

March 10, 2022

Scott Newell, Chief Executive Officer  
Benjamin Clark, Senior Associate Director  
Cooperative Strategies

VIA EMAIL: [snewell@coopstrategies.com](mailto:snewell@coopstrategies.com)  
VIA EMAIL: [bclark@coopstrategies.com](mailto:bclark@coopstrategies.com)

RE: Determination of Most Highly Qualified Provider

As you are aware, the procurement requirements under Texas Education Code (TEC) section 44.031(f) the selection of professional services providers are exempt from the procurement requirements of TEC § 44.031. A governmental entity's selection and contract awards for specific professional services are governed by the Professional Services Procurement Act (PSPA) (Texas Government Code (TGC) §§ 2254.001-.007). Under the PSPA, a school district may not select a provider or award a contract for professional services on the basis of competitive bids but must make the selection and award based on demonstrated competence and qualifications to perform the services, and for a fair and reasonable price (TGC § 2254.003(a)). A school district must first select the most highly qualified provider based on demonstrated competence and qualifications, and then attempt to negotiate a contract at a fair and reasonable price (TGC § 2254.004).

Because the PSPA does not specify how a professional services provider demonstrates competence and qualifications, a school district has discretion to determine for themselves. Therefore, Coppell ISD acknowledges the Texas Association of School Boards (TASB) Facility Services' Request for Information (RFI) process and evaluation, described herein, to identify the most highly qualified provider for facility planning services.

TASB's Facility Services released an RFI in an effort to partner with a provider to expand and enhance TASB's service offerings. The RFI was sent to more than 900 firms in a variety of facility-related fields and markets. The RFI resulted in 19 firms responding in the category of Facility Planning Services. These firms were a mixture of both local and national companies in the K-12 marketplace. Of these 19 firms, TASB evaluated the responses and interviewed five. Due to Cooperative Strategies vast experience in the K-12 marketplace nationwide, broad offering of services, and business practices that model those of TASB, Cooperative Strategies was selected to team with TASB Facility Services as a preferred vendor to serve TASB members.

Coppell ISD recognizes and accepts TASB's Facility Services process, evaluation, and selection of Cooperative Strategies as the most highly qualified provider. Furthermore, Coppell ISD selects Cooperative Strategies as the most highly qualified provider based upon their demonstrated competence and qualifications, to provide the following services:

Long Range Facility Planning  
Facility Assessments & Cost Estimations  
Educational Specifications  
Community Outreach  
Program Management

Coppell ISD's selection of Cooperative Strategies as the most highly qualified provider was made pursuant to and in accordance with Coppell ISD Board Policy CH Legal and CH Local, regarding the procurement authority and acquisition of professional services.

Given the District's selection of Cooperative Strategies as the most highly qualified provider, the District now requests that Cooperative Strategies provide all applicable price information to the District so that the District and Cooperative Strategies may commence negotiations in an attempt to enter into a mutually agreed contract for the aforementioned services at a fair and reasonable price.

With Respect,



Dennis Womack, Ed.D.  
Chief Operations Officer