



Ms. Patricia Jackson
Facilities Construction Manager
City of McKinney, TX

RE: STANDARD PROPOSAL – REV II
Facilities Consulting / Owner’s Rep
McKinney Public Safety Building – Phase 6 (MPSB-6) – Project FP2004

Ms. Jackson,

Thank you for the opportunity to present this proposal to continue involvement with the City of McKinney in the role of Facilities Consultant and Owner’s Rep for the **Public Safety Building (MPSB-6) – Project FP2004**.

The following represents what we believe to be the scope for involvement of 720 design overseeing the renovations / additions on the existing McKinney Public Safety Building Department project – to be converted to “Police” – starting October 2025. As discussed previously the fee framework preferred by the City in which 720 design assists is on an hourly, not-to-exceed project specific agreement.

Project scope is as defined below:

CMAR Selection, Design Phase, GMP Finalization, and Construction:

1. Design Phase:

- a. Estimated time period of six (6) months
- b. CMAR Selection Process
 - Participate as an “*Advisor*” in the review of the RFQ Submissions
 - Participate as an “*Advisor*” in the interviews for the shortlist of candidates
- c. Conceptual Design Phase:
 - Review / Validation of Program / Needs Assessment
 - Participation in 2-3 Design Charrettes

b. Schematic Design:

- Participate in design work session w/ Design Team and Police Staff
- Peer Review of Schematic Design milestone submission (Bluebeam commentary)
- Work Sessions with Design Team to review and discuss review comments

c. Design Development:

- Participate in design work session w/ Design Team and Police Staff
- Peer Review of Design Development milestone submission (Bluebeam commentary)
- Work Sessions with Design Team to review and discuss review comments

d. Construction Documents:

- Participate in design work session w/ Design Team and Police Staff
- Peer Reviews of Construction Documents at 50% CD and 95% CD milestone submissions (Bluebeam commentary)
- Work Sessions with Design Team to review and discuss review comments for each submission

2. Construction Phase – GMP Finalization and Construction Phase:

a. Estimated construction schedule of twelve (12) months, with an involvement for a total duration of fifteen (15) months for project closeout

b. Responsibilities during the Construction Phase would include:

- Work with City Departments for Code Compliance (Building Official and Fire Marshal), Site Development, etc.
- Coordinate issuance of Bid Package to CMAR for solicitation of Trade Package bids
- Review and finalize CMAR GMP for this scope
- Attend OAC Meetings during Construction Phase – anticipate the first third of the project every other week, transitioning to weekly for the duration of the construction schedule
- Review /Approve Applications for Payment
- Review / Approve Proposal Request pricing
- Review and monitoring of project milestones, budgets, and progress
- Coordinate with Police all logistics and move management process for temporary measures, staging, and sequencing
- Coordinate Owner packages for furniture, signage/graphics, AV, equipment, etc. with ongoing construction activities – inclusive of participation and review of Design Team packages during construction for these packages
- Assist the Police Department with move-management and transitional planning

- Participate in Project Closeout, Punchlists, and Final Acceptance
- c. Initial activities and efforts transitioning from the Design Phase occur over an approximate three (3) month period and will include the following:
 - Formalization of bid and implementation strategy of Add Alternates
 - Attendance and participation in Pre-Bid Conference with the CMAR and Trades
 - Review of Bid Tab Work Session with CMAR
 - Finalization of GMP efforts
 - Final Package for Council Presentation and Approval
 - Attendance and participation in Pre-Construction Conference
 - Coordinate Contract for Construction Testing services Vendor on City's Pre-Approved List
 - Review and critique Construction Schedule
 - Review and critique Preliminary Submittal Schedule
 - Review and critique initial Schedule of Values Breakouts for basis of monthly Applications for Payment
 - Participation in Storm Shelter Pre-Installation Meeting and Quality Control Protocols
 - Review schedule and list for Project Mockups
 - Identify Owner Procurement Packages and incorporate into Project Schedule

Anticipated efforts for overseeing these scopes of work for the **McKinney Public Safety Building (MPSB-Phase 6) – Project FP2004** is as follows:

- A. Design Phase, GMP Finalization, and Construction Kickoff: \$45,000 (approx. 204 hours)
- B. Construction Phase: \$95,000 (approx. 432 hours)

Compensation:

This proposal is structured on an “hourly not-to-exceed” basis. The following is our estimated hours to be re-evaluated if and when the number of hours estimated is at 90%.

Don Wertzberger, 720 design, will serve as Owner’s Representative providing client contact and project management.



Proposal to City of McKinney
Facilities Consulting
Page 4 of 4
September 26, 2025

Key Personnel	Title	Hourly Rate	Anticipated Hours	Total (NTE)
Don Wertzberger	Owners Representative	220.00	637	\$140,140
Annual increase – Will Be Held For Project Duration (2027)		0.00		

Regards,

A handwritten signature in black ink that reads 'Donald Wertzberger'.

September 26, 2025

Donald Wertzberger

Date

720 design, inc.