

## DOCUMENT 001113 - ADVERTISEMENT FOR PROPOSALS

### 1.1 GENERAL

A. The Owner of this property is:

City of Fort Worth, Texas  
200 Texas Street  
Fort Worth, Texas 76102

B. The Developer for this Project is:

Botanical Research Institute of Texas (a.k.a. BRIT)  
1700 University Drive  
Fort Worth, Texas 76107

C. The Landscape Architect for this Project is:

Studio Outside  
824 Exposition Ave, Suite 5  
Dallas, Texas 75226  
214-954 7160

D. Contractors having a minimum of eight years of experience on projects of similar scope and complexity are invited to submit a Proposal for the Rose Garden Drop Off Project at the Fort Worth Botanic Garden, 3220 Botanic Garden Boulevard, Fort Worth, Texas 76107.

E. Proposals must be on a stipulated sum basis.

F. The Owner's Authorized Representative will receive sealed Proposals for "Rose Garden Drop Off Project #102826" until 2:00 PM local time, Tuesday, February 11, 2025, at the office of the Developer. Address proposals to Attn: Bob Byers.

G. Proposals will be opened publicly immediately after the time set for submittal in the public commons at BRIT.

H. Submit Proposal on the Proposal Form provided.

I. 10 percent Hub / MWBE will be required. Submit documentation along with Proposal Form.

J. Proposers are required to submit additional documentation along with their Proposal Form, as described in Document 002113 - Instructions to Proposers.

K. The Owner requires Substantial Completion of the Work on or before October 1, 2025.

L. A Proposal Security in the amount of 5 percent of the highest possible Proposal amount is required.

M. The Developer reserves the right to waive irregularities and to accept or reject any or all proposals.

N. Proposals are required to be submitted under a condition of irrevocability for a period of 60 days after submittal.

O. Any contract awarded under this ADVERTISEMENT FOR PROPOSALS is funded from revenues generated from the City of Fort Worth Tax Note Funds and reserved by the City for this Project.

P. Refer to Document 002113 - Instructions to Proposers for additional information.

## 1.2 PROPOSAL DOCUMENTS

- A. Proposal Documents are available for examination at the office of the Developer.
- B. Proposal Documents may be downloaded via the following link free of charge: <https://brit.org/business-opportunities/> and clicking on the link to the advertised project information.
- C. Proposers will be responsible for distribution of Proposal Documents to Sub-bidders and suppliers.
- D. Partial sets of Proposal Documents will not be issued.

## 1.3 PRE-PROPOSAL CONFERENCE

- A. A pre-proposal conference and examination of the site has been scheduled for 10:00 AM local time, Friday, January 17, 2025, at the Garden Center, 3220 Botanic Garden Boulevard, Fort Worth, Texas.
- B. Attendance at pre-proposal conference is mandatory for consideration of proposals.
- C. Sub-bidders are invited to attend.
- D. Representatives of the Developer and Landscape Architect will be in attendance.
- E. A mandatory site walk-through will immediately follow the pre-proposal conference.
- F. Presentations and any questions and answers provided at the pre-proposal conference will be issued as an Addendum to the call for bids. Prospective bidders may also e-mail questions or comments to the project manager(s) at the e-mail addresses listed below. Emailed questions will suffice as "questions in writing." If necessary, Addenda will be issued pursuant to the Instructions to Bidders.

## 1.4 EXPRESSION OF INTEREST

- A. To ensure potential bidders are kept up to date of any new information pertinent to this project, all interested parties are requested to email Expressions of Interest in this procurement to the Individuals listed below. The Expressions of Interest email should include your company's name, contact person and that individual's email address and phone number. All Addenda will be distributed directly to those who have expressed an interest in the procurement and will also be posted at <https://brit.org/business-opportunities/>

## 1.6 INQUIRIES

- A. All inquiries relative to this procurement should be addressed to the following: Attn: Bob Byers Fort Worth Botanic Garden | Botanical Research Institute of Texas

## 1.7 QUESTIONS AND REQUESTS FOR INTERPRETATION OF PROPOSAL DOCUMENTS

- A. Submit questions and requests for interpretation of Proposal Documents to Developer and Landscape Architect, before time to be determined, at the following addresses:

<a href="mailto:tarterburn@studiooutside.us">tarterburn@studiooutside.us</a>	(214) 954-7160
<a href="mailto:bgoodman@studiooutside.us">bgoodman@studiooutside.us</a>	(214) 954-7160
<a href="mailto:Bbyers@brit.org">Bbyers@brit.org</a>	(817) 463-4190

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