



**REQUEST FOR QUALIFICATIONS FOR
CONSTRUCTION MANGER AT RISK**

For

EMS Station #1

Milam County Emergency Services District No. 1

RFQ No. 2025-03

WEDNESDAY, OCTOBER 15, 2025 AT 2:00 PM

ARCHITECT

Diverse Studio, PLLC
801 S. Pearl Expressway
Dallas, Texas 75201

SECTION 1

INTRODUCTION

1.1 Background and Special Concerns

A. The Milam County Emergency Services District No. 1 (“Owner”) has contracted with Diverse Studio (“Architect”) to assist the “Owner” in addressing its needs for a Construction Manager at Risk for the construction of EMS Station #1.

B. The Project is described as follows:

- a. Milam County Emergency Services District No. 1 (ESD No. 1) is soliciting Construction Manager-at-Risk (CMAR) services for the construction of a new Emergency Medical Services Station located on a 0.91-acre site in Cameron, Texas, between U.S. Highway 77 and N. Crockett Avenue. The project will provide modern facilities to support the District’s operations and improve emergency response capabilities for the community.

The facility will be organized into three functional areas. The Station, approximately 3,934 square feet, will include a watch room, office, dayroom, kitchen and pantry, fitness area, restrooms, and sleeping quarters to support on-duty staff. The Apparatus Bay, approximately 3,348 square feet, will consist of a drive-through configuration with two double-deep bays, as well as laundry and decontamination space. The Administration area, approximately 1,325 square feet, will provide private offices, a training room, and restrooms, and may be constructed as a separate phase depending on available funding. The total project building area will be approximately 10,407 square feet. Site development will include improvements to N. Crockett Avenue to provide access to the building site.

The selected CMAR will be expected to collaborate with the Owner and Architect throughout design and construction to deliver the project within budget and schedule, while maintaining quality and functionality appropriate for a critical public safety facility.

- b. See attached programming documents.

- c. Project Costs are budgeted at approximately \$3,500,000.00, including construction of improvements, Construction Manager at Risk Fee, General Conditions and Insurance Costs.

C. Owner is seeking a Construction Manager-at-Risk (CMAR) using the two-step process authorized by Section 2269, Subchapter F, of the Texas Local Government Code. Under this process, the Owner issues an initial Request for Qualifications (“RFQ”) inviting interested general contractors to submit their qualifications for performing the work (Step 1), and their proposal to allocate the costs to perform the work (Step 2).

D. This Request for Qualifications by Owner is seeking a CMAR; the Owner is looking for a qualified general contractor, with prior experience in the construction of EMS Stations as set forth herein:

- a. CMAR able to work with the Team prior to construction to analyze the Architect’s design, including the Plans and Specifications, to ensure the feasibility and constructability of the Project design, and to assist in bringing the estimated construction cost of the Project within the Construction Budget through value engineering, the selection of building systems and materials, cost estimating, scheduling, and other means, without adversely affecting the capacity and quality

of the Project; and Who will propose a Guaranteed Maximum Price for the construction of the Project after or during completion of the preconstruction services, which is within the Construction Budget. The CMAR will serve as general contractor for the Project during the construction phase.

1.2 Statutory Requirements for a Construction Manager-at-Risk Contract under Section 2269, Subchapter F of Texas Local Government Code and other laws.

- A. Definition: A “Construction Manager-at-Risk (CMAR)” is a sole proprietorship, partnership, corporation, or other legal entity that assumes the risk for construction, rehabilitation, alteration, or repair of a facility at the contracted price as a general contractor and provides consultation to the Owner regarding construction during and after the design of the facility.
- B. Architects and Engineers: The Owner has previously selected the Architect to prepare construction documents for the Project and who has full responsibility for complying with the requirements of Chapter 1051, Subtitle B of the Texas Occupations Code (Regulation of Architecture and Related Practices).
- C. Selection Process: After Owner receives the responses to the RFQ, Owner will review the qualifications. Selection Criteria is set forth in Section 2.9 of this RFQ.
- D. The Owner has the right to accept or reject any or all proposals in the best interest of the Owner.

Qualifications will be taken and reviewed upon receipt. It is anticipated a short list of Construction Managers will be interviewed, but the Owner reserves the right not to conduct interviews and base the selection strictly on the qualifications submitted or to eliminate any Construction Managers from the selection as late as the day prior to any potential interview if the Owner determines the qualification is insufficiently responsive to merit further consideration.

Proposers selected to be interviewed (Step 2) will be required to submit proposed fees and general conditions to the Milam County Emergency Services District No. 1 later than 2:00 PM, on October 30, 2025.

- E. The successful Offeror will enter into a Construction Manager-at-Risk Agreement (“Agreement”) with the Owner.
- F. Upon execution of the Agreement, the CMAR must show ability to provide the insurance and bonds described in the Agreement.
- G. The CMAR and all subcontractors must comply with the prevailing wage rate requirements described in the Agreement.
- H. The CMAR must select subcontractors or trade contractors in accordance with the terms of applicable law and the Agreement, which are summarized as follows:
 - a. Trade Contractors and Subcontractors: A CMAR shall publicly advertise and solicit either competitive bids or competitive sealed proposals from trade contractors or subcontractors for the performance of all major elements of the work other than the minor work that may be included in general conditions. A CMAR may seek to perform portions of the work itself if the CMAR submits its bid or proposal for those portions of the work in the same manner as all other trade

contractors or subcontractors and if the Owner determines that the CMAR's bid proposal provides the best value for the Owner. The Owner reserves the right to contract separately with other suppliers, vendors and contracts as deemed in the best interest of the their project, and CMAR will be required to coordinate with any other contracts such as, HVAC, testing and balancing, material testing, etc.

- b. Receipt of Bids or Proposals: The CMAR, Program Manager, Architect and the Owner shall receive and open all trade contractor or subcontractor bids or proposals in a manner that does not disclose the contents of the bid or proposal during the selection process.
 - c. Acceptance of Recommendations for Trade Contractors and Subcontractors: If the CMAR reviews, evaluates, and recommends to the Owner a bid or proposal from a trade contractor or subcontractor, but the Owner requires a bid or proposal from another trade contractor or subcontractor to be accepted, then, pursuant to the terms of the Agreement, the Owner shall compensate the CMAR by a change in Contract Sum, Contract Time, or Guaranteed Maximum Price for any additional cost and risk, which has been demonstrated to Owner's satisfaction and as required by the Agreement, that the CMAR may incur because of the Owner's requirement that another trade contractor or subcontractor bid or proposal be accepted.
 - d. Audits: The Owner will retain the right to audit the accounting records of this project upon demand for up to 1 year after the final completion of the work.
- I. Project Scope, Schedule: Information about scope, schedule, and budget, are as follows:
- a. The facility will be organized into three functional areas. The Station, approximately 3,934 square feet, will include a watch room, office, dayroom, kitchen and pantry, fitness area, restrooms, and sleeping quarters to support on-duty staff. The Apparatus Bay, approximately 3,348 square feet, will consist of a drive-through configuration with two double-deep bays, as well as laundry and decontamination space. The Administration area, approximately 1,325 square feet, will provide private offices, a training room, and restrooms, and may be constructed as a separate phase depending on available funding. The total project building area will be approximately 10,407 square feet. Site development will include improvements to N. Crockett Avenue to provide access to the building site.

Project Costs are budgeted at approximately, \$3,500,000.00 including construction of the improvements, Construction Manager at Risk Fee, General Conditions and Insurance Costs.

The Owner will contract directly with a Construction Manager at Risk (CMAR) for performing the pre-construction services and general construction of the project as described below:

- J. Scope of Services:
- a. Preconstruction Services: The CMAR will work with the Team, prior to construction, to ensure the feasibility and constructability of the Architect's design, and that the cost of construction of the Project is within the estimated Construction Budget through value engineering, the selection of building systems and materials, cost estimating, scheduling, and other means. Upon the completion or during the process of such services, the CMAR will competitively bid and enter into subcontracts for all portions of the work, with exception of work specifically approved by the Owner when appropriate to schedule or logistics. CMAR will submit a proposal of a Guaranteed

Maximum Price for the construction of the Project, which is within the Owner's Construction Budget.

- b. Construction Services: The CMAR will serve as General Contractor to perform all work for the construction of the Project. The scope of Construction services will be determined based on the final Drawings and Specifications but may consist of one or more of the following areas of work or building components: site clearing, excavation, fill, select fill and backfill; site utilities; asphalt paving, rough and finish grading, topsoil and seeding; chain-link fencing and gates, concrete piers, concrete slab-on-grade, brick veneer, concrete floor topping, structural steel frame (columns and joists), metal roof deck, metal wall and roof panels, miscellaneous metals and metal fabrications; rough and finish carpentry, millwork and casework; dampproofing and waterproofing, caulking and sealants, thermal insulation, flashing and sheet metal; wood doors, metal doors and frames, aluminum doors and frames, glass and glazing (including security glazing), finish architectural hardware, acoustical ceilings, resilient flooring and base, carpeting, wood studs and support systems, gypsum drywall, painting and special floor coatings, interior and exterior signage; miscellaneous specialties; locks and locking systems; and mechanical, plumbing and electrical systems, and any other requirements set out in the Contract Documents.

The work does not include inspection services, the testing of construction material engineering, and the verification testing services necessary for Owner's acceptance of the Project, which will be performed under a separate contract with an independent provider, as required by law.

CMAR construction phase responsibilities shall consist of but not limited to the following:

- Site utilization study for construction activities
- Prepare subcontractors bid or proposal packages
- Conduct pre-bid meetings
- Receive, review, and conduct proper award of contracts
- Provide coordination and management of subcontractors
- Monthly reporting
- Project cost control
- Quality control program
- Project Accounting
- Audits
- Job safety and security functions
- Project post construction services

- c. Schedule: The current overall estimate of the Construction Time for substantial completion of the Project is approximately 8 months after the date specified in the Notice to Proceed for commencement of the work. Phased completion of the projects is anticipated. This Schedule may be adjusted as a result of negotiations on Proposals or preconstruction services by the CMAR.

SECTION 2

NOTICE TO RESPONDENTS

2.1 Request for Qualifications

Milam County Emergency Services District No.1 (the "Owner") is accepting qualification information for a CMAR contract, pursuant to Section 271.111 et seq. of the Texas Local Government Code, in accordance with the terms, conditions and requirements set forth in this Request for Qualifications ("RFQ").

A Pre-Submittal Conference will be held via Teams on Thursday September 24, 2025 at 10:00 a.m. Meeting invite is provided below:

Microsoft Teams [Need help?](#)

[Join the meeting now](#)

Meeting ID: 249 872 818 468 2

Passcode: XJ9M4bt7

RESPONDENTS ARE CAUTIONED TO READ THE INFORMATION CONTAINED IN THIS RFQ CAREFULLY AND TO SUBMIT A COMPLETE RESPONSE TO ALL REQUIREMENTS AND QUESTIONS AS DIRECTED.

ADDITIONALLY, THE PRE-PROPOSAL CONFERENCE IS NOT MANDATORY, BUT, IS INCLUDED IN THE EVALUATION CRITERIA SCORING IN SECTION 2.9 OF THIS RFQ.

2.2 Submittal Format

Responses must comply with the Submittal Requirements set out in Section 3 of this RFQ.

2.3 Submittal Deadline

The Owner will accept Statement of Qualifications to this RFQ until 2:00 p.m. Local Time on Tuesday, October 15, 2025, Responses received after 2:00 p.m. will not be considered.

2.4 Place for Submission:

Responses must be submitted to the Milam County Emergency Services District No.1 by mail or hand delivery as follows:

Attn: Milam ESD No. 1
Milam County Clerk's Office
806 N. Crocket, Suite A
Cameron, TX 76520

It is the responsibility of each Respondent to make sure Responses are submitted in a timely manner. The Owner is not responsible for delays in mail delivery, or failure of couriers to deliver Responses prior to the expiration of the deadline for submission. The Owner shall not be obligated to reimburse any expenses incurred by the Respondent in preparing a Response, which is not accepted or considered.

2.5 Owner's Contact

Any questions or concerns regarding this Request for Qualifications shall be directed, in writing, to the Architect: **Francisco Velasquez** at fvelasquez@diverse-studio.com.

The Owner specifically requests that Respondents restrict all contact and questions regarding this RFQ to the above named individual.

2.6 Inquiries and Interpretations

Responses to inquiries which directly affect an interpretation or change to this RFQ will be issued in writing, by addendum via email, to all parties recorded by the Owner / Architect as having received a copy of the RFQ. Requests for interpretation or changes to this RFQ must be received by the Owner's contact person listed in Section 2.5 above by 5:00 PM, on October 8, 2025. All such addenda issued by the Owner / Architect prior to the last date that submittals are required to be received shall be considered part of the RFQ, and the Respondent shall be required to consider and acknowledge receipt of such in its Response. Firms receiving this RFQ other than directly from the Owner / Architect are responsible for notifying the Owner / Architect that they are in receipt of a submittal package and are to provide a name and address in the event an amendment is issued. It is the obligation of the Respondent to make sure that it has received all addenda prior to submission of its Response. Respondents may obtain information on all addenda issued to the date of inquiry from the Owner's contact person listed in Section 2.5 above.

Only those responses to inquiries which are made by formal written addenda shall be binding. Oral and other interpretations or clarifications will be without legal effect, and shall not be binding on the Owner. The Respondent must acknowledge receipt of all addenda in its Response.

2.7 Selection Procedure

The scoring procedure for selecting the CMAR is described in Section 2.9 of this RFQ. All questions or clarifications must be received by the Owner's contact no later than 5pm, one week prior to the RFQ deadline. Architect will distribute final addendum no later than 2 days prior to RFQ deadline.

Pre-Submittal Conference	September 24, 2025 10:00 a.m.
Requests for Interpretation or Changes	October 8, 2025 5:00 p.m.
RFQ Submittal Deadline	October 15, 2025 2:00 p.m.

2.8 Public Information

The Owner considers all information, documentation and other materials requested to be submitted in response to this solicitation to be of a nonconfidential and/or non-proprietary nature and therefore shall be subject to public disclosure under the Texas Public Information Act (Texas Government Code, Chapter 552.001, et seq.) after a contract is awarded.

Respondents are hereby notified that the Owner strictly adheres to all statutes, court decisions, and opinions of the Texas Attorney General with respect to disclosure of public information.

2.9 Selection Criteria for Qualification

The selection criteria for evaluation of qualifications, and selection of the qualified Respondent(s), if any, will be based on the criteria listed below:

- 1) The Respondent's demonstrated capability, as a company, to perform the construction management and construction services for the projects based on the Respondent's experience, including quality of references from past customers. **(10 points)**
- 2) The Respondent's capability to provide the resources, including financial, equipment and staffing, necessary to meet Project requirements. **(5 points)**

- 3) The qualifications and experience of the team members proposed to manage the Project for Respondent. **(10 points)**
- 4) The Respondent's past performance on construction projects for Texas Cities, Counties and/or other Owners. **(15 points)**
- 5) The Respondent's knowledge of current construction methodologies and technology, including its knowledge of, and experience with, alternative construction methods, non-traditional and cost-effective construction methods appropriate for the use in Cameron, Texas projects. **(5 points)**
- 6) The demonstrated ability of the Respondent to meet schedules on past projects. **(20 points)**
- 7) The Respondent's safety record supported by accurate and verifiable data. **(5 points)**
- 8) The demonstrated ability of the Respondent to successfully complete past projects within the applicable construction budget. **(25 points)**
- 9) Respondent's attendance of the Pre-Submittal Conference. **(5 points)**

Consideration may also be given to any additional information and comments at each selection phase if it reflects on the Respondent's qualifications to perform the Project.

2.10 Respondent's Acceptance of Evaluation Methodology

WAIVER OF CLAIMS: Each Respondent by submission of a Response to this RFQ waives any claims it has or may have against the Owner, its employees, officers, agents, representatives, and the members of Owner's governing body, connected with or arising out of this RFQ, including, the administration of the RFQ, the RFQ evaluation, and the selection of qualified Respondents to receive a Request for Qualifications. Submission of qualifications indicates Respondent's acceptance of the evaluation technique and Respondent's recognition that some subjective judgments must be made by the Owner during the determination of qualification. Without limiting the generality of the foregoing, each Respondent acknowledges that the basis of selection and the evaluations shall be made public not later than the 7th day after the contract is awarded, and waives any claim it has or may have against the above-named persons, due to information contained in such evaluations.

2.11 Commitment

Respondent understands and agrees that the Owner has the ability to terminate its selection process at any time, and to reject any and all Responses, or any and all Submittal, and that the Owner has made no representation, written or oral, that it will award a contract for this Project. Furthermore, Respondent recognizes and understands that any cost incurred by the Respondent which arises from Respondent's submittal of a Response to this RFQ, or subsequent Submittal to the Owner's Request for Qualifications, if applicable, shall be the sole responsibility of Respondent.

2.12 Key Schedule:

Currently, the Owner has established the following tentative timeline for its selection process:

Publish RFQ	September 10, 2025
Pre-Submittal Conference	September 24, 2025
Request for Interpretation of Changes	October 8, 2025
RFQ Submittal Deadline	October 15, 2025
Shortlist Announcement	October 24, 2025

CMAR Interviews - Step 2 (Short listed Contractors)

November 4, 2025

Recommendation to Award

November 5, 2025

This timeline is subject to change by Owner.

SECTION 3

SUBMITTAL REQUIREMENTS

3.1 General Instructions

- A. Respondents should carefully read the information contained herein, and submit a complete response to all requirements and questions as directed.
- B. Responses and any other information submitted by Respondents in response to this RFQ shall become the property of the Owner.
- C. The Owner will not provide compensation to Respondents for any expenses incurred by the Respondent(s) for submittal preparation or for any demonstrations that may be made, unless otherwise expressly stated or required by law. Respondents submit qualifications and other submittal information in response to this RFQ at their own risk and expense.
- D. Responses which are qualified with conditional clauses, or alterations, or items not called for in the RFQ documents, or irregularities of any kind are subject to disqualification by the Owner, at its option. The Owner reserves the right to waive any irregularity or informality in a Response or Submittal.
- E. Each Response should be prepared simply and economically, providing a straightforward, concise description of the Respondent's ability to meet the requirements of this RFQ. Emphasis should be on completeness, clarity of content, responsiveness to the requirements, and an understanding of the Owner's needs.
- F. The Owner makes no guarantee that an award will be made as a result of this RFQ and reserves the right to accept or reject any or all submittals, waive any formalities, irregularities, or minor technical inconsistencies, or delete any item/requirements from this RFQ or contract when deemed to be in the Owner's best interest. Representations made within the Submittal will be binding on responding firms.
- G. Failure to comply with the requirements contained in this RFQ may result in a finding that the Respondent is not qualified.
- H. Only individual firms or formal joint ventures may apply. Two firms may not apply jointly unless they have formed a joint venture. Any associates will be disqualified. (This does not preclude a Respondent from having consultants.)

3.2 Preparation and Submittal Instructions

- A. Respondents must complete, sign and return the attached Response to RFQ, Section 4 (Step 1), as part of their Submittal Response. Submittals must be signed by Respondent's company official(s) authorized to execute such submittals on behalf of Respondent. Failure to sign and return these forms will subject your submittal to disqualification.
- B. Responses to this RFQ should consist of answers to required questions in Section 5 Respondent Questionnaire (Step 1). It is not necessary to repeat the question in your response; however, it is essential that you reference the question number with your response corresponding accordingly. In cases where a question does not apply or if unable to respond, reference the question number and

indicate N/A (Not Applicable) or N/R (No Response), as appropriate. Briefly explain your reason when responding N/R.

C. Page Size, Binders and Dividers

Submittals must be typed on letter-size (8-1/2" x 11") paper. Preprinted material should be referenced in the submittal and included as labeled attachments. Sections should be divided by tabs for ease of reference. Number each side of each page consecutively, including letter of interest, brochures, licenses, resumes, supplemental information, etc. Submittals must be limited to 50 pages. Covers, table of contents and divider tabs will not count as pages, provided no additional information is included on those pages. Provide the number of copies of the submittal specified in Section 3.2.E. **Any submittals exceeding the 50-page limit may be disqualified.**

D. Pagination

All pages of the submittal should be numbered sequentially in Arabic numerals (1, 2, 3, etc.). Attachments should be numbered or referenced separately.

E. Number of Copies

F. Submit a total of one original and (5) complete copies of the entire Response. An original signature must appear on the original Response. Provide a digital copy along with the hard copy.

G. Submission

- a. Show the Request for Qualifications number and submittal date in the lower left-hand corner of your sealed submittal envelope (or box or container).
- b. The materials submitted must be enclosed in a sealed envelope (or box or container); the package must show clearly the submittal deadline; the RFQ number must be clearly visible; and name and the return address of the Respondent must be clearly visible on the outside of the sealed envelope (or box or container).
- c. Late submittals properly identified will be returned to Respondent unopened. Late submittals will not be considered under any circumstances.

3.3 Pricing

- A. Only the shortlisted firms will be required to submit proposals for fees, pricing, or other compensation addressed in (Step 2) one day prior to scheduled interviews.

3.4 Submittal Checklist

- A. Respondents are instructed to complete, sign and return the following documents as a part of their submittal. Failure to return these documents may subject your submittal to disqualification.
 - a. Signed and Completed Response to RFQ (ref. Section 4)
 - b. Respondent's Responses to Questionnaire (ref. Section 5)
 - c. Proposer Addendum Acknowledgement (ref. Section 6)
 - d. Conflict of Interest Questionnaire (ref. Section 7)

SECTION 4

RESPONSE: RFQ 2025-03

Milam County Emergency Services District No. 1

This response is being submitted by the undersigned, on behalf of the Respondent

_____.

The person signing the Response on behalf of the Respondent represents to Owner that:

1. the information provided herein is true, complete and accurate to the best of the knowledge and belief of the undersigned; and
2. he/she has full authority to execute this Response on behalf of Respondent.
3. Respondent has received the Addenda to this RFQ, specifically, Addenda number

Executed this _____ day of _____, 2025.

RESPONDENT:

By: _____

Name: _____

Title: _____

SECTION 5

RESPONDENT QUESTIONNAIRE (STEP 1)

Respondents are requested to submit a complete response to each of the below listed items. Responses requirement additional space should be brief and submitted as an attachment to the Respondent Questionnaire.

RFQ No. 2025-03

1. Legal name of the company:

Address of office which would be providing service:

Number of years in business under present name: _____

Previous company names:

Type of Operation: Individual: _____ Partnership: _____ Corporation: _____

Number of Employees: _____

Annual Sales Volume: _____

Bonding Capacity: _____

2. State whether you will provide a copy of your company's financial statements for the past two (2) years, if requested by the Owner.
3. Surety: Name of bonding company, name and address of agent. A bond of 100% of the construction cost will be required upon submission of the GMP. Proof of ability of Construction Manager at Risk to bond a project of this magnitude will be required prior to selection.
4. Provide a Financial rating of your company and any documentation, including a Dunn and Bradstreet analysis, which indicates the financial stability of your company.
5. Is your company currently for sale or involved in any transaction to expand or to become acquired by another business entity? If yes, please explain the impact both in organizational and directional terms.
6. Provide any details of all past or pending litigation or claims filed against your company arising out of or in connection with your company's performance under a contract for construction management and/or construction services. Describe how such suit or claims were resolved.
7. Is your company currently in default on any loan agreement or financing agreement with any bank, financial institution, or other entity? If yes, specify date(s), details, circumstances, and prospects for resolution.
8. What difficulties do you anticipate in serving the Owner and how do you plan to manage these? What assistance will you require from the Owner?
9. Describe your company's service support philosophy, how is it carried out, and how success in keeping this philosophy is measured.

10. Provide details regarding any special services or product characteristics, or other benefits offered, or advantages in the Owner selecting your company.
11. Describe your firm's past performance on other contracts for the Owner (e.g. cost control, cost savings, schedule control).
12. Describe your firm's demonstrated technical competence and management qualifications with CMAR or construction contracting projects, particularly those for projects similar to this project.
13. Describe the types of records, reports, monitoring systems, and information management systems which your firm used in the management of the projects listed above. Describe how you used these systems for three of the projects listed in response to item 15.
14. Describe your firm's management methodologies for the CMAR project delivery system.
15. For three of the projects listed below in response to item 15, describe conflicts or potential conflicts with the Owner or with trade contractors, and describe the methods used to prevent and/or resolve those conflicts.
16. Provide a maximum of ten projects with photos for which your firm has provided/is providing construction management or construction services which are most related to this project. In determining which projects are most related, consider: same or related use of facilities; related size and complexity; whether the project consisted of an expansion of an existing facility or new construction; how many members of the proposed team (and their role) worked on the listed project; and, how recently the project was completed. List the projects in priority order, with the most related projects listed first.
17. For each of the listed projects, provide the following information: construction cost (original Budget, GMP and final construction cost), current phase of development, estimated (or past) completion date, type of construction services provided (CM at risk with GMP, CM-agency, design/build, general contractor-low bid, general contractor through sealed proposals), Owner's contact person and telephone number, and the name and telephone number of the project architect.
18. Describe your firm's experience with alternative construction methods, non-traditional and cost-effective construction methods appropriate for the use of a similar project. State whether any of these methods were used on the projects listed in item 15, and if so, which projects. Would you recommend using any of these methods for this Project? Why or why not?
19. Describe your company's quality assurance program, what are your company's requirements, and how are they measured? In particular, describe the way your firm maintains quality control during the pre-construction and construction phases. For three of the projects listed in response to this Section, provide specific examples of how these techniques were used.
20. Describe your cost control methods for the preconstruction and construction phases. How do you develop cost estimates and how often are they updated? For three of the projects listed in response to item #16, provide examples of how these techniques were used and what degree of accuracy was achieved. Include examples of a successful constructability program used to maintain project budgets without sacrificing quality.
21. Provide customer reference letters from no less than three (3) entities, preferably cities, municipalities, or counties, with which Respondent currently has contracts and/or has previously provided construction management services of equal type and scope within the past five (5) years.
22. Describe the way in which your firm develops and maintains project schedules. How often do you update schedules? For three of the projects listed in response to this Section, provide examples of how these

techniques were used. Include specific examples of scheduling challenges, and how your firm helped solve them.

23. Provide your company's safety Experience Modifier Rate (EMR), Recordable Incident Rate (RIR) and your Loss Indicator Rate (LIR). Indicate any OSHA special recognition or awards your company has received.
24. Has your company, or any subcontractors under your control on a project, had a death on a project site. If yes, provide additional information.
25. Describe the way in which your firm develops and monitors construction budgets for a project. How often do you compile your actual construction cost information during a project and compare it with your estimated construction costs? How often do you update your schedule of values? For three of the projects listed in this Response, provide examples of budget challenges, and how your firm helped solve them.
26. Attach a sample conceptual cost estimate prepared during the design phase and a sample of the final cost estimate/breakdown used to fix the contract amount for the construction of the same project.
27. Describe how your fee for preconstruction phase services would be determined. For your services after the GMP, describe how your fee would be calculated, and how you distinguish between what is included in your fee and general conditions vs. the cost of work.
28. Describe your organizations concept for the disposition of savings realized during construction. Is the full amount returned to the Owner? Give examples of projects where savings occurred.
29. Describe your organizations concept for cost contingencies during design and construction.

SECTION 6

PROPOSER ADDENDUM ACKNOWLEDGEMENT

Proposer has read and fully understands this RFQ and has asked question and received satisfactory answers from owner / architect regarding any provisions of this RFQ for which clarification was desired.

Proposer must initial next to each addendum posted to verify receipt:

Addendum #1: _____

Addendum #2: _____

Addendum #3: _____

Proposer — Fill In and Sign Below:

Name of Firm / Company: _____

Agents Name: _____

Agents Title: _____

Mailing Address: _____

City, State, Zip: _____

Phone Number: _____

Email Address: _____

Authorized Signature: _____

Date: _____

SECTION 7

CONFLICT OF INTEREST QUESTIONNAIRE

Pursuant to Chapter 176 of the Texas Local Government Code, vendors and contractors are required to complete and file a Conflict of Interest Questionnaire (Form CIQ) with the Owner. The form is available on the Texas Ethics Commission website at:

www.ethics.state.tx.us

Respondents must complete and submit a signed Form CIQ with their submittal. Failure to do so may result in disqualification from consideration.

It is the responsibility of the Respondent to determine if a conflict of interest exists, as defined under Chapter 176 of the Texas Local Government Code, and to timely disclose any such conflicts by filing the CIQ. Updates to previously filed forms must also be submitted in accordance with the statute.

PROPOSAL (STEP 2)
Construction Manager at Risk
For
Milam County ESD No. EMS Station No. 1.
RFQ No. 2025-03
Interviews to be held November 4, 2025

Submitted by:

Having examined the Request for Qualifications, the undersigned proposes to furnish Construction Management-At-Risk services as required for this project as follows:

Pre-Construction Phase Fee, Construction Phase Fee and General Conditions shall be based on the following project construction budget of approximately:

\$3,500,000.00

Pre-Construction Phase Fee, Construction Phase Fee and General Conditions shall be based on the following project schedule:

Preconstruction - 3 months
Construction — 8 months

1. **Pre-Construction Phase Fee:** To include personnel expense, project estimates, preliminary project schedules, value engineering, constructability reviews, preplanning, overhead and profit, and other services through the preconstruction phase of the Project.

Pre-Construction Phase Fee: \$ _____ .

2. **Construction Phase Fee:** Identify a Construction Phase Fee Percentage and dollars of the construction budget for all home office expenses and any other expenses not included in the Allowable General Conditions Costs identified in Exhibit 'A', including all overhead and profit.

Construction Phase Fee Percentage: % _____ .

Construction Phase Fee Dollars: \$ _____ .

3. **Not-To-Exceed General Conditions Costs:**

General Conditions Percentage: % _____ .

General Conditions Dollars: \$ _____ .

Monthly General Conditions Dollars: \$ _____ .

Using the not-to-exceed General Conditions identified above, list all project management, bonds, insurance, field office and office supplies costs for the Project(s).

Allowable General Conditions Line Items (see list below):

On Site Management Staff	subtotal \$
Bonds and Insurance	subtotal \$
Temporary Project Utilities	subtotal \$
Field Office & Office Supplies	subtotal \$
Total	\$

Estimated On-Site Project Management Staff and Rates:

Position	Quantity	Months	Monthly Salary Rate
Project Executive Project Manager			
Superintendent(s) Asst. Superintendents Project			
Engineer(s) Fields/Office Engineers(s)			
Field Support Staff Scheduler			
Safety Manager			

4. **Addenda: Acknowledgement of Addenda to this RFQ (if applicable).**

No. 1 ___ No. 2 ____ No. 3 _____ No. 4 _____ No. 5

Respectfully Submitted and Certified By:

(Printed Name)

(Title)

(Authorized Signature)

(Date)

Exhibit 'A'

ALLOWABLE GENERAL CONDITION LINE ITEMS

(Include items in spreadsheet below as deemed necessary. All items listed must include a dollar amount)

On-Site Project Management Staff

Safety Coordinator/Assistant(s)	Scheduler
Project Executive	Superintendent(s)
Office Engineer(s)	Project Manager(s)
Project Expeditor(s)	Project Support Staff
Assistant Superintendent(s)	Cost Engineer

Temporary Project Construction and Utilities

Dumpsters	Project Water
Project Electricity	Temporary Toilets
Monthly Telephone Service	Temporary Fire Protection
Telephone System Installation	Fencing and Covered Walkways
Temporary Water Distribution and Meters	Temporary Electrical Distribution
meters	Ceremonies

Field Offices & Office Supplies

Partnering Costs	First Aid Supplies
Job Photos/Videos	Project Specific Signage
Monthly Office Supplies	Postage/Special Shipping
Project/As-Built Drawings	Security System/Watchman
Move-In/Out and Office Setup	Safety Material and Equipment
Employee Identification System	Drinking Water and Accessories
Small Tools and Storage Trailers	Office Clean-Up/Janitorial Services
Advertising	Project Computers and Software
Mobilization and Demobilization (Equipment Only)	Field Office Furniture
Fields Office Equipment	Copier and Supplies
Field Office Telephone	Communications Equipment
Vehicles	Vehicle Fuel and Maintenance
Safety Equipment/Supplies	

Proposal Form

EXHIBIT 'A'

Construction Manager at Risk for Milam County ESD No.1 Station #1

General Conditions					
	Description	Quantity	Unit	Cost \$/Unit Including All Burden, Insurance, Etc.	Total
	On Site Project Management		Mo.		
	Project Executive		Mo.		
	Project Manager		Mo.		
	Superintendent(s)		Mo.		
	Office Engineer(s)		Mo.		
	Project Expeditor		Mo.		
	Scheduler		Mo.		
	Project Support Staff		Mo.		
	Cost Engineer		Mo.		
	Bond and Insurance				
	Builder's Risk Insurance		LS		
	Payment and Performance Bond		LS		
	Temporary Project Construction and Utilities for CM Staff				
	Dumpsters for CM Staff		Mo.		
	Monthly Telephone Service		Mo.		
	Project Water		Mo.		
	Temporary Toilets		Mo.		
	Temporary Fire Protection		Mo.		
	Telephone System Installation		LS		
	Ceremonies		LS		
	Electrical and start-up power		LS		
	Field Offices and Office Supplies for CM Staff				
	Partnering Cost		LS		
	Job Photos and Videos		Mo.		
	CM Project Specific Signage		LS		
	Postage and Deliveries		Mo.		
	Storage Trailers		Mo.		
	Advertising		Mo.		
	Communications Equipment		Mo.		
	Field Office Equipment		Mo.		
	Vehicles including Fuel, Maintenance, and Insurance		Mo.		
	Safety Equipment		Mo.		
	First Aid Supplies		Mo.		
	Job Office Supplies		Mo.		
	Janitorial Services		Mo.		
	Project Computers and Software		Mo.		
	Field Office Furniture		Mo.		
	Copy Machine and Supplies		Mo.		
	TOTAL GENERAL CONDITIONS				