

REQUEST FOR PROPOSALS

RECEIPT OF PROPOSALS. Sealed proposals (3 copies) for the Demolition of Japanese Garden Dry Garden and Ticket Booth **Project # FWBG2026-7** will be received by the Fort Worth Botanic Garden (FWBG) until 2:00 P.M. local time, Wednesday, April 15, 2026, as further described below:

Deborah Moncrief Garden Center - Admissions Desk
Attn: Bob Byers
3220 Botanic Garden Boulevard
Fort Worth, Texas 76107

Prequalification of bidders is not required for this invitation. Proposals will be accepted by: US Mail, Courier, FedEx or hand delivery at the address above; Proposals, addressed to Bob Byers, shall be enclosed in an opaque sealed envelope, marked with the Assigned Project Number if any, Project Title, the name and address of Proposer and accompanied by other required documents. Proposal should contain the following in separately labeled sections, in order as shown:

- Completed Proposal Form (provided with proposal documents)
- Completed bid form (provided with proposal documents)
- Proposed Schedule with starting and completion dates
- Three (3) examples of similar work by each team member (see below for team requirements)
- Bid bond (5% of maximum bid/proposal price)

If the Proposal is sent through the mail or other delivery system, the sealed envelope shall be enclosed in a separate envelope with the notation "BID ENCLOSED" on the face of it.

Bids will be read aloud in public on April 15, 2026, at 2:10 local time in the Deborah Beggs Moncrief Garden Center Iris Room. Proposers will be notified not later than fifteen days after the bid opening of the outcome, which is final.

GENERAL DESCRIPTION OF WORK: Demolition of dry garden deck and ticket booth, salvage of lumber where practical, site stabilization, and removal of debris.

GENERAL COMMENTS:

Proposers are expected to confirm all information in proposal documents including dimensions, quantities, volumes, logistics, etc. Incorrect proposals due to failure to verify site conditions, materials, quantities, and all other requirements will not release Proposer from responsibility to fulfill all parts of an accepted proposal. Proposers are advised to read and fully comply with the Instructions to Bidders, included with other project information at <https://fwbg.org/business-opportunities/>

DOCUMENT EXAMINATION AND PROCUREMENTS: The Proposal Documents may be examined or obtained on-line by visiting the FWBG website at <https://fwbg.org/business-opportunities/>. Documents may be downloaded, viewed, and printed by interested designers, contractors and/or suppliers.

EXPRESSION OF INTEREST: To ensure potential proposers are kept up to date with any new information pertinent to this project, all interested parties should email Expressions of Interest in this procurement to FWBG's Project Manager as noted below. The email should include the 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 on the FWBG/BRIT website at <https://fwbg.org/business-opportunities/>.

PRE-BID MEETING: A non-mandatory pre-bid meeting will be held at the following date, and time: Wednesday, March 25, 2026, 11:00 a.m. Meet at Moncrief Garden Center, 3220 Botanic Garden Blvd, Fort Worth 76107. Presentations and any questions and answers provided at the pre-bid conference will be issued as an Addendum to the invitation for bids. Prospective bidders may also e-mail questions or comments to the project manager at the e-mail addresses listed below. All questions must be received not later than Friday, April 10, 1:00 p.m. Emailed questions will suffice as “questions in writing.” If necessary, additional Addenda will be issued pursuant to the Instructions to Bidders.

AWARD: FWBG reserves the right to waive irregularities and to accept or reject any or all bids. FWBG will award a contract to Bidder considered to have presented the lowest price, best qualifications and most applicable competencies.

FUNDING: Any contract awarded under this Invitation to Bidders is funded by private support and/or from revenues generated from City of Fort Worth 2022 Bond Funds and reserved for this Project.

INQUIRIES: All inquiries relative to this bid invitation should be addressed to:

Attn: Bob Byers, Fort Worth Botanic Garden

Email: bbyers@fwbg.org

Phone: 817-463-4190