BROWN COUNTY
Request for Qualifications
Construction Manager – At Risk

The Brown County Commissioners Court is seeking proposals from qualified Construction Managers at Risk for the demolition, remodel and construction of Miscellaneous Brown County Remodeling Projects, approximately 15,000 SF at 600 Fisk Street, 5,000 SF at 613 North Fisk Street, and several offices in the Brown County Courthouse 200 South Broadway, Brownwood, Brown County, Texas 76801. The facilities to be constructed will be phased to allow for movement of departments and staff. This Projects shall be constructed to meet all applicable building codes.

All qualified and interested parties are to contact Jennifer Robison, Brown County Auditor at 325-646-0328 or in person at the Brown County Courthouse, 200 South Broadway, Suite 106 Brownwood, Brown County, Texas 76801 for a complete qualification packet.

Qualifications will be received by the Auditor's office until 10:00 am, Sept 28th, 2026. They will be verified as to arrival date/time and will be held for the Commissioner's Court and committee to review and score the proposals for action at the Oct 19th 2026 regularly scheduled Commissioner's Court meeting at 10:00am.

All proposals should be delivered by mail or in person, to the ~~Cooke~~ Brown County Auditor's office located at:

In person: ~~Jennifer Robison~~ Mitch Moore, Auditor
Brown County Auditor's Office
200 South Broadway, Suite 106
Brownwood, Texas 76801

It will be the responsibility of each candidate to ensure timely delivery as Brown County is not responsible for delivery delays with the post office or private carriers.

Brown County reserves the right to reject any and/or all proposals. All proposals will become the property of Brown County and will not be returned.

August 17, 2026
(Exhibit #7)

Request for Qualifications
Construction Manager - At Risk
Brown County Multiple Interior Remodeling Projects
Brownwood, Texas 76801

Written proposals are hereby requested and will be received by the Brown County Auditor, until 10:00 am _____, 2026, for Construction Manager - At Risk Services to be performed on the proposed Brown County Multiple Interior Remodeling Projects to include but not limited to 15,000 SF facility at 600 Fisk Street, 5,000SF at 613 North Fisk Street and Miscellaneous areas in the Brown County Courthouse at 200 South Broadway ("Project") all located in the City of Brownwood, Brown County, Texas. The submissions will be opened and read aloud at or near 10:30 am _____, 2026 in the Brown County Commissioners' Courtroom. Upon completion of the review and scoring the Court may interview the best qualified candidates and consider action at a scheduled meeting ____ __, 2026 10:00 am. These projects will be phased to allow occupation and internal moving for County Departments and staff and shall be constructed to meet all applicable building codes.

The Construction Manager – At Risk Qualifications selection process shall be governed by, and in accordance with, Senate Bill 510, Texas 77th Legislature (Texas Local government Code §271.118).

Proposals shall be delivered or mailed to:

Mitch Moore
~~Jennifer Robison,~~ Auditor
Brown County Auditor's Office
200 South Broadway, Suite 106
Brownwood, TX 76801

Qualifications shall be bound in 8½" x 11" format. No videos please. If additional information is needed, the court will request the same. Provide eight (8) copies and submit in a sealed envelope marked "QUALIFICATIONS FOR CONSTRUCTION MANAGER – AT RISK SERVICES." Brown County ("Owner") assumes no responsibility, and will make no payment, for any costs associated with the preparation of a response to the Request for Qualifications. After Proposals are received, they will be evaluated on the issues listed below. Proposals shall become the property of Brown County and will not be returned.

Proposals shall address the following criteria and shall be weighted in the percentages indicated. Other information, if provided, shall be included as appendices at the back of the proposal.

- **Introduction (Executive Summary):** 1 page maximum
- **Project Management:** 15 points maximum
  - Indicate the total project approach proposed by your firm to provide necessary Construction Manager – At Risk services, from contract execution through warranty period, including consultation with Brown County, and its Architect, during and after the design of the Project.
- **Previous Related experience:** 30 points maximum
  - Include facilities of similar size and type work as the anticipated project.
  - Include a minimum 5 years of experience on related work.
  - Indicate whether Candidate has had construction contracts terminated prior to completion, or whether a bonding company surety has had to pay funds under a bond of the Candidate.

- Submit standard form insurance certificate indicating the types and amounts of all current coverage's.

❖ **Personnel:** 20 points maximum

- Office Staff: qualifications, registrations, experience
- On-site Staff: qualifications, registrations, experience
- Indicate whether any officer, director, shareholder, partner, proprietor or on-site staff of Candidate has, within the last 5 years, been an officer, director, shareholder, partner, proprietor or employee of another entity that has engaged in construction operations. Give the name and address of each entity and the period of time affiliated with that entity.

❖ **Identity and Location of Candidate:** 5 points maximum

- Indicate the exact legal name of Candidate, its type of legal organization, its State of organization, its mailing address, the office/business location of the Candidate from which the Project will be managed, the distance from that office/building location to the Project location and address Candidate's availability to the Project and the Owner and the response time.

❖ **Cost**: 10 points maximum

- Brown County officials will enter into a two part contract:
  - **Phase I Pre-Construction:** preliminary design issue. At this time, please indicate a fee for Phase I and to assist in cost estimating and preliminary design development with Architect and the County Representatives.
  - **Phase II Construction:** Design Development and construction. At this time estimate monthly general conditions for a project and scope of this size and provide a percentage for profit. These fees will be subject to negotiation with selected proposer. All candidates need to understand if the County elects to halt the project after the preliminary design pre – construction phase for any reason; Phase II of the contract will be terminated at no cost to Brown County.
- Brown County will provide or contract for, independently of the Construction Manager - At Risk, the inspection services, the testing of construction materials, and the of testing services necessary for acceptance of the Project by the Owner.
- Give a brief history of cost and budget control on previous projects.

References: 20 points maximum

- Include a minimum of 5 general references that can attest to the Candidate's ability, performance and safety record.
- Include a minimum of 3 County officials who can attest to the Candidate's ability to meet the Owner's needs, ability to maintain budgets, and cooperation with officials.

- Include a minimum of 3 Contractor references that can attest to the Offer's abilities in handling construction management.
- Include a minimum of 3 Architect references that can attest to the Candidate's abilities in value engineering, cost control and constructability issues.

After evaluation of the proposals, within a maximum of 30 days, Brown County will rank each proposal submitted in relation to the following criteria: Candidate's experience, past performance, safety record, proposed personnel, methodology, availability and proximity to the Project, and other such appropriate factors that demonstrate the Candidate's capability to perform the services proposed. Brown County will select a Candidate that submits a proposal that offers the best value based on this selection criteria and on its ranking evaluation. Brown County will first attempt to negotiate a contract with the selected Candidate. If Brown County is unable to negotiate a satisfactory contract with the selected Candidate, it will, formally and in writing, end negotiations with that Candidate and proceed to negotiate with the next Candidate in the order of the selection ranking until a contract is reached or negotiations with all ranked Candidates end.