



Brazos County ESD No. 1

Brazos County, Texas



REQUEST FOR QUALIFICATIONS

DESIGN-BUILD METHOD

RFQ 25-04: FIRE STATION No. 4

April 7, 2025

Due Date, Qualification: No Later than 3 P.M. (Central Time Zone) on April 25, 2025

Submit Response to: All proposals must be mailed to: or hand-delivered to:

Brazos County ESD 1
Attn: Mike Montgomery
P.O. Box 696
Millican, TX 77866

Brazos County ESD 1
Attn: Mike Montgomery
2985 Wingfall
Navasota, TX 77866

Direct any questions to: Mike Montgomery by phone at 979-393-2000 during normal business hours or by email at mmontgomery@brazoscountyesd1.org.



Brazos County Emergency Services District No. 1
REQUEST FOR QUALIFICATIONS
FIRE STATION No. 4

Brazos County Emergency Services District No.1 ("the District") seeks qualification statements from highly qualified, licensed, and experienced Design-Build entities or individuals to provide design-build services for the construction/remodeling and equipping of the above referenced building(s) in Brazos County, Texas. The District appreciates your time and effort in submitting your response to this Request. Please note that all Qualifications Submittals must be submitted in a sealed envelope labeled:

QUALIFICATIONS SUBMITTAL, RFQ 25-04: BRAZOS COUNTY ESD 1 FIRE STATION No. 4.

Submittals are to be mailed to:

Brazos County ESD 1
Attn: Mike Montgomery
P.O. Box 696
Millican, TX 77866

or hand-delivered to:

Brazos County ESD 1
Attn: Mike Montgomery
2985 Wingfall
Navasota, TX 77866

Submittals must be received NO LATER THAN 3 P.M. (Central Time Zone) on April 25, 2025. **Qualification Submittals received after the stated deadline will be returned unopened and will not be considered.** Brazos County ESD1 is not responsible for lateness of mail, carrier, or any method of delivery. Delivery by FAX is NOT acceptable. The time/date stamp clock in the District Office shall be the official time of receipt.

If you have any questions, please contact Mike Montgomery at 979-393-2000 during normal business hours, or by email at mmontgomery@brazoscountyesd1.org. Faxed inquiries will not be considered. All correspondence must include the following reference to be considered: "Qualifications Submittal: RFQ 2025-04 FIRE STATION No. 4"

Anticipated schedule for selection of the Design-Build entity for this project:

- RFQ Issuance Date April 7, 2025
 - RFQ Submittal Deadline April 25, 2025
 - RFQ Opening Date April 28, 2025
- ***At time of opening, only firm names will be announced***
- Selection of top-rated respondent May 8, 2025
 - Notification to top-ranked Respondent May 9, 2025

These dates may be subject to change at the discretion of the District.



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List of Acronyms

- **AOR** Architect of Record
- **BCESD 1** Brazos County Emergency Services District No. 1, the “District”
- **DB** Design-Build
- **DBE** Design-Build Entity (inclusive of all members and firms)
- **RFC** Request for Clarification
- **RFI** Request for Information
- **RFQ** Request for Qualifications
- **RFP** Request for Proposal
- **SBCFD** South Brazos County Fire Department, the “Department”
- **SOQ** Statement of Qualifications

List of Defined Terms

Any capitalized terms not defined in this below or other sections in this Request for Qualifications RFQ shall have the meaning ascribed to them in Chapter 2269 of the Texas Government Code.

- **Architect of Record, Engineer of Record (AOR, EOR).** The individual(s) in responsible charge of the design. The Architect of Record shall be a licensed professional architect in the State of Texas. The Engineer of Record shall be a licensed professional engineer in the State of Texas.
- **Basis of Design (BOD) – Project Design Criteria.** The Basis of Design includes project design criteria specified as requirements that must be met by the Project delivered by the DBE.
- **Contract Documents:** The Design-Build Agreement, including all Appendices, amendments, and attachments, e.g., AIA A141-2014 or equivalent.
- **Design-Build (DB).** The fixed-price, single contract procurement and delivery methodology used for this project under the auspices of Texas Government Code 2269 *op cit*.
- **Design-Build Agreement (DB Agreement, DB Contract, Contract).** Agreement to be executed by the District and the Successful Proposer for the Project.
- **Design-Build Firm (DBE).** As defined in Chapter 2269 of the Texas Government Code and referred herein as DBE.
- **DBE members.** Firms fulfilling the key roles identified in Respondent’s Proposal and committed to work on the Project if Respondent is selected as the Successful Respondent. At a minimum, members of the DBE shall include the Design-Builder (General Contractor), Design Architect, and may also include other subconsultants and subcontractors that the DBE will use to deliver the Project. The Lead Architect (AOR) shall hold a current and active license issued by the Texas Board of Architectural Examiners.
- **Design-Build Period.** The period from the Notice to Proceed to Final Completion.



- **Evaluation Committee.** The District has established an Evaluation Committee responsible for evaluating the Proposal for this RFQ and recommending Selected Finalists for the Project.
- **Final Completion.** The stage of performance when all Work has been completed in accordance with the DB Agreement including, without limitation, all correction or completion items noted in the Certificate of Substantial Completion.
- **Key Personnel.** Individuals fulfilling the roles identified in Respondent's Proposal and committed to work on the Project. At a minimum, Key Personnel for the Design-Builder shall include, but are not limited to, Project Executive, Construction Project Manager, Construction Superintendent, and Construction QA/QC Manager. Key Personnel for the Design-Build Architect shall include, but are not limited to, Principal-in-Charge, Design Manager, Project Manager, and Design QA/QC Manager. Respondents may identify other individuals who will play key roles in the DBE and shall add them to the list of Key Personnel.
- **Owner or District.** Brazos County Emergency Services District No. 1.
- **Performance-Based Requirements.** Criteria that define measurable project performance criteria and operational objectives. These criteria include technical requirements, standard construction specifications, and quality standards.
- **Project.** The design and construction of the building(s) described in this RFQ and Design-Build Agreement.
- **Proposal.** A response to this RFQ submitted by a Respondent for the Project.
- **Request for Qualifications (RFQ).** The request for respondents to submit their qualifications as DBE for this project.
- **Respondent.** A DBE who has submitted a response to this solicitation.
- **Selected Respondent.** The Respondent that is determined by the District to provide the most advantageous Proposal to the City based on RFQ/RFP evaluation.
- **Statement of Qualifications (SOQ).** The documents submitted by a Respondent in accordance with the requirements of the RFQ.
- **Substantial Completion.** Demonstration by the DBE that all preconditions for achieving Substantial Completion as set forth in the DB Agreement.
- **Work.** All of the administrative, design, engineering, professional, manufacturing, supply, installation, construction, supervision, management, testing, verification, labor, materials, equipment, maintenance, documentation and other duties and services to be furnished and provided by Design-Builder as required by the DB Agreement, including all efforts necessary and appropriate to achieve Final Completion of the entire Project, except for those efforts which the DB Agreement specify will be performed by the District or others.



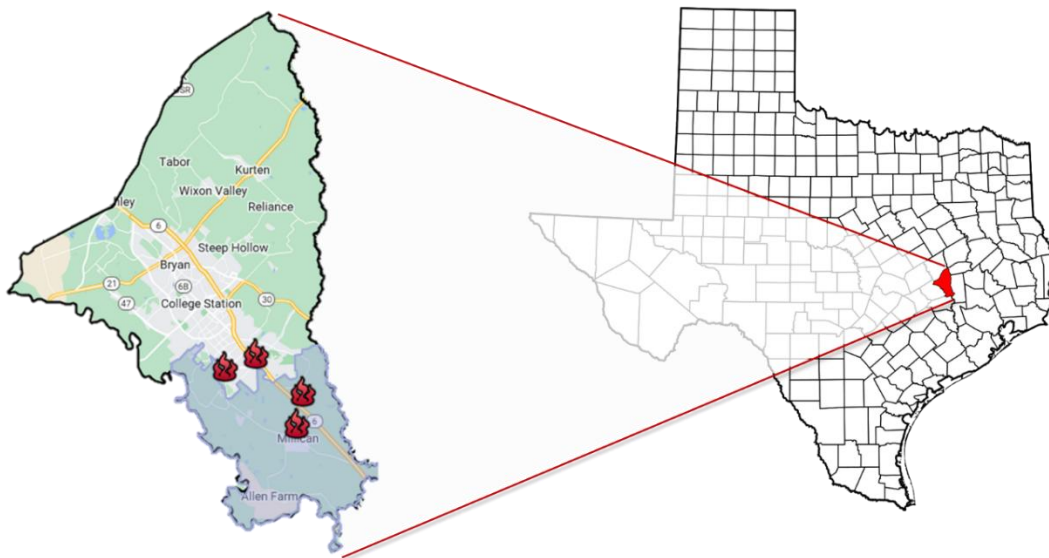
Section 1. General Specifications

Please read the requirements/specifications thoroughly and be sure that the Submittal Response offered complies with all requirements/specifications noted. Any variation from the RFQ requirements/specifications must be clearly indicated by letter, on a point-by-point basis, attached to and made a part of your Submittal. If no exceptions are noted, and you are the successful Respondent, the District will require that the service(s) be provided as specified.

Introduction and Background

Brazos County Emergency Service District 1 (the "District") is one of four ESDs in Brazos County, TX organized and established by the Commissioners Court of Brazos County to provide fire protection services and emergency medical care within the district's 110-square mile service area. The resident population in the predominantly rural District is about 20,000 (population density = 180 people per square mile). The District collects ad valorem property taxes and sales tax, and contracts with the South Brazos County Fire Department (SBCFD) for the delivery of emergency services within the district service area. The SBCFD is a volunteer department, supplemented by part-time paid District firefighters, which operates from four stations strategically located throughout the District as shown in Figure 1.

Figure 1. Brazos County ESD No.1



The District is seeking letters of interest from qualified design-build entities to perform professional services, including the development of a concept plan, preparation of architectural plans, site plans, surveying, specifications, and related documents and construction administration services for the building(s) described in the Scope of Work in this RFQ. The proposed building(s) are to be located on District-owned property. The design and construction are to comply with all applicable codes, standards, and District-specific requirements.



Fire Station No. 4 is to be located on a site approximately 0.45 miles south of the intersection of SH6 and Peach Creek Road, in Navasota, TX. It is the intent of this project to construct a new fire station on this site.

Figure 2. Project Site



The selected DBE shall be required to perform at a minimum the functions indicated under the Scope of Work section of this document. Alternate services to those indicated under the Scope of Work may be proposed by the DBE based on the expertise and experience of the DBE but must be noted in the submittal as an additional or alternately proposed service to those which are specified. Any additional services not specifically addressed in this RFQ or the respondent's submittal shall be negotiated and agreed upon prior to entering into any contract or performing any work.



Response to Request for Qualifications

Only respondents who propose to provide either directly or through a team under its control all goods and services requested in this RFQ should respond. This includes design, construction, equipping, and other project-related services, except for those items to be supplied by owner. A construction period of six (6) calendar months is desired, not to exceed twelve (12) maximum calendar months for completion.

Sealed Qualification Submittals are required. Any interested DBE may submit a response to this Request for Qualification Submittals.

Qualification Submittals must be submitted in sealed envelopes as noted on Page 1. Five (5) complete hard copies are required. Additionally, a sixth additional copy shall be submitted in electronic form via USB Memory Flash Drive. No copies, nor the Memory Flash Drive, will be returned.

All Qualification Submittals must be delivered in sealed wrappings. Submittals must be signed by a person authorized to bind the person or entity making the Qualifications Submittal, and proof of this authority must be included in the Submittal. All Qualifications Submittals must be submitted in a sealed envelope labeled:

**QUALIFICATIONS SUBMITTAL – RFQ 24-001. DESIGN-BUILD Services for
BRAZOS COUNTY ESD 1 FIRE STATION No. 4.**

Submittals are to be mailed to:

Brazos County ESD 1
Attn: Mike Montgomery
P.O. Box 696
Navasota, TX 77866

or hand-delivered to:

Brazos County ESD 1
Attn: Mike Montgomery
2985 Wingfall
Millican, TX 77866

Qualification Submittals must be received NO LATER THAN 3 P.M. (Central Standard Time) on April 25, 2025. Qualification Submittals received after the stated deadline will be returned unopened and will not be considered. Brazos County ESD1 is not responsible for lateness of mail, carrier, or any method of delivery. Delivery by FAX or e-mail is NOT acceptable. The time/date stamp clock in the District Office shall be the official time of receipt. Qualification Submittals submitted by facsimile (fax) or e-mail will NOT be accepted. Late Qualification Submittals will NOT be accepted and will be returned unopened to Proposer. Failure to meet RFQ requirements may be grounds for disqualification.

Right To Reject/Award

The District reserves the right to reject any or all Qualification Submittals, to waive any or all informalities or technicalities, and to make such awards of contract as may be deemed to be the best qualified and most advantageous to the District.



List Of Exceptions

The Proposer shall attach to the Qualification Submittal a list of any exceptions to the specifications or requirements.

Communications, Questions, Changes, and Interpretations/Clarifications

Any Proposer in doubt as to the true meaning of any part of the RFQ may request an interpretation or clarification from the District. All Proposer communications, including questions, changes, and interpretations/clarifications of the requirements/specifications with regards to any portion of this RFQ should be directed in writing NO LATER THAN FIVE BUSINESS DAYS BEFORE THE SUBMITTAL DUE DATE via mail or email to:

Brazos County ESD 1
Attn: Mike Montgomery
P.O. Box 696
Millican, Texas 77866
979-393-2000
mmontgomery@brazoscountyesd1.org

Any changes, additions, or clarifications to the RFQ will be made by written reference in the FAQs or by written Addenda. Such changes, additions, interpretations, clarification, or addenda shall be posted on the District website. All Addenda issued with respect to this RFQ shall be considered official changes to the original documents.

It shall be the Proposer's responsibility to ensure that they have received all Addenda in respect to this project. Furthermore, Proposers are advised that they must recognize, comply with, and attach a signed copy of each Addendum which shall be made part of their Qualification Submittal. The proposer(s) signature on Addenda shall be interpreted as the Proposer's "recognition of and compliance with" official changes as outlined by the District and as such are made part of the original solicitation documents. Failure of any Proposer to receive any such addendum or interpretation shall not relieve such Proposer from its terms and requirements. The District may issue a written addendum no later than five calendar days prior to the date submittals must be received. FAQs and Addendums will be available online at www.brazoscountyesd1.org.

Confidential Information

Any information deemed to be confidential by the Proposer should be clearly noted on the pages where confidential information is contained; however, the District cannot guarantee that it will not be compelled to disclose all or part of any public record under the Texas Public Information Act, since information deemed to be confidential by the Proposer may not be considered confidential under Texas law, or pursuant to a court order.



Form CIQ -- Conflict Of Interest

Chapter 176 of the Texas Local Government Code, as amended, requires that any vendor or person considering doing business with a local government entity disclose in the Questionnaire Form CIQ (Conflict of Interest Questionnaire), any vendor or person's affiliation or business relationship that might cause a conflict of interest with a local government entity. A copy of the COI Questionnaire can be found at: <https://www.ethics.state.tx.us/data/forms/conflict/CIQ.pdf>

Form 1295 – Certificate Of Interested Parties

In compliance with Section 2252.908 of the Texas Government Code, **the successful Proposer** must complete Form 1295 – “Certificate of Interested Parties”; and must provide a signed printed copy of the form and a separate certification of filing. The form can be found at <https://www.ethics.state.tx.us/filinginfo/1295/>

IF YOU HAVE ANY QUESTIONS ABOUT COMPLIANCE, PLEASE CONSULT YOUR OWN LEGAL COUNSEL. COMPLIANCE IS THE INDIVIDUAL RESPONSIBILITY OF EACH PERSON OR AGENT OF A PERSON WHO IS SUBJECT TO THE FILING REQUIREMENT.

Qualifications

A **cover letter** should be included with the Submittal identifying one contact person by name, address, telephone number, fax number and email address, who will be designated as customer service representative, and briefly outline how the individual(s) or entity will meet the needs for conducting the comprehensive facility and construction review for the District.

Submittals should include a **historical summary** of the individual(s)/entity's experience in conducting Design-Build services related to Fire Service Facility design, construction, construction review, equipping, and **key business data** about the entity(s).

The Proposer will **identify the staff** (including any and all subcontractors) that will provide the services defined in this RFQ/RFP.

- Submittals shall outline proven practices and procedures that will be used to perform the services. Proposers shall provide customary design-build services based upon a mutually agreed-upon program and schedule. Services will include:
 - Architectural Services
 - Engineering Services
 - Construction Services
 - Contract Administration Services
- Identify a Project Manager as a primary contact with the District for the duration of the project, and a consistent point of contact for scheduling meetings and other work scope matters.
- For each member of the team, describe the role that she/he will serve. Indicate those members of the team who will work closely with the owner contact.



- Please indicate the members of your project team who are sub-contractors (if any) to your organization. Include the ratio of staff to subcontractors in your proposed project team.
- Provide a short resume for each of the key architectural and engineering project staff members as appendices. Resumes should be no longer than one (1) page and should contain the following information about each project member:
 - Position with the Firm and work location
 - Years with the Firm
 - Education, Licenses, and Certifications
 - Work experience related to the purpose of the RFQ

The Submittal should **identify three current, major clients**, particularly other emergency services districts and/or governmental entities, preferably for which it has provided design-build professional services, as applicable. Utilizing the Reference Form provided, include reference contact names and telephone numbers, indicate when your firm has provided design-build services to these clients, the types of projects conducted, and the services provided for each client.

Submittal Administrative Requirements

To be considered responsive, proposals must include the information requested. To facilitate evaluation, proposals should be organized in the order shown below. (Double-sided copying and use of recycled paper is encouraged).

QUALIFICATION SUBMITTAL INFORMATION ORDER:

- Information as listed under Qualifications
- Reference Form
- Proposer Addendum Acknowledgement
- Conflict of Interest Questionnaire
- Insurance Requirements

To the extent possible, proposals should be prepared on 8 1/2" x 11" paper and bound or stapled. Qualification Submittals should not exceed 15 pages double-sided (each double-sided page counts as one page). Supplemental information may be attached to Qualification Submittals as appendices.

Proposers are advised that the Evaluation Committee's ability to conduct a thorough evaluation of Qualification Submittals is dependent on the Proposers' ability and willingness to submit Qualification Submittals which are well ordered, detailed, comprehensive, and readable. Clarity of language and adequate, accessible documentation is the Proposers' responsibility.

DO NOT include any pricing information in your response to this Request for Qualifications. Inclusion of any pricing information will be grounds for immediate rejection of the Qualification Submittal at the discretion of the District.



RFQ/RFP Preparation Costs

The District shall not be held liable for any costs incurred by any Proposer for meetings, work performed in the preparation of and production of a Qualification Submittal, Proposal, or for any work performed prior to execution of a contract.

Evaluation and Scoring of Qualification Submittals

Qualification Submittals will be opened by the Board President or his designee, at NO LATER THAN 3 P.M. (Central Time Zone) on April 25, 2025, in the Administrative Offices of the District, 2985 Wingfall Street, Navasota, TX 77866.

A selection committee will evaluate and rank the written submittals. Only the information included in the response to the Request for Qualifications will be used to rank the written submittals. If a Respondent is unable to provide qualifications responsive to each of the criteria listed, it is disqualified. No other criteria or factors will be considered.

Written Submittals will be evaluated and rated by an Evaluation Committee and will be scored using the following criteria and associated points system. The Evaluation Committee will contact References and may rely on interviews to help verify the Proposers' ability to perform the Scope of Services outlined herein.

Figure 3. Selection and Ranking Criteria and Weighting for Qualification Submittals

Criteria	Weighting Factor
Experience of respondent and team	20 points
Technical competence of respondent and team	20 points
Capability of respondent and team to perform	35 points
Past performance of respondent and team	25 points
Total	100 points

After evaluation, the committee will make a recommendation to the District's Board of Commissioners for consideration to begin contract negotiations. Finalist selection will be subject to Board approval.

Persons, entities, or teams delivering qualifying Qualification Submittals will be notified by Friday, May 9, 2025, as to whether they have been selected as a Finalist.

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Selection, Negotiation, Final Selection, and Award

The District shall select the Finalist Design/Build Team, based upon the determination of the proposal offering the best value for the District on the basis of the evaluation criteria and weighting factors and set out in this RFQ/RFP.

It is the intent of the District to consider and make public the selected Design-Build Entity or Team “(DBE)” during a scheduled meeting of the ESD Board of Commissioners on or before Thursday, May 8, 2025. However, the District reserves the right to amend this date or the selected DBE if needed.

The District shall first attempt to negotiate a contract with the selected DBE. If the District is unable to negotiate a satisfactory contract with the selected DBE, the District shall, formally and in writing, end negotiations with that DBE and proceed to negotiate with the next Finalist DBE in the order of the evaluation ranking, until a contract is reached or negotiation with all ranked DBEs ends. The District reserves the right to reject any and all RFQ’s.

Additional Requirements for the Selected Design-Build Entity

Draft Contract Forms

As part of its proposal, the Respondent should acknowledge its willingness to execute the draft contract forms (AIA Contract A141-2014 or equivalent), and if there are changes required by the District, the willingness to still execute and proceed with the project. If any changes made to the contract terms constitute a change in scope, a reasonable price will be negotiated. The agreement will not become effective until the District and its counsel have approved the agreement, and its execution authorized by the District.

Insurance

Design professionals on the Project must be covered by professional liability insurance in a coverage amount of not less than \$1,000,000.00 per occurrence and \$1,000,000.00 aggregate. Design professionals on the Project must be licensed and registered to practice their profession in the State of Texas.

Proposer’s coverage must be written on an Occurrence (not claims made) basis with companies acceptable to the District, must stipulate that no take-out endorsements are included on the General Liability policy, and each policy providing coverage hereunder shall contain provisions that no cancellation or material reduction in coverage in the policy shall become effective except upon thirty (30) days prior written notice thereof to the District.

The District shall be named as additional insured with respect to liability imposed upon it resulting from the performance of Work under this Agreement. There shall be no right of subrogation against the District and this waiver of subrogation shall be endorsed upon the policies.

The proposer agrees to maintain and require its subcontractors to maintain, at all times, the coverage shown below at no less than the limits indicated:



Figure 4. Insurance Coverage Requirements

- **Worker's Compensation Insurance** Statutory
- **Employers' Liability**
 - Bodily Injury by accident \$500,000 each accident
 - Bodily Injury by disease \$500,000 each employee
 - Bodily Injury by disease \$500,000 policy aggregate
- **Automobile Liability (Including Owned and Non-owned/Hired autos)**
 - Bodily Injury \$1,000,000 each person
\$1,000,000 each occurrence
 - Property Damage \$1,000,000 each occurrence
- **Commercial General Liability**
 - Combined Single Limits for Bodily Injury and Property Damage:
 - Each occurrence for premises/operations:
 - Broad form CGL liability coverage \$1,000,000
 - Products/ Operations aggregate \$1,000,000
 - Advertising Injury \$1,000,000
 - General Aggregate \$2,000,000
- **Umbrella Liability** \$1,000,000 each occurrence
\$1,000,000 annual aggregate
\$25,000 self-insured retention
- **Professional Liability**
for Engineers, Architects, Construction Managers, including Design/Build Contractors
\$1,000,000 per occurrence *

* This coverage must be maintained for at least two (2) years after the project is completed

Prior to the commencement of performance of the Work, Proposer shall furnish proof of endorsements or other documentary evidence which shall identify the District as an additional insured to the District in duplicate, evidencing compliance with all requirements herein. **The limits of such insurance shall in no way be construed as limiting Proposer's obligation to completely defend, indemnify and hold harmless the District.**

Completion of Design

An independent consulting architect or engineer (hereinafter "Independent Consultant"), selected by District on the basis of demonstrated competence and qualifications, shall act as District's independent representative for purposes of independent, professional assistance and evaluation of technical and qualitative issues for the duration of the design/build work.



Following selection of the Finalist DBE and execution of an acceptable contract, engineers or architects associated with that DBE shall complete the design of the Project, submitting all design elements to the District's contact person. Before construction begins, the design elements shall be submitted for review and approval by the District and its Independent Consultant to determine their compliance with the Design Criteria Package, this RFQ/RFP, the Proposal submitted by the DBE, and the terms of the design-build contract.

Note: Design criteria do not supersede any applicable codes or regulations. It is the DBE's responsibility to include all required compliance items in their proposals, design, and construction.

Construction

Construction shall be carried out in accordance with the contract documents (including the approved drawings, plans, specifications, and Project manual), and in accordance with all applicable federal, state, county and local municipal regulations rules, laws, court orders and standards. Construction draws and retainage shall be in accordance with the negotiated contract. Construction shall include provision of all necessary furnishings and equipment to make the Facility operational for its intended purpose, except the Owner shall provide and install appliances, furniture, communications and IT equipment, and loose equipment (including compressors). Rough-in requirements for all Owner-supplied items shall be part of the contractor's scope, including coordination with the Owner, or the Owner's separate contractors/vendors.

"As built" construction documents

The selected DBE shall supply a signed and sealed set of "as built" construction documents to the District at the conclusion of construction of the Project, including electronic files in both PDF and CAD format. The final PDF's and CAD files shall incorporate any substantial modification that occurred following the issuance of construction documents.

Payment and Performance Bonds

As required by Texas law, payment and performance bonds will be required from the successful DBE. The successful respondent must deliver the performance and payment bonds to the District no later than the 10th day after the contract is signed.

Prevailing Wage

All proposals shall include labor that complies with the Davis-Bacon Prevailing Wage rates set forth for the location, based on the latest report at the time of construction. The current report can be found at: <http://www.wdol.gov/wdol/scafiles/davisbacon/tx315.dvb>

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Responsibilities of the Design-Build Entity

Respondent shall be solely responsible for any cost, loss, injury, harm expense, fee, charge or other expenditure or damage of any nature, whether known or unknown, arising directly or indirectly:

- Any unknown or differing site conditions at the site proposed by Respondent;
- Any regulatory permitting required for the Project;
- Acquisition of any staging area required by Respondent;
- Any costs associated with retesting or reworking for work found out of compliance
- Any travel / rescheduling fees associated with work not ready for testing when scheduled;
- Certification of the Project as complying with the applicable standards; and
- Any natural disasters or other force majeure events,

Except the following:

- Acquisition of the site
- Permit Fees for construction by the authority having jurisdiction (all other fees to be included in proposals)
- Independent third-party testing/inspections as described above

Responsibilities of the District

The District does not assume, and hereby specifically disclaims, any responsibility or obligation of any nature, to any of the persons or entities responding to this RFQ/RFP (or to any other entity) and will make no payment or reimbursement of any cost, fee or other expenditure whatsoever associated with the preparation or submission of a Qualification Submittal or Proposal.

Venue

The contract(s) awarded will be governed by the laws of the State of Texas and is (are) deemed payable and performable in Brazos County, Texas. The venue for all disputes thereunder shall lie in Brazos County, Texas.

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Section 2. Scope of Work

Introduction and Background

This RFQ requests responses from highly qualified, licensed, and experienced design-build entities (“DBE”) or individuals to provide design-build services related to this project. The successful Proposer will provide Brazos County ESD1 with a full range of professional design, demolition, construction, equipping, cost estimating and construction administration.

The Project is to be a “turnkey” Project, with the DBE to provide all work, services, materials, and labor for the Project to be fully operational for its intended use upon substantial completion, including appliances that are to be specified by the District.

The DBE shall provide or cause to be provided all design, work, services, materials, labor, equipment, design, engineering, plumbing systems, ventilation systems, HVAC, mechanical systems, fire station systems, safety systems, other matters necessary for the design, construction and construction administration and is inclusive of all costs necessary for the installation and completion of the Project, in working order, unless specifically set forth otherwise herein. U.S. sourced materials and services shall be used except where specifically identified by the DBE and approved by the owner.

The Project shall be designed and constructed in compliance with all applicable federal, state, and local laws and regulations. The Project must also comply with the following criteria:

General

Fire Station No. 4 is to be located on a site approximately 0.45 miles south of the intersection of SH6 and Peach Creek Road, in Navasota, TX. It is the intent of this project to construct a new fire station on this site.

The preliminary design is to include two and one-half bays; six bedrooms; area for food storage, prep, and consumption; day room, watch office, lobby, storage areas, and related ancillary spaces.

Applicable Codes and Standards

All aspects of the design and construction of occupied buildings must comply with:

1. The current codes and standards as adopted by the State of Texas Fire Marshal’s Office at the time of design.¹ When other codes are utilized for building design elements, the standards of the Life Safety Code® prevail. Any deviation from this standard, including performance-based alternatives, must be approved by the owner. Otherwise, the deviation will be considered a deficiency.
2. The American with Disabilities Act (ADA) in designated publicly accessible areas.

¹ The State Fire Marshal's Office uses the 2021 Editions of the National Fire Protection Association (NFPA) 101 Life Safety Code and NFPA 1 Fire Code as its standards of inspection with an effective date of September 1, 2023.

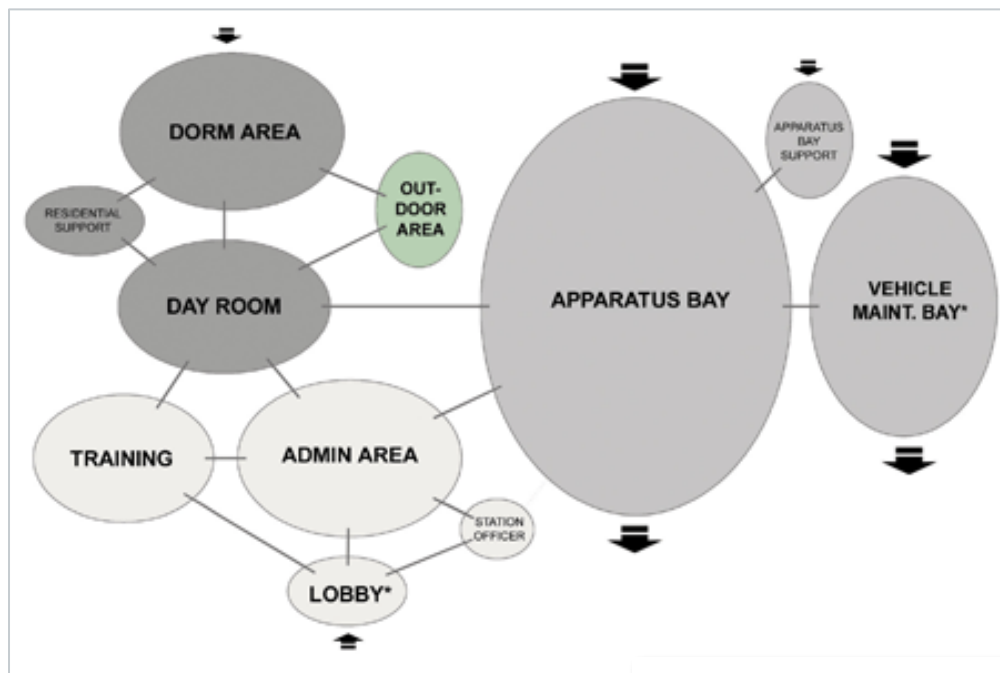


3. The Texas Accessibility Standards of the Texas Department of Licensing (TDLR) in designated publicly accessible areas.
4. Applicable County, State, and Federal laws, rules, and regulations including, but not limited to storm water and erosion control.

Overall Design Concepts

1. Ensure that internal response time (turnout time) goals of 60 seconds can be met (time for a firefighter to reach the apparatus and be ready to depart).
2. Group and locate functions into separate functional areas -- Apparatus Bays, Maintenance and Support, Administrative, Residential

Figure 5. Concept of Fire Station Adjacency



Source: DMJM Design, Arlington, VA

3. Proposals should reference Exhibit "A" for conceptual floor plan and the following overall design guidance for:
 - a. Safety and Health
 - b. Site plan, access, and site security
 - c. Structural Exterior
 - d. Apparatus Bays
 - e. Decontamination areas
 - f. Utilities and Maintenance support areas
 - g. Storage areas



- h. Living areas
 - i. Lobby
 - ii. Offices and administrative spaces
 - iii. Kitchen facilities, equipment, and food storage
 - iv. Day room/dining/training room
- i. Entrances, exits, corridors, and walkways
- j. IT/ Server Room and Cabling

Safety and Health

1. Comply with all legally applicable health, safety, building and fire code requirements.
2. Comply with applicable provisions of NFPA 101, *Life Safety Code*®, and NFPA 1, *Uniform Fire Code*, current edition as adopted by the State of Texas.
3. Provide facilities for disinfection, cleaning, and storage in accordance with NFPA 1581, *Standard on Fire Department Infection Control Program*, 2022 edition. NFPA 1581 provides facility requirements for:
 - a. Bedrooms.
 - b. Bathrooms.
 - c. Contaminated storage.
 - d. Cleaning areas.
 - e. Disinfecting areas.
 - f. Disposal areas.
 - g. Equipment storage.
 - h. Food storage.
 - i. Hand washing.
 - j. Kitchens.
 - k. Personal protective equipment (PPE).
4. Have smoke detectors in every sleeping area and in the immediate vicinity of bedrooms and elsewhere as required by applicable code. Smoke alarm activation must cause an automatic evacuation signal for the entire facility.
5. Have carbon monoxide detectors in all sleeping and living areas.
6. Have a fully automatic sprinkler system in all new facilities.
7. Be a smoke-free facility except in designated areas.
8. Be designed with provisions for the ventilation of vehicle exhaust emissions to prevent exposure to firefighters and to prevent contamination of all areas of the facility.
9. Prohibit contaminated PPE in any sleeping and/or living area.
10. Provide one or more AEDs
11. Provide multiple hand sanitizers and sanitary wiping cloths
12. Install an emergency help/call button in remote / hazardous locations



13. Locate all chemicals in specific, appropriate storage areas.
14. Store flammable chemicals in a flammable chemical storage cabinet.
15. Hand sanitizers throughout facilities
16. Emergency eye wash station in apparatus bay
17. Separate laundry areas for personal items, station linens, and PPE.

Site Plan / Access / and Security

1. Design shall incorporate the required floor space, structural elements, and building systems (mechanical, electrical, plumbing, communications, information technology, and others as required).
2. Design must (1) verify the existing utilities are adequate for intended design and use, or (2) provide upgraded utilities that are adequate for the intended design and use.
3. Provide parking with:
 - a. a minimum of four spaces, plus those required for ADA, in front of the station
 - b. a minimum of twelve spaces behind or beside the station
 - c. Additional spaces as required by owner
4. Allow space for trash dumpster and access.
5. Allow space for refueling, including storage and dispensing of diesel fuel, gasoline, and DEF.
6. Consider optional working spaces and bays for
 - a. law enforcement (Option 1); and
 - b. EMS (Option 2).
7. Station access with consideration for card or key fob entry systems to replace keys; security cameras at every outside door; and security cameras with 360-degree coverage of all exterior and parking areas.

Structural / Exterior

1. Engineered steel building systems are preferred.
2. Metal frame, metal door from quarters to apparatus bay and walk doors to outside, doors from day room area and watch office to apparatus bay painted in color of owner's choice.
3. Utility room with W/D Hookups, Mop Sink, Access to Apparatus Bay Hot & Cold-water hose bib in apparatus bay
4. R-panel wall covering from floor to ceiling will be required in the apparatus bay area walls.
5. Windows should be insulated, with an R factor of 2.5 or greater
6. Consider four-fold (fold outward) or rolling steel panel bay doors

Apparatus Bays

1. Apparatus bays close to maintenance/support functions and residential/admin functions
2. Use "air locks" rather than a direct entrance/exit from bays to other areas. Consider "zoning" spaces within the fire station



- a. Red. Apparatus bays and other areas that may be exposed to contaminants
- b. Yellow. transition area between contaminated area and clean areas
- c. Green. clean area, such as living, kitchen, dormitory, and admin spaces
3. Consider the size of the largest anticipated vehicle, vehicle exhaust removal systems, compressed air and power drop lines, and hot and cold-water connections
4. Consider future apparatus bay expansion or addition
5. Include manual means to open bay doors in case of power or equipment failure
6. Ideally, the site will allow drive-through bays.
7. Trench drains directly under apparatus or along front wall of station
8. Reduce exposure to diesel exhaust to lowest feasible concentration through ventilation or other means
9. Ceiling mount, radiant heaters between apparatus, not above apparatus
10. SCBA refill station
11. No ice machines in apparatus bays

Maintenance and Support

1. For inspection, gross decontamination, cleaning, disinfecting, maintenance, and storage of PPE, SCBA, and other equipment.
2. For light equipment repair and maintenance
3. A vehicle maintenance bay is not needed at this location. Note: A vehicle maintenance bay is a maintenance area dedicated to the preventive maintenance for firefighting apparatus and includes a heavy-duty lift and all utility connections required for large vehicle maintenance.

Storage / Work-out area

1. Storage / work-out area
 - a. Prop storage
 - b. Slip-resistant steps and flooring
 - c. HVAC
 - d. Electrical connections and lighting.
 - e. Overhead door and outside exercise area
 - f. Edge, wall, and floor protection
2. Exercises and equipment
 - a. Cardio – Treadmill, Stair-climber or step box, stationary bike, rowing machine
 - b. Strength, balance, and endurance -- free weights (dumb and kettle), medicine balls and rack, universal machine, Swiss exercise ball, squat rack, tire, sandbags, foam roller, suspension trainer



Residential Living Areas

1. Three to four-person staffing, 24/7/365, plus consideration for Option 1 (LE) and Option 2 (EMS ground ambulance)
2. Designed to prevent water from entering living spaces from apparatus bay or from exterior.
3. Six individual dorm rooms
4. Multi-purpose day room / training room
 - a. Screen(s).
 - b. Projector(s).
 - c. Recording capabilities.
 - d. Dry-erase boards.
 - e. Conference phone
 - f. Adjustable lighting.
 - g. Internet access.
5. Kitchen/Dining area
 - a. Open design
 - b. Heavy-duty appliances, to be supplied by owner
 - c. Outdoor grill
 - d. Shift pantries and refrigerators
 - e. "nugget" ice machine for drinks
 - f. Block or cube ice for coolers

Interior Finish

1. Drywall walls, drywall or acoustic drop-in ceiling tiles
2. Metal frame, solid core wood doors in the interior of station
3. Door hardware shall be lever style, not knobs/round
4. Lockers to accommodate three personnel in each bedroom
5. Carpet and tiles/resilient flooring as appropriate

Mechanical / Electrical / Plumbing

1. All areas except apparatus bays will be conditioned to maintain temperatures between 65 degrees F and 75 degrees F.
2. Apparatus bays will be conditioned to maintain temperatures between 40 degrees F and ambient summer temperature.
3. Electrical wiring, connections, and appliances in accordance with NFPA 70 and NFPA 70E.
4. Adequate number of duplex, GFI-protected electrical outlets throughout facilities
5. Back-up generator (check sizing vs. anticipated load)
6. Exterior perimeter lighting, aesthetic lighting over or between bay doors, all LED
7. All interior lighting shall be LED, 3000k



8. 20-amp electrical circuit provided for building sign (sign provided by district)
9. Lightning protection system for buildings and antenna towers
10. Watch office with dedicated circuit for radio communication equipment (20-amp circuit)
11. All appliances to be specified by owner

Communications/IT

1. IT/Comms room
2. Design must provide raceways for network jack placement and cabling, including wireless network(s) and fiber optic.
3. Coordinate with district for installation of communications/data/security equipment (parts and labor supplied by district)
4. Station alerting system

Fire Protection

1. Fire-resistant construction
 - a. Separate apparatus and storage areas from living and sleeping areas, with at least one fire-resistive separation, compliant with NFPA 101 -- compartmentalization construction, smoke barriers, special hazard protection, and interior finishes.
2. Fire protection systems; all in accordance with NFPA 1 and NFPA 101.
 - a. Provide a fire and smoke alarm system consisting of automatic smoke/heat detectors, CO detectors, and LEL detectors, direct wired with battery back-up, with manual initiating devices served by central control panel. Alarms will sound automatically at the control panel and all interior spaces.
 - b. Provide approved, portable fire extinguishers that are mounted and located in readily visible and accessible locations in accordance with code requirements.
 - c. Install automatic sprinkler designs that provide the necessary discharge patterns, densities, and water flow characteristics for complete coverage of designated station areas in accordance with Ordinary Group of NFPA 13.
 - d. Sprinkler systems should be installed with consideration to maintenance, adequate water supplies, protection of piping, protection of sprinklers, sprinkler spacing, and appropriate sprinkler alarms.
3. Means of egress
 - a. Design, construct, and mark exits consistent with expected maximum occupancy, in accordance with NFPA 101.
 - b. When more than one exit is required from a room, arrange at least two of the exits remote from each other to minimize the possibility of both being blocked by fire or another emergency condition.
 - c. Locate and maintain exits and exit access, so that they are always accessible.



- d. Arrange exiting from sleeping and day room areas so that at least one exit route is available without going through the apparatus room.

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- NFPA 1720: Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Volunteer Fire Departments, 2016 Edition*. National Fire Protection Association, 2020.



Section 3. Required Forms

References Form

REFERENCE ONE	
Entity Name	
Contact Person	
Telephone Number	
E-mail Address	
When were services provided? What types of projects were completed? <i>(attach a separate sheet if necessary)</i>	
REFERENCE TWO	
Entity Name	
Contact Person	
Telephone Number	
E-mail Address	
When were services provided? What types of projects were completed? <i>(attach a separate sheet if necessary)</i>	
REFERENCE THREE	
Entity Name	
Contact Person	
Telephone Number	
E-mail Address	
When were services provided? What types of projects were completed? <i>(attach a separate sheet if necessary)</i>	



Proposer Addendum Acknowledgement

The proposer has read and fully understands this RFQ and has asked questions and received satisfactory answers from the District regarding any provisions of this RFQ for which clarification was desired.

The proposer must initial next to each addendum posted to verify receipt:

Addendum #1: _____

Addendum #2: _____

Addendum #3: _____

PROPOSER – PLEASE FILL IN AND SIGN BELOW:

Name of Firm/Company:			
Agent's Name:			
Agent's Title:			
Mailing Address:			
City, State, Zip:			
Phone & Fax Numbers:			
Email Address:			
Authorized Signature:		Date:	

