



REQUEST FOR QUALIFICATIONS (RFQ)

Predevelopment Coordinator – L.A. Morgan Redevelopment

Issue Date: 9/2/2026

Proposal Deadline: 10/2/2026

Anticipated Start Date: 10/15/2026

Contract Term: Approximately 12 months, with potential for extension

Location: Galveston, Texas

Build Galveston invites qualified individuals and firms to submit qualifications and proposals to serve as Predevelopment Coordinator for the redevelopment of the former L.A. Morgan Elementary School site in Galveston, Texas.

Build Galveston is seeking an experienced professional who can provide hands-on coordination as the property moves from planning and feasibility into site preparation, design, financing, permitting, and development.

The selected Predevelopment Coordinator will work directly with Build Galveston leadership and coordinate with architects, engineers, consultants, contractors, public agencies, utilities, funders, financing partners, and other stakeholders.

The primary objective of this engagement is clear: move the L.A. Morgan project efficiently toward construction readiness while controlling costs, managing risk, and maintaining accountability across multiple predevelopment workstreams.

Project Background

Build Galveston is advancing the redevelopment of the former L.A. Morgan Elementary School property as a significant community development opportunity for Galveston.

The property has been acquired, and Build Galveston is entering a critical phase of predevelopment that includes site preparation, partial demolition, planning, engineering, infrastructure evaluation, workforce housing development, financial feasibility, permitting, and coordination of professional services.

The site represents a substantial investment in Galveston's future. Effective predevelopment management is necessary to protect that investment and translate planning into development.

The project is expected to include attainable workforce housing and complementary community-serving uses, with development decisions informed by financial feasibility, community priorities, long-term affordability, resilience, and responsible stewardship of the property.

Scope of Services

The selected Predevelopment Coordinator will provide overall coordination of the L.A. Morgan predevelopment process. Responsibilities are anticipated to include the following.

A. Predevelopment Management

Develop and maintain a comprehensive predevelopment work plan identifying activities, deadlines, dependencies, responsible parties, major decisions, and project milestones.

B. Site Preparation and Partial Demolition

Coordinate activities associated with preparing the property for redevelopment, including planned partial demolition and related site preparation.

Track demolition, environmental, surveying, utility, engineering, site-security, infrastructure, and other activities necessary to prepare the property for development.

C. Architecture, Engineering and Consultant Coordination

Coordinate communication and deliverables among architects, civil engineers, landscape architects, environmental consultants, surveyors, financial consultants, contractors, and other professional service providers.

Maintain a current inventory of plans, studies, reports, cost estimates, contracts, and deliverables.

D. Workforce Housing Predevelopment

Coordinate predevelopment activities related to attainable workforce housing at the L.A. Morgan site.

This may include evaluation of:

- Infrastructure requirements;
- Construction and development costs;
- Development phasing;

E. Financial and Feasibility Coordination

Work with Build Galveston leadership and financial consultants to maintain current development assumptions, cost estimates, predevelopment budgets, and project pro formas.

Assist with comparative analyses of development alternatives so that Build Galveston can understand the cost, benefit, financial feasibility, and long-term implications of major development decisions.

F. Permitting, Utilities and Regulatory Coordination

Develop and maintain a comprehensive checklist of anticipated permits, approvals, inspections, utility requirements, zoning or land-use considerations, and other regulatory requirements.

Coordinate communications with the City of Galveston, utility providers, and other relevant entities.

G. Resilience and Sustainable Infrastructure

Coordinate evaluation of resilient and energy-efficient development opportunities appropriate for the site.

Potential strategies may include:

- Solar energy;
- Battery storage;
- Geothermal systems;
- Energy-efficient construction;
- Green infrastructure;
- Stormwater management;
- Heat mitigation; and
- Other technologies that could improve long-term affordability and resilience.

The Coordinator will assist Build Galveston in evaluating upfront costs against operating savings, incentives, maintenance requirements, resilience benefits, and long-term value.

H. Funding and Documentation

Assist Build Galveston in maintaining documentation required by philanthropic, public, and financing partners.

This may include project schedules, budgets, invoices, milestones, consultant deliverables, reimbursement documentation, grant reports, and information necessary to pursue additional development funding.

I. Meetings and Project Communication

Schedule and facilitate project coordination meetings as necessary. Maintain an ongoing decision log and action-item tracker.

J. Community and Partner Coordination

The Coordinator will help ensure that predevelopment decisions remain consistent with the project's objectives for attainable housing, community benefit, neighborhood stability, equitable access, and nondiscrimination.

Required Deliverables

The selected consultant will be expected to develop and maintain, at minimum:

1. Comprehensive predevelopment work plan and schedule;
2. 12-month milestone calendar;
3. Predevelopment budget and expenditure tracker;
4. Consultant and contractor responsibility matrix;
5. Site preparation and partial demolition schedule;
6. Permitting and regulatory approval checklist;
7. Utility and infrastructure coordination tracker;
8. Consultant deliverables tracker;
9. Monthly written progress reports;
10. Comparative development analyses as requested;
11. Construction-readiness roadmap identifying remaining design, regulatory, financing, procurement, and site activities required to begin construction.

Monthly reporting should clearly identify what was accomplished, what is next, what is delayed, what decisions are required, and whether emerging issues could affect project cost or schedule.

Desired Qualifications

Build Galveston seeks an individual or firm with demonstrated experience in one or more of the following areas:

- Real estate development;
- Affordable or workforce housing;

- Community development;
- Predevelopment or owner's representative services;
- Construction or development project management;
- Architecture or engineering coordination;
- Municipal permitting and approvals; and
- Complex projects involving multiple consultants and funding sources.

Experience with projects in Galveston County, coastal communities, affordable/workforce housing, resilient construction, or nonprofit/community development is strongly preferred.

Knowledge of local development conditions, permitting, construction markets, insurance considerations, flood resilience, and infrastructure challenges will be considered an advantage.

Build Galveston welcomes responses from qualified independent consultants, small businesses, minority- and women-owned businesses, and firms with demonstrated knowledge of Galveston and its communities.

Proposal Requirements

Qualifications and Experience

Provide a summary of the respondent's experience and qualifications, emphasizing projects comparable to the L.A. Morgan redevelopment.

Approach

Describe the proposed approach to managing the assignment, including how the respondent would organize multiple consultants, schedules, budgets, approvals, and development decisions.

Relevant Projects

Provide examples of up to three comparable projects, including project size, scope, role, and outcome.

Key Personnel

Identify the individual who will serve as the primary Predevelopment Coordinator and any additional personnel who will support the assignment.

Availability

Describe current availability and ability to begin work within the anticipated project schedule.

References

Provide three professional references for comparable work.

Fee Proposal

Provide the proposed compensation structure, which may include an hourly rate, monthly retainer, fixed fee, or combination thereof.

Respondents should identify anticipated hours per month, reimbursable expenses, and any assumptions affecting the proposed fee.

Evaluation Criteria

Proposals will be evaluated using the following criteria:

Criteria	Weight
Relevant development and predevelopment experience	25%
Experience with workforce/affordable housing and community development	20%
Proposed approach and understanding of the assignment	20%
Experience coordinating complex, multi-party projects	15%
Knowledge of Galveston/coastal development conditions	10%
Cost and overall value	10%
Total	100%

Build Galveston may interview one or more finalists prior to selection.

Cost will be considered as one component of overall value and will not necessarily determine the selection.

Contract and Performance

The selected respondent will enter into a professional services agreement with Build Galveston. The initial contract is anticipated to be approximately 12 months, subject to available funding and project needs. Build Galveston may extend or modify the engagement based on performance and the project's progression toward construction.

The Predevelopment Coordinator will report to the **Executive Director of Build Galveston**.

Procurement Schedule

RFQ Issued: 9/2/2026

Deadline for Questions: 9/18/2026

Responses to Questions: 9/21/2026

Proposal Deadline: 10/2/2026

Build Galveston reserves the right to modify this schedule.

Submission Instructions

Proposals should be submitted electronically in PDF format to:

Christine Bryant CEcD
christine@visiongalveston.com

Subject Line: L.A. Morgan Predevelopment Coordinator RFQ

Proposals must be received no later than **5 p.m. 10/2/2026**

Questions regarding this solicitation should be submitted in writing to christine@visiongalveston.com by the deadline identified above.

Reservation of Rights

Build Galveston reserves the right to reject any or all responses, waive informalities or minor irregularities, request additional information, negotiate with one or more respondents, modify the scope of services, or cancel this solicitation when determined to be in the best interest of the organization and the L.A. Morgan project.

Issuance of this RFQ does not obligate Build Galveston to award a contract or reimburse respondents for costs associated with preparing a response.

Equal Opportunity

Build Galveston is committed to fair and equitable contracting practices. Selection will be made without discrimination based on race, color, religion, sex, national origin, disability, age, or any other status protected by applicable law.

Build Galveston encourages participation by qualified local, small, minority-owned, women-owned, and historically underutilized businesses.