollment is 80,256, based on the district demographer's moderate-growth projections.

Guinn shared that statutorily, the Board is required to adopt the District's General, Debt Service and Child Nutrition Budgets, and provided an overview of each of these budgets. Guinn shared that the Board will be asked to adopt the budget at the June 26 meeting, and the Board would be asked to adopt the tax rate in the August/September timeframe.

Following the overview, Board members asked clarifying questions and provided feedback. In response to questions from the Board,

- Guinn shared that for the current school year, the District used the low-growth scenario in budget forecasting, but exceeded both the low growth and moderate scenario. Guinn confirmed staff used the moderate growth scenario to prepare the proposed 2023-24 budget.
- Guinn shared that the Child Nutrition revenues from last year exceeded expectations primarily because of supply chain grants that resulted in additional unanticipated revenue, and confirmed that due to federal guidelines, if there is a surplus in the child nutrition fund, the district cannot use those funds to pay unpaid school lunch debt for students.

3. Public Comment

There were no public comments.

4. Adjournment

Having no further business before the Board, MOTION was made by Mrs. Malone to adjourn the meeting at 5:59 p.m.

Judy Dae, President

David Hamilton, Secretary

Minutes
Fort Bend ISD Board of Trustees
Called Meeting and Agenda Review
June 5, 2023

A Board of Trustees Special Called Meeting was held on Monday, June, 5, 2023, beginning at 6:11 p.m. in the Board Room of the Administration Building located at 16431 Lexington Blvd., Sugar Land, Texas. The Live Stream of the meeting was available at <https://www.fortbendisd.com/boardmeetinglivestream>.

The meeting was recorded as required by law, and the recording is available to the public at: <https://fortbendisd.new.swagit.com/videos/233131>.

The agenda packet for the meeting can be found here: <https://meetings.boardbook.org/Public/Agenda/649?meeting=563982>.

Presiding Officer.....Mrs. Judy Dae, President

Board Members Present

Dr. Shirley Rose-Gilliam, Vice President
Mr. David Hamilton, Secretary
Mrs. Kristen Davison Malone
Mr. Rick Garcia
Mrs. Angie Hanan
Ms. Sonya Jones

School Officials Present

Dr. Christie Whitbeck, Superintendent of Schools
Steve Bassett, Deputy Superintendent
Beth Martinez, Deputy Superintendent
Bryan Guinn, Chief Financial Officer
Glenda Johnson, Chief Human Resources Officer
Dr. Kimberly Lawson, Chief Academic Officer
Long Pham, Chief Information Officer
Coby Wilbanks, Executive Director, Legal Services
Amanda Bubela, Recording Secretary (virtual)

Others Present

Jonathan Brush, Board Counsel
FBISD Staff and Employees

1. Meeting Called to Order

President Dae called the meeting to order at 6:11 p.m. announcing the presence of a quorum and that the meeting had been duly called and the notice posted for the time and matter required by law.

2. Superintendent Update

In her report, Dr. Whitbeck:

- Shared excitement and appreciation regarding the recent FBISD graduation ceremonies, which were held at Mercer Stadium. Dr. Whitbeck thanked members of the Executive Team and Board members for their participation, as well as the many FBISD staff members who worked to support the event, and showed a short video that included graduation highlights.
- Recognized three middle school soccer programs that made it to the District championship, including Baines Middle School Girls Soccer Team A, Bowie Middle School Girls Soccer Team B, and Thornton Middle School Boys Teams A and B.
- Recognized seniors in FBISD Fine Arts programs, who received a total of \$28 million in scholarships.
- Shared that learning continues this summer, as 400 district leaders are currently participating in two-day “Focus on Learning” sessions, examining district priorities and setting direction for the upcoming school year.

3. Public Comment

There were no public comments.

4. Information

A. 3rd Quarter Financial Report for 2022-23, Budget and Legislative Update

Chief Financial Officer Bryan Guinn shared an overview of the 3rd Quarter Financials, an update on the legislative session, and update on the current budget. Guinn reported that as of March 31, student enrollment was 1,623 higher than budgeted; however, attendance was below the district’s historic trend of 96% and the District finished the year at around 94.5%, which will offset the enrollment gains. Guinn shared that interest earnings are also higher than anticipated due to multiple rate hikes by the federal government, and expenditures are on track with the budget. Guinn also shared that expenditures and revenues are on track in the Debt Service Fund, and staff is projecting a \$4.3 million loss due to higher than anticipated claims costs.

Recapping the 88th Legislative Session, Guinn shared the only increase in funding that school districts received were through the statutorily required increase to the Tier 2 golden penny yield, and there was also a small increase in the safety and security, amounting to about \$18.1 million in anticipated funding; however, staff is analyzing the expenditure requirements associated with the safety and security allotment. Guinn pointed out there was no increase to the basic allotment, funding for teacher raises, or adjustments to weighted funding for special education or other specialized programming; however, the Governor has indicated there will be multiple special sessions called to address work that did not occur in the regular session.

Guinn shared that due to the \$18.1 million in new funding, FBISD will be able to balance the 2023-24 budget without the use of ESSER, however, this does not allow for a general compensation increase. Guinn shared that a teacher step is funded, and reminded the Board that as the special sessions progress, should there be additional new K-12 funding, the district's budget may be amended in the future. Guinn shared that as a result of the redirection of ESSER funding, FBISD can fund recruitment and retention supplements for staff, which on the evening's agenda.

Following the budget update, Board members provided feedback and asked questions. In response, Mr. Guinn confirmed that the district can redirect \$15.1 million in ESSER funds for the retention and recruitment supplement, and those funds will not be available in 2024-25 and beyond as the ESSER funds will have expired and will no longer be available. Mr. Guinn also provided clarification regarding the budget forecasts. During discussion, Dr. Whitbeck also noted that of the total budget, administrative costs amount to 2.4%, which has been reduced from 2.9%. Guinn shared this amounts to approximately \$3.8 million in reductions.

5. Review

- A. Review the minutes of Fort Bend ISD Board of Trustees meetings and/or public hearings on the following dates:
 - 1. February 16, 2023 Special Called Meeting (pulled for correction on 4/17/23)
 - 2. February 24, 2023 Special Called Meeting Almeta Crawford HS Attendance Community Workshop
 - 3. February 27, 2023 Special Called Meeting
 - 4. March 6, 2023 Special Called Meeting and Agenda Review

No discussion.

- B. Review for the adoption and revision of Policies FNG (Local), and FO (Local).

Coby Wilbanks, Executive Director of Legal Services, shared the proposed policy revisions were more compliance-based in nature, resulting in minor substantive changes. FNG (Local) provide clarity regarding special education and 504 complaints, and ads reference to child nutrition complaints. Policy FO (Local) is related to student discipline and addresses the available uses of student restraint.

- C. Consideration and approval of international travel during the summer of 2024 for Fort Bend ISD Honor Orchestra, comprised of students from all FBISD high schools. Students will participate in the American Celebration of Music in Great Britain and attend workshops at the Royal Academy of Music.

During discussion, Director of Fine Arts Jim Drew confirmed that students from each high school's top two orchestras are encouraged to apply for this opportunity, and students could participate in fundraising opportunities. Board members expressed their desire to see students from all schools be able to participate and encouraged leaders to continue exploring fundraising opportunities so that cost is not a prohibiting factor from participation. Drew confirmed that all participants would sign liability waivers and the travel company has trip insurance.

- D. Review for approval of a Low Attendance Waiver and granting the Superintendent authority to approve and submit all necessary waiver requests for the 2022-23 school year.

During discussion, Chief Information Officer Long Pham explained that low attendance on May 10 was attributed to a weather/rain event.

- E. Review and consider approval to authorize the Superintendent, or her designee, to execute agreements with the authorized residential and day treatment service providers listed as needed for the 2023-24 school year.

No discussion.

- F. Review an Interlocal Agreement with Purchasing Solutions Alliance (PSA), and authorization for the Superintendent to negotiate and execute the agreement.

No discussion.

- G. Review for the purchase of Benefits Management Consulting Services and authorization for the Superintendent to negotiate and execute the agreements through December 2028.

During discussion, LaShonda Walls, Director of Benefits and Wellness, shared that Gallagher is the incumbent for benefit services, and it is a commission-based service, so the district does not pay for these services.

- H. Review the recommendation for District Legal Services providers, including Board Counsel.

During discussion, President Dae shared that Board members have the authority to make decision regarding board counsel, and three Board officers participated in the process to interview and rank three law firms, unanimously ranking the current counsel as their recommendation. Coby Wilbanks further explained that there are two portions to this RFQ, and for outside counsel, the district received 11 proposals and reviewed and ranked according to same criteria, selecting the top six. The top three firms are currently incumbents, and the district also included additional different firms to expand options and have available should unique needs arise. Rob Scamardo also clarified there is no expectation that each one of the selected firms will get work, but instead they are available should they be needed.

- I. Review a Committed Fund Balance Resolution.

No discussion.

- J. Review to consider endorsement of a candidate to represent Region IV, Position G as a Director on the Texas Association of School Boards (TASB) Board.

Trustee Malone shared she is currently serving on the TASB Board after assuming the position from a former board member, and expressed interest in continuing to serve in this capacity. During discussion, Malone shared she currently serves on the Budget and Finance committee and has participated in various meetings representing in Fort Bend ISD.

- K. Review the use of 2018 Bond Program Contingency Program as proposed.

During discussion, Kelly Schlacks, Director of Finance, confirmed the \$90,000 referenced in this item as “miscellaneous” refers to capital expenditures that are currently in the general fund, and the district is moving the funds to preserve the general fund balance.

6. Review the proposed expenses that exceed \$50,000: Specifically for:

- A. Consideration and approval for the Superintendent to negotiate and execute the Event License Agreement, and other related agreements between Fort Bend ISD and the Fort Bend Epicenter for the 2023-24 Commencement exercises.

During discussion, Deputy Superintendent Steve Bassett shared that the cost comparison provided to Board members does not yet include the additional costs for catering and transportation, nor the staffing costs associated with the use of approximately 40 FBISD staff members who supported graduation at the district’s facility. Board members expressed concerns related to the cost of the Fort Bend Epicenter, especially considering the district’s current finances and the Board’s desire to support teachers, while also noting the benefits of an indoor facility for graduation ceremonies. Board members asked the administration to continue negotiations with the county prior to the next meeting.

- B. Review the purchase of print shop equipment, maintenance and supplies from multiple cooperative contracts in amount not-to-exceed \$964,877 and authorization for the Superintendent to negotiate and execute the agreement through May 2027.

During discussion, Chief Financial Officer Bryan Guinn clarified that the funds that would be used for this purpose would be coming from the Enterprise Fund, with no impact on the General Fund fund balance. Executive Director of Business Services Richard Gay also provided information about efforts to analyze current FBISD print shop practices in order to create efficiencies and optimize services, such as transitioning from leasing equipment for a pre-set period to a rental system. Gay shared the purchase of the wide format printer would offer schools additional services that are currently outsourced outside of the district. Board members asked for additional clarity related to the expenditure prior to the next meeting.

- C. Review a construction services agreement with E Contractors LLC to perform a parking lot replacement at Progressive High School (PKG053), a contract amount not- to-exceed \$765,000, and authorization for the Superintendent to negotiate and execute or terminate the agreement.

During discussion, Carolina Fuzetti, Executive Director of Design and Construction, confirmed that this project has taken longer than anticipated and explained reasons for the delay. This included a lack of project managers and issues that required the assistance of an architect.

- D. Review for approval for purchase of a data analytics platform to track assessments and support student achievement from Eduphoria in an amount not-to-exceed \$1,717,765 and authorization for the Superintendent to negotiate and execute agreements through July 2028.

During discussion, board members expressed excitement about the new platform and the new committee regarding student achievement.

- E. Review for the purchase of Instructional Software, Subscriptions, Related Products and Services (Supplemental) and authorization for the Superintendent to negotiate and

execute the agreements through November 2027.

No discussion.

- F. Review for the purchase of trucking and trailer rental services from various vendors, under cooperative contracts with Central Texas Purchasing Alliance (CTPA) and Choice Partners Purchasing cooperatives in an amount not-to-exceed \$1,200,000, and authorization for the Superintendent to negotiate and execute the agreements through July 2026.

During discussion, Fine Arts Director Jim Drew confirmed that the district currently rents semi tractors and box trucks to haul band, orchestra and one-act play equipment to contest sites. Drew also shared that the 2023 Bond includes \$2 million that he plans to spend on several box trucks, semi-tractors and trailers, thereby reducing future rental costs.

- G. Review for approval of a General Fund and Debt Service Fund budget amendment for 2022-23.

During discussion, Bryan Guinn explained that each year at fiscal year end, the district will true up the budget so that the anticipated revenues at the end of the year match to the projection, and the same is done with expenditures. Guinn explained this is not an authorization of additional expenditures, but rather reconciliation of the budget.

- H. Review for approval of the 2023-24 General Fund (199), Debt Service Fund (599), and Child Nutrition Fund (240) budgets as presented for the Fiscal Year 2023-24 budget document.

During discussion, Mr. Guinn shared this will be action item for consideration on June 26, based on information that was shared during the public hearing.

- I. Review for the purchase of small kitchen equipment from various vendors, under cooperative contracts with BuyBoard in an amount not-to-exceed \$500,000, and authorization for the Superintendent to negotiate and execute the agreement through November 2025.

No discussion.

- J. Review for approval of the purchase of an Albert Sensor through the Central Texas Purchasing Alliance contact from Center for Internet Security, Inc. in an amount not-to-exceed \$307,881 and authorization for the Superintendent to negotiate and execute the agreement through June 2028.

During discussion, Long Pham confirmed this item is related to the purpose of an appliance used for intrusion-detection, and the district does not currently have a product for this purpose.

- K. Review the Professional Services Firms: Architectural Design Teams (A/E) and pool selection for the 2023 Bond Program, assignment of bid packages to design firms, and authorization for the Superintendent to negotiate and execute or terminate the agreements with the identified vendors.

During discussion, Carolina Fuzetti shared information about the District's educational specifications, which define how schools and facilities will be designed, and how stakeholder feedback is incorporated into the process. Fuzetti also shared information about the RFQ and selection process, and rationale for the recommendation to approve and assign architects at this time, which staff believes is the most efficient and organized way to execute the bond program.

- L. Review 2023 Bond Program Master Project Packages, to serve as the Board-approved project budgets as defined by Board Policy CV (Local).

During discussion, Board members expressed concerns about approving the entirety of the bid packages at one time and interest in gaining a greater understanding of administration's plans to execute the bond program.

- M. Review for the purchase of online eProcurement Catalog from Amazon Business Services, Inc. in an amount not-to-exceed \$15,000,000 and authorization for the Superintendent to negotiate and execute the agreement through August 2028.

During discussion, Richard Gay provided information about the items available via Amazon Business Services, the benefits to departments and campuses, and the checks and balances processes in place for approval of all purchases.

- N. Review for delegation of authority to execute a contract for Natural Gas on behalf of Fort Bend Independent School District.

During discussion, Richard Gay confirmed the purchasing cooperative is through Region 8, and the district has engaged a consultant to determine the best options for the district.

- O. Review for the purchase of remediation and restoration services from various cooperative contracts in an amount not-to-exceed \$1,369,295 and authorization for the Superintendent to negotiate and execute the agreement through July 2026.

No discussion.

7. Closed Session

The Board convened in closed session at 9:20 p.m. under Texas Open Meetings Act, Texas Government Code, Chapter 551 under the following sections: 551.071 - For the purpose of a private consultation with the Board's attorney on any or all subjects or matters authorized by law; Section 551.072 - Consider purchase, exchange, lease, or value of real property, Section 551.074 - Personnel matters, Section 551.076 - Security matters, Section 551.082 - Student discipline matter or complaint, or Section 551.0821 - Personally identifiable information about public school student

- A. Deliberate Chief Communications Officer recommendation.
- B. Deliberate Chief Operations Officer recommendation.

8. Reconvene in Open Session

The Trustees reconvened in open session at 10:38 p.m.

9. Consider Action on Closed Session Items

- MOTION by Mrs. Malone and SECONDED by Dr. Gilliam that the Board of Trustees accept the superintendent's recommendation and approve the employment of Kimberly Smith as Chief Communications Officer of Fort Bend ISD.
MOTION CARRIES, 7 -0.
Ayes: Dae, Gilliam, Hamilton, Malone, Garcia, Hanan, Jones
- MOTION BY Mrs. Hanan and SECONDED by Dr. Gilliam that the Board of Trustees accept the superintendent's recommendation and approve the promotion of Damian Viltz as Chief Operations Officer of Fort Bend ISD.
MOTION CARRIES, 6-1.
Ayes: Dae, Gilliam, Hamilton, Malone, Garcia, Hanan
Nay: Jones

10. Action

B. Consideration and approval of proposed revision of policy DNA (Local).

MOTION by Hamilton and SECONDED by Hanan that the Board of Trustees approve the revision of policy DNA (Local) concerning the appraisal and evaluation of teachers as presented.

During discussion, Mr. Hamilton shared that this policy is related to teacher evaluations, and the administration asked that it be brought forward as an effort to support teachers and boost retention without a cost to the district. Mr. Hamilton shared the the policy would allow teachers who meet certain qualifications to be evaluated less frequently. Coby Wilbanks shared that the related procedures will be developed by the Human Resources department and provided board members with an idea of the qualifications that have been discussed.

MOTION CARRIES, 7-0.

Ayes: Dae, Gilliam, Hamilton, Malone, Garcia, Hanan, Jones

A. Consideration and approval of a Retention Supplement Resolution.

MOTION by Dr. Gilliam and SECONDED by Mrs. Malone that the Board of Trustees adopt the resolution as presented, finding there is a legitimate public interest in promoting employee recruitment and retention, and authorizing the superintendent to pay a retention supplement to eligible employees, and further authorizing the superintendent to offer a recruitment payment for new employees, provided sufficient funding is identified for this purpose.

During discussion, Board members expressed appreciation to the administration for efforts to provide this supplement, and staff confirmed eligibility requirements.

MOTION CARRIES, 7-0.

Ayes: Dae, Gilliam, Hamilton, Malone, Garcia, Hanan, Jones

C. Consideration and approval of a Child Nutrition Department Budget Amendment for 2022-23.

MOTION by Mrs. Malone and SECONDED by Dr. Gilliam to approve Item C as presented.

MOTION CARRIES, 7-0.

Ayes: Dae, Gilliam, Hamilton, Malone, Garcia, Hanan, Jones

- D. Consideration of Professional Services Agreement with Jacobs Project Management Company for Project Management Services to help with the execution of Bond 2023 work in an amount not to exceed \$27,389,156, approval of the budget, and authorization for the Superintendent to negotiate and execute the agreement.

MOTION made by Mrs. Hanan and SECONDED by Ms. Jones to approve Jacobs Project Management Company to assist in the execution of Bond 2023 and authorize the superintendent to negotiate and execute a professional services agreement for project management owner representative services, in the amount not to exceed \$27,389,156.

During discussion, Carolina Fuzetti shared information about the evaluation process for project management, which is based on qualifications. Fuzetti shared that pricing negotiation is then based on the anticipated staffing needs. Fuzetti also shared information about how the district uses a project management company to assist in the execution of the bond program.

MOTION CARRIES, 7-0.

Ayes: Dae, Gilliam, Hamilton, Malone, Garcia, Hanan, Jones

11. Adjournment

Having no further business before the Board, MOTION was made by Dr. Gilliam to adjourn the meeting at 11:03 p.m.

Judy Dae, President

David Hamilton, Secretary

Minutes
Fort Bend ISD Board of Trustees
Special Called Meeting
June 26, 2023

A Board of Trustees Special Called Meeting was held on Monday, June 26, 2023, beginning at 4:36 p.m. in the Board Room of the Administration Building located at 16431 Lexington Blvd., Sugar Land, Texas.

A quorum of the Board of Trustees attended in-person at this location. The agenda packet for the meeting can be found here:

<https://meetings.boardbook.org/Public/Agenda/649?meeting=589363>

The meeting was recorded as required by law, and the recording is available to the public at:

<https://fortbendisd.new.swagit.com/videos/251021>.

Presiding Officer.....Mrs. Judy Dae, President

Board Members Present

Dr. Shirley Rose-Gilliam, Vice President
Mr. Rick Garcia
Mrs. Angie Hanan
Ms. Sonya Jones

1. Meeting Called to Order

President Dae called the meeting to order at 4:36 p.m. announcing the presence of a quorum.

2. Convene in Closed Session

The Board convened in closed session at 4:36 p.m. under Texas Open Meetings Act, Texas Government Code, Chapter 551 under the following sections: 551.071 - For the purpose of a private consultation with the Board's attorney on any or all subjects or matters authorized by law; Section 551.072 - Consider purchase, exchange, lease, or value of real property, Section 551.074 - Personnel matters, Section 551.076 - Security matters, Section 551.082 - Student discipline matter or complaint, or Section 551.0821 - Personally identifiable information about public school student.

A. Summative Superintendent Evaluation Presentation

3 - 4 Reconvene in Open Session/Adjournment

Having no further business before the Board, the meeting adjourned at 5:36 p.m.

Judy Dae, President

David Hamilton, Secretary

Minutes
Fort Bend ISD Board of Trustees
Regular Business Meeting
June 26, 2023

A Board of Trustees Regular Business Meeting was held on Monday, June 26, 2023 beginning at 6:02 p.m. in the Board Room of the Administration Building located at 16431 Lexington Blvd., Sugar Land, Texas. The Live Stream of the meeting was available at <https://www.fortbendisd.com/boardmeetinglivestream>. The meeting was recorded as required by law, and the recording is available to the public at:

<https://fortbendisd.new.swagit.com/videos/251024>.

The agenda packet for the meeting can be found here:
<https://meetings.boardbook.org/Public/Agenda/649?meeting=563985>.

Presiding Officer.....Mrs. Judy Dae, President

Board Members Present

Dr. Shirley Rose-Gilliam, Vice President
Mr. David Hamilton, Secretary
Mrs. Kristen Davison Malone
Mr. Rick Garcia
Mrs. Angie Hanan
Ms. Sonya Jones

School Officials Present

Dr. Christie Whitbeck, Superintendent of Schools
Steve Bassett, Deputy Superintendent
Beth Martinez, Deputy Superintendent
Bryan Guinn, Chief Financial Officer
Glenda Johnson, Chief Human Resources Officer
Dr. Kimberly Lawson, Chief Academic Officer
Dr. Kwabena Mensah, Chief of Schools
Long Pham, Chief Information Officer
Christopher Juntti, Interim Chief Operations Officer
David Rider, Chief of Police
Coby Wilbanks, Executive Director, Legal Services
Amanda Bubela, Recording Secretary (virtual)

Others Present

Rick Morris, Board Counsel
FBISD Staff and Employees

1.-3. Meeting Called to Order, National Anthem, Moment of Silence

President Dae called the meeting to order at 6:02 p.m. announcing the presence of a quorum, that the meeting had been duly called and the notice posted for the time and matter required by law. Mrs. Dae asked everyone to stand for the National Anthem, performed by the Fort Bend ISD Kodaly Institute members. Following the performance, everyone was asked to remain standing for a moment of silence.

4. Recognitions

The Board recognized several students and campuses including:

The Fort Bend ISD Kodaly Institute members who performed the National Anthem.

- Julie Boettiger, Fort Bend ISD Elementary Music Coordinator
- Holley Linder, Highlands Elementary
- Madeline McCoy, Malala Elementary
- Hannah Rainwater, Sugar Mill Elementary
- John Richardson, Elkins High School
- Abigail Rodrigue, Ridgemont Elementary
- Aura Trevino, Scanlan Oaks Elementary
- Chelcy Williams, Heritage Rose Elementary
- Cinnamon Dove, Cornerstone Elementary

Representatives from Kempner High School's One-Act Play, as Kempner and Bush High School both advanced to the state competition in their respective divisions.

- Isabella Fish, Kempner High School
- Robert Archer, Director

Clements High School student Sahir Budwani, who participated in the National Narrative Monologue contest and advanced to the national finals.

Kempner High School Student Noey Do, who claimed his second consecutive Class 5A UIL state title in Tennis for the Boys' single division.

Recipients of the Fort Bend ISD Athletics Department's Scholar Champion Award, which was established to recognize student athletes who excel in the classroom, within the community, and in competition.

- Austin High School
 - Kelechi Dike (Basketball)
- Clements High School
 - Rohan Parikh (Golf)
- Elkins High School
 - Hannah Larson (Track & Field)
- Hightower High School
 - Madison Simpson (Student Trainer)
- Marshall High School
 - Jacob Avelar (Soccer)

- Ridge Point High School
 - Ethan Hunter (Swim/Dive)

Representatives of Marshall High School Boys' Track & Field team, which claimed its second consecutive class 5A championship team title at the UIL State Meet. This is the team's sixth team championship title and eighth overall state title for the Track & Field program.

- William Mitchell
- Nolen Richie
- Devin Wilkerson
- Kameron Williams
- Mason Roseboro
- Namann Roberts
- Jaiden Lewis
- Arveyon Davis
- Llyod Banks, Head Coach

5. Superintendent Update

Dr. Whitbeck shared with the Board several district updates, events and celebrations.

- Dr. Whitbeck shared pride and appreciation regarding the recent FBISD graduation ceremonies, held at Mercer Stadium.
- Dr. Whitbeck shared an update on Austin High School JROTC cadet Reva Jogdand, who has started her training at the prestigious Naval Air Force Summer Flight Academy. The elite flight academy is held on the campus of Delaware State University.
- Dr. Whitbeck recognized six 2023 graduates who were recently awarded college scholarships from the "Men for Change" organization. The students are Bryce Chance McDonald from Bush High School, Wallace Tai from Dulles High School, Amel Simon from Elkins High School, Morgan Williams from Hightower High School, Ashton Kahey from Marshall High School, and Kaleb Williams from Willowridge High School.
- Dr. Whitbeck shared that she and members of the Executive Team recently attended the Texas School Alliance's meeting to hear a recap of the 88th Legislative Session, and said the district has been reaching out to lawmakers to encourage them to take funding action to support students, staff and families in public schools.
- Dr. Whitbeck shared that she recently had conversations with State Senator Lois Kolkhorst and State Representative Suleman Lalani, and she shared thoughts on how the state is not prioritizing public education, including the importance of funding teacher raises and special education services.
- Dr. Whitbeck shared that FBISD Human Resources team has been holding virtual recruiting sessions to connect with potential teaching candidates, with the next event taking place July 12.
- Dr. Whitbeck shared that school continues in FBISD, with 4,826 students participating in summer school.

6. Board Members' Reports

A. Activity Report

Mr. Hamilton shared that in the last month, Board members have participated in the following:

- Strategic Planning Workshop
- SHAC Meeting
- FAB Awards – FBISD Athletics Best (FAB) Awards
- Dulles FFA Banquet
- SHAC Advocacy Sub-Committee Meeting
- Policy Review Committee Meetings
- Board Officers Meetings
- Fort Bend Chamber’s 2023 State of Higher Education Luncheon
- TASB Summer Leadership Institute
- Vision & Planning Committee Meeting
- Budget & Bond Committee Meetings
- Tour of FBISD Print Shop
- Bush High School Symphony and Percussion Send Off Concert

B. Committee Reports

Mrs. Malone reported that the Budget and Finance Committee held its first meeting on June 12. The predominant focus of the meeting was the proposed resolution that is on the agenda for consideration and approval, as the committee understands financial reporting and transparency is a priority.

7. Public Comment

- Willie Rainwater addressed board members and requested that funds allocated to Blue Ridge Elementary be left in the school’s feeder patterns when the school is eventually closed. Mr. Rainwater also asked the board work to provide teacher raises and invest in early childhood education.
- Trisha Gurnani, a student at the Travis Global Studies Academy, addressed board members regarding with concerns about student ranking, as she is currently zoned to Austin High School and will be compared with students she has never met.
- Gina Tory, the sister of Lisa Torry Smith, addressed board members and asked that FBISD consider naming a new school after Lisa Torry Smith. Torry Smith was killed in a 2017 crosswalk accident as she walked her children to Jan Schiff Elementary and the Lisa Torry Smith act was signed into law by Governor Greg Abbott in 2021.
- Lynn Clouser, a Missouri City resident and a parent of a student with autism, addressed Board members and shared information about a support group she and others founded, Austim Caregivers Around the Bend. Clouser shared that recent meetings have been focused about deficiencies within the school system, and asked the Board to take action to support students with autism.
- Pete Olson, a former United States Representative and current Fort Bend County resident, spoke in support of naming Elementary School 56 in honor of Lisa Torry Smith. Olson said the school should inspire youth, and noted that no school has been named after an FBISD parent.

- Melody DiPasca, a parent of two boys who attend to FBISD, one who is on the spectrum, addressed Board members regarding special education services. DiPasca specifically addressed the the long times students spend on the bus, a lack of teacher training in how to handle challenging student behaviors, and the lag in time for special education evaluation services.
- Marissa Morgan, the grandparent of a 13 year old FBISD student on the spectrum, addressed Board members regarding the changes students experience as they mature and the need for more teacher training to handle these growing pains. Morgan asked for better speech therapy services and that the district utilize state funding to improve services.

8. Information

A. Intruder Detection Audit Report Findings

Fort Bend ISD Police Chief David Rider shared results of the final Intruder Detection Audits of the 2022-23 school year. Rider shared that since the last update on May 15, the district had six additional audits, and all six resulted in no findings or corrective actions. Rider shared that during the 2022-23 school year, there were a total of 62 audits conducted at 62 campuses. Eight of the campuses had findings, and of those eight, four findings were related to mechanical room doors that did not access the interior of the schools.

Rider recognized Bart Rosebure, the District's Emergency Management Coordinator, who personally visited each school with findings to ensure corrective actions were taken immediately, and expressed appreciation to staff and students for working to ensure that all doors are locked.

During discussion, Board members expressed appreciation to Chief Rider and Rosebure.

9. Consent Agenda

During discussion, board members requested that Items A.2, 9.H, L.1, L.2, L.10, and L.11 be pulled from the consent agenda.

MOTION made by Dr. Gilliam and SECONDED by Mrs. Malone to approve the Consent Agenda as presented, with the exception of 9.H, L.1, L.2, L.10, L.11 and A.2.

Following discussion, and with consent of the Board, MOTION WITHDRAWN.

MOTION made by Dr. Gilliam and SECONDED by Mr. Hamilton to approve the Consent Agenda as-is, with the exception of 9.H, L.1, L.2, L.10, L.11, L.9 and A.2.

MOTION CARRIES. Ayes 7, Nays 0.

Yea: Dae, Gilliam, Hamilton, Malone, Garcia, Hanan, Jones

A. Consideration and approval of minutes of the following Fort Bend Board of Trustees meetings:

1. February 16, 2023 Special Called Meeting (pulled for correction on 4/17/23)
3. February 27, 2023 Special Called Meeting
4. March 6, 2023 Special Called Meeting and Agenda Review

- B. Consideration and approval of the adoption and revision of Policies FNG (Local), and FO (Local).
 - 1. Policy FNG (Local)
 - 2. Policy FO (Local)
- C. Consideration and approval of international travel during the summer of 2024 for Fort Bend ISD Honor Orchestra, comprised of students from all FBISD high schools. Students will participate in the American Celebration of Music in Great Britain and attend workshops at the Royal Academy of Music.
- D. Consideration and approval of a Low Attendance Waiver and granting the Superintendent authority to approve and submit all necessary waiver requests for the 2022-23 school year.
- E. Consideration and approval to authorize the Superintendent, or her designee, to execute agreements with the authorized residential and day treatment service providers listed as needed for the 2023-24 school year.
- F. Consideration and approval of an Interlocal Agreement with Purchasing Solutions Alliance (PSA), and authorization for the Superintendent to negotiate and execute the agreement.
- G. Consideration and approval for the purchase of Benefits Management Consulting Services and authorization for the Superintendent to negotiate and execute the agreements through December 2028.
- I. Consideration and approval of a Committed Fund Balance Resolution.
- J. Consideration and approval to nominate and endorse Kristen Davison Malone to represent Region IV, Position G as a Director on the Texas Association of School Boards (TASB) Board.
- K. Consideration and approval for the use of 2018 Bond Program Contingency Program as proposed.
- L. Consideration and approval for proposed purchases exceeding \$50,000. Specifically for:
 - 3. Consideration and approval of a construction services agreement with E Contractors LLC to perform a parking lot replacement at Progressive High School (PKG053), a contract amount not-to-exceed \$765,000, and authorization for the Superintendent to negotiate and execute or terminate the agreement.
 - 4. Consideration and approval for purchase of a data analytics platform to track assessments and support student achievement from Eduphoria in an amount not-to-exceed \$1,717,765 and authorization for the Superintendent to negotiate and execute agreements through July 2028.
 - 5. Consideration and approval for the purchase of Instructional Software, Subscriptions, Related Products and Services (Supplemental) and authorization for the Superintendent to negotiate and execute the agreements through November 2027.
 - 6. Consideration and approval for the purchase of trucking and trailer rental services from various vendors, under cooperative contracts with Central Texas Purchasing Alliance (CTPA) and Choice Partners Purchasing cooperatives in an amount not-to-exceed \$1,200,000, and authorization for the Superintendent to negotiate and execute the agreements through July 2026.
 - 7. Consideration and approval for the purchase of small kitchen equipment from various vendors, under cooperative contracts with BuyBoard in an amount not-to- exceed \$500,000, and authorization for the Superintendent to negotiate and execute the agreement through November 2025.

8. Consideration and approval for the purchase of an Albert Sensor through the Central Texas Purchasing Alliance contact from Center for Internet Security, Inc. in an amount not-to-exceed \$307,881 and authorization for the Superintendent to negotiate and execute the agreement through June 2028.
12. Consideration and approval for delegation of authority to execute a contract for Natural Gas on behalf of Fort Bend Independent School District.
13. Consideration and approval for the purchase of remediation and restoration services from various cooperative contracts in an amount not-to-exceed \$1,369,295 and authorization for the Superintendent to negotiate and execute the agreement through July 2026.

Action on Items Removed from the Consent Agenda

- 9.H. Consideration and approval of the recommendation for District Legal Services providers, including Board Counsel.

MOTION made by Mrs. Malone and SECONDED by Mr. Hamilton to approve item 9.H as presented.

During discussion, Coby Wilbanks shared that since the review meeting, the district has reduced the number of recommended firms from six to five, and provided rationale for the recommendation. Wilbanks shared that the district is identifying firms to support the district, should their services be needed, and payment would only occur on an as-needed basis.

With unanimous consent of the Board, previous MOTION WITHDRAWN.

MOTION made by Mrs. Dae and SECONDED by Dr. Gilliam for the approval for the law firm for the Board Attorney with recommended Rogers, Morris, & Grover.

MOTION CARRIES, 7-0.

Yea: Dae, Gilliam, Hamilton, Malone, Garcia, Hanan, Jones

MOTION made by Mrs. Dae and SECONDED by Dr. Gilliam to approve the administration's recommendation for the district attorney with five firms as recommended.

During discussion, the administration clarified that there is no guarantee of work to any of the firms, and provided additional information about the qualification process and the recommended firms.

Following discussion, Mrs. Hanan called for the question, with a SECOND from Dr. Gilliam.

MOTION CARRIES, 5-2.

Yea: Gilliam, Malone, Garcia, Hanan, Jones

Nay: Dae, Hamilton

- 9.L.1. Consideration and approval for the Superintendent to negotiate and execute the Event License Agreement, and other related agreements between Fort Bend ISD and the Fort Bend Epicenter for the 2023-24 Commencement exercises.

MOTION made by Mrs. Malone and SECONDED by Mrs. Hanan that the Board approve Item 9.L.1 as presented.

During discussion, Mr. Bassett provided clarification regarding the updated cost estimates between the use of Mercer Stadium and the proposed venue, which is attributed to updated internal staffing costs, a reduction of the facility rental rate, and the inclusion of A/V services.

MOTION CARRIES, 7-0.

Yea: Dae, Gilliam, Hamilton, Malone, Garcia, Hanan, Jones

- 9.L.2. Consideration and approval for the purchase of print shop equipment, maintenance and supplies from multiple cooperative contracts in amount not-to-exceed \$964,877 and authorization for the Superintendent to negotiate and execute the agreement through May 2027.

MOTION by Mrs. Malone and SECONDED by Mrs. Hanan that the Board approve item 9.L.2 as presented.

During discussion, Bryan Guinn explained that the recommendation will give the district access to a wide format printer, which the district does not have, and will give the district the ability to do this work in house. Currently the district outsources this work, amounting to an estimated \$140,000 annually. Mr. Gay also provided information about the advantages of the proposed rentals, versus fixed-term leases.

MOTION CARRIES, 7-0.

Yea: Dae, Gilliam, Hamilton, Malone, Garcia, Hanan, Jones

- 9.L.11. Consideration and approval for the purchase of online eProcurement Catalog from Amazon Business Services, Inc. in an amount not-to-exceed \$15,000,000 and authorization for the Superintendent to negotiate and execute the agreement through August 2028.

MOTION made by Dr. Gilliam and SECONDED by Mrs. Hanan to approve Consent Agenda 9.L.11 as presented.

During discussion, Mr. Gay clarified that the recommendation would add Amazon Business, which is not the same Amazon that consumers use, and the amount-not-to-exceed is based on expenditures in the past and over a five year period, but the District would only spend what is allocated in the budget. Mr. Guinn also confirmed that all existing purchasing procedures would still be followed, and flow through the established requisition process.

MOTION CARRIES, 7-0.

Yea: Dae, Gilliam, Hamilton, Malone, Garcia, Hanan, Jones

Prior to consideration of item 9.L.10, Mrs. Dae shared that the Budget Committee requested a resolution that is tied to this Item, and she was moving up Action Item 13.G. so that discussion could occur prior to action on 9.L.10.

- 13.G. Consideration and approval of a Board Resolution related to Bond 2023 to be presented by a Board member.

MOTION made by Dr. Gilliam and SECONDED by Mrs. Malone that the Board approve Consent Agenda 13.G as presented.

Mrs. Malone shared information about the proposed resolution, which resulted from a recent discussion with the newly-formed Budget Committee in an attempt to get consensus over approving the entirety of the bond budget. Mrs. Malone shared the resolution was drafted by the Board's counsel, at the request of the committee, to demonstrate accountability and transparency to the public and the Board's intent to provide safeguards. During discussion, board members discussed the possibility of tabling the resolution for future action out of respect for staff, as the resolution was drafted over the weekend and staff had not yet had the opportunity to thoroughly review. Board members also expressed interest in gaining a better understanding of the resolution and how it compares to the existing CV (LOCAL).

In response to Board comments and questions, the administration provided background information on previous resolutions adopted for the 2014 and 2018 bond programs and the Bond Oversight Committee. This committee meets quarterly, and includes representation from subject matter experts as well as parents and community members to review and discuss bond progress and spending.

Following discussion, MOTION made by Mrs. Malone and SECONDED by Mrs. Hanan to postpone Item 13.G until the August Board meeting.

MOTION CARRIES, 7-0.

Yea: Dae, Gilliam, Hamilton, Malone, Garcia, Hanan, Jones

- 9.L.10. Consideration and approval of 2023 Bond Program Master Project Packages, to serve as the Board-approved project budgets as defined by Board Policy CV (Local).

MOTION made by Mrs. Malone and SECONDED by Mr. Hamilton to approve item 9.L.10 as presented.

During discussion, Board members reiterated the importance of accountability and transparency in the execution of the bond program and expressed appreciation of the budget committee's work thus far.

MOTION CARRIES, 7-0.

Yea: Dae, Gilliam, Hamilton, Malone, Garcia, Hanan, Jones

Prior to discussion of Item 9.L.9, Mrs. Dae informed the Board that the assistance of legal counsel was requested, and advised the Board would therefore convene in closed session at this time.

10. Convene in Closed Session

The Board convened in closed session at 8:22 p.m. under Texas Open Meetings Act, Texas Government Code, Chapter 551 under the following sections: 551.071 - For the purpose of a private consultation with the Board's attorney on any or all subjects or matters authorized by law; Section 551.072 - Consider purchase, exchange, lease, or value of real property, Section 551.074 - Personnel matters, Section 551.076 - Security matters, Section 551.082 - Student discipline matter or complaint, or Section 551.0821 - Personally identifiable information about public school student.

- A. Deliberate Executive Director of Human Resources recommendation.
- B. Deliberate General Counsel recommendation.
- C. Deliberate Ronald Thornton Middle School Principal recommendation.
- D. Deliberate assigning FNG student/parent grievance of Eva Frazier to the Board hearing officer, or to schedule a future board meeting to hear and consider the grievance.
- E. Deliberate assigning FNG student/parent grievance of Jacenta Green to the Board hearing officer, or to schedule a future board meeting to hear and consider the grievance.
- F. Deliberate approval of Resolution Agreement in TEA Docket No. 257-SE-0423-A.

11. Reconvene in Open Session

The Trustees reconvened in open session at 10:46 p.m.

- 9.L.9. Consideration and approval of Professional Services Firms: Architectural Design Teams (A/E) and pool selection for the 2023 Bond Program, assignment of bid packages to design firms, and authorization for the Superintendent to negotiate and execute or terminate the agreements with the identified vendors.

MOTION by Dr. Gilliam and SECONDED by Mrs. Hanan to approve Consent Agenda 9.L.9 as presented.

MOTION CARRIES, 7-0.

Yea: Dae, Gilliam, Hamilton, Malone, Garcia, Hanan, Jones

MOTION made by Mrs. Hanan and SECONDED by Mrs. Malone to rescind the Board's vote approving the minutes of the March 6, 2023 Special Called Meeting and Agenda Review and that the Board approve the minutes of the February 24, 2023 Special Called Meeting Almeta Crawford High School Attendance Community Workshop.

MOTION CARRIES, 7-0.

Yea: Dae, Gilliam, Hamilton, Malone, Garcia, Hanan, Jones

12. Consider Action on Closed Session Items

MOTION by Dr. Gilliam and SECONDED Mrs. Hanan by to approve Action Item 13.F as presented.

MOTION CARRIES, 7-0.

Yea: Dae, Gilliam, Hamilton, Malone, Garcia, Hanan, Jones

MOTION made by Mrs. Malone and SECONDED by Mr. Garcia that the Board of Trustees approve the resolution agreement in TEA Docket No. 257-SE-0423-A and authorize the superintendent to execute the agreement.

MOTION CARRIES, 7-0.

Yea: Dae, Gilliam, Hamilton, Malone, Garcia, Hanan, Jones

MOTION made by Ms. Jones and SECONDED by Mrs. Hanan that the Board of Trustees accept the Superintendent's recommendation and appoint Amber Williams to the position of Executive Director of Human Resources.

MOTION CARRIES, 7-0.

Yea: Dae, Gilliam, Hamilton, Malone, Garcia, Hanan, Jones

MOTION made by Dr. Gilliam and SECONDED by Mrs. Malone that the Board of Trustees accept the Superintendent's recommendation and appoint Kathryn Kargbo to the position of Principal – Ronald Thornton Middle School.

MOTION CARRIES, 7-0.

Yea: Dae, Gilliam, Hamilton, Malone, Garcia, Hanan, Jones

MOTION made by Ms. Jones and SECONDED by Mrs. Hanan that the Board of Trustees assign the Level Three FNG parent complaint of Eva Frazier to the Board's designated hearing officer, Myra Schexnayder, under Board Policy FNG (LOCAL).

MOTION CARRIES, 7-0.

Yea: Dae, Gilliam, Hamilton, Malone, Garcia, Hanan, Jones

MOTION made by Dr. Gilliam and SECONDED by Mrs. Hanan that the Board of Trustees adopt the resolution regarding the joint representation by Walsh Gallegos Trevino Kyle & Robinson PC of all member districts in the Brazoria-Fort Bend Regional Day School Program for the Deaf Shared Services Arrangement and delegating authority to the Superintendent to sign the resulting agreement.

MOTION CARRIES, 7-0.

Yea: Dae, Gilliam, Hamilton, Malone, Garcia, Hanan, Jones

MOTION made by Mr. Garcia and SECONDED by Mrs. Hanan that the Board of Trustees assign the Level Three FNG parent complaint of Jacenta Green to the Board's designated hearing officer, Myra Schexnayder, under Board Policy FNG (LOCAL).

MOTION CARRIES, 7-0.

Yea: Dae, Gilliam, Hamilton, Malone, Garcia, Hanan, Jones

MOTION made by Mr. Garcia and SECONDED by Dr. Gilliam that the Board of Trustees accept the Superintendent's recommendation and appoint Mr. Coby Wilbanks to the position of General Counsel of Fort Bend ISD.

MOTION CARRIES, 7-0.

Yea: Dae, Gilliam, Hamilton, Malone, Garcia, Hanan, Jones

13. Action

- A. Consideration and approval of a Resolution regarding the joint representation of Walsh Gallegos Trevino Kyle & Robinson P.C. ("Walsh Gallegos") of all Member Districts in drafting, reviewing, or revising the Brazoria-Fort Bend Regional Day School Program for the Deaf Shared Services Agreement ("SSA") and delegating authority to the Superintendent to sign the agreement.

[This action was taken previously on the agenda, following closed session]

- B. Consideration and approval of the 2023-24 General Fund (199), Debt Service Fund (599), and Child Nutrition Fund (240) budgets as presented for the Fiscal Year 2023- 24 budget document.

MOTION made by Dr. Gilliam and SECONDED by Mrs. Hanan that the Board of Trustees approve the 2023-24 General Fund (199), Debt Service Fund (599) and Child Nutrition Fund (240) budgets as presented.

During discussion, staff confirmed that the legislature is planning additional special sessions, and that could result in additional state funding that would result in the need to amend the budget.

MOTION CARRIES, 7-0.

Yea: Dae, Gilliam, Hamilton, Malone, Garcia, Hanan, Jones

- C. Consideration and approval of a General Fund and Debt Service Fund budget amendment for 2022-23.

MOTION made by Dr. Gilliam and SECONDED by Mr. Garcia that the Board of Trustees approve the General Fund and Debt Service Fund budget amendment for 2022-23 as presented.

MOTION CARRIES, 7-0.

Yea: Dae, Gilliam, Hamilton, Malone, Garcia, Hanan, Jones

- D. Consideration and approval of Cadence McShane Construction Company, LLC as Construction Manager-at-Risk (CMaR) BP001 Briargate Elementary rebuild, and authorization for the Superintendent to negotiate and execute the agreement.

MOTION made by Dr. Gilliam and SECONDED BY Mr. Hamilton that the Board of Trustees approve Cadence McShane Construction Company LLC as the Construction Manager-at-Risk for BP001 Briargate Elementary rebuild, and authorize the Superintendent to negotiate and execute the agreement.

MOTION CARRIES, 7-0.

Yea: Dae, Gilliam, Hamilton, Malone, Garcia, Hanan, Jones

- E. Consideration and approval of Satterfield & Pontikes Construction Company, Inc. as Construction Manager-at-Risk (CMaR) for BP002 Mission Bend Elementary rebuild, and authorization for the Superintendent to negotiate and execute the agreement.

MOTION made by Dr. Gilliam and SECONDED by Ms. Jones that the Board of Trustees approve Satterfield & Pontikes Construction, Inc. as the Construction Manager-at-Risk for BP002 Mission Bend Elementary rebuild, and authorize the Superintendent to negotiate and execute the agreement.

MOTION CARRIES, 7-0.

Yea: Dae, Gilliam, Hamilton, Malone, Garcia, Hanan, Jones

- F. Consideration and approval of an Efficiency Audit Engagement Letter with Whitley Penn, LLP.

[This action was taken previously on the agenda following closed session]

- G. Consideration and approval of a Board Resolution related to Bond 2023 to be presented by a Board member.

[This action was taken previously on the agenda]

14. Adjournment

Having no further business before the Board, MOTION was made by Mrs. Malone to adjourn the meeting at 10:58 p.m.

Judy Dae, President

David Hamilton, Secretary

For: Fort Bend ISD Board of Trustees
Date: September 18, 2023
Action: Review: Consideration and Approval
International Student Travel
References: Board Policies FMG (Local) and FD
(Legal)
District Goal 4
Department: Department of School Leadership

Recommendation

Consideration and approval of international travel during December 2023 by Clements High School students to participate in the 2023 KAKEHASHI PROJECT, Japan's Friendship Ties Programs.

Summary

Clements High School students have the opportunity to promote an understanding of Japan's economy, society, history, diverse culture, politics and diplomatic relations among students. Kalehashi Program also offers homestay and visit to a Japanese High School. The students will be immersed in Japanese language and culture, experience Japanese family life and opportunity to attend Japanese High School.

Clements High School is requesting permission for approximately 6 students and 2 adults which will be Clements High School Japanese teacher, Ms. Yoshimi Sheridan and First Colony Middle School Assistant Principal, Geordie Daniel. The trip will occur December 18 to December 26, 2023.

The Kalehashi Program is fully funded by Japanese government, no cost to students, sponsor, or FBISD. Suggested spending money of \$500 is recommended per student.

Recommended by:

Christie Whitbeck
Superintendent of Schools

Submitted by:

Kwabena Mensah
Chief of Schools

For: Fort Bend ISD Board of Trustees
Date: September 18, 2023
Action: Consideration and Approval: 2023–
24 T-TESS Appraisers
References: Board Policy DNA
Department: Human Resources

Recommendation

Consideration and approval of certified campus-based T-TESS Appraisers in administrative positions to serve as teacher appraisers for the 2023-24 school year.

Summary

The Texas Teacher Evaluation and Support System (T-TESS) requires all appraisers to successfully complete appraisal training and pass a certification exam prior to conducting formal observations. Upon conclusion of the three-day training, appraisers must successfully complete an annual online certification test to assume the role of certified appraisers.

Appraisers assess teaching proficiency and ensure teachers and administrators derive reliable and meaningful information from the teacher evaluation process. By providing evidence-based feedback, appraisers help teachers and administrators make decisions that support efforts to improve instructional quality and student performance.

Upon approval by the Board of Trustees, the Administration will validate and verify each appraiser as meeting all requirements set forth in Chapter 150-Commissioner’s Rules concerning Educator Appraisal.

Recommended by:

Christie Whitbeck
Superintendent of Schools

Submitted by:

Glenda Johnson
Chief Human Resources Officer

T-TESS Certified Assistant Principals

| | | | |
|---------------------|----------------------|-----------------------|---------------------|
| Agina, Tiffany | Cuillier, Joseph | Kirkpatrick, James | Roach, Stefanie |
| Alexopoulos, Alexia | Daniel, Geordie | Krantz, Danielle | Rogers, Dawn |
| Allen, Carissa | Davis, Jennifer | La, Fleur, Dawn | Russell, Stephanie* |
| Alvarez, Dionna | Delesbore, Sharon | Lewis, Carlos | Schultz, Patrick |
| Amey, Errynne | Dowd, Mary | Lewis, Dontee* | Schulz, Joe |
| Bakus, Susan | East, Timothy | Long, George | Scott, Nekiva |
| Barnes, Paulette | Eiland, Deanna | Loomis, Brittany | Sellers, Marcy |
| Bartels, Jennifer | Elissetche, Gilberto | Lowe, Theodus | Sells, Britney |
| Bassett, Damien | Farooq, Aneela | Lyons-Irving, Dakita | Silas, Camille |
| Bates, Ricardo | Feges, Timothy | Machado, Anagha | Simpson, Christina |
| Bathe, Theresa | Fields, Shannon | Mackay, Charles | Skinner, Lita |
| Benavides, Walter | Fletcher, Danica | Maldonado, Joseph | Smith, Jerrold |
| Bennett, Elainea | Gaines, Ricardo | Mallory, Tammi | Snyder, Cindy |
| Bennett, Michael | Garza, Jorge | Martinez, Abraham | Squires, Heather |
| Boler, Megan | Gibson, Thristle* | Mayfield, Misty | Stewart, Christina |
| Border, Courtney | Glasper, Lynn | Mccabe, Matthew | Sweeney, Eric* |
| Bostick, Benjamin | Goodwin, Luster | Mccormick, Stephen | Sweeney, Carla |
| Bowie, Kimsheka | Gray, Robin | Mcdowell, Stephanie | Swilley, Jason |
| Bowman, Etima | Gray, Shannon | Mcmullen, Jana | Taylor, Ashli |
| Brewer, Elizabeth | Gregory, Alisha | Mercedes, Luis | Thomas, Marion |
| Briceno, Felipa | Guerra, Elizabeth | Mikel, Shaketha | Thompson, Alan |
| Brown, Jasim | Hayes, Jesse | Miles-Essone, Jeannie | Udechukwu, Adaun |
| Brown, Sarah | Hitchcock, Brad | Milner, Matthew | Walter, Suni |
| Brown, Terrick | Holmes, Felicia | Moore, Brittany | Warren, Matthew |
| Byrd, Kevin | Hooper, Bradley | Morvant, Sarah | Washington, Laronda |
| Byrd, Angelina | Isaac, Natacha | Nnamani, Chinasa | Watson, Patrick |
| Calhoun, Jorhon | Jack, Candus | Parsad, Ann-Marie | Wells, Paul |
| Campbell, Tania | Jackson, Mylana | Patel, Milli | Williams, Tiffany |
| Cardenas, Marcos | Jedkins, Rontreall | Phillips, Lashonda | Williams, Tonichia |
| Carrington, Felecia | Johnson, Rafeal | Pike, Michael | Wilson, Blake |
| Cheek, Sandra | Johnson, Tonisha | Pope, Derryk | Woodard, Brandon |
| Chenier, Gwen | Joiner, Deirdri | Powers, Erick* | Woodard, Stephanie |
| Clark, Courtney | Jones, Brandi | Pyles, Sonni | Woodard, Anetria |
| Colter, Michelle | Jones, Sheri | Qazi, Shazia | Wooten, Rachelle |
| Cousin, Lawrence | Jones, Desmond | Raza, Usama | Yim, Anthony |
| Croft, Michele | Khan, Meraj | Rebler, Meagan | |
| Crowley, Deborah | Kirkpatrick, Cynthia | Reese, Shannon | |

T-TESS Certified Associate Principals

| | | | |
|---------------------|-------------------|-------------------|-------------------|
| Austin, Latoya | Crespo, Romulo | Martin, Monika | Rutledge, Lori |
| Baker, Tara | Harris, Mateba | Masculino, Mharbe | Squires, David |
| Braucht, Katherine | Holland, Alfred | Montelongo, Lori | Taylor, Matthew |
| Brigham, Deandria | Johnson, Kimberly | Ogle, Karissa | Thomas, Nancy |
| Campbell, Philip | Johnson, Sunday | Rich, Tracey | Walker, Tamera |
| Clemons, Shawndreka | Lovetinsky, Kyle | Richmond, Candace | Williams, Shannon |
| Craft, Hykeem | Macdonald, Mario | Riggs, Nadia | |

T-TESS Certified Deans

Benavides, Heather
Green, Mary

Johnson, Sheryl
Mack, Ishaka*

Pierce, Efrem
Pistor, Jill

Waters, Latonya
Williams, Kristen*

T-TESS Certified Principals

Anthony, Lakisha
Arana, Clementine
Blackmer, Cindel
Bogle, Latecha
Bolden, Felicia
Bolding, Melissa
Brogan, Leonard
Brooks, Brandi
Brown, Reginald
Brown, Stacy
Bruhn, Kari
Charles, Kimberly
Church, Cozette
Clay, Kellie
Collins, Cory
Cortez, Rachel
Craig, Lori
Curtis, Tonya
Diaz, Framy
Dow, Angela

Durham, Kristi
Edmond, Erika
Erdie, Julia
Evans, Sonya
Fickel, Keith
Foulds, Gregory
Garrett, Latoya
Garza, Gabriella
Geis, Jaimie
Granger, Gregory
Griffin, Kyella
Haas, Raymond
Hamilton, Tasha
Hayden, Terence
Hopkins, Christina
Huerta, Yvette
Hummel, Nancy
Issac, Kellie
Jackson, Danielle
James, Felicia

Kargbo, Kathryn
Kowrach, Justin
Laberge, Sarah
Leiva, Carlo
Lemon, Trevor
Macklin, Audrey
Marsters, April
Mc Clanahan, Alena
Moss, Danielle
Muceus, Courtney
Murphy, Margaret
Oglesby, Cholly
Olson, Deanna
Patton, Carla
Pena, Jorge
Petru, Jennifer
Prudhomme, Alexis
Rivas, Marta
Roberson, Veronica
Roberson, Andre

Roberts, Nikki
Roberts, Jennifer
Rosier, Rachel
Sanchez, Nancy
Sanders, Ogechi
Schwinger, Joy
Shillingburg, James
Stewart, Corey
Sutton, Jonathan
Ude, Audra
Viado, Stephanie
Wallace, Angela
Wells, Fidel
Whisonant, Donna
Williams, Lavanta
Williams, Elizabeth
Williams, Jennifer
Wilson, Anitra
Yelvington, Michael
Young, She Nee

T-TESS Certified Substitute Administrators

Adams, Ronnie
Blake, Yvette
Bolding, Melissa

Damian, Eddie
DeFlora, Lucretia
Dyson, Cassandra

Fennick, Michelle
Fields, Yuvonne
Garza, Ellie

Harvey, Hannah
Salina, Sylvia
Yaffie, David

* Pending Verification of Certification and/or Annual Certification/Renewal

For: Fort Bend ISD Board of Trustees
Date: September 18, 2023
**Action: Consideration and Approval: Class Size
Exception Waiver**
References: Board Policy EEB (Legal)
Texas Education Code (TEC) 25.112
District Goal 1
Department: School Leadership

Recommendation

Consideration and approval of a Texas Education Agency (TEA) Exception for Class Size Waiver in grades PreK-4 for elementary schools that exceed a teacher to student ratio of 22 students per classroom teacher (22:1).

Summary

For the 2023 - 2024, the Administration is requesting an Exception for Class Size Waivers due to the District's continued growth, available classroom space, and current budget pressures. Furthermore, as the school year has launched, principals are continually recruiting highly qualified teachers to hire for current or anticipated vacancies. With class size exceptions approved, staff will work with principals to ensure appropriate supports to ensure learning environments that are conducive to the highest levels of student achievement.

When projecting teacher staffing for 2023 - 2024 school year, staff used the PASA "moderate" growth projection for each campus.

Note: Final recommendation will be provided to the Board in preparation for the September 18 Regular Board Meeting.

Recommended by:

Christie Whitbeck
Superintendent

Submitted by:

Kwabena Mensah
Chief of Schools

For: Fort Bend ISD Board of Trustees
Date: September 18, 2023
Action: Consideration and Approval: 2023 –
24 Instructional Apprentice Waivers
Department: Human Resources

Recommendation

Consideration and approval of Texas Education Agency Waivers for non-certified campus-based Instructional Apprentice in teaching positions for the 2023-2024 school year.

Summary

For the 2023-24 school year, the Administration is requesting a waiver for non-certified campus based Instructional Apprentice positions due to supporting staffing needs amid the national staffing shortage.

Instructional Apprentice positions are full-time, exempt positions and are benefit eligible and their salaries contribute to the Texas Retirement System (TRS). Candidates must be actively enrolled in an ACP (Alternative Certification Program) and demonstrate they are pursuing a teaching certification. They are expected to hold a probationary certificate no later than March 2024.

Instructional Apprentices will receive ongoing, job-embedded support throughout the school year through a campus mentor. Human Resources will continue to support each apprentice to ensure each is working toward their teaching certification. Upon completion of the requirements, the apprentice will receive an offer for a full-time certified teaching position and sign a Chapter 21 contract. If an apprentice does not complete requirements, the apprentice will complete the current assignment through the remainder of this school year.

Fort Bend ISD's priority is to hire certified candidates to lead instruction. In addition, an instructional apprentice position was created to assist in classroom instruction.

Recommended by:

Christie Whitbeck
Superintendent of Schools

Submitted by:

Glenda Johnson
Chief Human Resources Officer

For: Fort Bend ISD Board of Trustees
Date: September 18, 2023
Action: Consideration and Approval:
CenterPoint Energy Blanket
Easement – Middle School 16
References: Board Policy CV (Local)
District Goal 5
Department: Operations

Recommendation

Consideration and approval of a blanket (short form) easement with CenterPoint Energy for the electrical services to the new Middle School 16 and authorization for the FBISD Board President and/or designee to negotiate and execute this easement, as well as the CenterPoint Energy long form easement to be provided near the conclusion of the project.

Summary

The blanket easement (short form blanket easement) is required by CenterPoint Energy to install permanent underground and overhead electrical services to the new Middle School 16.

The blanket easement will be in place until FBISD and CenterPoint Energy have completed and executed the long form easement. When the service (a new transformer) is energized to the site, CenterPoint will generate a long form easement. The long form easement will contain a detailed descriptive easement for the site, including sketches. The long form easement will replace the blanket easement, as this is only a temporary easement in order to expedite the installation of the new transformer.

The new Middle School 16 project has been designed with consideration to all the other utility easements. As such, the approval of these easements (short form blanket easement and long form easement) will not conflict with any site design elements.

Recommended by:

Christie Whitbeck
Superintendent of Schools

Submitted by:

Damian Viltz
Chief Operations Officer

The Easement Area herein granted is a blanket easement and shall apply only insofar as the boundaries of Grantor's Property will permit. Grantee further reserves the right to extend services and drops within Grantor's Property and to adjacent landowners from said Facilities.

Grantor or its successors or assigns shall observe and exercise all notification laws as per the Underground Facility Damage Prevention and Safety Act, also known as "ONE CALL" & "CALL BEFORE YOU DIG" when working in or near the Easement Area.

To the extent that such laws and codes apply to Grantor, its successors and assigns, Grantor, its successors and assigns shall observe all safety codes and laws which apply to working along, within and or near the Easement Area and Facilities during construction activities and safe clearance from such Facilities, including the Occupational Safety and Health Administration ("O.S.H.A."), Chapter 752 of the Texas Health and Safety Code, the National Electric Code, and the National Electrical Safety Code.

Grantor herein reserves the right to grant easements in favor of third parties across the herein described Easement Area in a near perpendicular fashion to Grantee's Facilities, the approximate locations of which are shown on Exhibit "A", attached hereto and made a part hereof, provided (i) no other utilities are permitted to cross within a vertical distance of twenty-four (24) inches of Grantee's below ground Facilities, (ii) no other facilities or structures shall be permitted longitudinally within a distance of five (5) feet of the centerline of any of Grantee's below ground and above ground Facilities, (iii) no other utilities or structures shall be permitted longitudinally within a distance of fifteen (15) feet of the centerline of any of Grantee's overhead Facilities, beginning at a plane sixteen (16) feet above the ground and extending upward, hereinafter collectively referred to as "Grantee's Exclusive Easement Area", and, (iv) doing so does not, in the sole

opinion of Grantee, endanger or interfere with the efficient, safe and proper operation and maintenance of Grantee's Facilities.

Grantor herein covenants and agrees that, in the event that any third party facilities or obstructions are located within Grantee's Exclusive Easement Area, Grantor will take immediate action to remove and/or relocate said facilities and/or obstructions to a location outside of Grantee's Exclusive Easement Area at Grantor's sole cost and expense.

If Grantor, its successors or assigns should, at any future date, request that the Easement herein granted be further defined, Grantee agrees, at Grantor's expense, to prepare a new, defined easement described by a sealed survey sketch. Defined easements shall be unobstructed and may be further described by, but not limited to, the following descriptions:

- 1.) A ten (10) foot wide easement (for above and below ground facilities);
- 2.) A ten (10) foot wide easement together with ten (10) foot aerial easement adjoining both sides of said ten (10) foot wide easement (for above ground and overhead facilities that are not located adjacent to property lines);
- 3.) A ten (10) foot wide easement together with an adjoining eleven (11) foot, six (6) inch wide aerial easement (for above ground and overhead perimeter facilities);
- 4.) A fourteen (14) foot wide easement together with an adjoining seven (7) foot, six (6) inch wide aerial easement (for above ground and overhead perimeter facilities);
- 5.) An easement sixteen (16) feet wide and twenty-four (24) feet long (for Grantee's pad-mounted transformer station purposes).

Grantee further agrees to release this Easement upon execution and delivery of the new defined easement by Grantor.

In the event that Grantor, its successors and assigns, desires that Grantee's Facilities be relocated, then Grantee agrees to relocate said Facilities provided that Grantor furnishes a suitable and feasible site or location for such relocation and, provided that Grantor, its successors and assigns, shall, if requested by Grantee, furnish to

Grantee a suitable and acceptable easement covering the new location. Any and all costs associated with relocating said Facilities will be at Grantor's sole expense.

Grantee shall also have reasonable rights of ingress and egress to and from said Easement Area, together with reasonable working space, for the purposes of erecting, installing, operating, maintaining, replacing, inspecting, and removing said Facilities, together with the additional right to remove from said Easement Area, all bushes, trees and parts thereof, or other structures which, in the opinion of Grantee, endanger or may interfere with the efficient, safe and proper operation, and maintenance of said Facilities.

TO HAVE AND TO HOLD the above described Easement, together with all and singular the rights and appurtenances thereto in anywise belonging, unto Grantee forever, and Grantor does hereby bind itself and its successors, heirs, assigns, and legal representatives, to fully warrant and forever defend all and singular the above described Easement Area and rights unto said Grantee, against every person whomsoever lawfully claiming or to claim the same or any part thereof, by, through or under Grantor, but not otherwise. In the event of a deficiency in title or actions taken by others which results in the relocation of Grantee's Facilities, the Grantor herein, its successors and assigns, will be responsible for all costs associated with the relocation and/or removal of Grantee's Facilities.

The terms, conditions and provisions contained herein constitute the complete and final agreement between Grantor and Grantee, (collectively the "Parties") with respect to the subject matter hereof and supersedes all prior agreements, representations and understandings of the Parties and, by Grantor's signature affixed hereto and Grantee's use of the Easement, the Parties evidence their agreement thereof. No oral or written agreements made or discussed prior to, or subsequent to, the execution of this Easement shall supersede those contained herein. Any and all revisions, amendments and/or exceptions to the terms, conditions and provisions contained in this Easement shall be in written, recordable form and executed by both parties, or their respective successors or assigns in order to be deemed valid.

EXECUTED this [redacted] day of [redacted], 20[redacted].

Fort Bend Independent School District

BY: [redacted]
Signature

[redacted]
Name typed or printed

[redacted]
Title

STATE OF TEXAS }

COUNTY OF [redacted] }

BEFORE ME, the undersigned authority, a Notary Public in and for the State of Texas, on this day personally appeared [redacted], [redacted] of Fort Bend Independent School District, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that ()he executed the same for the purposes and consideration therein expressed, in the capacity therein stated, and as the act and deed of said district.

Given under my hand and seal of office this [redacted] day of [redacted], 20[redacted].

[redacted]
Notary's Signature

[redacted]
Name typed or printed

[redacted]
Commission Expires

EXECUTED this [] day of [], 20[].

Fort Bend Independent School District

BY: []
Signature

[]
Title

[]
Name typed or printed

SUBSCRIBED and SWORN before me this [] day of [], 20[].

[]
Notary's Signature

[]
Name typed or printed

[]
Commission Expires

**AFTER RECORDING RETURN TO:
SURVEYING & RIGHT OF WAY
CENTERPOINT ENERGY HOUSTON ELECTRIC, LLC
P. O. BOX 1700
HOUSTON, TX 77251-1700**



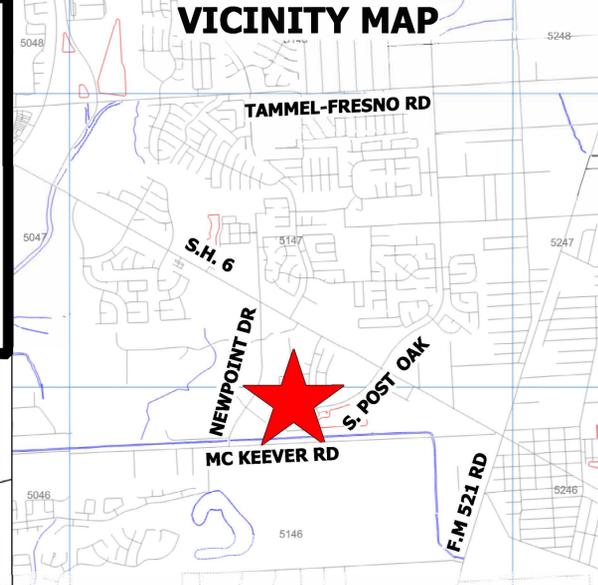
NOTES FOR CONSTRUCTION:
 SECONDARY AND STREET LIGHT(S) TO BE TRANSFERRED TO NEW POLE(S), IF APPLICABLE
 VERTICAL FRAMING TOWARDS ROADWAY
 CONFIRM ALL R.O.W. IS ACQUIRED PRIOR TO CONSTRUCTION

STAKING REQUIRED - NOTES:
 CLASS H3 POLE(S) TO BE PLACED NEXT TO EXIST. POLE(S) INSIDE EASEMENT, INLINE WITH OVERHEAD, UNLESS OTHERWISE NOTED
 CLASS H3 POLE(S) TO BE STAKED AT 2' INTO R.O.W., UNLESS OTHERWISE NOTED
 POLE(S) TO BE STAKED INSIDE EXIST. EASEMENT OR R.O.W., INLINE W/ EXIST. OVERHEAD, UNLESS OTHERWISE NOTED

Stake Poles 37-43

All distances +/-

VICINITY MAP



DEVELOPER AGREEMENT

By signing below, I acknowledge that I am the developer, or an authorized representative of the developer, of this project and that I have read and understand all statements, notes, detail drawings, and all attendant contracts and agreements (collectively the "materials") furnished to the developer regarding construction of the electrical facilities as indicated on this layout/plat. I understand that if I have not seen and read the materials, I may request a copy of them before I sign below. Further, I understand that by signing below, I agree to the Easement Requirements set out below and all electric utility facility locations as depicted on this layout/plat, and that future relocations of any electric utility facilities after installation will be performed solely at the cost of the developer/owner. The developer must furnish copies of this layout/plat to all builders working on this project; builders must furnish copies to all electricians working within the boundaries of this layout/plat. Electricians must wire service connections as shown on this layout/plat unless otherwise approved by an authorized CenterPoint Energy representative.

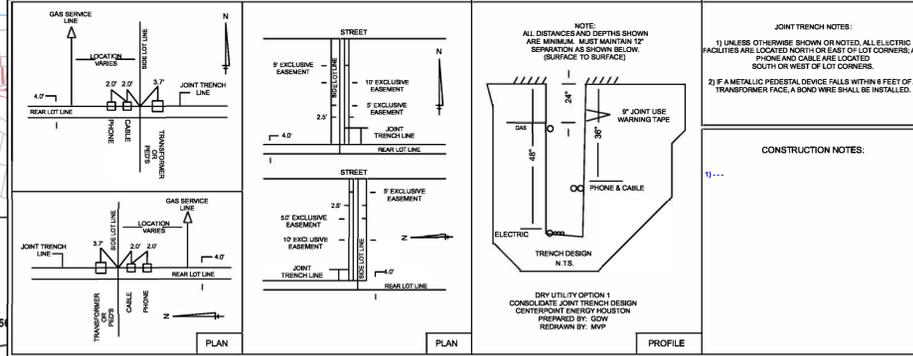
Signature: _____ Title: _____
 Printed Name: _____ Date: _____

Easement Requirements

The below referenced Easements shall not overlap or overlap any detention, retention, drainage, pipeline, water, storm or sanitary sewer easements, existing, planned, or evidenced on the ground.

- 5' UE located along side lot lines where underground streetlights are planned.
- 10' UE for dry utilities located along side lot lines where underground electric or gas primary or joint utilities are planned.
- 14' UE and Aerial Easement for dry utilities in back-to-back locations or perimeter locations, along front or rear lot lines.
- 16' UE and Aerial Easement for water and dry utilities in back-to-back locations or perimeter locations, along front or rear lot lines.
- 3' Operations, Maintenance and Access Easement (OMAE) located along side lot lines, when transformers are planned in the rear of the lot.
- 5' Operations, Maintenance and Access Easement (OMAE) located along side lot lines, when transformers are planned in the rear of the lot.

CenterPoint Energy reserves the right to install and operate and maintain its electric distribution and related communication facilities (consisting of all necessary and desirable equipment and appurtenances), on, over, under, and across the area shown hereon. CenterPoint Energy shall have unobstructed rights of ingress and egress to and from the easements, together with reasonable working space, and the additional right to remove from the easements and the land immediately adjoining thereto, all buildings, trees, and parts thereof or other structures and improvements, which, in the sole opinion of CenterPoint Energy, endanger or may interfere with the efficient, safe and proper installation, operation, and maintenance of said electric distribution and related communication facilities.



LIGHTING LEGEND

| NEW STREET LIGHT INSTALLATION SYMBOLS | | |
|---------------------------------------|----------|--|
| SYMBOLS | QUANTITY | SINGLE LAMP WATTAGE AND TYPE (Circle One Lamp Type for Each Wattage) |
| OH - 0 | 0 | 100W HPS MH LED LEGEND |
| UG - 0 | 0 | 150W HPS MH 45W OH - 0 JIG - 0 |
| OH - 0 | 0 | 175W HPS MH 95W OH - 0 JIG - 0 |
| UG - 0 | 0 | 250W HPS MH 115W OH - 0 JIG - 0 |
| OH - 0 | 0 | 400W HPS MH 180W OH - 0 JIG - 0 |

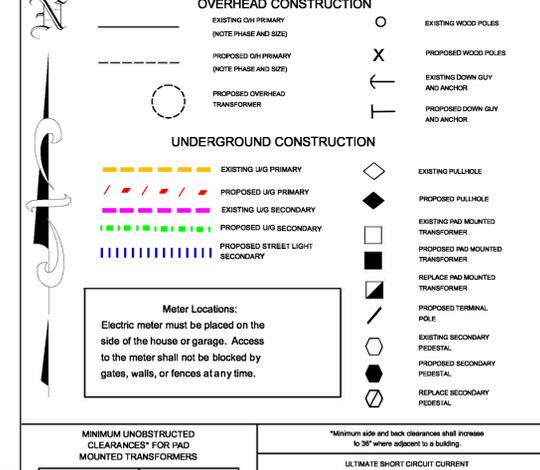
| DUAL UG ONLY LAMP WATTAGE AND TYPE (Circle One Lamp Type for Each Wattage) | | |
|--|----------|--|
| SYMBOLS | QUANTITY | DUAL UG ONLY LAMP WATTAGE AND TYPE (Circle One Lamp Type for Each Wattage) |
| UG - 0 | 0 | 100W HPS MH 45W 0 |
| UG - 0 | 0 | 150W HPS MH 95W 0 |
| UG - 0 | 0 | 250W HPS MH 115W 0 |
| UG - 0 | 0 | 400W HPS MH 180W 0 |

| ADDITIONAL INSTALLATION MATERIAL SYMBOLS | |
|--|---|
| TP | TERMINAL POLE |
| R | RELAY |
| 0 | PULLBOX |
| 0 | UNDERGROUND CONDUCTOR (Check One) Direct Embedded Wire Conduit and Wire |
| 0 | OVERHEAD CONDUCTOR #4 2C TWIST (UNLESS OTHERWISE NOTED) |

| EXISTING STREET LIGHT SYMBOLS AND WATTAGES | |
|--|------------------------|
| General | 70 100 150 175 250 400 |

| INSTALLATION VOLTAGE: (Circle One Only) | |
|---|---------|
| 120 | 240 480 |

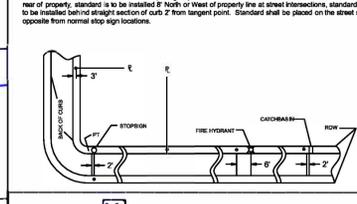
LEGEND



STREET LIGHT NOTES

All streets must be curbed and guttered prior to the installation of street lighting facilities unless otherwise approved by the Lighting Design Service Department.
 Dedicated street lighting assessments are required along all placements of street lighting facilities when such facilities are installed along private streets. Street lighting will only be installed along private streets that can be accessed for maintenance and only when such a street is constructed with an easement intended to contain private street waterlines, sanitary sewer lines, storm sewers, and such other utility or franchise infrastructures as can be accommodated and which, for the purpose of established setback, will be considered to be the equal of a public street.
 The design of all streets, utility easements, and storm sewer assessments must be approved by all appropriate reviewing agencies before the installation of street lighting.
 Street lighting will be installed to the recommendations of the Illuminating Engineering Society unless otherwise requested and agreed upon in writing by the requester of street lighting service.

STREET LIGHT PLACEMENT DETAIL



MINIMUM UNOBSTRUCTED CLEARANCES FOR PAD MOUNTED TRANSFORMERS

TRANSFORMER CLEARANCES

| Transformer Size | Amperes Sym. |
|------------------|--------------|
| 25 kVA | 6,100 |
| 37.5 kVA | 9,200 |
| 47 kVA | 12,300 |
| 50 kVA | 12,300 |
| 75 kVA | 18,400 |
| 100 kVA | 24,500 |
| 167 kVA | 41,000 |
| 250 kVA | 49,600 |

Minimum conductor size of customer's service drop shall not exceed 350MCM when entering transformer or pedestal.

SUPERIOR WORK ORDER: 103335255

| ORDER # | WORK ORDER # | ORDER TYPE | MAIN. ACT. TYPE | FUNCT. LOCATION |
|-----------|--------------|------------|-----------------|-----------------|
| OH WO 1 | 104941528 | HDC2 | 61 | DIS-010942-OVH |
| OH WO 2 | 103335969 | HDC1 | 61 | DIS-010942-OVH |
| URD LP1 | 103335229 | HDC1 | 66 | DIS-0 -URD |
| URD LP2 | | | | DIS-0 -URD |
| URD LP3 | | | | DIS-0 -URD |
| REHAB | | | | DIS-0 -URD |
| S.L. WO 1 | 103335260 | HLC1 | SL7 | LDS-UNMTRD- |
| S.L. WO 2 | | | | LDS-UNMTRD- |

LAMBERT: 5147D3 GLN:5146556393 KEY MAP: 651F CKT: AR42 JT PROJECT #: 7328

TITLE: POST OAK POINTE SEC 3

LOCATION: POLE O M T Z MILEAGE: 0.90 MI

F.A.C.L. A.V. Q.U.T.B.Y.: GH DATE: 06/23/2022

OH WO BY: GH DATE: 08/01/2022

S.L. LAYOUT BY: AS DATE: 06/23/2022

G LAYOUT BY: DATE: 06/23/2022

REVISOR: DATE:

SVC CONSULTANT SIGNATURE: **DDS DESIGN**

FACILITY LAYOUTS APPROVED BY:

SERVICE CENTER: PHONE: SCALE: 1:80'

GAS DISTRICT:

Current Date: **08/01/2022**

After 365 Days, this project is subject to review and revision by CenterPoint Energy.

FIELD TECH:

FIELD COMPLETION DATE:

For: Fort Bend ISD Board of Trustees
Date: September 18, 2023
**Action: Consideration and Adoption of a
Resolution Regarding Armed
Security Personnel**
References: Board Policy CKE (Local)
Department: Police, Legal Services

Recommendation

Consideration and adoption of a resolution regarding armed security personnel.

Summary

House Bill 3, signed by the Governor on June 14, 2023, requires the Board of Trustees to “determine the appropriate number of armed security officers for each district campus. The board must ensure that at least one armed security officer is present during regular school hours at each district campus.” For this requirement, an armed security officer is either a District peace officer, school resource officer, or a commissioned peace officer employed as security personnel.

If the District is unable to comply with this requirement due to the unavailability of funding or qualified personnel, the District must claim a “good cause exception” and develop an alternative standard with which the District is able to comply.

The recommended resolution claims a good cause exception to the requirement due to a lack of funding and availability of qualified police officers. The resolution also establishes the following as an alternative standard:

- Until the District is able to secure the necessary funding and personnel to provide at least one armed District police officer per District campus, the District shall provide at least one armed security personnel per campus by utilizing available District police officers and commissioned security officers as defined by Texas Occupations Code section 1702.
- In the event the District is unable to secure the necessary funding and/or personnel to provide at least one District police officer or commissioned security officer per campus, the District shall ensure the presence of armed personnel on each campus by assigning available personnel to a rotation between no more than 2 campuses per day.
- Finally, in the event the District is unable to secure the necessary funding and/or personnel to maintain a rotation of personnel between no more than 2 campuses per day, the District shall ensure it maintains at least one District police officer per high school, at least one District police officer per middle school, and at least one District police officer per high school feeder pattern that is assigned to patrol the elementary schools within the respective feeder pattern.

Recommended by:

Christie Whitbeck
Superintendent of Schools

Submitted by:

David Rider
Chief of Police

Coby Wilbanks
General Counsel

RESOLUTION
FORT BEND INDEPENDENT SCHOOL DISTRICT
REGARDING ARMED SECURITY PERSONNEL

WHEREAS, Section 37.0814 of the Texas Education Code requires the board of trustees of each school district to determine the appropriate number of armed security officers for each district campus, ensuring at least one armed security officer is present during regular school hours at each district campus;

WHEREAS, Section 37.0814 of the Texas Education Code further requires the armed security officer at each campus be a commissioned peace officer, namely a school district peace officer; a school resource officer; or a commissioned peace officer employed as security personnel under Section 37.081 of the Texas Education Code;

WHEREAS, Fort Bend ISD's long-term goal is to provide at least one armed District police officer per District campus.

WHEREAS, Section 37.0814(c) of the Texas Education Code provides that if the board of trustees of a school district is unable to comply with this section, the board may claim a good cause exception if the district's noncompliance is due to the availability of funding or qualified personnel, and develop an alternative standard with which it is able to comply;

WHEREAS, with regard to the availability of personnel, the District recognizes:

1. Law enforcement agencies across the region, state, and nation have experienced difficulty in recruiting qualified law enforcement officers;
2. The District currently has 15 police officer vacancies;
3. Since 2019, the District has consistently had open police officer vacancies, and has been unable to recruit qualified police officers; and
4. Posting an armed District police officer at each District campus will require an additional 50 police officer positions, *in addition to any current vacancies*;

WHEREAS, with regard to the availability of funding, the District recognizes:

1. In 2022, the District included called a Voter Approved Tax Ratification Election (VATRE) to raise the District's tax rate, in part, to provide at least one armed District police officer on every District campus; the 2022 VATRE did not pass;
2. The District estimates the cost of hiring additional District police officers necessary for at least one officer per elementary campus to be \$4.6 million.
3. The District's allocation of state funding as a result of House Bill 3 is estimated to be \$1.4 million; and

4. During the course of the 2023 fiscal year, the District made significant cuts to balance a \$40 million dollar budget deficit;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Fort Bend Independent School District claims a good cause exception and determines, due to the lack of available funding and lack of available qualified personnel, the District is unable to ensure that at least one armed security officer, as defined by law, is present during regular school hours at each district campus;

BE IT FURTHER RESOLVED that, in accordance with Sections 37.0814(d) and (e) of the Texas Education Code, the Board of Trustees adopts the following alternative standard:

1. Until the District is able to secure the necessary funding and personnel to provide at least one armed District police officer per District campus, the District shall provide at least one armed security personnel per campus by utilizing available District police officers and commissioned security officers as defined by Texas Occupations Code section 1702.
2. In the event the District is unable to secure the necessary funding and/or personnel to provide at least one District police officer or commissioned security officer per campus, the District shall ensure the presence of armed personnel on each campus by assigning available personnel to a rotation between no more than 2 campuses per day.
3. Finally, in the event the District is unable to secure the necessary funding and/or personnel to maintain a rotation of personnel between no more than 2 campuses per day, the District shall ensure it maintains at least one District police officer per high school, at least one District police officer per middle school, and at least one District police officer per high school feeder pattern that is assigned to patrol the elementary schools within the respective feeder pattern.

ADOPTED THIS 18th DAY OF SEPTEMBER 2023.

FORT BEND INDEPENDENT SCHOOL DISTRICT

Judy Dae, President
Board of Trustees

ATTEST:

David Hamilton, Secretary
Board of Trustees

| | |
|--------------------------|--|
| BOT Meeting: | September 18,2023 |
| Solicitation No.: | RFQ 23-057AL |
| References: | District Goal 5 |
| Description: | <p>Real Estate Broker Consulting Services</p> <p><u>Recommendation</u></p> <p>Consideration and approval for the purchase of Real Estate Broker Consulting Services and authorization for the Superintendent to negotiate and execute the agreements through September 2028.</p> <p><u>Summary</u></p> <p>A commercial real estate broker provides general real estate services for marketing Fort Bend ISD surplus and vacant properties. This Request for Qualification (RFQ) establishes a contract, which will allow for the legal acquisition of real estate services. In the past, this service has been used to help with acquisition of land to support the building of schools and other specialty buildings for the District.</p> <p>The licensed real estate broker services will include but are not limited to:</p> <ul style="list-style-type: none"> • Represent the District in all real estate transactions related to the purchase, sale, or lease of property • Coordinate and secure title information, real estate transaction closings, and handling all other customary activities and services associated with real estate transactions • Conduct due diligence investigations of each potential property's suitability for District requirements • Develop strategies for rental, acquisition and/or sale of properties. • Provide appraisals or coordinate with Real Estate Appraisers • Assist the District in determining appropriate shortlists of candidate properties • Prepare presentations comparing alternatives for the District • Coordinate execution of all transaction documents • Assist Fort Bend ISD with valuation, listing and sale, and/or lease transactions of the properties owned by Fort Bend ISD • Assist with negotiations with MUD Districts for utility capacity and connection fees. <p>On April 4, 2023, Fort Bend ISD issued RFQ 23-057AL soliciting qualifications for Real Estate Broker Consulting Services to identify qualified, licensed commercial real estate brokers. Fort Bend ISD does not have the expertise necessary and requires assistance with Buyer/Tenant representation for the purchase or lease of property for future school/school business related sites acquired conventionally or through condemnation or threat of condemnation, Owner/Landlord representation for the lease or sale of property owned by Fort Bend ISD, and non-transaction related advisory work including, but not limited to,</p> |

| | |
|---|--|
| | <p>broker property evaluations, bond preparation work, demographic research, flood plain/drainage studies, constructability studies, road/utility availability studies, water/sewer capacity studies, etc.</p> <p>An evaluation team comprised of Fort Bend ISD staff members from the Business and Finance Department reviewed the submissions. Vendors were evaluated based on firm’s approach, methodology, qualifications, and vendors experience to conduct real estate services. The vendors were selected by the evaluation team because they represent the best overall value for the District.</p> <p>The term of this contract is for three (3) years with two (2) optional one-year extensions. The contract term will begin on September 18, 2023, and will run through September 17, 2026. With the two (2) option years, the contract can be extended until September 17, 2028.</p> <p><u>Background</u></p> <p>Expenditures for these services in 2022-23 were \$24,000.</p> |
| Requested By: | Damian Viltz, Chief Operating Officer Bryan Guinn, Chief Financial Officer |
| Vendors: | Colliers*** Edmonds & Company Real Estate, LLC |
| Budget Sources: | General Fund Bond Funds |
| Other Supporting Information | |
| Sole Source: | No |
| Number of vendors contacted by FBISD: | 2243 |
| Number of vendors downloaded the solicitation: | 86 |
| Number of responses received: | 9 |
| Number of “no bid” responses received: | 1 |
| Length of commitment: | Through September 2028 |
| Last solicitation date: | April 2018 |
| Supporting documents: | Evaluation Summary and Criteria |
| Disclosure under Board Policy CH, CV, or DBD (Local): | None |

***Previously awarded a contract of the same scope with the District

RFQ 23-057AL Real Estate Broker Consulting Services

| | Evaluation Criteria | Point System |
|---|--|---------------------|
| 1 | <p>Firm’s Approach</p> <ul style="list-style-type: none"> Firm’s approach, supporting documentation, evidence of competence to undertake such effort | 20 points |
| 2 | <p>Methodology</p> <ul style="list-style-type: none"> Firm’s experience in providing services as a real estate broker including explanation of project methodology, unique challenges, or any other relevant information | 25 points |
| 3 | <p>Qualifications</p> <ul style="list-style-type: none"> Professional qualifications, expertise, educational levels and availability of principals and staff proposed for project | 25 points |
| 4 | <p>Past Experience</p> <ul style="list-style-type: none"> Firm’s past experience with Fort Bend ISD and/or other districts K-12 Experience, Higher Education or Governmental Experience Past performance of the firm with respect to quality services on prior projects, meeting schedules and providing accurate documentation relative to the requirements and expectations of your client, or in this case Fort Bend ISD, regarding the assigned work | 20 points |
| 5 | <p>References</p> <ul style="list-style-type: none"> Five (5) references from prior clients for which your firm has provided comparable services List of references should come from past project examples listed within this RFQ. References will be contacted via e-mail with a deadline. If no response is received by the deadline, there will be points deducted in this section. | 10 points |
| | TOTAL | 100 points |

Evaluation Summary
RFQ 23-057AL - Real Estate Broker Consulting Services

| Vendor | Firm's approach, supporting documentation, evidence of competence to undertake such effort (20 pts. Max) | Firm's experience in providing services as a real estate broker including explanation of project methodology, unique challenges any other relevant information (25 pts. Max) | Professional qualifications, expertise, educational levels and availability of principals and staff proposed for the project (25 pts. Max) | Past experience with FBISD and/or other Districts. K-12 Experience, Higher Education or Governmental Experience (20 pts. Max) | Five (5) References from prior clients for which your firm has provided comparable services (10 pts. Max) | Proposer's Total Score (100 pts. Max) | Proposer's Ranking |
|--|---|---|---|--|--|--|--------------------|
| Colliers | 12.67 | 17.67 | 20.00 | 19.00 | 8.22 | 77.56 | 1 |
| Edmonds & Company - Real Estate LLC | 12.33 | 17.33 | 18.67 | 16.00 | 6.70 | 71.03 | 2 |
| ARVO Realty Advisors | 17.00 | 15.67 | 15.67 | 13.33 | 7.93 | 69.60 | 3 |
| CBRE, Inc. | 13.33 | 15.33 | 14.00 | 15.67 | 7.93 | 66.26 | 4 |
| Jones Lang LaSalle Brokerage, Inc. | 13.67 | 15.67 | 18.00 | 16.00 | 1.00 | 64.34 | 5 |
| Pollan Hausman Real Estate Services, LLC | 11.67 | 15.33 | 14.00 | 12.67 | 10.00 | 63.67 | 6 |
| Kevin Riles Commercial | 10.67 | 13.33 | 10.00 | 10.67 | 6.70 | 51.37 | 7 |
| DG Direct, LLC Brokered by eXp Commercial, LLC | 10.67 | 11.00 | 10.00 | 1.67 | 6.70 | 40.04 | 8 |
| eXp Commercaill - Viking Enterprise Team | 3.33 | 5.00 | 2.33 | 0.00 | 1.00 | 11.67 | 9 |

For: Fort Bend ISD Board of Trustees
Date: September 18, 2023
Action: Consideration and Approval: Fiscal and Budgetary Strategy
References: Board Policy CH (Legal)
Department: Business and Finance

Recommendation

Consideration and approval of the District's Fiscal and Budgetary Strategy.

Summary

The Fiscal and Budgetary Strategy provides the framework for the District's budgetary and financial processes. The document provides assurance to the various rating agencies that the District's financial processes and procedures are sound. Best practice is to review the document annually.

The following changes are proposed.

| Page | Change | Rationale |
|-------------|-------------------------------|---|
| 2 | District Strategic Plan Goals | Changed the goals to reflect the goals in the latest approved District Strategic Plan |
| 11 | Operating Reserves | Added verbiage to change calculation of 90-day General Fund to be calculated based on greater of current year adjusted budget or anticipated next year budget as well as exclude non-recurring or one-time budgeted expenditures. |
| 11 | Frequency of Board Reporting | Since issuance of commercial paper is done on an "as needed" basis, quarterly reporting is a more appropriate reporting timeframe. |
| 12 | Debt Service Fund Balance | In an effort to keep the lowest tax rate possible, the 20% requirement of the next year's debt service payments is being removed. |

Recommended by:

Christie Whitbeck
Superintendent

Submitted by:

Bryan Guinn
Chief Financial Officer

For: Fort Bend ISD Board of Trustees
Date: September 18, 2023
Action: Consideration and Approval: Approval
of Underwriters
References: Board Policy CH (Legal)
Department: Business and Finance

Recommendation

Consideration and approval of underwriters to be utilized by the District in connection with future bond debt issued.

Summary

The Administration updates the list of underwriters the District can do business with annually. Underwriters are firms that market Fort Bend ISD debt to various types of investors. The number of underwriters will vary depending on the amount of the debt issuance. Under 44.031(f) of the Texas Education Code, bond or other financial instrument underwriters are fiscal agents and financial consultants and are exempt from competitive procurement requirements. The listed underwriters were selected based on their qualifications and competency, as well as offering the District a reasonable price. A future agenda item requesting authorization to issue debt, refund existing debt, as well as any future Board and voter approved authorized debt, will be presented to the Board when administration determines that the debt should be issued/refunded.

Administration has identified the following underwriters for use as Senior Manager or Co-Manager for the purpose of marketing debt issued by the District in either negotiated or competitive transactions, with two new vendors (noted) added to the list:

Blaylock Van, LLC
Cabrera Capital Markets, LLC
Estrada Hinojosa & Co., Inc. (NEW)
FHN Financial Capital Markets
Jefferies LLC
J.P. Morgan
Mesirow Financial Inc.
Piper Sandler & Co.
PNC Financial Capital Markets (NEW)

Ramirez & Co., Inc
Raymond James Financial, Inc.
RBC Capital Markets
Robert W. Baird & Co.
SAMCO Capital Markets, Inc.
Siebert Williams Shank & Co., LLC
Stifel, Nicolaus & Company, Inc.
Wells Fargo Bank, N.A.

Administration makes these recommendations based on the firm's performance on past transactions, periodic underwriter presentations made to the District throughout the year, and their suggestions on debt structure and innovation in order to minimize the costs to the District. The District has not included any firm that is on the Texas Comptrollers list as noncompliant with Senate Bill 13 and Senate Bill 19.

Recommended by:

Christie Whitbeck

Superintendent

Submitted by:

Bryan Guinn
Chief Financial Officer

For: Fort Bend ISD Board of Trustees
Date: September 18, 2023
Action: Consideration and Approval: Investment Strategy Resolution
References: Board Policy CH (Legal)
Department: Business and Finance

Recommendation

Consideration and approval of a resolution for the District’s investment strategy and authorization of investment brokers for the District.

Summary

The Public Funds Investment Act (PFIA), Chapter 2256 of the Texas Government Code, governs the rules and regulations regarding the District’s investment of funds. PFIA requires the Board to review the investment strategy at least annually. The District is required to invest its funds in accordance with PFIA and provide guidance to potential investors with respect to the types and amounts of allowable instruments. The attached Resolution approves the attached investment strategy that the Board first approved in September 2009. The Government Treasurer’s Organization of Texas (GTOT) recognized the investment strategy as a best practice in August 2022 for the fifth consecutive bi-annual period. The table below reflects the changes made to the Investment Strategy.

| Page | Change | Rationale |
|-------------|--|--|
| 3 | Replace current types of prohibited collateralized mortgage obligations with more detailed language. | The purpose of the proposed change is to align the types of mortgage obligations that are prohibited more closely with the PFIA. This language is suggested per guidelines from the Government Treasurers’ Organization of Texas (GTOT). |

PFIA also requires the District to obtain Board of Trustee approval of authorized brokers annually. Prior to purchasing government securities, the District takes quotes from a minimum of three (3) brokers. The District has identified the following brokers/dealers as firms that provide competitive pricing and yield for prospective investments:

- BOSC, Inc.
- FHN Financial
- Hilltop Securities, Inc.
- Mischler Financial Group
- PNC Capital Markets LLC (NEW)
- Stifel, Nicolaus & Co., Inc.
- UBS Securities, LLC

Recommended by:

Christie Whitbeck
Superintendent

Bryan Guinn
Chief Financial Officer

FORT BEND INDEPENDENT SCHOOL DISTRICT INVESTMENT STRATEGY

POLICY

The Fort Bend Independent School District (the District) shall invest funds in a manner that will provide the maximum security and the best commensurate yield while meeting the daily cash flow demands of the District and conforming to all federal, state and local statutes, rules and regulations governing the investment of public funds including the Public Funds Investment Act, Chapter 2256 of the Texas Government Code. This Strategy sets forth the investment program of the District and the guidelines to be followed in achieving its objectives.

Not less than annually, the Fort Bend Independent School District Board of Trustees shall adopt a written instrument by resolution stating that it has reviewed the Investment Strategy and that the written instrument so adopted shall record any changes made.

SCOPE

This strategy governs the investment of all funds of the District except those that are not directly managed by the authority of the Board of Trustees. This Strategy shall be made available to anyone who has management responsibility for any District funds, and in the absence of their specific investment strategy, or not otherwise being governed by state law, this Strategy shall prevail.

Funds covered by this Strategy are as follows:

| | |
|-------------------------------|--|
| GENERAL FUNDS | This fund usually includes transactions as a result of revenues from local maintenance taxes, payments in lieu of taxes, foundation entitlements, and other Foundation School Program sources. |
| SPECIAL REVENUE FUNDS | Special revenue funds are governmental funds used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes. |
| DEBT SERVICE FUNDS | A debt service fund is a governmental fund, with budgetary control, that must be used to account for general long-term debt principal and interest for debt issues and other long-term debts for which a tax has been dedicated. |
| CAPITAL PROJECTS FUNDS | A capital projects fund is a governmental fund that must be used to account, on a project basis, for projects financed by the proceeds from bond issues, or for capital projects otherwise mandated to be accounted for in this fund. |
| ENTERPRISE FUNDS | This fund is used to accounts for business type activities including the operations of extended day and facility rentals. |
| INTERNAL SERVICE FUNDS | Internal service funds are a proprietary fund accounted for on the accrual basis. |
| TRUST AND AGENCY FUNDS | This group of funds is used to account for assets held by a school district in a trustee capacity of the District, or as an agent for individuals, private organizations, other governmental units and/or other funds. This fund type consists of expendable trust funds, nonexpendable trust funds, pension trust funds and agency funds. |

Funds not covered by this Strategy are as follows:

TEXAS TEACHER RETIREMENT FUND

All employees of Fort Bend Independent School District employed for one-half or more of the standard work load, and who are not exempted from membership under Texas Government Code, Title I, Subtitle C Section 822.002, are required to participate in the Teacher Retirement System of Texas (the "System"), a multiple-employer public employee retirement system ("PERS"). It is a cost-sharing PERS with one exception - all risks and costs are not shared by the District, but are the liability of the State of Texas, as such, all investments are maintained by the Teacher Retirement System.

PENSION PLAN FOR EMPLOYEES

FORT BEND INDEPENDENT SCHOOL DISTRICT INVESTMENT STRATEGY

Fort Bend ISD has established a Deferred Compensation FICA Alternative Plan (the FICA Alternative Plan) for non-TRS Employees, which is a single-employer contribution plan giving retirement benefits to employees who are not eligible to participate in TRS. FBISD has also established an Employee Incentive Plan which is an employer contribution retirement plan established under section 401(a) of the Internal Revenue Code. Such plans are not subject to the rules and regulations surrounding the Public Funds Investment Act. The investments of these plans are managed by the district's third party administrator in accordance with the plan document.

OBJECTIVE

Investment of the funds covered by this Strategy shall be governed by the following investment objectives, in the order of priority:

- SAFETY:** Safety of principal is the primary objective of the Investment Strategy. Investment of the District's funds shall be undertaken in a manner that seeks to ensure the preservation of capital for the overall portfolio. To attain this objective, investment in only high quality securities and diversification are required in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.
- LIQUIDITY:** The District's investment portfolio will remain sufficiently liquid to enable the District to meet all operating requirements that might be reasonably anticipated.
- YIELD:** The District's investment portfolio shall be designed with the objective of attaining the best yield, throughout budgetary and economic cycles, commensurate with the District's investment risk constraints and the cash flow characteristics of the portfolio.

The District shall monitor the rating of all investments and collateral at least quarterly and shall include the ratings in the regular investment report. The ratings may be obtained from one of the following nationally recognized rating companies: Standard & Poor's, Fitch, Moody, or any other nationally recognized company.

DELEGATION OF AUTHORITY

The Chief Financial Officer, under the direction and authority of the Board of Trustees shall direct the cash management program of the District as defined in CDA Legal and CDA Local. Pursuant to Chapter 2256.005 of the Texas Government Code, the Board of Trustees shall designate the Chief Financial Officer, Executive Director of Finance, Director of Finance, and District Treasurer as investment officers responsible for the investment of its funds, under the direction and authority of the Board of Trustees.

The District's investment officers shall establish written procedures for the operation of the investment program consistent with this Investment Strategy. Such procedures shall include explicit delegation of authority to persons responsible for investment transactions. No person may engage in an investment transaction except as provided under the terms of this Strategy and the written procedures. Authority granted to a person to invest the District's funds is effective until rescinded or until termination of the person's employment by the District. The investment officers shall be responsible for all transactions undertaken and shall establish a system of controls, to be reviewed by the District's Internal Auditor, to regulate the activities of subordinate officials. The investment officers shall possess sufficient working knowledge of economics and securities markets, as well as the supervisory experience and judgment necessary to carry out the responsibilities outlined in this Strategy.

PRUDENCE

The governing body of the investing entity retains ultimate responsibility as fiduciaries of the assets of the entity and shall ensure that investments shall be made with judgment and care – under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

The standard of prudence to be used by investment officials shall be the "prudent person" standard and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and the Investment Strategy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

FORT BEND INDEPENDENT SCHOOL DISTRICT INVESTMENT STRATEGY

In determining whether an investment official has exercised prudence with respect to an investment decision, the determination shall be made taking into consideration the investment of all funds over which the official had responsibility rather than consideration as to the prudence of a single investment and, whether the investment decision was consistent with the District's Investment Strategy and written investment procedures.

ETHICS AND CONFLICTS OF INTEREST

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

Officers and employees involved in the investment process shall sign annual statements agreeing to abide by this section of the Investment Strategy and affirming no known conflicts of interest.

An officer or employee involved in the investment process has a personal business relationship with a business organization if:

- the officer or employee owns 10 percent or more of the voting stock or shares of the business organization or owns \$5,000 or more of the fair market value of the business organization;
- funds received by the officer or employee from the business organization exceed 10 percent of his/her gross income for the previous year; or
- the officer or employee has acquired from the business organization during the previous year investments with a book value of \$2,500 or more for his/her personal account.
- the officer is related within the second degree by affinity or consanguinity, as determined under Chapter 573 of the Texas Government Code, to an individual seeking to transact investment business with the entity.

If the investment officer has a personal business relationship with a business organization, a disclosure statement must be filed with the Texas Ethics Commission.

CAPABILITY OF INVESTMENT MANAGEMENT

The District shall provide periodic training in investments for the investment personnel through courses and seminars offered by professional organizations and associations in order to insure the quality and capability of the District's investment personnel making investment decisions in compliance with the PFIA.

TRAINING

The Investment Officers and the persons authorized to execute investment transactions shall receive not less than 8 hours of instruction relating to investment responsibilities every two fiscal years that begins on the first day of the District's fiscal year of the two consecutive fiscal years after that date. Newly appointed Investment Officers shall receive not less than 10 hours of instruction within 12 months after taking office or assuming duties. Investment training courses will be received through an independent source, including but not limited to the Government Treasurer's Organization of Texas, University of North Texas Center for Public Management, Region IV Education Service Center, Harris County Department of Education, Texas Association of School Business Officials, Texas Association of School Boards, and any other source meeting the criteria outlined in the Public Funds Investment Act.

AUTHORIZED AND SUITABLE INVESTMENTS

District funds governed by this Strategy may be invested in the instruments described below, all of which are authorized by Chapter 2256 of the Government Code (Public Funds Investment Act). However, investments in instruments other than government securities shall be made only if the yield is equal to or greater than the bond equivalent yield on U.S. Treasury obligations of comparable maturity.

Investments not listed below, including any of the following are strictly prohibited:

- ~~Collateralized mortgage obligations~~ Mortgage obligations
 - ~~Interest only mortgage-backed collateral securities~~
 - ~~Principal only mortgage-back collateral securities~~
 - ~~Collateralized Mortgage Obligations with a stated maturity greater than 10 years~~
 - ~~Inverse floater (Indexed that adjust opposite to changes in a market index)~~ Collateralized Mortgage Obligations
 - (1) obligations whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pays no principal;

FORT BEND INDEPENDENT SCHOOL DISTRICT INVESTMENT STRATEGY

(2) obligations whose payment represents the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest;

(3) collateralized mortgage obligations that have a stated final maturity date of greater than 10 years; and

(4) collateralized mortgage obligations the interest rate of which is determined by an index that adjusts opposite to the changes in a market index

- Reverse repurchase agreements
- Corporate bonds issued by domestic business entities.

In addition, the purchase of specific issues may at times be restricted or prohibited by the Chief Financial Officer due to current market conditions.

An investment that requires a minimum rating under this section does not qualify as an authorized investment during the period the investment does not have the minimum rating. The District shall take all prudent measures consistent with this Investment Strategy to liquidate an investment that does not have the minimum rating.

- Direct obligations of the United States of America.
- Other obligations, the principal and interest of which are unconditionally guaranteed or insured by, or backed by the full faith and credit of, the United States of America.
- Direct obligations of the State of Texas or its agencies, which are unconditionally guaranteed or insured by the full faith and credit of the State of Texas.
- Obligations of other school districts which are unconditionally guaranteed by the Permanent School Fund.
- Obligations of cities, counties, and other political subdivision located in the state of Texas rated with an investment quality not less than A or its equivalent.
- Direct obligations of the following United States agencies and instrumentalities including, but not limited to:
 - Federal Farm Credit System
 - Federal Home Loan Bank System
 - Federal Home Loan Mortgage Corp.
 - Federal National Mortgage Association
 - Federal Agricultural Mortgage Corporation
- Fully collateralized Certificates of Deposit/Share Certificates of a depository institution or a broker (selected from a list adopted by the investing entity) with a main office or branch located in the state of Texas provided that they:
 - are guaranteed or insured by the Federal Deposit Insurance Corporation or its successor or the National Credit Union Share Insurance Fund or its successor; or
 - have a stated maturity of 365 days or fewer from the date of its issuance; and
 - is not rated less than A-1 or P-1 or an equivalent rating by at least two nationally recognized credit rating agencies; or
 - one nationally recognized credit rating agency and is fully secured by an irrevocable letter of credit issues by a bank organized and existing under the laws of the United States or any state.
 - are secured by obligations of the United States government described above.
- Repurchase Agreement, approved by the District's Board of Trustees, which details eligible collateral, collateralization ratios, standards for collateral custody and control, collateral valuation, and conditions for agreement termination and provided the repurchase agreement:
 - has a defined termination date;
 - is secured by obligations of the U.S. Treasury;
 - requires the securities being purchased by the District to be assigned to the District, held in the District's name, and deposited at the time the investment is made with the District or with a third party selected and approved by the District; and

FORT BEND INDEPENDENT SCHOOL DISTRICT INVESTMENT STRATEGY

- is placed through a primary government securities dealer, as defined by the Federal Reserve, or a financial institution doing business in this state, and which is rated no less than A or its equivalent by two nationally recognized rating services.
- Commercial Paper provided:
 - has a stated maturity of 365 days or fewer from the date of issuance;
 - is rated not less than A-1 or P-1 or an equivalent rating by at least two nationally recognized rating services or by one nationally recognized credit rating agency and is fully secured by an irrevocable letter of credit issued by a bank organized and existing under the laws of the United States or any state.
- No-load money market mutual funds that are registered with and regulated by the Securities and Exchange Commission that:
 - have a dollar-weighted average stated maturity of 90 days or fewer;
 - seek to maintain a stable net asset value of \$1 per share;
 - are rated not less than Aaa/AAA, Aaam/AAAm or an equivalent rating by at least one nationally recognized rating service; and
 - have provided the District with a prospectus and other information required by the Securities Exchange Act of 1934 or the Investment Company Act of 1940.

Investments will be made in a money market mutual fund only after a thorough investigation of the fund and collective approval by the District's designated investment officers who shall, at least annually, review, revise and adopt a list of approved funds.

- Local government investment pools, created to function as money market mutual funds, organized in conformity with Chapter 791 (Inter Local Cooperation Contracts Act) and Chapter 2256 (Public Funds Investment Act) of the Government Code that:
 - have a dollar-weighted average stated maturity of 90 days or fewer;
 - seek to maintain a stable net asset value of \$1 per share;
 - are rated not less than Aaa/AAA or an equivalent rating by at least one nationally recognized rating service; and
 - have provided the District with an offering circular and other information required by the Public Funds Investment Act.
- Local government investment pools that do not meet the requirements of one that is created to function as a money market mutual fund must:
 - maintain a maximum average dollar weighted maturity that does not exceed 365 days, or 366 days in the case of a leap year,
 - provide a fixed interest rate and fixed maturity term for each pool position,
 - be rated not less than Aaa/AAA, Aaam/AAAm or an equivalent rating by at least one nationally recognized rating service; and
 - have provided the District with an offering circular and other information required by the Public Funds Investment Act.

To become eligible, investment pools must meet all the requirements of state law as determined under Chapter 2256 of the Government Code, as amended; and be approved by District Board of Trustees action. Investments will be made in a local government investment pool only after a thorough investigation of the pool and approval by the Investment Committee which shall, at least annually, review, revise and adopt a list of approved pools.

AUTHORIZED BROKER/DEALERS AND FINANCIAL INSTITUTIONS

The Investment Officers shall, at least annually, review, revise, and adopt a list of qualified broker/dealers and financial institutions authorized to engage in investment transactions with the District. In order to be considered those firms that desire to become qualified bidders for investment transactions will be required to provide information regarding creditworthiness, experience and reputation and must have a main office or a branch office in Texas. Authorized firms may include primary dealers or regional dealers that qualify under Securities & Exchange Commission Rule 15C3-1 (uniform net capital rule).

FORT BEND INDEPENDENT SCHOOL DISTRICT INVESTMENT STRATEGY

A written copy of this Investment Strategy shall be presented to any person offering to engage in an investment transaction with the District. Investments shall only be made with those business organizations (including money market mutual funds and local government investment pools) that have provided the District with a written instrument executed by a qualified representative of the firm, acknowledging that the business organization has:

- received and reviewed the District's Investment Strategy; and
- implemented reasonable procedures and controls in an effort to preclude investment transactions conducted between the District and the organization that are not authorized by the District's Investment Strategy, except to the extent that this authorization is dependent on an analysis of the makeup of the District's entire portfolio or requires an interpretation of subjective investment standards.

SELECTION OF DEPOSITORY

The Board of Trustees shall select and designate a depository institution in accordance with Texas Education Code 45.202. The depository shall be selected based upon its solvency and stability of leadership as well as on the services provided. The depository shall be selected through a formalized competitive process in response to the District's request for proposal (RFP) outlining all services required. Such services should provide the greatest flexibility for money management and should include online account management, controlled disbursement, positive pay account with vendor recognition, controlled ACH disbursement, overnight sweeps, and purchasing card capabilities.

The District shall have the discretion to determine the time span for requesting proposals for the depository contract; however, a six-year period will be the maximum length of time between competitive processes.

COMPETITIVE BIDDING

It is the strategy of the District to require competitive bidding for all individual security purchases and sales except for:

- transactions with money market mutual funds and local government investment pools (which are deemed to be made at prevailing market rates); or,
- automatic overnight "sweep" transactions with the District Depository; or,
- brokers that are exclusive for the sale

At least three bids or offers must be solicited for all other transactions involving individual securities. The District's investment advisor is also required to solicit at least three bids or offers when transacting trades on the District's behalf. In situations where other dealers do not offer the exact security being offered, offers on the closest comparable investment may be used to establish a fair market price for the security.

COLLATERALIZATION

The District requires that all uninsured collected balances plus accrued interest, if any, in depository accounts be secured in accordance with the requirements of state law. Financial institutions serving as District depositories will be required to sign a Depository Agreement with the District which details eligible collateral, collateralization ratios, standards for collateral custody and control, collateral valuation, rights of substitution and conditions for agreement termination.

The District requires that all securities purchased under the terms of a repurchase agreement be assigned to the District in accordance with state law. Dealers and financial institutions wishing to transact repurchase agreements with the District will be required to sign the District's Master Repurchase Agreement which details eligible collateral, collateralization ratios, standards for collateral custody and control, collateral valuation, rights of substitution, and conditions for agreement termination.

Collateral will always be held by an independent third party with which the District has a current custodial agreement and shall be reviewed at least monthly to ensure that the market value of the pledged securities is adequate. Eligible collateral and collateral ratios are as follows:

**FORT BEND INDEPENDENT SCHOOL DISTRICT
INVESTMENT STRATEGY**

| ELIGIBLE COLLATERAL | COLLATERAL RATIOS |
|--|-------------------|
| 1. Direct obligations of the United States of America which includes Treasury bills, bonds and notes. | 100% |
| 2. Agency bonds/notes which include obligations of the Federal Farm Credit Bank, Federal Home Loan Bank, Federal Housing Administration, Federal Home Loan Mortgage Corporation. | 100% |
| 3. Letter of Credit issued by a Federal Home Loan Bank | 100% |

SAFEKEEPING AND CUSTODY

Safekeeping and custody of securities and collateral shall be in accordance with state law. It shall be the District’s intent to place securities and collateral in the possession of a third party custodian designated by the District where feasible, and held in the District’s name as evidenced by safekeeping receipts of the institution with which the securities are deposited.

All trades will be executed by delivery vs. payment (DVP), except local government investment pool and mutual fund transactions to ensure that securities are deposited in an eligible financial institution prior to the release of funds. That is, funds shall not be wired or paid until verification has been made that the Trustee received the collateral.

INVESTMENT STRATEGIES

The District maintains separate portfolios for individual funds that are managed according to the terms of this Strategy and the following corresponding investment strategies:

- ensure safety of principal by investing only in high-quality securities for which a strong secondary market exists;
- ensure that anticipated cash flows are matched with adequate investment liquidity;
- limit market and credit risk through diversification.

SALE OF SECURITIES

The District’s strategy is to hold securities to maturity. However, securities may be sold:

- in order to minimize the potential loss of principal on a security whose credit quality has declined; or
- in order to swap into another security which would improve the quality, yield, or target duration of the portfolio; or
- in order to meet unanticipated liquidity needs of the portfolio.

EXEMPTION OF EXISTING INVESTMENTS

Any investment currently held that does not meet the guidelines of this policy shall be exempted from the requirements of this policy. At maturity or liquidation, such monies shall be reinvested only as provided by this policy. The District is not required to liquidate investments that were authorized investments at the time of purchase.

ARBITRAGE

The Tax Reform Act of 1986 provided limitations restricting the amount of income that could be generated from the investment of tax-exempt General Obligation Bond proceeds and debt service income. The arbitrage rebate provisions require that the District compute earnings on investment from each issue of bonds on an annual basis to determine if a rebate is required. To determine the District’s arbitrage position, the District is required to perform specific calculations relative to the actual yield earned on the investment of the funds and the yield that could have been earned if the funds had been invested at a rate equal to the yield on the bonds sold by the District. The rebate provision states that periodically (not less than once every five years, and not later than sixty days after the maturity of the bonds), the District is required to pay the U.S. Treasury a rebate of excess earnings based on the District being in a positive arbitrage position. The Tax Reform restrictions require precision in the monitoring and recording of investments as a whole, and particularly as relates to yields and computations so as to ensure compliance. Failure to comply can dictate that the bonds become taxable, retroactively from the date of issues.

**FORT BEND INDEPENDENT SCHOOL DISTRICT
INVESTMENT STRATEGY**

The District's investment position relative to arbitrage is the continued pursuit of maximizing the yield on applicable investments while ensuring the safety of capital and liquidity. It is a fiscally sound position to continue maximization of yield and rebate excess earnings, if necessary.

DIVERSIFICATION AND MAXIMUM MATURITIES

The District's investment portfolios, in aggregate, will be diversified to limit market and credit risk by observing the following limitations:

| SECURITY | MAXIMUM STATED MATURITY | ISSUER LIMITATIONS | FUNDS AUTHORIZED |
|---|--------------------------------|---|--|
| U.S. TREASURIES | 2 years | 100% of the total portfolio may be invested in obligations of the U.S. Treasury. | General Fund Special Revenue Fund Debt Service Fund Capital Projects Fund |
| U.S. AGENCIES / INSTRUMENTALITIES | 2 years | No more than 60% of the total portfolio may be invested in the obligations of any one issuer. The District may not own more than 10% of any single issue. | General Fund Special Revenue Fund Debt Service Fund Capital Projects Fund Internal Service Fund |
| OBLIGATIONS OF STATES, AGENCIES, COUNTIES, CITIES & OTHER POLITICAL SUBDIVISIONS | 2 years | No more than 60% of the total portfolio may be invested in the obligations of any one issuer rated A or higher by a nationally recognized rating firm. The District may not own more than 10% of any single issue. | General Fund Special Revenue Fund Debt Service Fund Capital Projects Fund Internal Service Fund |
| REPURCHASE AGREEMENTS | 30 days | No more than 15% of the portfolio may be invested with one counterpart (Note 1). | General Fund Capital Projects Fund |
| MONEY MARKET MUTUAL FUNDS | NA | The District may not invest more than 30% of the District's investment portfolio in any one fund. | General Fund Special Revenue Fund Debt Service Fund Capital Projects Fund Enterprise Funds Internal Service Fund Trust and Agency Fund |
| LOCAL GOVERNMENT INVESTMENT POOLS | NA | The District may not invest more than 35% of the District's local government investment pool total in any one local government investment pool. | General Fund Special Revenue Fund Debt Service Fund Capital Projects Fund Enterprise Funds Internal Service Fund Trust and Agency Fund |
| COMMERCIAL PAPER | 365 days | The District may not invest more than 10% of the District's investment portfolio in any one fund. | General Fund Capital Projects Fund Debt Service Fund |
| CERTIFICATES OF DEPOSIT | 1 year | The District may not invest more than 40% of the District's investment portfolio in collateralized certificates of deposit. Each CD may not exceed \$25 million in any one depository at any given time. | General Fund Special Revenue Fund Debt Service Fund Capital Projects Fund Enterprise Funds Internal Service Fund Trust and Agency Fund |

**FORT BEND INDEPENDENT SCHOOL DISTRICT
INVESTMENT STRATEGY**

In addition to the above limitations the District’s Investment Portfolio shall be diversified by market sector as follows:

| MARKET SECTOR | MAXIMUM PERCENTAGE OF INVESTMENT PORTFOLIO |
|--|---|
| U.S. TREASURIES | 100% |
| U.S. AGENCIES/INSTRUMENTALITIES FIXED-RATE NOTES | 60% (maximum 15% callable) |
| U.S. AGENCIES/INSTRUMENTALITIES DISCOUNT NOTES | 60% |
| OBLIGATIONS OF THE STATE OF TEXAS OR ITS AGENCIES | 20% |
| OBLIGATIONS OF OTHER LOCAL SCHOOL DISTRICTS BACKED BY THE PERMANENT SCHOOL FUND | 25% |
| REPURCHASE AGREEMENTS | 15% |
| MONEY MARKET MUTUAL FUNDS | 60% |
| LOCAL GOVERNMENT INVESTMENT POOLS | 65% |
| COMMERCIAL PAPER | 10% |
| CERTIFICATES OF DEPOSIT | 40% |

Note 1: With respect to bond proceeds and other bond funds, the District may specifically authorize investments in repurchase agreements with maturities in excess of 30 days subject to any required approvals from bond insurers and the Board of Trustees.

Note 2: Under adverse market conditions, the District may deviate from the limitations outlined above for periods of 90 days or less, with the Superintendent’s approval, in order to sufficiently maintain safety and liquidity.

Note 3: For Long-Term Variable Rate Securities for which the principal amount is scheduled to be paid in more than 397 calendar days, that is subject to a Demand Feature, the maximum “stated maturity date” may not exceed the maximum date allowed by law and for purposes of this policy, the “maturity date” shall be the date the principal amount can be recovered through demand and in no case shall the “maturity date” exceed two years.

REPORTING

Investment performance is regularly monitored by investment staff and reported to the Board of Trustees. Month-end market prices on each security are obtained from the District’s investment software database that receives its information from a variety of nationally recognized securities databases (e.g., the Wall Street Journal, Bloomberg, etc.). These prices are recorded in the District’s portfolio database and included in all management reports as well as the District’s Comprehensive Annual Financial Report.

Not less than quarterly the Investment Officers will submit to the Board of Trustees a written report of the status of the current investment portfolio. The report must meet the requirements of Chapter 2256 of the Government Code (Public Funds Investment Act) and:

- describe in detail the investment and accrued interest receivable position of the District on the date of the report;
- be prepared jointly by all investment officers of the District;
- be signed by each investment officer of the District (Electronic signatures are allowed based on Board Policy CQ (Local));
- state the book value and market value of each separately invested asset at the beginning and end of the reporting period by the type of asset and fund type invested;
- state the maturity date of each separately invested asset that has a maturity date;
- state the current rating of each investment;
- state the account or fund or pooled fund group for which each individual investment was acquired; and

**FORT BEND INDEPENDENT SCHOOL DISTRICT
INVESTMENT STRATEGY**

- state the compliance of the investment portfolio as it relates to the investment strategy and relevant provisions of this Strategy and the Public Funds Investment Act.

An independent auditor shall formally review all quarterly investment reports prepared under this section at least annually, and that auditor shall report the results of the review to District Board of Trustees.

ANNUAL COMPLIANCE AUDIT

In conjunction with the annual financial audit, a compliance audit shall be performed which includes an audit of management controls on investments and adherence to the District's established strategy.

FORT BEND INDEPENDENT SCHOOL DISTRICT INVESTMENT STRATEGY

GLOSSARY OF TERMS

ACCRETION OF DISCOUNT: Periodic straight-line increases in the book or carrying value of a security so the amount of the purchase price discount below face value is completely eliminated by the time the bond matures or by the call date, if applicable.

ACCRUED INTEREST: The interest accumulated on a security from its issue date or since the last payment of interest up to but not including the purchase date. The purchaser of the security pays to the seller the market price plus accrued interest.

AMORTIZATION OF PREMIUM: Periodic straight-line decreases in the book or carrying value of a security so the premium paid for a bond above its face value or call price is completely eliminated.

ASK: The price at which sellers offer securities.

BARBELL MATURITY STRATEGY: A maturity pattern within a portfolio in which maturities of the assets in the portfolio are concentrated in both the short and long ends of the maturity spectrum.

BASIS POINT: One one-hundredth (1/100) of one percent; 0.0001 in decimal form.

BENCHMARK: A comparative base for performance evaluation. A benchmark can be a broad-based bond index, a customized bond index, or a specific objective.

BID: The price offered for securities by purchasers. (When selling securities, one asks for a bid.)

BOND EQUIVALENT YIELD: Used to compare yields available from discounted securities that pay interest at maturity with yields available from securities that pay interest semi-annually.

BOOK ENTRY SECURITIES: Stocks, bonds, other securities, and some certificates of deposit that are purchased, sold, and held as electronic computer entries on the records of a central holder. These securities are not available for purchase in physical form; buyers get a receipt or confirmation as evidence of ownership.

BOOK VALUE: The original cost of the security as adjusted for amortization of any premium paid or accretion of discount since the date of purchase.

BROKER: A party who brings buyers and sellers together. Brokers do not take ownership of the property being traded. Commissions compensate them. They are not the same as dealers; however, the same firms that act as brokers in some transactions may act as dealers in other transactions.

CALLABLE BOND: A bond that the issuer has the right to redeem prior to maturity at a specified price. Some callable bonds may be redeemed on one call date while others may have multiple call dates. Some callable bonds may be redeemed at par while others can be redeemed only at a premium.

CERTIFICATE OF DEPOSIT (CD): A time deposit with a specific maturity evidenced by a certificate. Large-denomination (over \$100,000) CD's are typically negotiable.

COLLATERAL: Securities, evidence of deposit or other property that a borrower pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposits of public monies.

COMMERCIAL PAPER: Short-term unsecured promissory notes issued by corporations for maturity specified by the buyer. It is used primarily by corporations for short-term financing needs at a rate that is generally lower than the prime rate.

CONFIRMATION: The document used to state in writing the terms of the trade that had previously been agreed to verbally.

COUPON RATE: The stated annual rate of interest payable on a coupon bond expressed as a percentage of the bond's face value.

FORT BEND INDEPENDENT SCHOOL DISTRICT INVESTMENT STRATEGY

CREDIT RISK: The risk that (1) the issuer is downgraded to a lower quality category and/or (2) the issuer fails to make timely payments of interest or principal.

CUSIP NUMBER: A nine-digit number established by the Committee on Uniform Securities Identification Procedures that is used to identify publicly traded securities. Each publicly traded security receives a unique CUSIP number when the security is issued.

CUSTODY: The service of an organization, usually a financial institution, of holding (and reporting) a customer's securities for safekeeping. The financial institution is known as the custodian.

DEALER: A firm that buys and sells for its own account. Dealers have ownership, even if only for an instant, between a purchase from one party and a sale to another party. They are compensated by the spread between the price they pay and the price they receive. Dealers are not the same as brokers; however, the same firms that act as dealers in some transactions may act as brokers in other transactions.

DELIVERY VERSUS PAYMENT (DVP): The safest method of settling a trade involving a book entry security. In a DVP settlement, the funds are wired from the buyer's account and the security is delivered from the seller's account in simultaneous, interdependent wires.

DEMAND FEATURE: A feature of long-term variable rate securities which permits the district to reasonably expect to sell the security at a price equal to the principal amount of the security plus accrued interest, if any, at the time demand.

DEPOSITORY TRUST COMPANY (DTC): An organization that holds physical certificates for stocks and bonds and issues receipts to owners. Securities held by DTC are immobilized so that they can be traded on a book entry basis.

DERIVATIVE: A security that derives its value from an underlying asset, group of assets, reference rate, or an index value. Some derivatives can be highly volatile and result in a loss of principal in changing interest rate environments.

DISCOUNT: The amount by which the price paid for a security is less than its face value.

DISCOUNT SECURITIES: Securities that do not pay periodic interest. Investors earn the difference between the discount issue price and the full face value paid at maturity.

DIVERSIFICATION: Dividing investment funds among a variety of securities offering independent returns, to reduce risk inherent in particular securities.

DURATION: A sophisticated measure of the weighted average maturity of a bond's cash flow stream, where the present values of the cash flows serve as the weights.

ECONOMIC CYCLE (BUSINESS CYCLE): As the economy moves through the business cycle, interest rates tend to follow the levels of production, output, and consumption - rising as the economy expands and moves out of recession and declining after the economy peaks, contracts, and heads once again into recession.

EFFECTIVE MATURITY: The average maturity of a bond, given the potential for early call. For a non-callable bond, the final maturity date serves as the effective maturity. For a callable bond, the effective maturity is bounded by the first call date and the final maturity date; the position within this continuum is a function of the call price, the current market price, and the reinvestment rate assumed.

FACE VALUE: The principal amount due and payable to a bondholder at maturity; par value. Also, the amount on which coupon interest is computed.

FAIL: The event of a securities purchase or sale transaction not settling as intended by the parties.

FAIR VALUE: The amount at which a financial instrument could be exchanged in a current transaction between willing parties, other than in a forced or liquidation sale.

FORT BEND INDEPENDENT SCHOOL DISTRICT INVESTMENT STRATEGY

FEDERAL DEPOSIT INSURANCE CORPORATION (FDIC): A federal agency that insures bank deposits, currently up to-\$250,000 per depositor per insured bank for each account ownership category.

FEDERAL FARM CREDIT BANKS (FFCB): A government-sponsored corporation that was created in 1916 and is a nationwide system of banks and associations providing mortgage loans, credit, and related services to farmers, rural homeowners, and agricultural and rural cooperatives. Their respective borrowers cooperatively own the banks and associations, directly or indirectly. The Federal Farm Credit System is supervised by the Farm Credit Administration, an independent agency of the U.S. government. (See Government Sponsored Enterprise)

FEDERAL FUNDS: Monies within the Federal Reserve System representing a member bank's surplus reserve funds. Banks with excess funds may sell their surplus to other banks whose funds are below required reserve levels. Normally, Federal funds are employed in settling all government securities transactions. The Federal Funds Rate is the rate of interest at which Fed funds are traded. This rate is currently pegged by the Federal Reserve through open-market operations.

FEDERAL HOME LOAN BANKS (FHLB): Government-sponsored wholesale banks (currently twelve regional banks) which lend funds and provide correspondent banking services to member commercial bank, thrift institutions, credit unions and insurance companies. The mission of the FHLBs is to liquefy the housing related assets of its members who must purchase stock in their district Bank. (See Government Sponsored Enterprises)

FEDERAL HOME LOAN MORTGAGE CORPORATION (FHLMC OR "FREDDIE MAC"): A government-sponsored corporation that was created in July 1970, by the enactment of Title III of the Emergency Home Finance Act of 1970. Freddie Mac was established to help maintain the availability of mortgage credit for residential housing, primarily through developing and maintaining an active, nationwide secondary market in conventional residential mortgages. (See Government Sponsored Enterprises)

FEDERAL NATIONAL MORTGAGE ASSOCIATION (FNMA OR FANNIE MAE): FNMA, like GNMA was chartered under the Federal National Mortgage Association Act in 1938. FNMA is a federal corporation working under the auspices of the Department of Housing and Urban Development (HUD). It is the largest single provider of residential mortgage funds in the United States. Fannie Mae is a private stockholder-owned corporation. FNMA securities are highly liquid and are widely accepted. FNMA assumes and guarantees that all security holders will receive timely payment of principal and interest. (See Government Sponsored Enterprises)

FEDERAL OPEN MARKET COMMITTEE (FOMC): Consists of seven members of the Federal Reserve Board and five of the twelve Federal Reserve Bank presidents. The president of the New York Federal Reserve Bank is a permanent member while the other presidents serve on a rotating basis. The Committee periodically meets to set Federal Reserve guidelines regarding purchases and sales of government securities in the open market as a means of influencing the volume of bank credit and money.

FEDERAL RESERVE SYSTEM: The central bank of the United States created by Congress and consisting of a seven member Board of Governors in Washington, D.C., twelve regional banks and about 5700 commercial banks that are members of the system.

FIXED-INCOME SECURITY: A financial instrument promising a fixed amount of periodic income over a specified future time span.

GOVERNMENT-SPONSORED ENTERPRISES (GSE's): Payment of principal and interest on securities issued by these corporations is not guaranteed explicitly by the U.S. government; however, most investors consider these securities to carry an implicit U.S. government guarantee. The debt is fully guaranteed by the issuing corporations. GSE's include: Farm Credit System, Federal Home Loan Bank System, Federal Home Loan Mortgage Corporation, Federal National Mortgage Association, Student Loan Marketing Association, and the Tennessee Valley Authority.

INSTRUMENTALITIES: See Government-Sponsored Enterprises

INTEREST RATE RISK: The risk that the general level of interest rates will change, causing unexpected price appreciation or depreciation.

FORT BEND INDEPENDENT SCHOOL DISTRICT INVESTMENT STRATEGY

LADDERED MATURITY STRATEGY: A maturity pattern within a portfolio in which maturities of the assets in the portfolio are equally spaced. Over time, the shortening of the remaining lives of the assets provides a steady source of liquidity or cash flow. Given a normal yield curve with a positive slope this passive strategy provides the benefit of being able to take advantage of the higher, longer-term yields without sacrificing safety or liquidity.

LIQUIDITY: An entity's capability to meet future monetary outflows (whether they are required or optional) from available resources. Liquidity is often obtained from reductions of cash or by converting assets into cash.

LIQUIDITY RISK: The risk that an investment will be difficult to sell at a fair market price in a timely fashion.

MARKET VALUE: The price at which a security is trading and could presumably be purchased or sold.

MARKING-TO-MARKET: The practice of valuing a security or portfolio according to its market value, rather than its cost or book value.

MASTER REPURCHASE AGREEMENT: A written contract covering all future transactions between the parties to repurchase an agreement that establishes each party's rights in the transactions. A master agreement will often specify, among other things, the right of the buyer to liquidate the underlying securities in the event of default by the seller.

MATURITY DATE: The date on which the principal or face value of an investment becomes due and payable.

MONEY MARKET INSTRUMENT: Generally, a short-term debt instrument that is purchased from a broker, dealer, or bank. Sometimes the term "money market" with "short-term", defines an instrument with no more than 12 months remaining from the purchase date until the maturity date. Sometimes the term "money market" is used more restrictively to mean only those instruments that have active secondary markets.

MORTGAGE-BACKED SECURITIES (MBS): Securities composed of, or collateralized by, loans that are themselves collateralized by liens on real property.

OFFER: The price asked by a seller of securities. (When purchasing securities, one asks for an offer.)

OPEN MARKET OPERATIONS: Purchases and sales of government and certain other securities in the open market by the New York Federal Reserve Bank as directed by the FOMC in order to influence the volume of money and credit in the economy. Purchases inject reserves into the bank system and stimulate growth of money and credit; sales have the opposite effect. Open market operations are the Federal Reserve's most important and most flexible monetary strategy tool.

OPPORTUNITY COST: The cost of pursuing one course of action measured in terms of the foregone return that could have been earned on an alternative course of action that was not undertaken.

PAR: See Face Value

POOLED FUND GROUP: An internally created fund of an investing entity in which one or more institutional accounts of the investing entity are invested (as defined by the Public Funds Investment Act).

PREMIUM: The amount by which the price paid for a security exceeds its face value.

PRIMARY DEALER: A group of government securities dealers that submit daily reports of market activity and positions and monthly financial statements to the Federal Reserve Bank of New York and are subject to its informal oversight. Primary dealers include Securities and Exchange Commission (SEC)-registered securities broker-dealers, banks, and a few unregulated firms.

PRINCIPAL: The face or par value of an instrument, exclusive of accrued interest.

PRUDENT PERSON RULE: An investment standard. In some states the law requires that a fiduciary, such as a trustee, may invest money only in a list of securities selected by the state. In other states the trustee may invest in a security if it is one that would be bought by a prudent person of discretion and intelligence who is seeking a reasonable income and preservation of capital.

FORT BEND INDEPENDENT SCHOOL DISTRICT INVESTMENT STRATEGY

QUALIFIED PUBLIC DEPOSITORIES: A financial institution which does not claim exemption from the payment of any sales or compensating use or ad valorem taxes under the laws of this state, which has segregated for the benefit of the commission eligible collateral having a value of not less than its maximum liability and which has been approved by the Public Deposit Protection Commission to hold public deposits.

QUALIFIED REPRESENTATIVE: A person who holds a position with - and is authorized to act on behalf of - a business organization (as defined by the Public Funds Investment Act).

RATE OF RETURN: The amount of income received from an investment, expressed as a percentage. A market rate of return is the yield that an investor can expect to receive in the current interest-rate environment utilizing a buy-and-hold to maturity investment strategy.

REINVESTMENT RATE: The interest rate earned on the reinvestment of coupon payments.

REINVESTMENT RATE RISK: The risk that the actual reinvestment rate falls short of the expected or assumed reinvestment rate.

REPURCHASE AGREEMENT (RP OR REPO): An agreement of one party to sell securities at a specified price to a second party and a simultaneous agreement of the first party to repurchase the securities at a specified price on demand or at a specified later date. The difference between the selling price and the repurchase price provides the interest income to the party that provided the funds. Every transaction where a security is sold under an agreement to be repurchased is a repo from the seller/borrower's point of view and a reverse repo from the buyer/lender's point of view.

SAFEKEEPING: A procedure where a third party acting as custodian for a fee holds securities.

SECONDARY MARKET: A market made for the purchase and sale of outstanding issues following the initial distribution.

SECURITIES AND EXCHANGE COMMISSION: Agency created by Congress to protect investors in securities transactions by administering securities legislation.

SEC RULE 15 C3-1: See Uniform Net Capital Rule

STRUCTURED NOTES: Debt obligations whose principal or interest payments are determined by an index or formula.

SEPARATELY INVESTED ASSET: An account or fund of a state agency or local government that is not invested in a pooled fund group (as defined by the Public Funds Investment Act).

SPREAD: Most commonly used when referring to the difference between the bid and asked prices in a quote.

STRIPS: Separation of the principal and interest cash flows due from any interest-bearing securities into different financial instruments. Each coupon payment is separated from the underlying investment to create a separate security. Each individual cash flow is sold at a discount. The amount of the discount and the time until the cash flow is paid determine the investor's return.

SWAP: The trading of one asset for another. Sometimes used in active portfolio management to increase investment returns by "swapping" one type of security for another.

TOTAL RETURN: Interest income plus capital gains (or minus losses) on an investment.

TREASURY BILLS: A non-interest bearing discount security issued by the U.S. Treasury, generally having initial maturities of 3 months, 6 months, or 1 year.

TREASURY BONDS: Long-term, coupon bearing U.S. Treasury securities having initial maturities of more than 10 years.

TREASURY NOTES: Intermediate-term, coupon bearing U.S. Treasury securities having initial maturities of 2 - 10 years.

FORT BEND INDEPENDENT SCHOOL DISTRICT INVESTMENT STRATEGY

UNIFORM NET CAPITAL RULE: Securities and Exchange Commission requirement that member firms as well as nonmember broker-dealers in securities maintain a maximum ratio of indebtedness to liquid capital of 15 to 1; also called *net capital rule* and *net capital ratio*. Indebtedness covers all money owed to a firm, including margin loans and commitments to purchase securities, one reason new public issues are spread among members of underwriting syndicates. Liquid capital includes cash and assets easily converted into cash.

YIELD TO MATURITY (YTM): The promised return assuming all interest and principal payments are made and reinvested at the same rate taking into account price appreciation (if priced below par) or depreciation (if priced above par).

A RESOLUTION ADOPTING INVESTMENT STRATEGY

WHEREAS, the Public Funds Investment Act codified in Government Code Chapter 2256 governs local government investments; and

WHEREAS, the Public Funds Investment Act (Section 2256.005a), as amended, requires the Fort Bend Independent School District to adopt an investment policy and investment strategies by rule, order, ordinance or resolution governing the investments of funds under its control; and

WHEREAS, the Public Funds Investment Act (Section 2256.005e), requires the governing body to review and adopt that investment policy and investment strategies by rule, order, ordinance or resolution not less than annually, recording any changes made thereto; NOW, THEREFORE,

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE FORT BEND INDEPENDENT SCHOOL DISTRICT THAT:

The District has complied with the requirements of the Public Funds Investment Act and the Investment Strategy, with the changes attached hereto, is hereby adopted as the Investment Strategy of the District effective September 18, 2023.

APPROVED and ADOPTED on the _____ day of _____ 2023

FORT BEND INDEPENDENT SCHOOL DISTRICT

Judy Dae
President, Board of Trustees

ATTEST:

David Hamilton
Secretary, Board of Trustees

For: Fort Bend ISD Board of Trustees
Date: September 18, 2023
Action: Consideration and Approval: Resolution
2023 Tax Year Tax Roll
References: Board Policy CCG (Legal)
Department: Business and Finance

Recommendation

Consideration and approval of a resolution approving the 2023 tax year tax roll, based on the certified 2023 values from the Fort Bend County Central Appraisal District.

Summary

The certified property values received from the Fort Bend County Central Appraisal District on July 25, 2023 reflect an increase of approximately 10.42% in the total taxable property value for 2023. The Texas Tax Code §26.05(g) allows school districts to adopt a tax rate based on the preliminary certified tax roll received in July. Section 26.09(e) of the State Property Tax Code requires approval by the governing body of the appraisal roll each year with tax amounts entered to constitute the District's tax roll.

The attached resolution provides information on the tax amounts due based on the 2023 appraisal roll certified by the Fort Bend County Central Appraisal District in July 2023. The information includes an adjustment for the proposed increase of the homestead exemption from \$40,000 to \$100,000 signed into law by the governor. The proposed increase of the homestead exemption is pending voter approval of a constitutional amendment in the November general election. It is anticipated voters will approve the constitutional amendment increasing the homestead exemption to \$100,000.

Recommended by:

Christie Whitbeck
Superintendent of Schools

Submitted by:

Bryan Guinn
Chief Financial Officer



FORT BEND CENTRAL APPRAISAL DISTRICT

2801 B.F. Terry Blvd. Rosenberg, Texas 77471-5600

Phone (281) 344-8623 www.fbcad.org

Appraisal Review Board Fort Bend County, Texas

Order Approving Appraisal Records

After review of the appraisal records of the Fort Bend Central Appraisal District and hearing and determining all or substantially all taxpayer protests and all taxing unit challenges which were properly brought before the Appraisal Review Board in accordance with the Texas Property Tax Code, the Board, with a quorum present, has determined that the appraisal records should be approved as changed by Board orders duly submitted to the Chief Appraiser.

It is therefore ordered that the appraisal records, as changed, are approved and constitute the appraisal roll for the Fort Bend Central Appraisal District for the tax year 2023.

The approved appraisal records are attached to this Order and are incorporated herein by reference the same as if fully copied and set forth at length.

Total Value for S07 ; FORT BEND ISD

| | |
|-------------------------|-------------------------|
| Total Market Value | <u>\$77,658,128,971</u> |
| Total Assessed Value | <u>\$67,901,130,362</u> |
| Total Net Taxable Value | <u>\$62,331,008,689</u> |
| Freeze Adjusted Taxable | <u>\$53,301,427,492</u> |

Signed this 14th day of July, 2023

Joseph Grace
Appraisal Review Board Chairman
Fort Bend County, Texas



FORT BEND CENTRAL APPRAISAL DISTRICT

2801 B.F. Terry Blvd. Rosenberg, Texas 77471-5600

Phone (281) 344-8623 www.fbcad.org

Fort Bend County, Texas

Certification Statement:

In accordance with and pursuant to Tax Code Section 26.01, on this 25 day of July, I, Jordan T. Wise, Chief Appraiser for the Fort Bend Central Appraisal District, do hereby certify to the tax assessor for FORT BEND ISD the appraisal roll and other required information for FORT BEND ISD.

The value of all property in, S07; FORT BEND ISD as shown by the certified appraisal roll for 2023, after being submitted to and approved by the appraisal review board is:

| | |
|----------------------|-------------------------|
| Total Market Value | <u>\$77,658,128,971</u> |
| Total Assessed Value | <u>\$67,901,130,362</u> |

Witness my hand, July 25, 2023

Jordan T. Wise

Jordan T. Wise
Chief Appraiser



FORT BEND CENTRAL APPRAISAL DISTRICT

2801 B.F. Terry Blvd. Rosenberg, Texas 77471-5600

Phone (281) 344-8623 www.fbcad.org

Fort Bend County, Texas

CERTIFICATION OF 2023 APPRAISAL ROLL

FOR S07 ; FORT BEND ISD

In accordance with and pursuant to Tax Code Section 26.01, on this 25 day of July, I, Jordan T. Wise, Chief Appraiser for the Fort Bend Central Appraisal District, do hereby certify to the tax assessor for FORT BEND ISD the appraisal roll, and other required information for FORT BEND ISD.

2023 Appraisal Roll:

| | |
|------------------------------|-------------------------|
| Total Market Value | <u>\$77,658,128,971</u> |
| Total Assessed Value | <u>\$67,901,130,362</u> |
| Total Taxable Value | <u>\$62,331,008,689</u> |
| Freeze Adjusted Taxable | <u>\$53,301,427,492</u> |
| Number of Certified Accounts | <u>194,814</u> |

Jordan T. Wise
Jordan T. Wise
Chief Appraiser

July 25, 2023
Date



FORT BEND CENTRAL APPRAISAL DISTRICT

2801 B.F. Terry Blvd. Rosenberg, Texas 77471-5600

Phone (281) 344-8623 www.fbcad.org

Fort Bend County, Texas

Chief Appraiser’s Reasonable Estimate of Value for Property Under Review as of 2023 Appraisal Roll Certification

On July 14, 2023, the Appraisal Review Board of Fort Bend County, Texas, met to approve the appraisal records for tax year 2023. At the time of certification 98.04% of the roll value was approved leaving 1.96% of the value still under review. Under Section 26.01 of the Texas Property Tax Code, the chief appraiser must give a reasonable estimate of value for the properties still under review.

For S07 ; FORT BEND ISD, the district’s full certified appraised value is as follows:

Market Value \$77,658,128,971

Taxable Value \$62,331,008,689

A reasonable estimate of value for the properties still under review is as follows:

| | | | |
|---------------------------------|------------------------|---|------------------------|
| Number of Under Review Accounts | <u>7,585</u> | Estimated Value Adjusted for ARB Action | |
| Market Value | <u>\$1,210,313,924</u> | <u>Market Value</u> | <u>\$1,089,282,532</u> |
| Taxable Value | <u>\$814,123,189</u> | <u>Taxable Value</u> | <u>\$732,710,870</u> |
| Freeze Adjusted Taxable | <u>\$799,220,597</u> | <u>Freeze Adjusted</u> | <u>\$719,298,537</u> |

I, the undersigned, duly selected chief appraiser of Fort Bend Central Appraisal District, do hereby certify this to be a reasonable estimate of value of the property still under protest for 2023.

Witness my hand, July 25, 2023.

Jordan T. Wise
Chief Appraiser

**FORT BEND INDEPENDENT SCHOOL DISTRICT
TAX ROLL RESOLUTION**

WHEREAS, Section 26.09(e) of the Property Tax Code requires approval by the governing body of the Fort Bend Independent School District of the appraisal roll with tax amounts entered by the assessor, for the year 2023 tax year, and

WHEREAS, such roll was presented to the Fort Bend Independent School District's Trustees on September 11, 2023, and appears in all things correct as under the applicable laws of Texas, and

WHEREAS, said Trustees voted in open session to approve said roll,

IT IS HEREBY RESOLVED by the Trustees that the 2023 certified appraisal roll with amounts due totaling \$541,662,976 for the year 2023 tax year based on a \$100,000 homestead exemption and a tax rate of \$0.9892 is approved and is the tax roll for the Fort Bend Independent School District for the 2023-24 school year.

Passed and adopted this 18th day of September, 2023.

Judy Dae President
Fort Bend ISD Board of Trustees

David Hamilton, Secretary
Fort Bend ISD Board of Trustees

For: Fort Bend ISD Board of Trustees
Date: September 18, 2023
Action: Consideration and Approval:
Construction Services for Exterior LED
Lighting Upgrades Additional Scope
PKG052
References: Board Policy CV (Local)
District Goal 5
Department: Operations

Recommendation

Consideration and approval of a construction services agreement with Eco Engineering to perform stadium and pedestrian lighting scope at Austin HS, Bush HS, Dulles HS, Elkins HS and Hall Stadium (PKG052) for a contract amount of \$1,875,050.00, and authorization for the Superintendent to negotiate and execute or terminate the agreement.

Summary

On July 19, 2021, the FBISD Board of Trustees approved the budget to perform exterior LED lighting upgrades under PKG052.

On June 20, 2022, the BOT approved Eco Engineers, Inc., as the best value contractor to execute all exterior LED lighting upgrades under PKG052 with a total project budget of \$4,759,790.

On August 22, 2022, the BOT approved adding Elkins HS and Don Cook Natatorium to receive lighting upgrades under PKG052. However due to established procurement law, which limits change orders to 25% of the original contract amount, the added scope of work for lighting replacement at the various high schools and pedestrian light replacements had to be bid under a separate contract.

The Competitive Sealed Proposal solicitation CSP 23-078AL requested bids for the LED Lighting Upgrades Additional Scope. Three firms responded to the CSP. Design & Construction staff, in collaboration with the Director of Purchasing and Materials Management acting in an oversight capacity, evaluated the proposals using an evaluation team composed of FBISD staff members from the Design & Construction, Procurement and Finance Departments.

The final ranking of the contractors are as follows:

| Firm Name | CSP Score | Base Bid Amount |
|-----------------------------------|------------------|------------------------|
| Eco Engineering | 81.07 | \$1,875,050 |
| Prime Contractors, Inc. | 80.63 | \$2,200,000 |
| ICS Energy Management Service 106 | 67.63 | \$1,925,880 |

Existing HID lights are high wattage luminaries, which consume high levels of energy and require constant replacement. After careful consideration, staff recommends proceeding with the additional LED lighting upgrades to allow the District to become the benefactor of the energy savings.

Design & Construction staff recognizes the need to address the additional LED lighting upgrades and has confirmed that current funds are available within PKG052 Exterior LED Lighting Upgrades to address the stadium and pedestrian lighting deficiencies. The original budget for PKG052 will remain the same and is shown on the table below.

| CSP Contract | Package Number | Description | Project Budget |
|---------------------|-----------------------|--------------------------------|-----------------------|
| CSP 23-078AL | PKG052 | Exterior LED Lighting Upgrades | \$4,759,790 |

This work will be funded through Bond 2018 PKG052 budget as originally approved by the board. The detailed project budget for PKG052 Exterior LED Lighting Upgrades is provided on the attached Exhibit 1.

Upon Board approval, staff will finalize contract documents and will begin execution of the work as designed. Staff will coordinate with all campuses to minimize impact on school operations.

Recommended by:

Christie Whitbeck
 Superintendent of Schools

Submitted by:

Damian Viltz
 Chief Operations Officer

CSP 23-078AL PKG052 Exterior LED Lighting Upgrades-Additional Scope

| | Evaluation Criteria (Government Code 2269) | Point System |
|---|---|---------------------|
| 1 | The price; Section 2269.055.a (1) Total Proposed Pricing - Provides thoroughly developed, competitive pricing using the tables in Pricing Delivery information section of the CSP | 40 points |
| 2 | Offeror's experience and reputation; Section 2269.055.a (2) Provides evidence of your experience in planning, staging and delivery of recent projects of similar scope and scale (14 pts) | 19 points |
| | Past experience with FBISD and other school districts Provides a summary of nature of work, on time delivery and quality of work contracted with FBISD and/or other school districts and FBISD's assessment of the presented summary. (5 pts) | |
| 3 | Quality of the offeror's goods or services; Section 2269.055.a (3) Contractor's products should be new and be of the highest quality with an option to substitute for a company branded item of equivalent quality. (14pts) | 21 points |
| | Quality of contractor's response in the proposal Effectively responds and processes all request for information and documentation included in this CSP (2pts) | |
| | Project Plan and schedule (5pts) | |
| 4 | Utilization of historically underutilized businesses; Section 2269.055.a (4) | N/A |
| 5 | Offeror's safety record; Section 2269.055.a (5) Provides a summary of Experience Modification Rate (EMR) for the last three years, as well as a summary of your company's safety policies and procedures | 5 points |
| 6 | Offeror's proposed personnel; Section 2269.055.a (6) Proposed Personnel, personnel directly assigned to work on this project | 5 points |
| 7 | Offeror's financial capability appropriate to the size and scope of the project; Section 2269.055.a (7) Provide proof of Insurance, financial stability and Letter of Surety from Bonding Company | 5 points |
| 8 | SBE Commitment; CV (Local) 2017.04 | 5 points |
| | TOTAL | 100 |

Project Summary
Package 52 - LED Lighting Project
 EXHIBIT - 1

| Description | A A/E Design Fees & Reimbursables | B Design Contingency | C Other Professional Services | D Construction | E Construction Contingency | F FF&E | G Site Development | H Admin & Other Project Costs | I Project Contingency | TOTAL |
|------------------------------------|---|----------------------------|--|-------------------|----------------------------------|-----------|--------------------------|-------------------------------------|-----------------------------|-------------|
| AUSTIN HIGH SCHOOL | \$28,169 | | | \$75,000 | \$11,250 | | | | | \$114,419 |
| AUSTIN PARKWAY ELEMENTARY SCHOOL | \$11,250 | | | \$75,000 | \$11,250 | | | | | \$97,500 |
| BARRINGTON PLACE ELEMENTARY SCHOOL | \$12,195 | | | \$81,300 | \$307 | | | | | \$93,802 |
| BLUE RIDGE ELEMENTARY SCHOOL | \$11,250 | | | \$75,000 | \$4,030 | | | | | \$90,280 |
| BRAZOS BEND ELEMENTARY SCHOOL | \$11,250 | | | \$75,000 | \$1,111 | | | | | \$87,361 |
| BRIARGATE ELEMENTARY SCHOOL | \$11,250 | | | \$75,000 | \$3,809 | | | | | \$90,059 |
| BURTON ELEMENTARY SCHOOL | \$11,250 | | | \$75,000 | \$544 | | | | | \$86,794 |
| BUSH HIGH SCHOOL | \$28,170 | | | \$1,434 | \$720 | | | | | 10930,323 |
| COLONY MEADOWS ELEMENTARY SCHOOL | \$11,250 | | | \$75,000 | \$624 | | | | | \$86,874 |
| COMMONWEALTH ELEMENTARY SCHOOL | \$11,250 | | | \$75,000 | \$2,380 | | | | | \$88,630 |
| DON COOK NATATORIUM | \$6,000 | | | | \$150,202 | | | | | \$156,202 |
| DULLES HIGH SCHOOL | \$30,000 | | | \$33,815 | \$14,953 | | | | | \$78,767 |
| ELKINS HIGH SCHOOL | \$18,748 | | | | | | | | | \$18,748 |
| FIRST COLONY MIDDLE SCHOOL | \$18,750 | | | \$53,937 | \$549 | | | | | \$73,236 |
| FLEMING ELEMENTARY SCHOOL | \$11,250 | | | \$75,000 | \$206 | | | | | \$86,456 |
| FORT SETTLEMENT MIDDLE SCHOOL | \$22,500 | | | \$150,000 | \$6,438 | | | | | \$178,938 |
| GLOVER ELEMENTARY SCHOOL | \$11,250 | | | \$75,000 | \$11,250 | | | | | \$97,500 |
| HALL STADIUM | \$52,335 | | \$57,088 | \$1,283,892 | \$133,534 | | | | | \$1,526,849 |
| HIGHLANDS ELEMENTARY SCHOOL | \$11,250 | | | \$75,000 | \$11,250 | | | | | \$97,500 |
| LANTERN LANE ELEMENTARY SCHOOL | \$10,500 | | | \$51,870 | \$10,500 | | | | | \$72,870 |
| LEXINGTON CREEK ELEMENTARY SCHOOL | \$11,250 | | | \$75,000 | \$11,250 | | | | | \$97,500 |
| MCAULIFFE MIDDLE SCHOOL | \$15,000 | | | \$100,000 | \$15,000 | | | | | \$130,000 |
| MISSION BEND ELEMENTARY SCHOOL | \$11,250 | | | \$75,000 | \$11,250 | | | | | \$97,500 |
| MISSION GLEN ELEMENTARY SCHOOL | \$11,250 | | | \$75,000 | \$11,250 | | | | | \$97,500 |
| MISSION WEST ELEMENTARY SCHOOL | \$11,250 | | | \$75,000 | \$11,250 | | | | | \$97,500 |
| OYSTER CREEK ELEMENTARY SCHOOL | \$11,250 | | | \$75,000 | \$11,250 | | | | | \$97,500 |

Project Summary
Package 52 - LED Lighting Project
 EXHIBIT - 1

| Description | A A/E Design Fees & Reimbursables | B Design Contingency | C Other Professional Services | D Construction | E Construction Contingency | F FF&E | G Site Development | H Admin & Other Project Costs | I Project Contingency | TOTAL |
|----------------------------------|---|----------------------------|--|--------------------|----------------------------------|-----------|--------------------------|-------------------------------------|-----------------------------|--------------------|
| PALMER ELEMENTARY SCHOOL | \$11,250 | | | \$75,000 | \$11,250 | | | | | \$97,500 |
| PECAN GROVE ELEMENTARY SCHOOL | \$11,250 | | | \$75,000 | \$11,250 | | | | | \$97,500 |
| PFC ADMIN ANNEX | \$4,500 | | | \$9,192 | \$5,192 | | | | | \$18,884 |
| QUAIL VALLEY MIDDLE SCHOOL | \$12,133 | | | \$125,000 | \$18,750 | | | | | \$155,883 |
| SETTLERS WAY ELEMENTARY SCHOOL | \$11,250 | | | \$75,000 | \$11,250 | | | | | \$97,500 |
| SUGAR LAND MIDDLE SCHOOL | \$15,000 | | | \$100,000 | \$15,000 | | | | | \$130,000 |
| SUGAR MILL ELEMENTARY SCHOOL | \$11,250 | | | \$75,000 | \$11,250 | | | | | \$97,500 |
| TOWNWEST ELEMENTARY SCHOOL | \$11,250 | | | \$75,000 | \$11,250 | | | | | \$110,97,500 |
| WALKER STATION ELEMENTARY SCHOOL | \$11,250 | | | \$75,000 | \$10,666 | | | | | \$96,916 |
| TOTAL: | \$510,248 | | \$57,088 | \$3,640,439 | \$552,015 | | | | | \$4,759,790 |

Tabulation Summary
CSP 23-078AL PKG052 Exterior LED Lighting Upgrades-Additional Scope

| Vendor | Purchase Price (40 pts. max) | Offeror's Experience and Reputation, Past Experience with FBISD and other school districts (19 pts. max) | Quality of the offeror's goods and services, Quality of contractor's response in the proposal, Project Plan and Schedule (21 pts. max) | Offeror's safety record (5 pts max) | Offeror's proposed personnel (5 pts max) | Offeror's financial capability (5 pts max) | SBEP commitment (5pts max) | Proposer's Total Score (100 pts. max) |
|----------------------------------|---------------------------------|---|--|---|--|---|----------------------------------|---|
| Eco Engineering Inc. | 40.00 | 14.30 | 17.05 | 3.88 | 2.50 | 3.34 | 0.00 | 81.07 |
| Prime Contractors, Inc. | 34.09 | 13.78 | 15.50 | 3.70 | 4.00 | 4.56 | 5.00 | 80.63 |
| ICS Energy Management Service | 38.94 | 5.82 | 7.70 | 3.43 | 2.80 | 4.45 | 4.50 | 67.63 |

For: Fort Bend ISD Board of Trustees
Date: September 18, 2023
Action: Consideration and Approval: Phase 2 – Professional Services for 2023 Bond and Non-Bond Projects
References: Board Policy CV (Local) District Goal 5
Department: Operations

Recommendation

Consideration and approval of Phase 2 – Professional Service firms to provide both Bond 2023 services for a not-to-exceed amount of \$15,000,000.00 and non-bond services for a not-to-exceed amount of \$3,000,000, and authorization for the Superintendent to negotiate and execute the contracts with the identified firms.

Summary

On May 6, 2023, FBISD passed the 2023 Bond Program.

On June 18, 2023, staff issued a solicitation RFQ23-083KB Professional Services Phase 2 Qualifications for FBISD 2023 Bond Program and other non-bond services as needed by the District.

The Professional Services Phase 2 Qualifications for FBISD 2023 Bond Program, RFQ23-083KB included the following professional service categories (pools):

- Hazardous Materials Surveyor
- Registered Accessibility Specialist
- Kitchen Design Consultant
- Testing, Adjusting, & Balancing Consultant
- LEED/Sustainability Consultant
- Acoustical Consultant
- Archeological Surveyor
- Environmental Site Assessment Engineer

RFQ23-083KB solicitation specified the District's intent to award more than one, but no greater than five contracts to the most qualified firms in each professional services category based on demonstrated competence and qualifications.

On July 18, 2023, 20 statements of qualifications were submitted by professional service firms as a response to the RFQ23-083KB solicitation.

Analysis of Phase 2 Professional Service Firms Category Recommendations:

Based on the evaluation of the proposals by professional service categories (pools), the final ranking of the Demonstrated Competence and Qualifications by professional service categories are as follows:

| Hazardous Materials Surveyor | RFQ Score |
|---|-----------|
| Terracon Consultants, Inc. | 80.23 |
| Professional Service Industries, Inc. | 74.60 |
| ERC Environmental Construction Services, Inc. | 74.10 |
| Alpha Testing LLC | 72.10 |
| ECS Southwest LP | 70.60 |

| Testing, Adjusting, & Balancing | RFQ Score |
|----------------------------------|-----------|
| Engineered Air Balance Co., Inc. | 85.85 |

| LEED/Sustainability Consultant | RFQ Score |
|--|-----------|
| Commissioning & Green Building Solutions, Inc. (CxGBS) | 61.53 |

| Acoustical Engineer | RFQ Score |
|---|-----------|
| Wrightson, Johnson, Haddon & Williams, Inc. | 73.13 |

| Archeological Surveyor | RFQ Score |
|----------------------------|-----------|
| Terracon Consultants, Inc. | 73.65 |
| Raba Kistner, Inc. | 61.10 |

| Environmental Site Assessment Consultant | RFQ Score |
|---|-----------|
| Terracon Consultants, Inc. | 79.03 |
| Professional Service Industries, Inc. | 71.65 |
| Alpha Testing LLC | 71.63 |
| HVJ Associates, Inc. | 70.20 |
| ERC Environmental Construction Services, Inc. | 66.23 |

Upon Board approval, staff will award the identified firms by professional service categories master agreements to perform professional services and will begin assigning work for required professional service by bid package for the Bond 2023 Program as well as other district projects.

Recommended by:

Christie Whitbeck
Superintendent of Schools

Submitted by:

Damian Viltz
Chief Operations Officer

RFQ 23-083KB Professional Services Phase 2 (Hazardous Materials Surveyor, Registered Accessibility Specialist, Kitchen Design Consultant, Testing Adjusting & Balancing Consultant, LEED/Sustainability Consultant, Acoustical Consultant, Archeological Surveyor and Environmental Site Assessment Consultant)

| TAB | Evaluation Criteria Section Government Code 2254, CV Legal | Point System |
|------------|--|---------------------|
| | Cover Letter | Required |
| 1 | FIRM INFORMATION <ul style="list-style-type: none"> • History / Years of experience in K-12 • Location of the firm’s local offices • Awards and recognitions • Specialized experience in K-12 • Claim resolution | 10 |
| 2 | MANAGEMENT STYLE AND PHILOSOPHY <ul style="list-style-type: none"> • Firm’s capabilities providing needed services • Program budget, schedule and documentation coordination experience | 20 |
| 3 | FIRM EXPERIENCE and REFERENCES <ul style="list-style-type: none"> • Prior K-12 Project Experience • Prior FBISD Experience | 45 |
| 4 | PROJECT TEAM <ul style="list-style-type: none"> • Teams organization and experience • Staff resumes | 20 |
| 5 | SUPPLEMENTAL INFORMATION | 5 |
| 6 | FORMS | REQUIRED |
| | TOTAL | 100 Points |

Tabulation Summary

RFQ 23-083KB Professional Services Phase 2 - Acoustical Consultant

| Vendor | Firm Information (10 pts. Max) | Management Style and Philosophy (20 pts. Max) | Firm Experience and References (45 pts. Max) | Project Team (20 pts. Max) | Supplemental Information (5 pts. Max) | Proposer's Total Score (100 pts. Max) | Proposer's Ranking |
|---|-----------------------------------|--|--|-------------------------------|---|--|-----------------------|
| Wrightson, Johnson, Haddon & Williams, Inc. | 8.13 | 17.50 | 29.00 | 15.95 | 2.55 | 73.13 | 1 |

Tabulation Summary

RFQ 23-083KB Professional Services Phase 2 - Testing Adjusting & Balancing Consultant

| Vendor | Firm Information (10 pts. Max) | Management Style and Philosophy (20 pts. Max) | Firm Experience and References (45 pts. Max) | Project Team (20 pts. Max) | Supplemental Information (5 pts. Max) | Proposer's Total Score (100 pts. Max) | Proposer's Ranking |
|----------------------------------|-----------------------------------|--|--|-------------------------------|---|--|-----------------------|
| Engineered Air Balance Co., Inc. | 8.75 | 16.25 | 39.75 | 18.25 | 2.85 | 85.85 | 1 |

Tabulation Summary

RFQ 23-083KB Professional Services Phase 2 - LEED/Sustainability Consultant

| Vendor | Firm Information (10 pts. Max) | Management Style and Philosophy (20 pts. Max) | Firm Experience and References (45 pts. Max) | Project Team (20 pts. Max) | Supplemental Information (5 pts. Max) | Proposer's Total Score (100 pts. Max) | Proposer's Ranking |
|---|-----------------------------------|--|--|-------------------------------|---|--|-----------------------|
| Commissioning & Green Bulding Solutions, Inc. (CxGBS) | 4.63 | 15.75 | 23.75 | 14.85 | 2.55 | 61.53 | 1 |

Tabulation Summary

RFQ 23-083KB Professional Services Phase 2 - Archeological Surveyor

| Vendor | Firm Information (10 pts. Max) | Management Style and Philosophy (20 pts. Max) | Firm Experience and References (45 pts. Max) | Project Team (20 pts. Max) | Supplemental Information (5 pts. Max) | Proposer's Total Score (100 pts. Max) | Proposer's Ranking |
|----------------------------|-----------------------------------|--|--|-------------------------------|---|--|-----------------------|
| Terracon Consultants, Inc. | 8.40 | 18.00 | 29.25 | 16.55 | 1.45 | 73.65 | 1 |
| Raba Kistner, Inc. | 8.40 | 15.00 | 19.75 | 16.50 | 1.45 | 61.10 | 2 |

Tabulation Summary

RFQ 23-083KB Professional Services Phase 2 - Hazardous Materials Surveyor

| Vendor | Firm Information (10 pts. Max) | Management Style and Philosophy (20 pts. Max) | Firm Experience and References (45 pts. Max) | Project Team (20 pts. Max) | Supplemental Information (5 pts. Max) | Proposer's Total Score (100 pts. Max) | Proposer's Ranking |
|---|-----------------------------------|--|--|-------------------------------|---|--|-----------------------|
| Terracon Consultants, Inc. | 8.23 | 16.25 | 32.25 | 19.65 | 3.85 | 80.23 | 1 |
| Professional Service Industries, Inc. | 7.45 | 13.50 | 32.25 | 18.00 | 3.40 | 74.60 | 2 |
| ERC Environmental Construction Services, Inc. | 8.50 | 16.00 | 25.75 | 19.00 | 4.85 | 74.10 | 3 |
| Alpha Testing LLC | 8.40 | 15.75 | 29.00 | 16.25 | 2.70 | 72.10 | 4 |
| ECS Southwest LP | 9.03 | 16.50 | 24.75 | 16.85 | 3.48 | 70.60 | 5 |
| ATC Group Services LLC dba Atlas Technical Consultants | 8.65 | 12.00 | 24.50 | 16.80 | 3.70 | 65.65 | 6 |
| Raba Kistner, Inc. | 8.25 | 11.75 | 21.00 | 18.95 | 3.70 | 63.65 | 7 |

Tabulation Summary

RFQ 23-083KB Professional Services Phase 2 - Environmental Site Assessment Consultant

| Vendor | Firm Information (10 pts. Max) | Management Style and Philosophy (20 pts. Max) | Firm Experience and References (45 pts. Max) | Project Team (20 pts. Max) | Supplemental Information (5 pts. Max) | Proposer's Total Score (100 pts. Max) | Proposer's Ranking |
|--|-----------------------------------|--|--|-------------------------------|---|--|-----------------------|
| Terracon Consultants, Inc. | 7.93 | 18.25 | 32.50 | 17.85 | 2.50 | 79.03 | 1 |
| Professional Service Industries, Inc. | 7.18 | 15.50 | 28.25 | 17.25 | 3.48 | 71.65 | 2 |
| Alpha Testing LLC | 8.18 | 15.50 | 32.00 | 15.95 | 0.00 | 71.63 | 3 |
| HVJ Associates, Inc. | 9.00 | 14.75 | 25.75 | 16.90 | 3.80 | 70.20 | 4 |
| ERC Environmental Construction Services, Inc. | 8.40 | 15.75 | 18.50 | 19.40 | 4.18 | 66.23 | 5 |
| Raba Kistner, Inc. | 8.33 | 16.75 | 19.00 | 16.80 | 1.00 | 61.88 | 6 |
| ECS Southwest LLP | 9.00 | 11.75 | 23.00 | 14.85 | 3.18 | 61.78 | 7 |
| Millennium Engineers Group | 7.93 | 8.50 | 15.50 | 14.45 | 3.28 | 49.65 | 8 |

| | |
|--------------------------|---|
| BOT Meeting: | September 18, 2023 |
| Solicitation No.: | 20-106LJ |
| References: | District Goal 5 |
| Description: | <p>Staff Augmentation Services – Information Technology Services (Increase)</p> <p><u>Recommendation</u></p> <p>Consideration and approval to increase the existing contract awarded under 20-106LJ Staff Augmentation Services Information Technology Services by \$480,000 for a total not to exceed amount of \$1,980,000 to continue purchasing Staff Augmentation Services for Information Technology services through August 2024.</p> <p><u>Summary</u></p> <p>The Information Technology Department (IT) is requesting an increase to an existing contract to continue purchasing staff augmentation services. Currently, the IT Department is understaffed to support the day-to-day operations and maintenance of deployed devices and systems. Without the ability to augment existing IT staff, it will be difficult to start and/or complete new or existing Bond and other IT projects. Without any assistance, this will also adversely impact day-to-day support during the busiest time of the year, the start of schools. With the supplementing staff, the IT Department can continue to support Bond and other IT projects while keeping up with the daily operation of the large number of deployed technologies. The augmenting staff fills in the areas where IT needs technical assistance. This approach has been very successful in the past and has ensured on-time completion of projected deliverables.</p> <p>On November 12, 2021, the Board approved Staff Augmentation Services. With an initial expenditure amount not to exceed \$1,500,000 through 2024, the Information Technology Department is requesting a contract increase for Staff Augmentation Services – Information Technology Services in the amount of \$480,000 to meet the needs of the District through August 2024.</p> <p><u>Background</u></p> <p>Expenditures in 2022-23 were \$881,756. Expenditures year-to-date are \$236,837. The contract balance remaining under the current Board authorization is \$293,523. Expenditures are not expected to exceed \$1,980,000 through August 2024.</p> <p>The increase of \$480,000 is included in the budget.</p> |
| Requested By: | Long Pham, Chief Information Officer Bryan Guinn, Chief Financial Officer |
| Vendors: | Texas Govlink Inc. GTS Technology Solutions Inc. |

| | |
|---|---|
| Budget Sources: | General Fund Bond Funds |
| Amount: | Increase of \$480,000; not to exceed a total of \$1,980,000 through August 2024 |
| Other Supporting Information | |
| Sole Source: | N/A |
| Number of vendors contacted by FBISD: | N/A |
| Number of vendors downloaded the solicitation: | N/A |
| Number of responses received: | N/A |
| Number of "no bid" responses received: | N/A |
| Length of commitment: | Through August 2024 |
| Last solicitation date: | N/A |
| Supporting documents: | N/A |
| Disclosure under Board Policy CH, CV, or DBD (Local): | N/A |

*** Previously awarded a contract of the same scope with the District

RFP 23-004KB-04 Fine Arts Consultants and Clinicians (Supplemental)

| | Evaluation Criteria | Point System |
|----|--|---------------------|
| 1 | Purchase Price <ul style="list-style-type: none"> Offer a fair reasonable price for goods and services to be procured by Fort Bend ISD. | 25 points |
| 2 | Reputation of the Vendor and of the Vendor's Goods or Services <ul style="list-style-type: none"> References | 5 points |
| 3 | Quality of the Vendor's Goods or Services Qualifications/Experience: <ul style="list-style-type: none"> Bachelor, Master, or Doctoral degree specifically related to the artistic discipline; or minimum five years' experience performing or working in the activity for which services are provided Certifications as appropriately related to the discipline of interest and the services rendered Industry expertise or experience in the related artistic discipline | 25 points |
| 4 | Extent to Which the Goods or Services Meet the District's Needs <ul style="list-style-type: none"> Services or goods offered align with scope requirement School District or Campuses serviced | 20 points |
| 5 | Vendor's Past Relationship with the District For reference, the vendor shall list the following: <ul style="list-style-type: none"> Past projects or contracts for similar service vendor has had with the district Past projects or contracts for similar service vendor has had with any K-12 | 5 points |
| 6 | Long-Term Cost to the District to Acquire the Vendor's Goods or Services | 10 points |
| 7 | Vendor's Principal Place of Business is in the State of Texas or Employs 500 People in this State | 0 points |
| 8 | Insurance Requirements Certificate of Insurance as requested in the solicitation: Hold Harmless | Pass/Fail |
| 9 | Service Agreement <ul style="list-style-type: none"> Extent to which the vendor agrees to our Standard Form of Agreement. By Signing the Agreement, you assent to the Terms and Conditions of Fort Bend ISD. | 10 points |
| 10 | The impact on the ability of the District to comply with laws and rules relating to Historically Underutilized Businesses (HUB) | N/A |
| | TOTAL | 100 points |

Tabulation Summary
RFP 23-004KB-04 Fine Arts Consultants and Clinicians (Supplemental)

| Vendor | Purchase Price (25 pts. Max) | Reputation of Vendor's Goods and Services (5 pts. Max) | Quality of Vendors Goods and Services (25 pts. Max) | Extent to which the Goods and Services Meet the Needs of the District (20 pts. Max) | Vendors Past Relationship with the District (5 pts. Max) | Long Term Cost to the District (10 pts. Max) | Agreement to Fort Bend ISD Terms and Conditions (10 pts. Max) | Proposer's Total Score (100 pts. Max) | Proposer's Ranking |
|---|---------------------------------|---|---|---|--|--|---|---|-----------------------|
| Vicky Perez | 25.00 | 4.00 | 25.00 | 20.00 | 5.00 | 10.00 | 10.00 | 99.00 | 1 |
| Xiaorui Jiang | 25.00 | 4.00 | 25.00 | 20.00 | 5.00 | 10.00 | 10.00 | 99.00 | 1 |
| Brittany Davis | 25.00 | 3.00 | 25.00 | 20.00 | 5.00 | 10.00 | 10.00 | 98.00 | 2 |
| Austin Brake | 25.00 | 2.00 | 25.00 | 20.00 | 5.00 | 10.00 | 10.00 | 97.00 | 3 |
| Francisco Garay | 25.00 | 2.00 | 25.00 | 20.00 | 5.00 | 10.00 | 10.00 | 97.00 | 3 |
| Olubukola Akinola | 25.00 | 2.00 | 25.00 | 20.00 | 5.00 | 10.00 | 10.00 | 97.00 | 3 |
| Omar Escobedo | 20.00 | 5.00 | 25.00 | 20.00 | 5.00 | 8.00 | 10.00 | 93.00 | 4 |
| Patricia Natalia Nicolini- Naginbill | 20.00 | 4.00 | 25.00 | 20.00 | 5.00 | 8.00 | 10.00 | 92.00 | 5 |
| James Gabonay | 20.00 | 4.00 | 25.00 | 20.00 | 5.00 | 8.00 | 10.00 | 92.00 | 5 |
| Janet Menzie | 20.00 | 4.00 | 25.00 | 20.00 | 5.00 | 8.00 | 10.00 | 92.00 | 5 |
| Vincent Morris | 20.00 | 4.00 | 25.00 | 20.00 | 5.00 | 8.00 | 10.00 | 92.00 | 5 |
| Eboni Wafer | 20.00 | 3.00 | 25.00 | 20.00 | 5.00 | 8.00 | 10.00 | 91.00 | 6 |
| Enn Rene Diaz | 20.00 | 3.00 | 25.00 | 20.00 | 5.00 | 8.00 | 10.00 | 91.00 | 6 |
| Jonathan Yoo | 20.00 | 3.00 | 25.00 | 20.00 | 5.00 | 8.00 | 10.00 | 91.00 | 6 |
| James Reece Nagai | 20.00 | 3.00 | 25.00 | 20.00 | 5.00 | 8.00 | 10.00 | 91.00 | 6 |
| Ryan Agard | 20.00 | 3.00 | 25.00 | 20.00 | 5.00 | 8.00 | 10.00 | 91.00 | 6 |
| Wade McDonald | 20.00 | 3.00 | 25.00 | 20.00 | 5.00 | 8.00 | 10.00 | 91.00 | 6 |
| Andrea Mut | 20.00 | 2.00 | 25.00 | 20.00 | 5.00 | 8.00 | 10.00 | 90.00 | 7 |
| Andrew Smit | 20.00 | 2.00 | 25.00 | 20.00 | 5.00 | 8.00 | 10.00 | 90.00 | 7 |

| | | | | | | | | | |
|-------------------------------|-------|------|-------|-------|------|------|-------|-------|----|
| Charnele Pendarvis-Romero | 20.00 | 2.00 | 25.00 | 20.00 | 5.00 | 8.00 | 10.00 | 90.00 | 7 |
| Eric Jimenez | 20.00 | 2.00 | 25.00 | 20.00 | 5.00 | 8.00 | 10.00 | 90.00 | 7 |
| Angela Yip | 20.00 | 2.00 | 25.00 | 20.00 | 5.00 | 8.00 | 10.00 | 90.00 | 7 |
| Katherine Rivas | 20.00 | 2.00 | 25.00 | 20.00 | 5.00 | 8.00 | 10.00 | 90.00 | 7 |
| Richard Brockway | 20.00 | 2.00 | 25.00 | 20.00 | 5.00 | 8.00 | 10.00 | 90.00 | 7 |
| Bethany Stuard | 20.00 | 2.00 | 25.00 | 20.00 | 5.00 | 8.00 | 10.00 | 90.00 | 7 |
| Cynthia Douglas | 20.00 | 1.00 | 25.00 | 20.00 | 5.00 | 8.00 | 10.00 | 89.00 | 8 |
| Morris Professional Audio LLC | 18.75 | 2.00 | 25.00 | 20.00 | 5.00 | 7.50 | 10.00 | 88.25 | 9 |
| Gregory Clifford | 17.14 | 2.00 | 25.00 | 20.00 | 5.00 | 8.57 | 10.00 | 87.71 | 10 |
| Amy Bennett | 17.14 | 2.00 | 25.00 | 20.00 | 5.00 | 6.86 | 10.00 | 86.00 | 11 |
| Manuel Maldonado | 15.04 | 3.00 | 25.00 | 20.00 | 5.00 | 6.02 | 10.00 | 84.06 | 12 |
| Tylan Perry | 12.00 | 4.00 | 25.00 | 20.00 | 5.00 | 4.80 | 10.00 | 80.80 | 13 |
| Bayatey Shabazz | 10.00 | 4.00 | 25.00 | 20.00 | 5.00 | 4.00 | 10.00 | 78.00 | 14 |
| Gerardo Davila | 7.50 | 2.00 | 25.00 | 20.00 | 5.00 | 3.00 | 10.00 | 72.50 | 15 |
| Varsity Spirit LLC | 7.19 | 2.00 | 25.00 | 20.00 | 4.75 | 2.87 | 10.00 | 71.81 | 16 |

| | |
|--------------------------|--|
| BOT Meeting: | September 18, 2023 |
| Solicitation No.: | RFP 23-004KB-04 Central Texas Purchasing Alliance |
| References: | District Goal 5 |
| Description: | <p>Fine Arts Consultants and Clinicians (Supplemental)</p> <p><u>Recommendation</u></p> <p>Consideration and approval for the continued purchase of Fine Arts consultant and clinician services from multiple vendors and authorization for the Superintendent to negotiate and execute the contracts through January 2028.</p> <p><u>Summary</u></p> <p>On January 23, 2023, the Board approved RFP 23-004KB Fine Arts Consultants and Clinicians, in an amount not to exceed \$2,500,000 through January 2028. Eighty-three (83) vendors were awarded for their services.</p> <p>On April 20, 2023, Fort Bend ISD issued a supplemental RFP 23-004KB-04 Fine Arts Consultants and Clinicians. The purpose of this action was to add additional vendors to the list of previously approved vendors. The supplemental solicitation will ensure that all vendors have the opportunity to submit proposals. The originally approved length of commitment and authorized expenditure amount does not change.</p> <p>The Business and Finance Department, in conjunction with the Fine Arts Department, conducted a supplemental Request for Proposal (RFP) to add vendors to the authorized list to ensure the District has a comprehensive set of resources that aligned with the District's Fine Arts instructional programs. The Administration is also seeking to utilize the Central Purchasing Alliance (CTPA) to add additional vendors for “no bid” services. The RFP process is new for the Fine Arts Consultants and Clinicians.</p> <p>The proposal requested vendors to provide services that include, but are not limited to, piano accompaniment for choirs, elementary music programs and musical theatre productions, as well as instrumental and vocal soloists.</p> <p>Other services provided will include the following:</p> <ul style="list-style-type: none"> • Choreographing movements and equipment work for dance, color guard, and winter guard programs • Instrumental coaching for band and orchestra programs. • Vocal coaching for choral music and elementary music • Providing consultant and clinician services for band, choir, orchestra, dance, and theatre |

| | |
|---------------|---|
| | <ul style="list-style-type: none"> • Supplying marching band program coordination, drill writing, music arranging, percussion arranging, and electronic sound design • Sewing and altering uniforms for bands, choirs, orchestras, color guards, dancers, and theatre costumes • Hiring marching band, color guard, and percussion technicians • Delivery of one-act play clinics • Designing in-house lighting and sound system configurations for theatrical productions • Hiring staff to host, work, and implement Fort Bend ISD summer art, theatre, music, and student leadership camps. <p>Throughout the school year, vendors will also provide a host of other products and services that support delivery of instruction, including concert, production, and competition preparation, as well as required Fine Arts professional learning.</p> <p>An evaluation team from the Fine Arts Department reviewed the vendor submissions. The number of vendors contacted was 1,565 and thirty-four (34) responded to the solicitation. Two hundred and eight (208) vendors were previously awarded supplemental solicitations for their services. The vendors were selected by the evaluation team because they represent the best overall value for the District. The District applied the “Best Value” process in selecting the vendors to be awarded in accordance with Chapter 44, §44.031 (b) of the Texas Education Code & CH (Local) CH (Legal) purchasing and acquisition district policies.</p> <p>Under the CTPA, District contracts may be adopted by other active CTPA member districts. By adopting a contract from another CTPA member district, the adopting district has met the competitive bidding requirements established by the Texas Education Code, Section 44.0331(a)(4) and as required by the adopting district’s policies. The goods and services provided under the contract will be at the same or better pricing and purchasing terms established by the originating district.</p> <p><u>Background</u></p> <p>Expenditures for FY 2022-23 were \$533,071. Expenditures are not expected to exceed \$2,500,000 through January 2028. Funds for clinician/consultant services are included annually within the Fine Arts budget and allocated on a campus/program basis.</p> |
| Requested By: | Brett Lemley, Assistant Superintendent for Secondary Education Bryan Guinn, Chief Financial Officer |
| Vendors: | Aaron Ellison Aaron Sanderson Aaron Sticklely Adam Stout Adara Joiner |

Alex Thode Music LLC
American Dance & Drill Team
Amy Bennett
Ana A. Sorto
Andrea Mut
Andrew Cavazos
Andrew Filipiak
Andrew Smit
Angela Yip
Anthony Rodriguez
Austin Brake
Ayatey Shabazz
Bandology LLC
Barbara Baker Jones
Ben Lopez
Bethany Stuard
Beverly A. Wanner
Bori Percussion
Bradley Acree
Brittany Davis
Bruce Melville
Bryan Harmsen
Carlie Dlouhy
Carolyn Miller
Catherine C. Urban
Cathy Fishburn
Celebrate Dance Productions
Charles Robilotto
Charlotte Royall
Charnele Pendarvis-Romero
Christian Gonzales
Christian Ibanez
Christine Douglas
Christopher Cody Williams
Christopher McCarthy
Cindy Lou Casillas
Clayton Benoit Choreography
Creative Solutions, Inc.
Crowd Pleasers Dance Camps
Cynthia Douglas
D. Scott Koter
Dancing Drum LLC
Daniel Saenz
Darien Baker
Deirdre Wood
Devin Greenlee
Douglas Devries
Dwight Benjamin
Eboni Wafer
Edward Jimenez
Elizabeth (Betsy) Thomas₁₂₆

Emily Zirlin
Emory Daniel
Enn Rene Diaz
Eric Jimenez
Erika Lawson
Fornine Music
Francisco Garay
Gene Williams
Gerald Loveless II
Gerardo Davila
Greg Dalton
Greg Morgan
Gregory Clifford
Halie Charo
Harpoon Audio LLC
Helen Dowd
Hildy Shanks
Hinshaw Visual Design
Hunt's Music Collaboration Services
Integrated Effects, LLC
Jacoby Taylor
Jaime Holly Drill Design
James D. Shaw
James Gabonay
James Reece Nagai
Janet Menzie
Jeffrey D Shaw
Jenna Wilkins
Jennifer Fundora
Jennifer Rundlett
Jill Keller
Jodie Rhodes
Johandy Urena
Johnny Piggee
Jonathan Alvarado
Jonathan Hernandez
Jonathan Yoo
Joni Perez
Joshua Vonderheide
JT Productions Jessica Torrez
Juan Artavia
Juan Garza
Julie Jezek
Justin Shelton
Justin Shelton
Karlie Terrill
Katherine Rivas
Kathryn Dennen
Keith Dunton
Kelly Porter
Kelton Richmond

Kerri Elrod
Kim Knudsen
Kyle Guinn
Kyle Witty
Laura Summa
Lauren Hounshell
Lewis Norfleet
Lisa Gisler
Little Leaners LLC DBA Young Rembrandts SW Houston
Luke Holt
Luke Zamprelli
Lydia Feazell
Madison Lyles
Manuel Maldonado
Margaret Lea
Marilynn Kline
Mark Austin
Mark Moreno
Mark Veenstra
Mathew Smith
Matthew Flanders
MDDTTexas-Dance Surge LLC
Megan Saavedra
Melissa Smith
Michael Metz
Michael Ollman
Michael Spooner
Michelle Jordan
Mike Wells
Morgan Birdsong
Morris Professional Audio LLC
Nicholas Likos
Nordstrom Ascension Dance LLC
Norman Wade McDonald
Olubukola Akinola
Omar Escobedo
Patricia Natalia Nicolini-Luginbill
Patrick Moore
Paula Smith
Phyllis Janke
Rachel Fiorini
Rachel Knight
Rainey Weber
Ramiro Cortez
Rebecca Combs
Richard Brockway
Rick Rodriguez
Ronald G. Todd
Rosie Queen
Ruben Garcia
Ryan Agard

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| | <p> Ryan Pride Ryan Williams Music Ryleigh Hagen Sams Strings LLC Sandra Brunskill Sandra Sears Sandy Purdum Hinkley Sara Mciver Bishea Sara Sneesby Sarah Garcia Sarah Luster Sarah Santa Cruz Sesek String Studio Shamelessly Saved Productions Shantel Sandle Stefanie Stephens Super Holiday Tours Taha Ahmed Tamara Irving Tanjarae Porter Texas Community Musicians LLC The Clavier Group, Inc. DBA Steinway Piano Gallery Houston Theo Harrison Thomas Eddleston Woolbridge Thomas Gaynor Timothy Verville Traci Woods-Dennis TrendSetters Dance LLC Tylan Perry Tyler Scarberry VanDoren Music LLC Varsity Spirit LLC Vento Music and Visual Designs, LLC Vicky Perez Victoria Emberibe Victoria Lupinek Vince Oliver Productions Vincent Morris Wade McDonald Walter Ellis Hampton Webb Gardner Wei Guo Yin Welsey Miller West Side Recording Studio Will Koehler Wunderpit Music Xiaorui Jiang Zachary Montasser </p> |
| Budget Sources: | <p> General Fund Activity Funds </p> |
| Amount: | <p>Not to exceed \$2,500,000 through January 2028</p> |

| Other Supporting Information | |
|---|---------------------------------|
| Sole Source: | No |
| Number of vendors contacted by FBISD: | 1565 |
| Number of vendors downloaded the solicitation: | 64 |
| Number of responses received: | 34 |
| Number of "no bid" responses received: | 1 |
| Length of commitment: | Through January 2028 |
| Last solicitation date: | N/A |
| Supporting documents: | Evaluation Summary and Criteria |
| Disclosure under Board Policy CH, CV, or DBD (Local): | None |

****Previously awarded a contract of the same scope with the District*

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|--------------------------|--|
| BOT Meeting: | September 18, 2023 |
| Solicitation No.: | RFP 23-082AR |
| References: | District Goal 5 |
| Description: | <p>School Bus Purchase</p> <p><u>Recommendation</u></p> <p>Consideration and approval for the purchase of school buses in an amount not to exceed \$4,670,000 and authorization for the Superintendent to negotiate and execute the agreements through September 2028.</p> <p><u>Summary</u></p> <p>On May 25, 2023, Fort Bend ISD issued RFP 23-082AR School Bus Purchases. The proposal requested pricing for 77-passenger buses; 77-passenger buses with wheelchair lifts, and 53-passenger special needs buses with wheelchair lifts. Additionally, the Administration is seeking approval to purchase gasoline buses through the BuyBoard purchasing cooperative.</p> <p>The District's bus replacement and growth plan is to replace buses fifteen (15) years and older, and to address growth in transportation services for regular and special needs transportation. As buses age, the cost of repairs rises and the cost per mile increases. Currently, there are 420 buses in the District's fleet with an average age of twelve (12) years. The industry standard is nine (9) years. The Transportation Department has identified the yellow fleet that will be replaced within the first two (2) years, and will maintain the remaining fleet, replacing additional buses once they reach the end of useful life.</p> <p>An evaluation team comprised of Fort Bend ISD staff members from the Transportation and Business and Finance Departments evaluated the proposals.</p> <p><u>Background</u></p> <p>The term of this contract is for three (3) years with two (2) optional one-year extensions. The contract term will begin on September 18, 2023, and will run through September 17, 2026. With the two (2) optional extensions, the contract can be extended until September 18, 2028.</p> <p>Expenditures for FY 2020-21 were \$4,250,670. The District did not purchase buses in FY 2022-23. Expenditures are not expected to exceed \$4,670,000 through September 2028. Funding is included in the budget.</p> |
| Requested By: | Damian Viltz, Chief Operating Officer Bryan Guinn, Chief Financial Officer |
| Vendors: | Thomas Bus Sales* Longhorn Bus Sales* 131 |

| | |
|---|---------------------------------|
| | Rush Bus Centers* |
| Budget Sources: | Bond Funds |
| Amount: | Not to exceed \$4,670,000 |
| Other Supporting Information | |
| Sole Source: | No |
| Number of vendors contacted by FBISD: | 898 |
| Number of vendors downloaded the solicitation: | 31 |
| Number of responses received: | 2 |
| Number of "no bid" responses received: | 1 |
| Length of commitment: | Through September 2028 |
| Last solicitation date: | June 2019 |
| Supporting documents: | Evaluation Summary and Criteria |
| Disclosure under Board Policy CH, CV, or DBD (Local): | None |

***Previously awarded a contract of the same scope with the District

RFP 23-082AR School Bus Purchase Criteria

| | Evaluation Criteria | Point System |
|----|--|---------------------|
| 1 | Purchase Price <ul style="list-style-type: none"> • Offer a fair reasonable price for goods and services to be procured by Fort Bend ISD • Pricing will be evaluated for reasonableness relative to the goods and services offered by each proposer | 25 points |
| 2 | Reputation of the Vendor and of the Vendor's Goods or Services <ul style="list-style-type: none"> • Vendor should have a solid reputation with other ISD's, Government or Collegiate entities that show a high level of customer service, a high level of quality of goods or services • Experience: Use and success of the product(s) and/or services in school districts or similar entities. (References will be contacted via e-mail with a deadline. If no response is received by the deadline, there will be points deducted in this section.) | 5 points |
| 3 | Quality of the Vendor's Goods or Services <ul style="list-style-type: none"> • Service capabilities • Demonstrates competence • Quality • Vendors Experience • Key personnel | 25 points |
| 4 | Extent to Which the Goods or Services Meet the District's Needs <ul style="list-style-type: none"> • Meets District specifications • Configuration and installation of identified specifications • Delivery of buses | 25 points |
| 5 | Vendor's Past Relationship with the District For reference, the vendor shall list the following: <ul style="list-style-type: none"> • Past projects or contracts for similar service vendor has had with the district • Past projects or contracts for similar service vendor has had with any K-12 districts of similar size or larger • Past projects or contracts for similar service vendor has had with any business or universities the size of our District | 5 points |
| 6 | Long-Term Cost to the District to Acquire the Vendor's Goods or Services <ul style="list-style-type: none"> • Warranty and other added costs | 5 points |
| 7 | Vendor's Principal Place of Business is in the State of Texas or Employs 500 People in this State | 0 points |
| 8 | Insurance Requirements <ul style="list-style-type: none"> • Certificate of Insurance as requested in the solicitation • Certificate of Insurance with the limits outlined, without Fort Bend ISD listed as the certificate holder • Letter from the vendor's insurance carrier on the insurance carrier's letterhead to Fort Bend ISD | Pass/Fail |
| 9 | Service Agreement <ul style="list-style-type: none"> • Extent to which the vendor agrees to our Standard Form of Agreement. By Signing the Agreement, you assent to the Terms and Conditions of Fort Bend ISD. • Vendor's contract terms and conditions align with the District's contracting priorities | 10 points |
| 10 | The impact on the ability of the district to comply with laws and rules relating to Historically Underutilized Businesses (HUB) | N/A |
| | TOTAL | 100 points |

Tabulation Summary
RFP 23-082AR School Bus Purchase

| Vendor | Purchase Price (25 pts. Max) | Reputation of Vendor and Vendor's Goods and Services (5 pts. Max) | Quality of Vendors Goods and Services (25 pts. Max) | Extent to which the Goods and Services Meet the Needs of the District (25 pts. Max) | Vendors Past Relationship with the District (5 pts. Max) | Long Term Cost to the District (5 pts. Max) | Agreement to Fort Bend ISD Terms and Conditions (10 pts. Max) | Proposer's Total Score (100 pts. Max) | Proposer's Ranking |
|--------------------|---|--|--|--|---|--|--|--|-------------------------------|
| Longhorn Bus Sales | 24.86 | 4.00 | 22.00 | 23.00 | 5.00 | 5.00 | 10.00 | 93.86 | 1 |
| Thomas Bus Sales | 25 | 4.00 | 21.00 | 21.00 | 4.50 | 4.00 | 10.00 | 89.50 | 2 |

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| BOT Meeting: | September 18, 2023 |
| Solicitation No.: | RFP 23-055AR |
| References: | District Goal 5 |
| Description: | <p>Fine Arts Concert Uniforms and Related Items</p> <p><u>Recommendation</u></p> <p>Consideration and approval for the purchase of Fine Arts Concert Uniforms and Related Items in an amount not to exceed \$375,000 and authorization for the Superintendent to negotiate and execute the agreements through September 2028.</p> <p><u>Summary</u></p> <p>On May 18, 2023, Fort Bend ISD issued RFP 23-055AR Fine Arts Concert Uniforms and Related Items, requesting a percentage discount on Fine Arts concert apparel. Commonly purchased items include men’s tuxedos, women’s concert dresses, blouses, and skirt separates, etc. Concert attire is necessary for students to look uniform and appropriately dressed while performing on campus, at University Interscholastic League (UIL) Concert and Sightreading Contests, and at other local, regional, state, national, and international concert venues.</p> <p>Purchases made through this solicitation will be used to replace aging uniforms. The average lifespan for a concert uniform used in a public-school music program is approximately 8-10 years. Replacement uniforms are ordered through the Fine Arts Department budget on a 10-year rotational basis for each campus at an average cost of \$50,000 per year. Additional concert uniforms are purchased on an as-needed basis for various campuses to accommodate program growth at an approximate cost of \$25,000 per year.</p> <p>A multiple award is recommended for the purchase of Fine Arts concert uniforms and related items. An evaluation team comprised of Fort Bend ISD staff members from the Fine Arts Department and Business and Finance Department, and campus staff evaluated the proposals. The vendors were selected by the evaluation team because they represent the best overall value for the District.</p> <p>The District applied the “Best Value” process in selecting the vendors to be awarded in accordance with Chapter 44, §44.031 (b) of the Texas Education Code & CH (Local) CH (Legal) purchasing and acquisition district policies.</p> <p><u>Background</u></p> <p>The term of this contract is for three (3) years with two (2) optional one-year extensions. The contract term will begin on September 18, 2023, and will run through September 17, 2026. With the two (2) option years, the contract can be extended until September 17, 2028.</p> |

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| | Expenditures for FY 2022-23 were \$74,145. Expenditures are not expected to exceed \$375,0000 through September 2028. Funding is included in the budget. |
| Requested By: | Kwabena Mensah, Chief of Schools Bryan Guinn, Chief Financial Officer |
| Vendors: | Cousin's Concert Attire R T Golden, Inc DBA Filly's Career Apparel* Southeastern Performance Apparel Tuxedo Wholesaler Unlimited Orange DBA Guard Closet |
| Budget Sources: | General Fund |
| Amount: | Not to exceed \$375,000 through September 2028 |
| Other Supporting Information | |
| Sole Source: | No |
| Number of vendors contacted by FBISD: | 252 |
| Number of vendors downloaded the solicitation: | 31 |
| Number of responses received: | 7 |
| Number of "no bid" responses received: | 1 |
| Length of commitment: | Through September 2028 |
| Last solicitation date: | N/A |
| Supporting documents: | Evaluation Summary and Criteria |
| Disclosure under Board Policy CH, CV, or DBD (Local): | None |

***Previously awarded a contract of the same scope with the District

RFP 23-055AR Fine Arts Concert Uniforms and Related Items

| | Evaluation Criteria | Point System |
|---|---|---------------------|
| 1 | <p>Purchase Price</p> <ul style="list-style-type: none"> • Offer a fair reasonable price for goods and services to be procured by Fort Bend ISD • Pricing will be evaluated for reasonableness relative to the goods and services offered by each proposer | 25 points |
| 2 | <p>Reputation of the Vendor and of the Vendor's Goods or Services</p> <ul style="list-style-type: none"> • Vendor should have a solid reputation with other ISD's, Government or Collegiate entities that show a high level of customer service, a high level of quality of goods or services. • Experience: Use and success of the product(s) and/or services in school districts or similar entities (References will be contacted via e-mail with a deadline. If no response is received by the deadline, there will be points deducted in this section.) | 10 points |
| 3 | <p>Quality of the Vendor's Goods or Services</p> <ul style="list-style-type: none"> • History of providing uniforms to school districts and professional organizations • Quality of materials • Durability of materials - can they last 10 years? • Record of good customer service with our District, other districts, or professional organizations | 25 points |
| 4 | <p>Extent to Which the Goods or Services Meet the District's Needs</p> <ul style="list-style-type: none"> • Catalogue of uniforms • Pricing of uniforms • Does the vendor provide concert dresses that are appropriate for our students? • Does the vendor provide tuxedos and accessories (shirts, ties, cummerbunds, etc.) | 25 points |
| 5 | <p>Vendor's Past Relationship with the District For reference, the vendor shall list the following:</p> <ul style="list-style-type: none"> • Past projects or contracts for similar service vendor has had with the District • Past projects or contracts for similar service the vendor has had with any K-12 districts of similar size or larger • Past projects or contracts for similar service vendor has had with any business or universities the size of our District | 5 points |
| 6 | <p>Long-Term Cost to the District to Acquire the Vendor's Goods or Services</p> <ul style="list-style-type: none"> • Set up fees • Other added costs | 10 points |
| 7 | <p>Vendor's Principal Place of Business is in the State of Texas or Employs 500 People in this State</p> | 0 points |

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| 8 | <p>Insurance Requirements</p> <ul style="list-style-type: none"> • Certificate of Insurance as requested in the solicitation • Certificate of Insurance with the limits outlined, without Fort Bend ISD listed as the certificate holder • Letter from the vendor’s insurance carrier on the insurance carrier’s letterhead to Fort Bend ISD | Pass/Fail |
| 9 | <p>Service Agreement</p> <ul style="list-style-type: none"> • Extent to which the vendor agrees to our Standard Form of Agreement by Signing the Agreement, you assent to the Terms and Conditions of Fort Bend ISD • Vendor’s contract terms and conditions as they align with the District’s contracting priorities | N/A |
| 10 | <p>The impact on the ability of the District to comply with laws and rules relating to Historically Underutilized Businesses (HUB)</p> | N/A |
| | <p>TOTAL</p> | <p>100 points</p> |

Tabulation Summary
RFP 23-054AR Fine Arts Concert Uniforms and Related Items

| Vendor | Purchase Price (25 pts. Max) | Reputation of Vendor and Vendor's Goods and Services (10 pts. Max) | Quality of Vendors Goods and Services (25 pts. Max) | Extent to Which the Goods and Services Meet the Needs of the District (25 pts. Max) | Vendor's Past Relationship with the District (5 pts. Max) | Long-Term Cost to the District to Acquire the Vendor's Goods and Services (10 pts. Max) | Proposer's Total Score (100 pts. Max) | Proposer's Ranking |
|--|---|---|--|--|--|--|--|---------------------------|
| Cousin's Concert Attire | 25.00 | 5.00 | 25.00 | 25.00 | 5.00 | 10.00 | 95.00 | 1 |
| TUXEDO WHOLESALER | 22.00 | 8.00 | 25.00 | 25.00 | 4.67 | 6.25 | 90.92 | 2 |
| Southeastern Performance Apparel | 25.00 | 4.70 | 25.00 | 25.00 | 5.00 | 5.56 | 90.26 | 3 |
| R T Golden, Inc DBA Filly's Career Apparel | 18.00 | 9.00 | 25.00 | 25.00 | 5.00 | 5.00 | 87.00 | 4 |
| Unlimited Orange DBA Guard Closet | 15.00 | 8.00 | 22.00 | 22.00 | 4.00 | 6.25 | 77.25 | 5 |

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| BOT Meeting: | September 18, 2023 |
| Solicitation No.: | RFP 23-084TA |
| References: | District Goal 5 |
| Description: | <p>Awards, School Spirit Products (Non-Apparel), and Related Items</p> <p><u>Recommendation</u></p> <p>Consideration and approval for the purchase of Awards, Spirit Products (Non-Apparel), and Related Items from multiple vendors in an amount not to exceed \$1,500,000 and authorization for the Superintendent to negotiate and execute the agreements through September 2028.</p> <p><u>Summary</u></p> <p>On June 4, 2023, Fort Bend ISD issued RFP 23-084TA Awards, School Spirit Products (Non-Apparel), and Related Items to provide catalog pricing for awards, school spirit products (non-Apparel) and related items.</p> <p>The intent of this request for proposals was to establish a list of pre-approved vendors to provide items to include, but not be limited to, stock and custom awards, trophies, medals, pins, ribbons, and certificates (paper and foil). Recognition and school spirit products to be purchased include, but are not limited to, customized items used to promote an event, service, or District program/project including advertising specialties, incentives, business gifts, prizes, imprinted and/or customized key chains, decals, note pads, pencils, pens, highlighters, portfolios, umbrellas, tote bags, mugs/glassware, lanyards, school planners, commemorative items, general novelty items, and any other promotional items for students and staff of various schools, organizations, clubs, and departments.</p> <p>A multiple-vendor award is recommended for the purchase of awards, school spirit products (non-apparel) and related Items. This affords the District a variety of vendors and product options in addition to the ability to compare vendor pricing, ensuring the best value. An evaluation team comprised of Fort Bend ISD staff members from the Department of Student Leadership, Communications Department, and campus staff evaluated the proposals.</p> <p>The vendors were selected by the evaluation team because they represent the best overall value for the District. The District applied the “Best Value” process in selecting the vendors to be awarded in accordance with Chapter 44, §44.031 (b) of the Texas Education Code & CH (Local) CH (Legal) purchasing and acquisition district policies.</p> <p><u>Background</u></p> <p>The term of this contract is for three (3) years with two (2) optional one-year extensions. The contract term will begin on September 18, 2023,</p> |

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| | and will run through September 17, 2026. With the two (2) optional years, the contract can be extended until September 17, 2028. Expenditures for FY 2022-23 were \$236,262. Expenditures are not expected to exceed \$1,500,000 through September 2028. Funding is included in the budget. |
| Requested By: | Dr. Kwabena Mensah, Chief of Schools Bryan Guinn, Chief Financial Officer |
| Vendors: | 4imprint, Inc.*** AMAZING AWARDS INC*** B&LC Custom Print LLC Big Hit Creative Group Blue Jungle Marketing*** Brammer's Athletic WearHouse BSN Sports*** Buffalo Specialties*** Concept Printing INC CORPORATE INCENTIVES, INC*** Dugout Sports FYRE MARKETING LLC GRADUATE SALES AND RECOGNITION, LLC Gulf Coast Specialties*** HALO Branded Solutions, Inc.*** IdentiSys J Brandt Recognition, Ltd*** KreativDesk Leonetti Graphics Inc.*** Monarch Trophy Studio Proforma Angelini, Martin & Associates Solutions Promotional Marketplace*** SIGN SOLUTIONS, INC*** STS Brand*** The Master Teacher Uniform Trends dba T-Shirt Trends*** |
| Budget Sources: | General Fund Activity Funds |
| Amount: | Not to exceed \$1,500,000 through September 2028 |
| Other Supporting Information | |
| Sole Source: | No |
| Number of vendors contacted by FBISD: | 1454 |
| Number of vendors downloaded the solicitation: | 102 |
| Number of responses received: | 27 |
| Number of "no bid" responses received: | 5 |
| Length of commitment: | Through September 2028 |
| Last solicitation date: | N/A |
| Supporting documents: | Evaluation Summary and Criteria |
| Disclosure under Board Policy CH, CV, or DBD (Local): | None |

***Previously awarded a contract of the same scope with the District

RFP 23-084TA Awards, School Spirit Products (Non-Apparel), and Related Items

| | Evaluation Criteria | Point System |
|---|---|---------------------|
| 1 | <p>Purchase Price</p> <ul style="list-style-type: none"> • Offer a fair reasonable price for goods and services to be procured by Fort Bend ISD • Pricing will be evaluated for reasonableness relative to the goods and services offered by each proposer | 25 points |
| 2 | <p>Reputation of the Vendor and of the Vendor's Goods or Services</p> <ul style="list-style-type: none"> • Vendor should have a solid reputation with other ISD's, government or collegiate entities that show a high level of customer service, a high level of quality of goods or services • Experience: Use and success of the product(s) and/or services in school districts or similar entities. (References will be contacted via e-mail with a deadline. If no response is received by the deadline, there will be points deducted in this section.) | 10 points |
| 3 | <p>Quality of the Vendor's Goods or Services</p> <ul style="list-style-type: none"> • Service capabilities • Quality of goods • Relevant experience • Experience and competence in dealing with large school districts • Customer service indicative of sound delivery of services | 25 points |
| 4 | <p>Extent to Which the Goods or Services Meet the District's Needs</p> <ul style="list-style-type: none"> • Days to delivery • Product availability • Hours of operation • Return policy | 20 points |
| 5 | <p>Vendor's Past Relationship with the District For reference, the vendor shall list the following:</p> <ul style="list-style-type: none"> • Past projects or contracts similar service vendor has had with the District • Past projects or contracts similar service vendor has had with any K-12 districts of similar size or larger • Past projects or contracts similar service vendor has had with any business or universities the size of our District | 10 points |
| 6 | <p>Long-Term Cost to the District to Acquire the Vendor's Goods or Services</p> <ul style="list-style-type: none"> • Setup fees, other fees, and other added costs | 10 points |
| 7 | <p>Vendor's Principal Place of Business is in the State of Texas or Employs 500 People in this State</p> | 0 points |

| | | |
|----|---|--------------------------|
| 8 | <p>Insurance Requirements</p> <ul style="list-style-type: none"> • Certificate of Insurance as requested in the solicitation. • Certificate of Insurance with the limits outlined, without Fort Bend ISD listed as the certificate holder • Letter from the vendor's insurance carrier on the insurance carrier's letterhead to Fort Bend ISD | Pass/Fail |
| 9 | <p>Service Agreement</p> <ul style="list-style-type: none"> • Extent to which the vendor agrees to our Standard Form of Agreement. By Signing the Agreement, you assent to the Terms and Conditions of Fort Bend ISD | 0 points |
| 10 | <p>The impact on the ability of the District to comply with laws and rules relating to Historically Underutilized Businesses (HUB).</p> | N/A |
| | <p>TOTAL</p> | <p>100 points</p> |

Evaluation Summary
RFP 23-084TA Awards, School Spirit Products (Non-Apparel), and Related Items

| Vendor | Purchase Price (25 pts max) | Reputation of the Vendor and the Vendor's Goods and Services (10 pts max) | Quality of the Vendor's Goods or Services (25 pts max) | Extent to Which the Goods or Services Meet the District's Needs (20 pts max) | Vendor's Past Relationship with the District or Similar Sized District (10 pts max) | Long-Term Cost to the District to Acquire the Vendor's Goods or Services (10 pts max) | Total Score (100 pts. Max) | Proposer's Ranking |
|------------------------------|--|--|---|---|--|--|---|---------------------------|
| Brammer's Athletic WearHouse | 25.00 | 6.00 | 21.67 | 20.00 | 10.00 | 10.00 | 92.67 | 1 |
| AMAZING AWARDS INC | 20.00 | 8.00 | 20.00 | 20.00 | 10.00 | 5.00 | 83.00 | 2 |
| Dugout Sports | 20.00 | 6.00 | 21.67 | 20.00 | 9.33 | 5.00 | 82.00 | 3 |
| FYRE MARKETING LLC | 20.00 | 5.90 | 21.67 | 20.00 | 9.33 | 5.00 | 81.90 | 4 |
| Monarch Trophy Studio | 15.00 | 4.00 | 21.67 | 20.00 | 9.33 | 10.00 | 80.00 | 5 |
| Buffalo Specialties | 15.00 | 10.00 | 21.00 | 19.33 | 8.33 | 5.00 | 78.66 | 6 |
| Promotional Marketplace | 15.00 | 9.80 | 18.33 | 16.67 | 8.67 | 10.00 | 78.47 | 7 |
| B&LC Custom Print LLC | 10.00 | 8.00 | 21.67 | 20.00 | 8.67 | 10.00 | 78.34 | 8 |

| | | | | | | | | |
|-------------------------------------|-------|-------|-------|-------|-------|-------|-------|----|
| Uniform Trends dba T-Shirt Trends | 10.00 | 6.00 | 21.67 | 20.00 | 10.00 | 10.00 | 77.67 | 9 |
| IdentiSys | 15.00 | 6.00 | 20.00 | 20.00 | 9.33 | 5.00 | 75.33 | 10 |
| Gulf Coast Specialties | 6.00 | 10.00 | 23.33 | 20.00 | 10.00 | 5.00 | 74.33 | 11 |
| STS Brand | 6.00 | 10.00 | 21.67 | 20.00 | 10.00 | 5.00 | 72.67 | 12 |
| Blue Jungle Marketing | 6.00 | 10.00 | 21.67 | 20.00 | 10.00 | 5.00 | 72.67 | 13 |
| Big Hit Creative Group | 10.00 | 8.00 | 21.67 | 19.00 | 8.67 | 5.00 | 72.34 | 14 |
| 4imprint, Inc. | 10.00 | 5.90 | 21.67 | 20.00 | 9.33 | 5.00 | 71.90 | 15 |
| J Brandt Recognition, Ltd | 5.00 | 10.00 | 21.67 | 20.00 | 10.00 | 5.00 | 71.67 | 16 |
| BSN Sports | 5.00 | 10.00 | 21.67 | 20.00 | 10.00 | 5.00 | 71.67 | 17 |
| CORPORATE INCENTIVES, INC | 5.00 | 10.00 | 21.67 | 20.00 | 10.00 | 5.00 | 71.67 | 18 |
| GRADUATE SALES AND RECOGNITION, LLC | 5.00 | 10.00 | 21.67 | 20.00 | 10.00 | 5.00 | 71.67 | 19 |
| HALO Branded Solutions, Inc. | 5.00 | 8.00 | 23.33 | 20.00 | 10.00 | 5.00 | 71.33 | 20 |

| | | | | | | | | |
|--|-------|-------|-------|-------|-------|------|-------|----|
| Leonetti Graphics Inc. | 5.00 | 8.00 | 23.33 | 20.00 | 10.00 | 5.00 | 71.33 | 21 |
| SIGN SOLUTIONS, INC | 10.00 | 9.90 | 18.67 | 18.33 | 9.33 | 5.00 | 71.23 | 22 |
| Concept Printing INC | 5.00 | 10.00 | 21.67 | 20.00 | 9.33 | 5.00 | 71.00 | 23 |
| The Master Teacher | 6.00 | 10.00 | 20.00 | 20.00 | 9.33 | 5.00 | 70.33 | 24 |
| KreativDesk | 10.00 | 4.00 | 21.67 | 20.00 | 9.33 | 5.00 | 70.00 | 25 |
| Proforma Angelini, Martin & Associates Solutions | 6.00 | 8.00 | 21.67 | 20.00 | 9.33 | 5.00 | 70.00 | 26 |
| Jostens, Inc. | 5.00 | 5.00 | 10.33 | 8.67 | 3.00 | 5.00 | 37.00 | 27 |

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| BOT Meeting: | September 18, 2023 |
| Solicitation No.: | RFP 23-054AR |
| References: | District Goal 5 |
| Description: | <p>Performing and Visual Arts Organizations and Related Services</p> <p><u>Recommendation</u></p> <p>Consideration and approval for the purchase of Performing and Visual Arts Organizations and Related Services in an amount not to exceed \$800,000, and authorization for the Superintendent to negotiate and execute the agreements through September 2028.</p> <p><u>Summary</u></p> <p>On May 18, 2023, Fort Bend ISD issued RFP 23-054AR Performing and Visual Arts Organizations and Related Services. Various performing arts organizations within the state will collaborate with the Fine Arts Department, campus administrators, and Fine Arts classroom teachers to provide Arts-related educational services to students and staff at campuses throughout the District, as well as providing quality Arts experiences during field trips.</p> <p>This proposal requested a description of services and costs from various performing arts organizations within the State. Services included in the proposal include, but are not limited to:</p> <ol style="list-style-type: none"> 1. Providing a program of regularly scheduled concerts, performances, theatrical productions, or exhibits in the greater Houston area which serve to educate students in one or more of the four (4) Fine Arts disciplines of Art, Dance, Music, and Theatre. Examples of such performances would include symphony concerts, opera performances, field trips to art museums, and musical theatre shows. 2. Developing partnerships with Fort Bend ISD core-curricular (ELA, Math, Science, and Social Studies) instructional programs to create arts-integrated educational experiences. Examples of such services would include arts integration residencies where a professional teaching artist utilizes theatre exercises to teach core academic objectives. 3. Offering arts-related instruction, coaching, residencies, and evaluation to students enrolled in Fine Arts courses at District campuses before, during, and after school hours. An example of such services would include a professional musician teaching a master class to students enrolled in an orchestra or band course. 4. Manage an Arts-related after-school instructional program at various campuses. An example of such a service would include managing El Sistema-type after-school string programs at elementary schools. |

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| | <p>5. Providing professional learning sessions and workshops to Fine Arts teachers, staff, and administrators, leading to improvements in Fine Arts education throughout the District.</p> <p><u>Background</u></p> <p>The term of this contract is for three (3) years with two (2) optional one-year extensions. The contract term will begin on September 18, 2023, and will run through September 17, 2026. With the two (2) optional years, the contract can be extended until September 17, 2028.</p> <p>Expenditures in FY2022-23 were \$192,856. Expenditures are not expected to exceed \$800,000 through September 2028. Funding is included in the budget.</p> |
| Requested By: | Kwabena Mensah, Chief of Schools Bryan Guinn, Chief Financial Officer |
| Vendors: | American Festival for the Arts (AFA)* Alley Theatre* Class Intimacy Acts, LLC Covenant Communication Houston Grand Opera* Houston Symphony* Houston Youth Symphony* Mosby Ink Seiffert Studio Shamelessly Saved Productions* Young Audiences of Houston* Young Rembrandts SW Houston* |
| Budget Sources: | General Fund |
| Amount: | Not to exceed \$800,000 through September 2028 |
| Other Supporting Information | |
| Sole Source: | No |
| Number of vendors contacted by FBISD: | 2303 |
| Number of vendors downloaded the solicitation: | 81 |
| Number of responses received: | 13 |
| Number of "no bid" responses received: | 9 |
| Length of commitment: | Through September 2028 |
| Last solicitation date: | N/A |
| Supporting documents: | Evaluation Summary and Criteria |
| Disclosure under Board Policy CH, CV, or DBD (Local): | None |

***Previously awarded a contract of the same scope with the District

| 23-054AR Performing and Visual Arts Organizations and Related Services | | |
|---|--|---------------------|
| | Evaluation Criteria | Point System |
| 1 | <p>Purchase Price</p> <ul style="list-style-type: none"> • Offer a fair and reasonable price for goods and services to be procured by Fort Bend ISD • Pricing will be evaluated for reasonableness relative to the goods and services offered by each proposer | 25 points |
| 2 | <p>Reputation of the Vendor and of the Vendor's Goods or Services</p> <ul style="list-style-type: none"> • Vendor should have a solid reputation with other ISD's, Government or Collegiate entities that show a high level of customer service, a high level of quality of goods or services • Experience: Use and success of the product(s) and/or services in school districts or similar entities (References will be contacted via e-mail with a deadline. If no response is received by the deadline, there will be points deducted in this section.) | 5 points |
| 3 | <p>Quality of the Vendor's Goods or Services</p> <ul style="list-style-type: none"> • History of providing professional performing and visual art events • Performances enrich the cultural life of the greater Houston area and Fort Bend ISD students and staff • History of providing educational services to area school districts • Expertise or experience in the related | 20 points |
| 4 | <p>Extent to Which the Goods or Services Meet the District's Needs</p> <ul style="list-style-type: none"> • Provide a list of concerts and/or venues where Fort Bend ISD students and staff have attended or may attend in the future • Provide a list of other Houston-area school districts with whom the organization works • Provide a list of professional development, professional learning, or workshops offered to community and students | 25 points |
| 5 | <p>Vendor's Past Relationship With the District For reference, the vendor shall list the following:</p> <ul style="list-style-type: none"> • Past projects or contracts for similar service vendor has had with the district • Past projects or contracts for similar service vendor has had with any K-12 Districts similar size or larger • Past projects or contracts for similar service vendor has had with any business or universities the size of our District | 5 points |
| 6 | <p>Long-Term Cost to the District to Acquire the Vendor's Goods or Services</p> <ul style="list-style-type: none"> • Professional development courses • Consultant services • Related services | 10 points |
| 7 | <p>Vendor's Principal Place of Business is in the State of Texas or Employs 500 People in this State</p> | 0 points |

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| 8 | Insurance Requirements <ul style="list-style-type: none"> • Certificate of Insurance as requested in the solicitation • Certificate of Insurance with the limits outlined, without Fort Bend ISD listed as the certificate holder • Letter from the vendor's insurance carrier on the insurance carrier's letterhead to Fort Bend ISD | Pass/Fail |
| 9 | Service Agreement <ul style="list-style-type: none"> • Extent to which the vendor agrees to our Standard Form of Agreement. By Signing the Agreement, you assent to the Terms and Conditions of Fort Bend ISD. • Vendor's contract terms and conditions as they align with the District's | 10 points |
| 10 | The impact on the ability of the district to comply with laws and rules relating to Historically Underutilized Businesses (HUB) | N/A |
| | TOTAL | 100 points |

Tabulation Summary
RFP 23-054AR Performing and Visual Arts Organizations and Related Services

| Vendor | Purchase Price (25 pts. Max) | Reputation of Vendor's Goods and Services (5 pts. Max) | Quality of Vendors Goods and Services (20 pts. Max) | Extent to which the Goods and Services Meet the Needs of the District (25 pts. Max) | Vendors Past Relationship with the District (5 pts. Max) | Long Term Cost to the District to Acquire the Vendor's Goods and Services (10 pts. Max) | Agreement to Fort Bend ISD Terms and Conditions (10 pts. Max) | Proposer's Total Score (100 pts. Max) | Proposer's Ranking |
|--------------------------------------|---------------------------------|---|---|---|--|--|---|--|-----------------------|
| American Festival for the Arts (AFA) | 25.00 | 5.00 | 20.00 | 25.00 | 5.00 | 7.13 | 10.00 | 97.13 | 1 |
| Seiffert Studio | 16.67 | 5.00 | 20.00 | 25.00 | 4.75 | 10.00 | 10.00 | 91.42 | 2 |
| Houston Youth Symphony | 24.00 | 5.00 | 20.00 | 24.00 | 5.00 | 3.00 | 10.00 | 91.00 | 3 |
| Houston Audince of Houston | 10.00 | 3.00 | 20.00 | 25.00 | 5.00 | 6.00 | 10.00 | 79.00 | 4 |
| Young Rembrandts SW Houston | 10.00 | 3.00 | 20.00 | 25.00 | 5.00 | 5.00 | 10.00 | 78.00 | 5 |
| Covenant Communication | 10.00 | 3.00 | 20.00 | 25.00 | 4.75 | 4.75 | 10.00 | 77.50 | 6 |
| Class Intimacy Acts, LLC | 7.14 | 5.00 | 20.00 | 25.00 | 5.00 | 4.00 | 10.00 | 76.14 | 7 |
| Houston Grand Opera | 7.00 | 4.00 | 20.00 | 25.00 | 5.00 | 5.00 | 10.00 | 76.00 | 8 |
| Shamelessly Saved Productions | 7.00 | 3.00 | 20.00 | 25.00 | 5.00 | 4.61 | 10.00 | 74.61 | 9 |
| Alley Theatre | 6.25 | 4.00 | 20.00 | 25.00 | 5.00 | 4.00 | 10.00 | 74.25 | 10 |
| Houston Symphony | 6.25 | 3.00 | 20.00 | 25.00 | 5.00 | 4.00 | 10.00 | 73.25 | 11 |
| Mosby Ink | 8.33 | 3.00 | 20.00 | 25.00 | 4.75 | 1.43 | 10.00 | 72.51 | 12 |

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| BOT Meeting: | September 18, 2023 |
| Solicitation No.: | RFP 23-073AB |
| References: | District Goal 5 |
| Description: | <p>Demographic Services</p> <p><u>Recommendation</u></p> <p>Consideration and approval for the purchase of Demographic Services from Population and Survey Analysts in an amount not to exceed \$954,000 and authorization for the Superintendent to negotiate and execute the agreement through September 2028.</p> <p><u>Summary</u></p> <p>On June 13, 2023, Fort Bend ISD issued RFP 23-073AB soliciting responses from well-established Demographic Services firms who have experience conducting demographic studies and can provide related projections and analysis for the District. The selected firm will guide the District in creating a demographic study to assist in determining the District's future growth needs.</p> <p>The selected demographer will provide services that include but are not limited to:</p> <ul style="list-style-type: none"> • Information for the next ten years on: <ul style="list-style-type: none"> ○ Student population projections by grade (PK-12) and campus ○ Review of current and future land developments (single and multi-family) ○ Review of current and future city zoning and annexation ○ Ratio of students per housing unit by neighborhood block ○ Campus capacity analysis ○ Provide student census block data based on TEA's tier system for state funding ○ Provide information on the impact of students that are being lost to virtual, charter and private schools ○ Make projections for student losses to the District based on data from other states if vouchers are approved by the State ○ Recommend possible future attendance zones ○ Recommend possible future campus sites and/or current facility expansion ○ Project the ratio of students per household for all apartment buildings and major master planned communities. Estimate number of students per new master planned community and older neighborhoods that are experiencing gentrification. ○ Estimate number of students for each grade per planning unit over a ten-year period. ○ Determine current and future residential development and land use in the District. |

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| | <p>An evaluation team comprised of Fort Bend ISD Executive Team members and staff members from the Collaborative Communities and Business and Finance Departments reviewed the submissions. The District applied the “Best Value” process in selecting the vendor to be awarded in accordance with Chapter 44, §44.031 (b) of the Texas Education Code & CH (Local) CH (Legal) purchasing and acquisition District policies.</p> <p>The term of this contract is for three (3) years with two (2) optional one-year extensions. The contract term will begin on September 18, 2023, and will run through September 17, 2026. With the two (2) optional years, the contract can be extended until September 17, 2028.</p> <p><u>Background</u></p> <p>Expenditures for FY 2022-23 were \$175,000. Expenditures are not expected to exceed \$954,000 through September 2028. Funding is included in the budget.</p> |
| Requested By: | Beth Martinez, Deputy Superintendent Bryan Guinn, Chief Financial Officer |
| Vendors: | Population and Survey Analysts*** |
| Budget Sources: | General Fund |
| Amount: | Not to Exceed \$954,000 through September 2028 |
| Other Supporting Information | |
| Sole Source: | No |
| Number of vendors contacted by FBISD: | 2154 |
| Number of vendors downloaded the solicitation: | 32 |
| Number of responses received: | 2 |
| Number of “no bid” responses received: | 0 |
| Length of commitment: | Through September 2028 |
| Last solicitation date: | September 2018 |
| Supporting documents: | Evaluation Summary and Criteria |
| Disclosure under Board Policy CH, CV, or DBD (Local): | None |

***Previously awarded a contract of the same scope with the District

23-073AB Demographic Services

| | Evaluation Criteria | Point System |
|----|--|---------------------|
| 1 | Purchase Price <ul style="list-style-type: none"> • Offer a fair reasonable price for goods and services to be procured by Fort Bend ISD • Pricing will be evaluated for reasonableness relative to the goods and services offered by each proposer | 25 points |
| 2 | Reputation of the Vendor and of the Vendor's Goods or Services <ul style="list-style-type: none"> • Vendor should have a solid reputation with other ISDs, Government or Collegiate entities that show a high level of customer service, a high level of quality of goods or services • Experience: Use and success of the product(s) and/or services in school districts or similar entities (References will be contacted via e-mail with a deadline. If no response is received by the deadline, there will be points deducted in this section.) | 10 points |
| 3 | Quality of the Vendor's Goods or Services <ul style="list-style-type: none"> • The firm's ability to create a demographic study that provides benefits to the District's Board of Trustees and Administration with regards to the growth and long-term planning for Fort Bend ISD | 25 points |
| 4 | Extent to Which the Goods or Services Meet the District's Needs <ul style="list-style-type: none"> • Extent to which the firm's services, personnel, experience, and proposed methodology meets the needs of the District | 25 points |
| 5 | Vendor's Past Relationship with the District For reference, the vendor shall list the following: <ul style="list-style-type: none"> • Past projects or contracts for similar service vendor has had with the District • Past projects or contracts for similar service vendor has had with any K-12 Districts of similar size or larger • Past projects or contracts for similar service vendor has had with any business or universities the size of our District | 5 points |
| 6 | Long-Term Cost to the District to Acquire the Vendor's Goods or Services <ul style="list-style-type: none"> • Other fees and charges/or added cost | 5 points |
| 7 | Vendor's Principal Place of Business is in the State of Texas or Employs 500 People in this State | 0 points |
| 8 | Insurance Requirements <ul style="list-style-type: none"> • Certificate of Insurance as requested in the solicitation • Certificate of Insurance with the limits outlined, without Fort Bend ISD listed as the certificate holder • Letter from the vendor's insurance carrier on the insurance carrier's letterhead to Fort Bend ISD | Pass/Fail |
| 9 | Service Agreement <ul style="list-style-type: none"> • Extent to which the vendor agrees to our Standard Form of Agreement. By Signing the Agreement, you assent to the Terms and Conditions of Fort Bend ISD. | 5 points |
| 10 | The impact on the ability of the district to comply with laws and rules relating to Historically Underutilized Businesses (HUB) | N/A |
| | TOTAL | 100 points |

Tabulation Summary
RFP 23-073AB Demographic Services

| Vendor | Purchase Price (25 pts. Max) | Reputation of Vendor and Vendor's Goods and Services (10 pts. Max) | Quality of Vendors Goods and Services (25 pts. Max) | Extent to which the Goods and Services Meet the Needs of the District (25 pts. Max) | Vendors Past Relationship with the District (5 pts. Max) | Long Term Cost to the District (5 pts. Max) | Agreement to Fort Bend ISD Terms and Conditions (5 pts. Max) | Proposer's Total Score (100 pts. Max) | Proposer's Ranking |
|--------------------------------|---|---|--|--|---|--|---|--|---------------------------|
| Population and Survey Analysts | 12.41 | 10.00 | 23.25 | 24.00 | 5.00 | 2.48 | 5.00 | 82.14 | 1 |
| Zonda Education | 25 | 4.00 | 12.50 | 12.75 | 3.25 | 5.00 | 5.00 | 67.50 | 2 |

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| BOT Meeting: | September 18, 2023 |
| Solicitation No.: | RFP 23-073AB |
| References: | District Goal 5 |
| Description: | <p>Long-Range Planning Services</p> <p><u>Recommendation</u></p> <p>Consideration and approval for the purchase of Long-Range Planning Services from HPM in an amount not to exceed \$809,000 and authorization for the Superintendent to negotiate and execute the agreement through September 2028.</p> <p><u>Summary</u></p> <p>On June 13, 2023, Fort Bend ISD issued an RFP 23-073AB soliciting responses from well-established Educational Consulting Firms who have experience in providing services specific to attendance boundary and facilities planning. Firms were required to have experience in a Texas K-12 public school district setting or with other government entities. The firm would guide the District in facilities master planning and attendance boundary efforts to address the current and future growth needs of Fort Bend ISD.</p> <p>The selected consultant/firm would engage with, guide, and advise the Board of Trustees and executive leadership team. Other tasks would include the following:</p> <ul style="list-style-type: none"> • Perform and analyze school enrollment projections, population trends, and forecast demographics for the next ten (10) years. The projections would consider the impact of other available educational opportunities for Fort Bend ISD students such as open enrollment, charter/private school impact, historical boundary changes, and program placement. • Conduct comprehensive assessment and programmatic analysis to meet the District's short and long-range facility planning needs. • Utilize District provided Facility Condition Index to assist with evaluation of facilities and recommendations on building use. Consider various options for grade and geographic educational grouping, configuration, and organization. • Assist in preparation and review, and provide input for, a Facilities Master Plan with identified priorities for building use, consolidation, rezoning, and/or need for new schools, rebuilds, or additions. • Prepare plans for facility utilization. |

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| | <ul style="list-style-type: none"> Examine the implications of the three (3) alternative plans on academic achievement, budget, demographics, infrastructure, facilities, sustainability, and transportation, and the impact on students and families. <p>An evaluation team comprised of Fort Bend ISD Executive team members and staff members from the Collaborative Communities and Business and Finance Departments reviewed the submissions. The District applied the “Best Value” process in selecting the vendor to be awarded in accordance with Chapter 44, §44.031 (b) of the Texas Education Code & CH (Local) CH (Legal) purchasing and acquisition district policies.</p> <p>The term of this contract is for three (3) years with two (2) optional one-year extensions. The contract term will begin on September 18, 2023, and will run through September 17, 2026. With the two (2) optional years, the contract can be extended through September 17, 2028.</p> <p><u>Background</u></p> <p>Expenditures for FY 2022-23 were \$106,460. Expenditures are not expected to exceed \$809,000 through September 2028. Funding is included in the budget.</p> |
| Requested By: | Beth Martinez, Deputy Superintendent Bryan Guinn, Chief Financial Officer |
| Vendors: | HPM |
| Budget Sources: | General Fund |
| Amount: | Not to Exceed \$809,000 through September 2028 |
| Other Supporting Information | |
| Sole Source: | No |
| Number of vendors contacted by FBISD: | 2154 |
| Number of vendors downloaded the solicitation: | 32 |
| Number of responses received: | 2 |
| Number of “no bid” responses received: | 0 |
| Length of commitment: | Through September 2028 |
| Last solicitation date: | September 2018 |
| Supporting documents: | Evaluation Summary and Criteria |
| Disclosure under Board Policy CH, CV, or DBD (Local): | None |

***Previously awarded a contract of the same scope with the District

23-073AB Demographic Services

| | Evaluation Criteria | Point System |
|----|--|---------------------|
| 1 | Purchase Price <ul style="list-style-type: none"> • Offer a fair reasonable price for goods and services to be procured by Fort Bend ISD • Pricing will be evaluated for reasonableness relative to the goods and services offered by each proposer | 25 points |
| 2 | Reputation of the Vendor and of the Vendor's goods or services <ul style="list-style-type: none"> • Vendor should have a solid reputation with other ISDs, Government or Collegiate entities that show a high level of customer service, a high level of quality of goods or services • Experience: Use and success of the product(s) and/or services in school districts or similar entities (References will be contacted via e-mail with a deadline. If no response is received by the deadline, there will be points deducted in this section.) | 10 points |
| 3 | Quality of the Vendor's Goods or Services <ul style="list-style-type: none"> • The firm's ability to create a demographic study that provides benefits to the District's Board of Trustees and Administration with regards to the growth and long-term planning for Fort Bend ISD | 25 points |
| 4 | Extent to Which the Goods or Services Meet the District's Needs <ul style="list-style-type: none"> • Extent to which the firm's services, personnel, experience, and proposed methodology meets the needs of the District | 25 points |
| 5 | Vendor's Past Relationship with the District For reference, the vendor shall list the following: <ul style="list-style-type: none"> • Past projects or contracts for similar service vendor has had with the District • Past projects or contracts for similar service vendor has had with any K-12 Districts of similar size or larger • Past projects or contracts for similar service vendor has had with any business or universities the size of our District | 5 points |
| 6 | Long-Term Cost to the District to Acquire the Vendor's Goods or Services <ul style="list-style-type: none"> • Other fees and charges/or added cost | 5 points |
| 7 | Vendor's Principal Place of Business is in the State of Texas or Employs 500 People in this State | 0 points |
| 8 | Insurance Requirements <ul style="list-style-type: none"> • Certificate of Insurance as requested in the solicitation • Certificate of Insurance with the limits outlined, without Fort Bend ISD listed as the certificate holder • Letter from the vendor's insurance carrier on the insurance carrier's letterhead to Fort Bend ISD | Pass/Fail |
| 9 | Service Agreement <ul style="list-style-type: none"> • Extent to which the vendor agrees to our Standard Form of Agreement by Signing the Agreement, you assent to the Terms and Conditions of Fort Bend ISD | 5 points |
| 10 | The impact on the ability of the district to comply with laws and rules relating to Historically Underutilized Businesses (HUB) | N/A |
| | TOTAL | 100 points |

Tabulation Summary
RFP 23-073AB Long-Range Planning Services

| Vendor | Purchase Price (25 pts. Max) | Reputation of Vendor and Vendor's Goods and Services (10 pts. Max) | Quality of Vendors Goods and Services (25 pts. Max) | Extent to Which the Goods/Services Meet the District's Needs (25 pts. Max) | Vendors Past Relationship with the District (5 pts. Max) | Long-Term Cost to the District (5 pts. Max) | Agreement to Fort Bend ISD Terms and Conditions (5 pts. Max) | Proposer's Total Score (100 pts. Max) | Proposer's Ranking |
|-----------------|---|---|--|---|---|--|---|--|---------------------------|
| HPM | 16.04 | 4.00 | 22.25 | 23.25 | 4.25 | 3.00 | 5.00 | 77.79 | 1 |
| Zonda Education | 25 | 4.00 | 10.75 | 10.00 | 2.50 | 5.00 | 5.00 | 62.25 | 2 |

For: Fort Bend ISD Board of Trustees
Date: September 18, 2023
Action: Consideration and Approval: Joint Election Agreement
References: Board Policy BBBA
District Goal 1
Department: Legal Services

Recommendation

Consideration and approval of a Joint Election Agreement and Contract for Election Services (“Agreement”) with Fort Bend County (FBC) to coordinate and administer an election on Tuesday, November 7, 2023.

Summary

Fort Bend ISD conducts its elections pursuant to a joint election agreement described in Election Code §271.002(c). FBC acts as the election’s administrator for these joint elections and proposes common polling places for the election. Texas Election Code §43.004 requires the Board to designate voting locations for its elections which it did in its Order of Election adopted August 21, 2023.

Attachment “A” to the Agreement lists the updated voting locations for Election Day. Early Voting by Personal Appearance will be held at the updated locations, dates, and times listed in Attachment “B” of the Agreement. The Agreement obligates the County Elections Administrator, Mr. John Oldham, to give the Board notice of any changes in these locations.

The cost to hold an election fluctuates based on the number of municipalities and other entities sharing the election date. FBC estimates FBISD’s cost for the joint election to be \$294,549.00. In comparison, FBISD’s final costs for the November 2022 VATRE and the May 2023 Bond/Trustee elections were \$153,249.00 and \$277,443.50, respectively.

Recommended by:

Dr. Christie Whitbeck
Superintendent of Schools

Submitted by:

Coby Wilbanks
General Counsel

THE STATE OF TEXAS
COUNTY OF FORT BEND

JOINT ELECTION AGREEMENT AND CONTRACT FOR ELECTION SERVICES

THIS CONTRACT made by and between Fort Bend County, a body corporate and politic under the laws of the State of Texas, acting herein by and through the Fort Bend County Elections Administrator pursuant to Texas Election Code Section 31.092, hereinafter referred to as the "County", and the Fort Bend Independent School District hereinafter referred to as "Political Subdivision," for a joint November 7, 2023 election pursuant to Texas Election Code Section 271.002 .

RECITAL

The Fort Bend Independent School District is holding a Special Election on November 7, 2023 (at the expense of the Political Subdivision) for the purpose of approving, or disapproving, a Voter Approval Tax Rate (VATRE).

The County owns the Election Systems & Software EVS 6020 Voting System consisting of the ExpressVote Ballot Marking Device, the ExpressTouch electronic tabulation device, the DS-200 Precinct Tabulator, and the DS-450 Central Scanner and tabulator, which have been duly approved by the Secretary of State pursuant to Texas Election Code Chapter 122 as amended, and is compliant with the accessibility requirements set forth by Texas Election Code Section 61.012. Political Subdivision desires to use the County's electronic voting system and to compensate the County for such use and to share in certain other expenses connected with joint elections in accordance with the applicable provisions of Chapters 31 and 271 of the Texas Election Code, as amended.

NOW THEREFORE, in consideration of the mutual covenants, agreements, and benefits to the parties, IT IS AGREED as follows:

I. ADMINISTRATION

The parties agree to hold a "Joint Election" in accordance with Chapter 271 of the Texas Election Code and this agreement. The Fort Bend County Elections Administrator, hereinafter referred to as "Elections Administrator", shall coordinate, supervise, and handle all aspects of administering the Joint Election as provided in this agreement. Political Subdivision agrees to pay the County for equipment, supplies, services, and administrative costs as provided in this agreement. The Elections Administrator shall serve as the administrator for the Joint Election; however, the Political Subdivision shall remain responsible for the lawful conduct of its election. The Elections Administrator shall provide advisory services in connection with decisions to be made and actions to be taken by the officers of the Political Subdivision.

It is understood that other political subdivisions may wish to participate in the use of the County's electronic voting system and polling places, and it is agreed that the County may enter into other joint election agreements and contracts for election services for those purposes on terms and conditions generally similar to those set forth in this contract. Political Subdivision agrees that the County may enter into joint election agreements with other political subdivisions that may have territory located partially or wholly within the boundaries of Political Subdivision, and in such case all parties sharing common territory shall share a joint ballot on the County's electronic voting system at the applicable polling places. In such cases, costs shall be pro-rated among the participants according to Section IX of this contract.

At each polling location, joint participants shall share voting equipment and supplies to the extent possible. The participating parties shall share a mutual ballot in those precincts where jurisdictions overlap. However, in no instance shall a voter be permitted to receive a ballot containing an office or proposition stating a measure on which the voter is ineligible to vote. Multiple ballot styles shall be available in those shared polling places where jurisdictions do not overlap.

II. LEGAL DOCUMENTS

Political Subdivision shall be responsible for the preparation, adoption, and publication of all required election orders, resolutions, notices, and any other pertinent documents required by the Texas Election Code and/or Political Subdivision's governing body, charter, or ordinances.

Preparation of the necessary materials for notices and the official ballot shall be the responsibility of Political Subdivision, including translation to languages other than English. Political Subdivision shall provide a copy of their respective election orders and notices to the Elections Administrator.

III. VOTING LOCATIONS

The County has adopted a countywide polling place program. Voters who reside in Fort Bend County who wish to participate in this Joint Election may cast a ballot at any polling place open for this election. Voters who do not reside in Fort Bend County but within the boundaries of Political Subdivision and wish to participate in this Joint Election shall be assigned to one Early Voting and one Election Day polling location. The Elections Administrator shall select and arrange for the use of and payment for all Election Day voting locations. The proposed voting locations are listed in Attachment A of this agreement. In the event a voting location is not available, the Elections Administrator will arrange for use of an alternate location with the approval of the Political Subdivision. The Elections Administrator shall notify the Political Subdivision of any changes from the locations listed in Attachment A.

If polling places for the November 7, 2023 joint election are different from the polling place(s) used by Political Subdivision in its most recent election, the County agrees to post a notice no later than November 7, 2023 at the entrance to any previous polling places in the jurisdiction stating that the polling location has changed and stating the polling place names and addresses in effect for the November 7, 2023 election.

IV. ELECTION JUDGES, CLERKS, AND OTHER ELECTION PERSONNEL

The County shall be responsible for the appointment of the presiding judge and alternate judge for each polling location in accordance with Chapter 32 of the Texas Election Code. The Elections Administrator shall make emergency appointments of election officials if necessary.

Upon request by the Elections Administrator, Political Subdivision agrees to assist in recruiting polling place officials who are bilingual (fluent in both English and Spanish).

The Elections Administrator shall notify all election judges of the eligibility requirements of Subchapter C of Chapter 32 of the Texas Election Code, and will take the necessary steps to ensure that all election judges appointed for the Joint Election are eligible to serve.

The Elections Administrator shall arrange for the training and compensation of all election judges and clerks. The Elections Administrator shall arrange for the date, time, and place for presiding election judges to pick up their election supplies. Each presiding election judge will be sent a letter from the Elections Administrator notifying the person of the appointment, the time and location of training and distribution of election supplies, and the number of election clerks that the presiding judge may appoint.

Each election judge and clerk will receive compensation at an hourly rate established by the County pursuant to Texas Election Code Section 32.091. Judges and Clerks will be compensated for actual time working at a polling place, time spent preparing the polling location prior to Election Day, and time spent attending any training classes required to successfully conduct the election. The election judge will receive an additional sum of \$25.00 for picking up the election supplies prior to Election Day and for returning the supplies and equipment to the central counting station after the polls close.

The Elections Administrator may employ other personnel necessary for the proper administration of the election, including such part-time help as is necessary to prepare for the election, to ensure the timely delivery of supplies during early voting and on Election Day, and for the efficient tabulation of ballots at the central counting station. Part-time personnel working in support of the Early Voting Ballot Board and/or central counting station on election night will be compensated at the rate set by the County.

It is agreed by all parties that at all times and for all purposes hereunder, all election judges, clerks, and all other personnel involved in this election are independent contractors and are not employees or agents of the County. No statement contained in this Agreement shall be construed so as to find any judge, clerk, or any other election personnel an employee or agent of the County, and no election personnel shall be entitled to the rights, privileges, or benefits of County employees except as otherwise stated herein, nor shall any election personnel hold himself out as an employee or agent of the County, unless considered a county employee as determined by the Fort Bend County Human Resources Department. It is further agreed by all parties that at all times and for all purposes hereunder, all election judges, clerks, and all other personnel involved in this election are independent contractors and are not employees or agents of Political Subdivision. No statement contained in this Agreement shall be construed so as to find any judge, clerk, or any other election personnel an employee or agent of Political Subdivision, and no election personnel shall be entitled to the rights, privileges, or benefits of Political Subdivision employees except as otherwise stated herein, nor shall any election personnel hold himself out as an employee or agent of Political Subdivision, unless considered an employee of the Fort Bend Independent School District as determined by the Human Resources Department of the Fort Bend Independent School District.

V. PREPARATION OF SUPPLIES AND VOTING EQUIPMENT

The Elections Administrator shall arrange for all election supplies and voting equipment including, but not limited to official ballots, sample ballots, voter registration lists, and all forms, signs, maps and other materials used by the election judges at the voting locations. At each polling location, joint participants shall share voting equipment and supplies to the extent possible. The participating parties shall share a mutual ballot in those precincts where jurisdictions overlap. However, in no instance shall a voter be permitted to receive a ballot containing an office or proposition stating a measure on which the voter is ineligible to vote. Multiple ballot styles shall be available in those shared polling places where jurisdictions do not overlap. The Elections Administrator shall provide the necessary voter registration information, maps, instructions, and other information needed to enable the election judges in the voting locations that have more than one ballot style to conduct a proper election.

Political Subdivision shall furnish the Elections Administrator a list of candidates and/or propositions showing the order and the exact manner in which the candidate names and/or proposition(s) are to appear on the official ballot (including titles and text in each language in which Political Subdivision's ballot is to be printed). This list shall be delivered to the Elections Administrator prior to the deadlines as described in section XVI. Political Subdivision shall be responsible for proofreading and approving the ballot insofar as it pertains to Political Subdivision's candidates and/or propositions.

If the boundaries of the political subdivision extend into another county, it shall be the responsibility of the political subdivision to request a poll book from the voter registrar of those counties and provide to the Elections Administrator within five calendar days before the start of Early Voting. It shall also be the responsibility of the Political Subdivision to request copies of Ballot by Mail applications from the Early Voting Clerk of those counties. Applications for ballot should be provided the latter of 45 days prior to Election Day, or 5 days after the calling of the election by the governing body of the political subdivision.

VI. EARLY VOTING

The participating authorities agree to conduct joint early voting and to appoint the Election Administrator as the Early Voting Clerk in accordance with Sections 31.097 and 271.006 of the Texas Election Code. The participating authorities agree to appoint the Elections Administrator's permanent county employees as deputy early voting clerks. The participating authorities further agree that the Elections Administrator may appoint other deputy early voting clerks to assist in the conduct of early voting as necessary, and that these additional deputy early voting clerks shall be compensated at an hourly rate set by the County pursuant to Section 83.052 of the Texas Election Code.

Early Voting by personal appearance will be held at the locations, dates, and times listed in Attachment “B” of this document. Any qualified voter of the Joint Election may vote early by personal appearance at any one of the joint early voting locations.

As Early Voting Clerk, the Elections Administrator shall receive applications for early voting ballots to be voted by mail in accordance with Chapters 31 and 86 of the Texas Election Code. Any requests for early voting ballots to be voted by mail received by Political Subdivision shall be forwarded immediately by fax or courier to the Elections Administrator for processing. Political Subdivision shall provide to the Elections Administrator copies of all ballot by mail applications submitted by voters who do not reside in Fort Bend County but within the boundaries of Political Subdivision.

Upon request, the Elections Administrator shall provide Political Subdivision a copy of the early voting report on a daily basis and a cumulative final early voting report following the election.

VII. EARLY VOTING BALLOT BOARD

The County shall appoint an Early Voting Ballot Board (EVBB) to process early voting results from the Joint Election. The Presiding Judge of Central Count, with the assistance of the Elections Administrator, shall appoint two or more additional members to constitute the EVBB. The Elections Administrator shall determine the number of EVBB members required to efficiently process the early voting ballots.

VIII. CENTRAL COUNTING STATION AND ELECTION RETURNS

The Elections Administrator shall be responsible for establishing and operating the central counting station to receive and tabulate the voted ballots in accordance with the provisions of the Texas Election Code and of this agreement.

The participating authorities hereby, in accordance with Section 127.002, 127.003, and 127.005 of the Texas Election Code, appoint the following central counting station officials:

| | |
|---------------------------|---|
| Counting Station Manager: | John Oldham, Elections Administrator |
| Tabulation Supervisor: | Chase Wilson, Assistant Elections Administrator |
| Presiding Judge: | Clyde Neel |

The counting station manager or his representative shall deliver timely cumulative reports of the election results as precincts report to the central counting station and are tabulated. The manager shall be responsible for releasing cumulative totals and precinct returns from the election to the joint participants, candidates, press, and general public by distribution of hard copies or electronic transmittals by facsimile (when so requested) and by posting to the Elections Administrator’s web page located at “www.fortbendvotes.org”.

The Elections Administrator will prepare the unofficial canvass reports after all precincts have been counted, and will deliver a copy of the unofficial canvass to the Political Subdivision as soon as possible after all returns have been tabulated. All participating authorities shall be responsible for the official canvass of their respective elections.

The Elections Administrator shall be responsible for conducting the post-election manual recount required by Section 127.201 of the Texas Election Code unless a waiver is granted by the Secretary of State. Notification and copies of the recount, if waiver is denied, will be provided to each participating authority and the Secretary of State’s Office.

IX. ELECTION EXPENSES AND ALLOCATION OF COSTS

Political Subdivision agrees to share the costs of administering the Joint Election. Allocation of costs, unless specifically stated otherwise, is mutually agreed to be shared among the total number of political subdivisions. Costs for polling places shared by the County, Political Subdivision, and other political subdivisions shall be pro-rated among the participants to this agreement.

Any expenses incurred in the rental of polling place facilities shall be pro-rated among the participants to this agreement.

It is agreed that the normal rental rate charged for the County's voting equipment used on Election Day shall be pro-rated among the participants to this agreement.

Costs for Early Voting by Personal Appearance shall be allocated as shown in Attachment C of this document.

Political Subdivision agrees to pay the County an administrative fee equal to ten percent (10%) of its total billable costs in accordance with Section 31.100(d) of the Texas Election Code.

X. WITHDRAWAL FROM CONTRACT DUE TO CANCELLATION OF ELECTION

Political Subdivision may withdraw from this agreement and the Joint Election should it cancel its election in accordance with Sections 2.051 - 2.053 of the Texas Election Code. Political Subdivision is fully liable for any expenses incurred by the County on behalf of Political Subdivision plus an administrative fee of ten percent (10%) of such expenses. Any monies deposited with the county by Political Subdivision shall be refunded, minus the aforementioned expenses and administrative fee if applicable.

XI. RECORDS OF THE ELECTION

The Elections Administrator is hereby appointed general custodian of the voted ballots and all records of the Joint Election as authorized by Section 271.010 of the Texas Election Code.

Access to the election records shall be available to each participating authority as well as to the public in accordance with applicable provisions of the Texas Election Code and the Texas Public Information Act. The election records shall be stored at the offices of the Elections Administrator or at an alternate facility used for storage of county records. The Elections Administrator shall ensure that the records are maintained in an orderly manner so that the records are clearly identifiable and retrievable.

Records of the election shall be retained and disposed of in accordance with the provisions of Section 66.058 of the Texas Election Code. If records of the election are involved in any pending election contest, investigation, litigation, or open records request, the Elections Administrator shall maintain the records until final resolution or until final judgment, whichever is applicable. It is the responsibility of Political Subdivision to bring to the attention of the Elections Administrator any notice of pending election contest, investigation, litigation or open records request that may be filed with Political Subdivision.

XII. RECOUNTS

A recount may be obtained as provided by Title 13 of the Texas Election Code. Political Subdivision agrees that any recount shall take place at the offices of the Elections Administrator, and that the Elections Administrator shall serve as Recount Supervisor and Political Subdivision's official or employee who performs the duties of a secretary under the Texas Election Code shall serve as Recount Coordinator.

XII. MISCELLANEOUS PROVISIONS

1. It is understood that to the extent space is available, that other districts and political subdivisions may wish to participate in the use of the County's election equipment and voting places, and it is agreed that the Elections Administrator may contract with such other districts or political subdivisions for such purposes and that in such event there may be an adjustment of the pro-rata share to be paid to the County by the participating authorities.
2. The Elections Administrator shall file copies of this document with the Fort Bend County Treasurer and the Fort Bend County Auditor in accordance with Section 31.099 of the Texas Election Code.
3. In the event that legal action is filed contesting Political Subdivision's election under Title 14 of the Texas Election Code, Political Subdivision shall choose and provide, at its own expense, legal counsel for the County, the Elections Administrator, and additional election personnel as necessary.
4. Nothing in this contract prevents any party from taking appropriate legal action against any other party and/or other election personnel for a breach of this contract or a violation of the Texas Election Code.
5. The parties agree that under the Constitution and laws of the State of Texas, neither the County nor Political Subdivision can enter into an agreement whereby either party agrees to indemnify or hold harmless another party; therefore, all references of any kind, if any, to indemnifying or holding or saving harmless for any reason are hereby deleted.
6. This agreement shall be construed under and in accord with the laws of the State of Texas, and all obligations of the parties created hereunder are performable in Fort Bend or Harris Counties, Texas.
7. In the event of one of more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision hereof and this agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.
8. All parties shall comply with all applicable laws, ordinances, and codes of the State of Texas, all local governments, and any other entities with local jurisdiction.
9. The waiver by any party of a breach of any provision of this agreement shall not operate as or be construed as a waiver of any subsequent breach.

Any amendments of this agreement shall be of no effect unless in writing and signed by all parties hereto.

XII. COST ESTIMATES AND DEPOSIT OF FUNDS

It is estimated that Political Subdivision's obligation under the terms of this agreement shall be \$294,549.00. The Political Subdivision agrees to pay to the County a deposit of 176,700.00 which is approximately sixty (60) percent of the total estimated obligation of Political Subdivision to the County under this agreement. This deposit shall be paid to the County within ten (10) days of the City's receipt of this agreement, authorized by the governing bodies of both parties and fully executed by both parties. The exact amount of the Political Subdivision's obligation under the terms of this agreement shall be calculated after the November 7, 2023 election (or runoff election, if applicable), and if the amount of the Political Subdivision's obligation exceeds the amount deposited, the Political Subdivision shall pay to the County the balance due within thirty (30) days after receipt of the final invoice from the Elections Administrator. However, if the amount of the Political Subdivision's obligation is less than the amount deposited, the County shall refund to the Political Subdivision the excess amount paid within thirty (30) days after final costs are calculated.

XIV. RESULT OF NON-COMPLIANCE OF DEADLINES

The Political Subdivision agrees that it shall provide ballot details to the Elections Office not later than the 61st day (September 5, 2023) before the election. It is understood that if the ballot details are not provided to the Elections Office by the 58th day before the election (September 13, 2023) that the Elections Office may impose a penalty fee of \$1000.00 assessed to the total cost. It is also understood that if the ballot details are not provided to the Elections Office by the 56th day before Election Day (September 15, 2023), this contract will be declared null and void and it will be the responsibility of the political entity to conduct a separate election.

IN TESTIMONY HEREOF, this agreement, its multiple originals all of equal force, has been executed on behalf of the parties hereto as follows, to-wit:

- (1) It has on the _____ day of _____, 2023 been executed on behalf of Fort Bend County by the Elections Administrator pursuant to the Texas Election Code Section 31.092 so authorizing;
- (2) It has on the _____ day of _____, 2023 been executed on behalf of the Fort Bend Independent School District by its Presiding Officer or authorized representative, pursuant to an action by the Governing Body of the Fort Bend Independent School District.

FORT BEND COUNTY

By _____
John Oldham
Elections Administrator

FORT BEND INDEPENDENT SCHOOL DISTRICT

By _____
Judy Dae, President
Board of Trustees

| COUNTYWIDE POLLING PLACE | Voting Location | ADDRESS | CITY | ZIP |
|-----------------------------------|--------------------------------|------------------------------|-------------------|-------|
| Beasley City Hall | CITY HALL BACK BOARDROOM | 319 S. Third Street | BEASLEY, TX | 77417 |
| Bowie Middle School | Main Hallway by Gym | 700 Plantation Dr | RICHMOND, TX | 77406 |
| Brazos Bend Baptist Church | Education Building | 22311 FM 762 Rd | NEEDVILLE, TX | 77461 |
| Briarchase Missionary Bapt Ch. | Fellowship hall | 16000 Blueridge Rd | MISSOURI CITY, TX | 77489 |
| Calvary Baptist Church | Fellowship Hall | 4111 Airport Ave | ROSENBERG, TX | 77471 |
| Chasewood Clubhouse | Level 1 (Clubhouse Facility) | 7622 Chasewood Dr | MISSOURI CITY, TX | 77489 |
| Cinco Ranch Branch Library | Meeting Room | 2620 Commercial Center Blvd. | KATY, TX | 77494 |
| Cinco Ranch Church of Christ | Main Building Foyer | 6655 S Mason Road | KATY, TX | 77494 |
| Clayton Oaks Assisted Living | Activity Room "Big" | 21175 Southwest Freeway | RICHMOND, TX | 77469 |
| Clements High School | Auditorium Lobby | 4200 Elkins Rd | SUGAR LAND, TX | 77479 |
| Commonwealth Clubhouse | Clubhouse | 4330 Knightsbridge Blvd | SUGAR LAND, TX | 77479 |
| Crockett Middle School | Girls Gym | 19001 Beechnut St | RICHMOND, TX | 77407 |
| Eagle Heights Church | Foyer | 16718 West Bellfort | RICHMOND, TX | 77407 |
| Elkins High School | Front lobby | 7007 Knights Ct | MISSOURI CITY, TX | 77459 |
| Fairgrounds Bldg D | Main Room | 4310 Highway 36 S | ROSENBERG, TX | 77471 |
| Farmhouse at Harvest Green | Event Hall | 3400 Harvest Corner Drive | RICHMOND, TX | 77406 |
| Firethorne Community Ass'n | Main Room | 28800 S. Firethorne Rd | KATY, TX | 77494 |
| Fort Bend ISD Admin. Bldg. | Lobby | 16431 Lexington Blvd | SUGAR LAND, TX | 77479 |
| Foster High School | Front of Auditorium | 4400 FM Rd 723 | RICHMOND, TX | 77406 |
| Four Corners Community Center | "Sprint Room" | 15700 Old Richmond Road | SUGAR LAND, TX | 77498 |
| Gallery Furniture | Atrium | 7227 W Grand Parkway S | RICHMOND, TX | 77407 |
| Garcia Middle School | Gym Area Hallway | 18550 Old Richmond Rd | SUGAR LAND, TX | 77478 |
| George Bush High School | Gym Foyer | 6707 FM 1464 RD | RICHMOND, TX | 77407 |
| George Memorial Library | Large Meeting Room, 1st Floor | 1001 Golfview Dr | RICHMOND, TX | 77469 |
| Great Oaks Baptist Church | Parish Hall | 7101 FM 2759 Rd | RICHMOND, TX | 77469 |
| Hightower High School | Front Lobby | 3333 Hurricane Ln | MISSOURI CITY, TX | 77459 |
| Hunters Glen Elementary School | Gym | 695 Independence Blvd | MISSOURI CITY, TX | 77459 |
| Imperial Park Recreation Center | Meeting Room | 234 Matlage Way | SUGAR LAND, TX | 77478 |
| Jacks Conference Center | Main Room | 3232 Austin Pkwy | SUGAR LAND, TX | 77479 |
| Jones Creek Ranch Park | Main Room | 7714 FM 359 Rd | RICHMOND, TX | 77406 |
| Jordan High School | Gym Lobby | 27500 Fulshear Bend Dr | FULSHEAR, TX | 77441 |
| Joy Lutheran Church | Parish Hall | 717 FM 359 Rd | RICHMOND, TX | 77406 |
| Kempner High School | Side hallway thru student park | 14777 Voss Rd | SUGAR LAND, TX | 77498 |
| Kendleton Church of God | ED Building | 619 FM 2919 Rd | KENDLETON, TX | 77417 |
| Kroger Riverstone | Community Room | 18861 University Blvd | SUGAR LAND, TX | 77479 |
| Lake Olympia Club House | Ballroom | 180 Island Blvd | MISSOURI CITY, TX | 77459 |
| Lantern Lane Elementary School | cafeteria | 3323 Mission Valley Dr | MISSOURI CITY, TX | 77459 |
| Lexington Creek Elementary School | Gymnasium | 2335 Dulles Ave | MISSOURI CITY, TX | 77459 |
| Lindsey Elementary | Library | 2431 Joan Collier Trace | KATY, TX | 77494 |
| Living Word Lutheran Church | Life Center - Courtyard Side | 3700 South Mason Road | KATY, TX | 77450 |
| Lost Creek Conference Center | Main Room | 3703 Lost Creek Blvd | SUGAR LAND, TX | 77478 |
| M.R. Massey Admin. Bldg. | Event Space | 1570 W. Sycamore Rd | FRESNO, TX | 77545 |
| Maryam Islamic Center | Multi-purpose Area/Room | 504 Sartartia Rd | SUGAR LAND, TX | 77479 |
| Meadows Place City Hall | Council Chambers | 1 Troyan Dr | MEADOWS PLACE, TX | 77477 |
| Merrell Center | Meeting Rooms | 6301 S Stadium Ln | KATY, TX | 77494 |
| Mission Bend Library | Meeting Room | 8421 Addicks Clodine Rd | HOUSTON, TX | 77083 |
| Missouri City Baptist Church | Multipurpose Building | 16816 Quail Park Dr | MISSOURI CITY, TX | 77489 |
| Missouri City Visitors Center | Main Room | 1522 Texas Parkway | MISSOURI CITY, TX | 77489 |
| Museum of Natural Science | Snack Bar | 13016 University Blvd. | SUGAR LAND, TX | 77479 |
| Mustang Community Center | Classroom | 4521 FM 521 Rd | FRESNO, TX | 77545 |
| Orchard City Hall | Room # 7 | 9714 Kibler | ORCHARD, TX | 77464 |
| Our Lady of Guadalupe Fam Life C | Family Life Center | 1600 Ave D | ROSENBERG, TX | 77471 |
| Pecan Grove MUD Admin Bldg | Main Conference Room | 751 Pitts Road | RICHMOND, TX | 77406 |
| Pinnacle Senior Center | Multi-purpose Room | 5525 Hobby St | HOUSTON, TX | 77053 |
| Quail Valley Elementary School | Main Room | 3500 Quail Village Dr | MISSOURI CITY, TX | 77459 |

All Polling Places open 7:00 AM to 7:00 PM

Todos los lugares de votación abren de 7:00 a.m. a 7:00 p.m

| COUNTYWIDE POLLING PLACE | Voting Location | ADDRESS | CITY | ZIP |
|-------------------------------|------------------------------|-----------------------------|-------------------|-------|
| Quail Valley Fund Office | Board Room | 3603 Glenn Lakes Ln | MISSOURI CITY, TX | 77459 |
| Randle High School | Front of Auditorium | 7600 Koebler Road | RICHMOND, TX | 77469 |
| Reese Tech Ctr | B116 - Physical Therapy Room | 12300 University Blvd | SUGAR LAND, TX | 77479 |
| Richmond Water Mnt. Facility | 1st room to the right | 110 N 8th St | RICHMOND, TX | 77469 |
| Ridge Point High School | Gym Foyer | 500 Waters Lake Blvd. | MISSOURI CITY, TX | 77459 |
| Ridgegate Community Ass'n | Main Room | 5855 West Ridgescreek Dr | HOUSTON, TX | 77489 |
| Ridgemont Early Childhood Ctr | Extended Day Room | 5353 Ridgescreek Circle | HOUSTON, TX | 77053 |
| River Park Recreation Ctr. | Rec Center | 5875 Summit Crk Drive | SUGAR LAND, TX | 77479 |
| Road and Bridge (Needville) | Meeting Room | 3743 School St | NEEDVILLE, TX | 77461 |
| Roberts Middle School | 9th Grade Annex - Gym | 9230 Charger Way | FULSHEAR, TX | 77441 |
| Rosenberg Annex Building | varies | 4520 Reading Rd | ROSENBERG, TX | 77471 |
| Rosenberg City Hall | City Hall Council Chamber | 2110 Fourth Street | ROSENBERG, TX | 77471 |
| Sartartia Middle School | Front Area | 8125 Homeward Way | SUGAR LAND, TX | 77479 |
| Seven Lakes High School | PAC Lobby or Gym Lobby | 9251 S Fry Rd | KATY, TX | 77494 |
| Sienna Annex | Community Room | 5855 Sienna Springs Way | MISSOURI CITY, TX | 77459 |
| Simonton City Hall | Meeting Room | 35011 FM 1093 | SIMONTON, TX | 77476 |
| Stafford City Hall | Large Conference Room | 2610 S Main St | STAFFORD, TX | 77477 |
| Sugar Creek Country Club | Ballroom | 420 Sugar Creek Blvd | SUGAR LAND, TX | 77478 |
| Sugar Lakes Clubhouse | Clubhouse | 930 Sugar Lakes Dr | SUGAR LAND, TX | 77478 |
| Sugar Land Branch Library | Meeting Room | 550 Eldridge Rd | SUGAR LAND, TX | 77478 |
| Sugar Land Church of God | Fellowship Hall | 1715 Eldridge Rd | SUGAR LAND, TX | 77478 |
| Sugar Land City Hall | Lobby | 2700 Town Center Blvd N | SUGAR LAND, TX | 77479 |
| Thompsons City Hall | Community Center | 520 Thompson Oil Field Road | THOMPSONS, TX | 77481 |
| Tompkins High School | PAC Lobby or Gym Lobby | 4400 Falcon Landing Blvd | KATY, TX | 77494 |
| Townewest Towne Hall | Main Room | 10322 Old Towne Ln | SUGAR LAND, TX | 77498 |
| University Branch Library | Meeting Room 1 | 14010 University Blvd | SUGAR LAND, TX | 77479 |

All Polling Places open 7:00 AM to 7:00 PM

Todos los lugares de votación abren de 7:00 a.m. a 7:00 p.m

Revised 09/08/23

Fort Bend County Early Voting Schedule
November 7, 2023 Constitutional Amendment and Special Election
Calendario de votación anticipada del condado de Fort Bend
7 de noviembre de 2023 Emmienda constitucional y elección especial

| Early Voting Location | Hours (<i>Horas</i>) | | | |
|---|--|--|---|--|
| | Monday-Friday October 23 – 27, 2023 (<i>lunes-viernes</i>) (23 – 27 de octubre, 2023) | Saturday October 28, 2023 (<i>sábado</i>) (28 de octubre, 2023) | Sunday October 29, 2023 (<i>domingo</i>) (29 de octubre, 2023) | Monday-Friday October 30 – November 3, 2023 (<i>lunes- viernes</i>) (30 de octubre – 3 de noviembre, 2023) |
| Cinco Ranch Branch Library 2620 Commercial Center Blvd, Katy Clayton Oaks Assisted Living Center 21175 Southwest Freeway, Richmond Commonwealth Clubhouse 4330 Knightsbridge Blvd, Sugar Land Four Corners Community Center 15700 Old Richmond Rd, Sugar Land Jacks Conference Center 3232 Austin Pkwy, Sugar Land Jones Creek Ranch Park 7714 FM Rd 359, Richmond Jordan High School 27500 Fulshear Bend, Fulshear Kroger Riverstone 18861 University Blvd, Sugar Land Meadows Place City Hall 1 Troyan Dr, Meadows Place Missouri City Visitors Center 1522 Texas Pkwy, Missouri City Pinnacle Senior Center 5525 Hobby St, Houston Quail Valley Fund Office 3603 Glenn Lakes Ln, Missouri City Road and Bridge (Needville) 3743 School St, Needville Roberts Middle School 9230 Charger Way, Fulshear Rosenberg Annex Building (MAIN EARLY VOTING SITE) 4520 Reading Rd, Rosenberg Sienna Annex 5855 Sienna Springs Way, Missouri City Tompkins High School 4400 Falcon Landing Blvd, Katy | <p style="text-align: center;">All Sites are open 7:00 A.M. To 7:00 P.M.</p> <p style="text-align: center;"><i>(Todos los sitios están abiertos 7:00 A.M. Para 7:00 P.M.)</i></p> | <p style="text-align: center;">All Sites are open 7:00 A.M. To 7:00 P.M.</p> <p style="text-align: center;"><i>(Todos los sitios están abiertos 7:00 A.M. Para 7:00 P.M.)</i></p> | <p style="text-align: center;">All Sites are open 12:00 noon To 6:00 P.M.</p> <p style="text-align: center;"><i>(Todos los sitios están abiertos 12:00 media Para 6:00 P.M.)</i></p> | <p style="text-align: center;">All Sites are open 7:00 A.M. To 7:00 P.M.</p> <p style="text-align: center;"><i>(Todos los sitios están abiertos 7:00 A.M. Para 7:00 P.M.)</i></p> |
| Beasley City Hall 319 S 3 rd Street, Beasley Bowie Middle 700 Plantation Dr, Richmond Chasewood Clubhouse 7622 Chasewood Dr, Missouri City Fort Bend ISD Administration Bldg. 16431 Lexington Blvd, Sugar Land George Memorial Library 1001 Golfview Dr, Richmond Hightower High School 3333 Hurricane Ln, Missouri City Lost Creek Conference Center 3703 Lost Creek Blvd, Sugar Land Reese Technical Center 12300 University Dr, Sugar Land Richmond Water Maintenance Facility 110 N 8 th Street, Richmond Sugar Land Branch Library 550 Eldridge Rd, Sugar Land | <p style="text-align: center;">All Sites are open 7:00 A.M. To 7:00 P.M.</p> <p style="text-align: center;"><i>(Todos los sitios están abiertos 7:00 A.M. Para 7:00 P.M.)</i></p> | <p style="text-align: center;">All Sites are open 7:00 A.M. To 7:00 P.M.</p> <p style="text-align: center;"><i>(Todos los sitios están abiertos 7:00 A.M. Para 7:00 P.M.)</i></p> | <p style="text-align: center;">All Sites are CLOSED</p> <p style="text-align: center;"><i>(Todos los sitios son cerrado)</i></p> | <p style="text-align: center;">All Sites are open 7:00 A.M. To 7:00 P.M.</p> <p style="text-align: center;"><i>(Todos los sitios están abiertos 7:00 A.M. Para 7:00 P.M.)</i></p> |

**Fort Bend ISD proposed Election Services Contract
Estimate for the conduct of the May 6, 2023 Election**

A. Statistical Information

| | |
|---|----------------|
| 1. Number of Registered Voters | <u>285,042</u> |
| 2. Number of Precincts | <u>114</u> |
| 3. Number of election day polling places (excluding early voting) | <u>80</u> |
| 4. Number of polling places shared with another entity | <u>80</u> |
| 5. Number of public buildings used as polling places | <u>45</u> |
| 6. Number of early voting stations | <u>27</u> |
| 7. Voting system: | <u>Hybrid</u> |

B. Cost of Election

| | Estimate | Actual |
|--|--------------------------------------|-------------------|
| 1. Early Voting and Election Day personnel <i>(TEC § 32.091, 32.092, 32.114, 83.052, 271.013)</i> | | |
| a. Early voting clerks | <u>\$128,000</u> | <u> </u> |
| <u>51</u> Location(s) x Clerks x Rate x Hours / Entities | | |
| 1 x \$20 x 160 / 2 | | |
| b. Election day judges / clerks | <u>\$7,140</u> | <u> </u> |
| Election day judges / clerks | <u>\$18,207</u> | <u> </u> |
| 3 x \$17 x 14 / 1 | | |
| 2. Early Voting Ballot Board & central counting station personnel <i>(TEC § 87.005, 127.006)</i> | | |
| a. Clerks and Judges | <u>\$1,400</u> | <u> </u> |
| 3. Election Day Field Techs and Other Temp workers | <u>\$350</u> | <u> </u> |
| 4. Elections Administration Dept. Staff overtime <i>(TEC § 31.100(e))</i> | <u>\$700</u> | <u> </u> |
| | Subtotal of Labor Cost | |
| | <u>\$155,797</u> | |
| 5. FICA & Workers Comp | 11.45% x \$155,797 = <u>\$17,839</u> | <u> </u> |
| 6. Election supplies & equipment | | |
| Early Voting | | |
| a. Early Voting supply kits | <u>\$280</u> | <u> </u> |
| b. Early Voting ExpressVotes | <u>\$10,500</u> | <u> </u> |
| c. Early Voting ExpressTouch | <u>\$1,200</u> | <u> </u> |
| d. Early Voting DS-200 | <u>\$2,000</u> | <u> </u> |
| e. Wireless Communication (phone & hot | <u>\$600</u> | <u> </u> |
| f. Ballot Stock | <u>\$1,500</u> | <u> </u> |
| Election Day | | |
| g. Election Day supply kits | <u>\$893</u> | <u> </u> |
| h. Election Day ExpressVotes | <u>\$22,750</u> | <u> </u> |
| i. Election Day ExpressTouch | <u>\$3,825</u> | <u> </u> |
| j. Election Day DS-200 | <u>\$6,375</u> | <u> </u> |
| k. Wireless Communication (phones & hot | <u>\$1,913</u> | <u> </u> |
| l. Ballot Stock | <u>\$1,200</u> | <u> </u> |
| 8. Delivery of Voting Equipment & Supplies | | |
| a. Early Voting & Election Day | <u>\$31,875</u> | <u> </u> |
| 9. Polling Place Rental <i>(TEC § 43.031, 43.033)</i> | | |
| a. Election (number of polling places rented) | <u>\$3,500</u> | <u> </u> |
| 10. Publication of electronic voting system notices) | | |

(TEC § 127.096(a))

| | | | | |
|---|-----------------------|-----------------------------|-------------------------|--|
| a. Election | | | <u>\$25</u> | |
| 11. Miscellaneous election expenses (itemize) | | | | |
| a. Ger | | | | |
| Ballot Layout & Coding | | | <u>\$400</u> | |
| Absentee Ballots -Printed & Mailed | | | | |
| | <u>2500</u> | Ballots | x <u>\$2</u> | |
| | | | <u>\$5,000</u> | |
| Mileage reimbursements | | | <u>\$300</u> | |
| Posting of Bond | | | | |
| | | <u> </u> Locations | x <u> </u> | |
| Printing of Notices | | | <u>\$0</u> | |
| | <u> </u> Pages | x <u> </u> Locations | x <u> </u> | |
| | | | <u>\$0</u> | |
| | | <i>SUBTOTAL</i> | <u>\$267,772</u> | |
| 12. Election Services Contract Administrative Fee | | | | |
| (TEC § 31.100(d)) | | | | |
| a. Election | | | <u>\$26,777</u> | |
| 13. Cost of Joint election | | | <u>\$294,549</u> | |

For: Fort Bend ISD Board of Trustees
Date: September 18, 2023
**Action: Consideration and Approval: Audit
Services RFQ Evaluators**
References: Goal 5
Department: Board of Trustees

Action

Consideration and approval of Audit Services RFQ evaluators.

Submitted by:

Judy Dae
Board President

Requested by:

Rick Garcia
Trustee

For: Fort Bend ISD Board of Trustees
Date: September 18, 2023
Action: Consideration and Approval:
2023-2024 Student Code of Conduct
References: Board Policy FO (Legal)
District Goal 4
Department: Student Affairs

Recommendation

Consideration and approval of the Student Code of Conduct for 2023-2024 school year.

Summary

Chapter 37 of the Texas Education Code mandates that the Board of Trustees adopt a Student Code of Conduct (SCC).

The SCC provides methods and options for managing behavior and disciplining students in the classroom, on school grounds, and at school-related events. The SCC provides guidance for campus administrators to address behavior and assign consequences in a fair and equitable manner in accordance with Chapter 37 and the Texas Education Data Standards (TEDS) Appendix E. The SCC also provides clarity for students and parents about offenses that require mandatory placement outside of the classroom and those in which campus and District administrators may exercise discretion.

To ensure fluidity throughout, the Administration held multiple focus groups comprised of students, parents, community members, principals, assistant principals, and Campus Behavior Coordinators. The feedback gathered from stakeholders was instrumental in revising, reorganizing, and adding more clarity of processes and verbiage to provide a more comprehensible Student Code of Conduct (listed below). The Administration has also made changes based on the definitions and coding updates outlined in TEDS Appendix E related to state discipline data reporting.

Recommended by:

Christie Whitbeck
Superintendent of School

Submitted by:

Dr. Kwabena Mensah
Chief of Schools