

INVITATION AND INFORMATION

FOR

Construction Manager at Risk
for the
Fredericksburg Convention and Visitor Bureau

PUBLIC RESTROOM REMODEL AND VISITOR INFORMATION CENTER RENOVATION PROJECT

302 E. AUSTIN STREET, FREDERICKSBURG, TEXAS 78624

Fredericksburg®
THE TEXAS HILL COUNTRY
Convention and Visitor Bureau

REQUEST FOR PROPOSALS (RFP) FOR CONSTRUCTION MANAGER-AT-RISK

July 6, 2026

**FREDERICKSBURG CONVENTION AND VISITOR BUREAU
(CVB)**

PUBLIC RESTROOM REMODEL AND VISITOR INFORMATION CENTER RENOVATION PROJECT

302 E. Austin Street, Fredericksburg, Texas

RFP Submittals must be received on or before:
July 20, 2026, 2:00 PM Local Time
RFP'S WILL BE OPENED PUBLICLY AFTER 2:00PM

Sealed RFP's must be hand-delivered or emailed to:
Fredericksburg CVB
302 E. Austin St.
Fredericksburg, Texas 78624
Attn: Jenny Staudt
Email: jstaudt@fbgtx.org

This Request for Proposals is issued pursuant to Texas Government Code Chapter 2269, Subchapter F. The Fredericksburg Convention and Visitor Bureau will utilize a ONE-STEP Construction Manager-at-Risk selection process under §2269.253. Proposals may include qualifications, experience, proposed fees, and pricing for General Requirements. Selection will be based on best value.

The Owner reserves the right to waive any informality or to reject any or all Proposals. By submission of his Proposal, Offeror agrees to waive all rights to claims against the Fredericksburg Convention and Visitor Bureau (CVB), or persons authorized by the CVB, including the Architects, for any damages whatsoever arising from the Owner's or said person's evaluation of the Offeror's Proposal and/or qualifications to perform this specific project. No Offeror may withdraw their Proposal within thirty (30) days after the actual date of the opening thereof.

The following evaluation criteria and weighting will be utilized to determine the best value to the CVB:

<u>Criteria</u>	<u>Max Points</u>
Key personnel Qualifications / Experience	40
Project approach / scheduling / Methodology	30
Fees / CMAR fee / General Conditions	30
Total	100 points

Proposals will be publicly opened, and the names of offerors will be read aloud in accordance with Texas Government Code §2269.253(f).

GENERAL PROJECT INFORMATION:

The project includes renovation of public restroom facilities (approximately 500 s.f.) at the Fredericksburg Visitor Information Center which will consist of replacing all interior finishes, plumbing fixtures, light fixtures, and toilet partitions with new fixtures and finishes as specified. The exterior drinking fountains will be replaced. Electronic access control hardware will be installed on restroom entrances. Plumbing and electrical infrastructure in the plumbing chase in between the restrooms will be reconfigured for easier access and maintenance. Lastly, existing carpet in the CVB Offices and Theater will be replaced with new carpet (approximately 4,900 s.f.).

The Construction Manager-at-Risk (“CMAR”) will serve as the City’s construction partner during both the design and construction phases of the project. During design, the CMAR will provide preconstruction services including cost estimating, constructability review, scheduling, value engineering, and budget guidance to assist the Owner and Architect in developing a project that aligns with the City’s budget and schedule objectives. Prior to commencement of construction, the CMAR will provide competitive bids from subcontractors and work collaboratively with the Owner and Architect to develop and negotiate a Guaranteed Maximum Price (“GMP”) for review and acceptance by the Owner. During construction, the CMAR will act as the general contractor to coordinate and supervise the Work, maintain project safety, manage construction scheduling, and assume responsibility for delivering the project within the agreed GMP, subject to adjustments authorized by the Contract Documents.

Estimated Construction Cost: Less than \$400,000

Estimated Start of Construction: October 2026

Estimated Construction Duration: 4 months

Architect: SKT Architects, PLLC
300C West Main
Fredericksburg, TX 78624
830-997-0383

CONSTRUCTION MANAGER'S QUESTIONNAIRE

FREDERICKSBURG CONVENTION AND VISITOR BUREAU PUBLIC RESTROOM REMODEL AND VISITOR INFORMATION CENTER RENOVATION PROJECT

302 E. AUSTIN STREET, FREDERICKSBURG, TEXAS

Proposers are requested to submit a complete response to each of the below listed items. Responses should be brief and submitted as an attachment to your proposal form. Please reference each response by its item number indicated below.

CRITERION: The Proposer's capability to perform the construction management services for the project, including Proposer's demonstrated capability and financial resources to perform the work in the time projected:

QUALIFICATIONS (40 Points)

1. Provide name of company, address, and contact information.
2. Provide your performance and payment-bonding limits available currently.
3. Provide an organizational chart depicting roles and responsibilities of your company and personnel for this project.
4. Name all key personnel who will be part of the construction management team for this project and provide their cities of residence. Provide summary resumes for proposed team members, including their specific experiences.
5. Project experience: Provide an overview of the company's experience on similar projects. List 3 completed projects of similar type and size. Please include:
 - a. Name of client
 - b. Year of completion
 - c. Type of Project and services provided
 - d. Project Contract Value

PROJECT APPROACH / METHODOLOGY (30 Points)

6. Describe your cost control methods for the pre-construction and construction phases. How do you develop cost estimates and how often are they updated?

7. Respondent's proposal shall include for how cost savings would be handled, resulting from negotiations with various trade contractors, redesign and/or other Innovations (value engineering), contractor's line-item budgeted contingency money that is not spent, and other cost savings that might occur during the preparation of the Guaranteed Maximum Price and during construction.
8. Respondent's philosophy and proposed methodology on their mark-up for change orders that might be executed during the project.

End of Questionnaire

FEES (30 Points)

The general parameters for developing the pricing proposal include the following:

- a. A construction project lasting no more than 4 months.

The Fee Proposal shall include the following:

Fee for Preconstruction Services: Services provided during design which may include cost estimates, value engineering, scheduling, constructability review, and subcontractor outreach.

The contractor shall also provide competitive bid subcontractor pricing and total bid price. The CMAR shall publicly advertise for and receive bids or proposals from trade contractors for all major elements of the work and shall review such bids in accordance with Texas Government Code §2269.256. Bid contents shall not be disclosed during evaluation and shall be made available to the public only as permitted by statute.

Total Project Cost – The GMP will be negotiated with the selected CMAR after completion of preconstruction services and receipt of trade contractor bids, consistent with Texas Government Code Chapter 2269.

Construction Manager (CM) Fee: Overhead & profit for construction.

General Requirements Costs: Includes project management and supervision, temporary facilities, site safety, cleanup, and other project-specific costs, but does not include contractor fee.

General Conditions Reimbursable Items: The following general conditions items shall be furnished by the Construction Manager-at-Risk and shall be reimbursed at actual cost as part of the cost of the work due to the nature of the work.

1. Builders Risk Insurance
2. Owner Protective/O.C.P. Insurance Mold/Environmental Insurance
3. General Liability & Umbrella Insurance
4. Labor and Material Payment Bond Performance Bond
5. Building permits and service utility tap fees.

FEE PROPOSAL FORM

FREDERICKSBURG CONVENTION AND VISITOR BUREAU PUBLIC RESTROOM REMODEL AND VISITOR INFORMATION CENTER RENOVATION PROJECT

COMPETITIVE SEALED PROPOSAL FORM FOR CONSTRUCTION MANAGER AT RISK SERVICES

To: Fredericksburg CVB
302 E. Austin St
Fredericksburg, TX 78624
Attn: Jenny Staudt
Email: jstaudt@fbgtx.org

Name of the company (Proposer): _____

Address of office that would be providing service: _____

In accordance with this Request for Proposal dated _____, the following is an itemization of all proposed fees:

FEE PROPOSAL:

Preconstruction Services Fee (Lump Sum) \$ _____

Construction Manager (CM) Fee (% or Lump Sum) _____ % or \$ _____

General Requirements (Monthly): \$ _____ per month

Note: The Guaranteed Maximum Price (GMP) will be provided at a later date.

By submitting this proposal, the undersigned agrees to:

1. Accept the rights of the Owner to reject any or all proposals, to waive formalities and to accept a proposal which the Owner deems to be in the best interests.
2. Having acted fairly and independently in arriving at the proposal which is submitted herein without collusion with any party to obtain information or gain any favoritism that would in any way limit competition or give an unfair advantage over other responders of the award of this proposal.

Submitted by: _____

Signature: _____

Date: _____

{Company Seal}

END OF PROPOSAL

PROPOSED SCHEDULE

FREDERICKSBURG CONVENTION AND VISITOR BUREAU

PUBLIC RESTROOM REMODEL AND VISITOR INFORMATION CENTER RENOVATION

PROJECT TIMELINE (Subject to Change)

- Request for Proposal for Construction Manager at Risk July 6, 2026
- (Voluntary) Pre-Submission Conference July 15, 2026
- RFP Submission Deadline July 20, 2026
- RFP Public Opening July 20, 2026
- CVB Board & City Council Consideration of Agreement August 4, 2026
- Execute Agreement for CMAR August 14, 2026
- CMAR publicly solicits sub-contractor bids September 21, 2026
- Determination of GMP October 12, 2026
- Notice to Proceed October 26, 2026