

Fort Worth

INDEPENDENT SCHOOL DISTRICT

Special Meeting

Notice is hereby given that on Friday, March 27, 2026, the Board of Education of the Fort Worth Independent School District will hold a Special Meeting beginning at 5:30 PM at the Fort Worth Independent School District Service Center 7060 Camp Bowie Boulevard. This meeting will be streamed and archived on Fort Worth ISD's Live YouTube channel, and on the FWISD Video on Demand site. An electronic copy of the agenda is attached to this online notice. The subjects to be discussed or considered or upon which any formal action may be taken are listed on the agenda which is made a part of this notice. Items do not have to be taken in the order shown on this special meeting notice. Members of the public may make a public comment in-person or by written statement.

The Guidelines for Public Comment were revised on the Board of Education Webpage and now include information regarding meeting decorum. Those individuals desiring to make a public comment may sign-up by calling 817-814-1920 by 4:00 PM the day of the special meeting and may sign-up at the special meeting location until 5:20 PM. Individuals desiring to make a public comment by written statement may email boardmeetings-publiccomment@fwisd.org by 12:00 PM the day of the special meeting. Written statements will be shared with the Board of Trustees prior to the special meeting and will not be read aloud during the special meeting. Per policy [BED\(LOCAL\)](#) at all Special Board meetings, public comment shall be limited to items on the agenda posted with notice of the meeting.

Those who need a sign language interpreter, please call 817-814-1920 by 12 PM Thursday, March 26, 2026.

FORT WORTH INDEPENDENT SCHOOL DISTRICT SPECIAL MEETING

Page

1. 5:30 PM - CALL SPECIAL MEETING TO ORDER - BOARD ROOM

2. PUBLIC COMMENT

3. EXECUTIVE SESSION

The Board will convene in closed session as authorized by the Texas Government Code Chapter §551.

- A. Seek the Advice of Attorneys (Texas Government Code §551.071)
 - 1. Discussion regarding the purchase, exchange, lease, or value of Real Property - Farrington Field
 - 2. Discussion regarding proposed revisions to Board Policies CH(LOCAL) and CV(LOCAL)
- B. Real Property (Texas Government Code §551.072)
 - 1. Discussion regarding the purchase, exchange, lease, or value of Real Property - Farrington Field

4. ACTION AGENDA ITEMS

- A. Approve Revisions to Board Policies CH(LOCAL) and CV(LOCAL) – Waiver of First Reading

3

[CH\(LOCAL\) Proposed.docx](#)  [CV\(LOCAL\) Proposed.docx](#) 

- B. Rescind the Solicitation (Request for Proposal) Bid 26-052 for the Purchase and Development of Land Surrounding Farrington Field

5. ADJOURN

CANCELED

PURCHASING AND ACQUISITION

CH
(LOCAL)

Purchasing Authority and Purchasing Method

The Board delegates to the Superintendent or designee the authority to determine the method of purchasing, in accordance with CH(LEGAL) or CBB(LEGAL), as appropriate, and to make budgeted purchases.

Board Approval

However, any single purchase or contract that exceeds the sum of ~~\$100,000~~ ~~\$250,000~~ shall require Board approval before a purchase order is issued so that a transaction may take place.

Procurement Restriction

No District employee with purchasing authority may authorize the purchase of anything from any person or from any firm that is controlled, owned, or operated by that employee or from a relative within the second degree by blood or marriage of the employee. [See BBFA and BBFB for Board members]

Personal Purchases

District employees shall not be permitted to make purchases for personal use through the District's business office. [See also CMB]

Procurement Function

The procurement function is assigned to the chief financial officer.

The purchasing department shall supervise the purchase of all materials, supplies, equipment, and services for the District.

Purchase Commitments

All purchase commitments shall be made by the Superintendent or designee on a properly drawn and issued purchase order or such other purchase mechanism, in accordance with administrative procedures. No employee of the District shall commit to purchasing goods or services to circumvent any procurement procedure or Board approval requirement.

General Procurement Requirements

District procurements shall be made according to:

1. Applicable law [see CH(LEGAL) or CBB(LEGAL), as appropriate]; and
2. District administrative regulations and grant requirements when more restrictive than the law.

Electronic Bids or Proposals

Solicitations that the District has chosen to accept through electronic transmission shall be administered in accordance with Board-adopted rules. Such rules shall safeguard the integrity of the competitive procurement process; ensure the identification, security, and confidentiality of electronic solicitations; and ensure that the electronic solicitations remain effectively unopened until the proper time.

Authority to Sign Contracts

Any contract for greater than \$50,000 shall require the signature of the Superintendent or designee.

PURCHASING AND ACQUISITION

CH
(LOCAL)

Encouragement of Small and Local Firms

The District shall develop and maintain procedures to ensure that small and local firms are afforded an equitable opportunity to compete on District contracts. Such procedures may include, but not be limited to, attending pre-bid and pre-proposal conferences and conducting seminars and training workshops to assist small and local vendors in becoming active participants in District contracting opportunities.

Implementation

Nothing herein shall be construed to authorize or require expenditure of funds for goods and services apart from normal statutory purchasing processes.

Professional Services

When a contract for professional services exceeds \$100,000, these services shall be formally, competitively acquired using the Professional Services Procurement Act, Texas Government Code Chapter 2254.

Emergency Purchases

The Board delegates the authority to make emergency purchases where school equipment or facilities are destroyed, severely damaged, or experience a major unforeseen operational or structural failure to the Superintendent or division chief; any such emergency purchase shall be ratified by the Board if the emergency purchase exceeds \$250,000.

Small Purchases

In the event that a small, infrequent purchase in an amount of \$300 or less is required on short notice in order to conduct a group meeting or similar District-related activity, such a purchase may be made by a District employee using his or her personal funds. Such a purchase, properly receipted and authorized, shall be reimbursed by the accounting department. Under no circumstances may these exceptional procedures be used to circumvent normal purchasing procedures and practices.

Responsibility for Debts

The Board shall assume responsibility for debts incurred in the name of the District so long as those debts are for purchases made in accordance with the adopted budget, state law, Board policy, and the District's purchasing procedures. [See CE] The Board shall not be responsible for debts incurred by persons or organizations not directly under Board control. Persons making unauthorized purchases shall assume full responsibility for all such debts.

Reservation of Rights

Notwithstanding anything in this policy to the contrary, the Board reserves the right to reject any and all bids and proposals, to award contracts that appear to be advantageous to the District, and to waive all informalities in bidding.

PURCHASING AND ACQUISITION

CH
(LOCAL)

Right to Protest

Any party who believes they are aggrieved in connection with a procurement action may protest to the chief financial officer or designee. The protest shall be submitted in writing within five (5) business days after the facts or occurrence giving rise to the complaint.

Procurements After
Protest

In the event of a timely protest, the responsible office shall not proceed further with the procurement unless the chief financial officer or designee makes a determination that the award of the contract is necessary to protect substantial interests of the District.

Authority to Resolve
Protests

The chief financial officer or designee shall convene a hearing committee of at least three administrators to review the protest.

Protest
Determination

The chief financial officer or designee shall promptly issue a determination relating to the protest. The determination shall:

1. State the reasons for the action taken, if any; and
2. Inform the protesting party of the right to appeal the determination to the Board in accordance with Board policy GF(LOCAL).

Rejected Bids

The procurement services department shall maintain an administrative process for complaints regarding solicitations rejected in accordance with state or federal law, as applicable.

CANCELLED

Compliance with Law

The Superintendent shall establish procedures that ensure that all school facilities within the District comply with applicable laws and local building codes.

Safety Standards

Any acquisition, construction, or renovation of school facilities must incorporate Crime Prevention Through Environmental Design (CPTED) standards where feasible. The Superintendent or designee shall establish procedures for the incorporation of CPTED standards in construction documents.

Construction Contracts

The Board delegates to the Superintendent the authority to determine, prior to advertising, the project delivery/contract award method to be used for each construction contract valued at or above \$100,000. [See CV series generally and CBB(LEGAL) for requirements if federal funds are involved.]

For construction contracts valued at or above ~~\$100,000~~ \$250,000, the Superintendent shall submit the resulting contract to the Board for approval. Lesser expenditures for construction and construction-related materials or services shall be at the discretion of the Superintendent and consistent with law and policy. [See also CH and CBB(LEGAL)]

Employee's Nonschool Employment

No District employee shall be employed during nonworking hours by any vendor who has a contract with the District to perform construction or renovation of a building or to provide any product, material, or service funded as a capital improvement project during the term of the vendor's contract. [See also DBD]

Facilities Advisory Group

The Board may, at its option, appoint a four-member facilities advisory group. This group may include representatives from the Fort Worth Chapter of the American Institute of Architects and local engineer and contractor groups, as deemed appropriate. The group shall advise the District on facility maintenance problems and on construction projects, including but not limited to new schools, new additions to schools, and buildings under renovation.

Nominees for the facilities advisory group shall reside or shall own property in the District. Members shall serve without compensation and may be removed by the Board. Vacancies occurring for any reason shall be filled by the Board. Terms of office shall be two years, and no member shall serve for more than three consecutive two-year terms.

Conflict of Interest

Nominees for the facilities advisory group shall not have any interest, financial or otherwise, direct or indirect, in any facilities maintenance or construction project with the District or be financially interested, directly or indirectly, in the sale to the District of any land, materials, supplies, or services.

Once appointed, a member of the facilities advisory group shall not have any interest, financial or otherwise, direct or indirect, or engage in any business, transaction, or professional activity or incur any obligation of any nature with the District. Furthermore, the member shall not use this position for personal gain.

A member of the facilities advisory group shall not be eligible to bid or have an interest, financial or otherwise, direct or indirect, in any facilities maintenance or construction project with the District for a period of three years following resignation from the advisory group.

Change Orders

As required by the current capital improvement program, the Superintendent or designee is authorized to approve change orders permitted by law deemed necessary up to the Board-approved project budget. Change orders that result in adding money to a Board-approved project budget shall be presented to the Board for approval before changes are made to the contract. The Superintendent shall provide periodic reports on change orders executed as requested by the Board.

Project Administration

All construction projects shall be administered by the Superintendent or designee.

As required by the current capital improvement program, the Superintendent or designee shall keep the Board informed concerning construction projects and also shall provide information to the general public.

Final Payment

The District shall not make final payments for construction work or the supervision of construction until the work has been completed, all close-out documents have been presented to the District, and the Board has accepted the work.

Selection of Professional Services

The Superintendent shall recommend to the Board such professional services as needed for architectural and engineering design and appraisals, soil analyses, construction testing services, planning, and for other specific job requirements in accordance with law. [See CV(LEGAL)] Selection shall be based on the following criteria:

1. Demonstrated ability to work within the budgets allocated for projects.
2. Demonstrated financial stability of the firm and permanence of professional and management staff.
3. Technical competence in school architecture as demonstrated by a record of effective and lasting solutions to problems similar to those likely to be encountered in the project under consideration.

4. Demonstrated capacity of the firm to handle a project of the magnitude of the one under consideration within the available time limit and the firm's other current and future commitments.
5. Artistic talent as demonstrated by constructed architectural design.
6. Demonstrated ingenuity of design, functionality, and economy.
7. Willingness and ability of the designated project team to give personal attention consistent with the demands of the project during the planning, design, and construction phases.
8. Degree of incentive for the firm to handle the size and type of project under consideration.

Should a project management firm be employed for program implementation, its involvement in the selection process shall be at the District's discretion.

Request for
Qualifications

As required for facilities construction, the District shall publicly advertise for request for qualification (RFQ) statements from interested architectural and engineering firms.

Criteria for Review

The qualification statements should include the following information:

1. Principal firm profile (limit two pages) — Provide general information about the architectural or engineering firm, including name, address, and phone numbers. Preferential consideration shall be given to Fort Worth firms.
2. Personnel (limit five pages) — Include all key personnel to be assigned to the proposed project. Attention shall be given to the individuals' experience relative to the proposed type and scope of work.
3. Experience (limit ten pages) — Include profiles of similar projects completed by the firm in the last three years. Attention shall be given to the level of competency in achieving function, economy, aesthetic, and creative solutions within the programmatic and budgetary parameters of the projects.
4. References (limit two pages) — Include contact person, business location, and phone number. Attention shall be given to references relevant to experience.
5. Workload (limit three pages) — Demonstrate capability of the firm to implement a project of the proposed scope in the

available time frame within the constraints of the firm's current and projected workload and staffing availability.

6. Organization plan (limit five pages) — Demonstrate proposed organizational structure, including principal firm and additional consultants.
7. Consultants (limit five pages) — Provide profiles of additional consultants, including but not limited to mechanical/electrical/plumbing engineers, structural engineers, and civil engineers. Include resumes of key personnel.
8. Prototypical design (limit two pages) — Discuss specific experience in prototypical design of educational facilities. Attention shall be given to creative solutions to design, achievement of budgetary advantage, understanding of programmatic requirements, and successful implementation of the project(s).
9. Historical renovation/restoration experience (limit two pages) — Discuss the firm's experience in designing renovations of and additions to historical buildings. Attention shall be given to knowledge of regulatory requirements and procedures as well as creative problem solving.

Criteria for Recommendation

As required by the current capital improvement program, architectural firms shall be recommended based upon their statements for qualifications, an interview process (as needed), and reference verifications. During the final phase of review, the firms shall be recommended based upon the interview or the financial ability to work within established budgets and financial stability/performance of professional/technical competence/incentive/ingenuity/abilities of the firm to meet time requirements and magnitude of project(s)/personal attention to project(s)/artistic talents.

Limitations

The District reserves the right to reject any or all submittals or the tender thereof, from receipt of any contract from the District, without the necessity of stating any reason therefore. Qualification statements shall be only one of the criteria utilized by the District in determining whether, or to whom, a contract shall be granted. The submittal of a response to this RFQ shall not result in any rights whatsoever accruing to the tender thereof.

Final Phase

After a review of the firms and their qualifications, the Superintendent or designee shall submit the name of the firm to the Board.

The Board shall vote in public session to approve or reject a standard contract with the firm recommended by the Superintendent or designee.

Completion of the Project

As required by the current capital improvement program, the Superintendent or designee shall write a formal evaluation paper on the architect following the completion of the project.

CANCELED