



DATE: 02/03/2016

**To: All Interested Consultants**

**PROJECT: A209-16014: GMIA Sustainability Management Plan**

**SUBJECT: Addendum 1 to Request for Proposal (RFP)**

The Milwaukee County Department of Transportation is requesting proposals for professional consulting services for the development of a Sustainability Management Plan for General Mitchell International Airport in Milwaukee, Wisconsin. Amend this RFP as follows:

1. Item III, Task 4: Analysis of sustainability opportunities shall include planned and funded projects. Applicable items shall be included in recommended sustainability actions.
2. Attached to this document are pre-proposal meeting minutes, questions and answers, and other documents that the proposer should consider part of the RFP document.

Sincerely,

A handwritten signature in black ink, appearing to read 'Sean Hayes', written over a horizontal line.

Sean Hayes, PE  
Project Manager

**COUNTY OF MILWAUKEE  
MEETING MINUTES**

**DATE:** February 2, 2016

**PROJECT:** A209-16014 – GMIA Sustainability Management Plan

**ATTENDEES:** See Attached

**PURPOSE:** Pre-Proposal Meeting

1. **Item 1:** Sign in sheet
  - a. See attached
2. **Item 2:** Project review PowerPoint Presentation
  - a. See attached
3. **Item 3:** Q&A Items –
  - a. See attached
4. **Item 4:** Proposals due: 2/10/16 @ 3pm here.
5. **Item 5:** Other questions?
  - a. See attached

**PREPARED BY:** Sean Hayes, Project Manager  
Milwaukee County | DAS - AE&ES  
Please contact me at 414-747-5722 or [shayes@mitchellairport.com](mailto:shayes@mitchellairport.com)  
if you believe there are errors or omissions in this transcription.

cc: All attendees

cc: Project Team Members not in attendance

Sign-in Sheet  
 PRE-PROPOSAL MEETING  
 GMIA Sustainability Management Plan - A209-16014  
 2/2/16 1:30pm, 5300 South Howell Ave, Milwaukee WI

Name	Company	Phone	DBE (Yes/No)	Email
MATT BEDNARSKI	GRAEF	414/266. 9043	No	matthew.bednarski@graef-usa.com
MIKE ROLLER	IBC ENGINEERING SERVICES	262-522-4422	YES	MIKER@IBCENGINEERING.COM
SARA BEARDSLEY	AS+GG	312 870 4017	No	Sara.beardsley@smithgill.com
Gene Peters	Ricondo	773-462-7333	No	epeters@ricondo.com
LAURA MORLAND	MEAD & HUNT, INC	608 - 712-3220	no	LAURA.MORLAND@MEADHUNT.COM
Dan Lau	COMSMITH	414-291-5100	NO	LAUDH@COMSMITH.COM
John Ahern	TKDA	651-292-4441	NO	john.ahern@TKDA.com
Cole Hartfiel	TKDA	651-292-4554	NO	cole.hartfiel@TKDA.com
GORDON NAMENI	ACCELETEX, INC	317 819 9843	NO (In Prog.)	nameni@accelerationadvisors.com

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 2/2/16 1:30pm, 5300 South Howell Ave, Milwaukee WI

Name	Company	Phone	DBE (Yes/No)	Email
Rebecca Vanderbeck	BURNS + McDonnell	(414) 788-6518	NO	rvanderbeck@burnsmcd.com
CHRIS PHILBRICK	CB+I	312-499-3518	NO	CHRISTOPHER.PHILBRICK@CBI.COM
KEVIN MASLANKA	THUNDERBIRD ENGINEERING	414-352-2211	YES	Kevinm@thunderbirdeng.com.
MATT McNULTY	R.M. CHIN	312-448-1491	YES	mmcnulty@RMCHIN.com
Bob Payne	Grunman/Butkus ASSOC.	414 476-8880	NO	rbayne@grunmanbutkus.com
Nahid Afsari	Cotter Consulting Inc	414-223-0800	Yes	n.afsari@cotterconsulting.com.
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Scott Kroeger	AECOM	414-944-6123	NO	Scott.Kroeger@aecom.com

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 2/2/16 1:30pm, 5300 South Howell Ave, Milwaukee WI

Name	Company	Phone	DBE (Yes/No)	Email
Sara Hassert	LHB	773-678-2909	No	shassert@landrum-brown.com
Bob Gilbert	LHB	773-628-2929	No	bgilbert@landrum-brown.com
Ajay Singh	KSingh	262-951-5360	Yes	asingh@ksaconsultants.com
Edward Weinberg	AVANT ENERGY	612-259-0314	NO	EDWARD.WEINBERG@AVANTENERGY.COM
Rick Hombsch	HGA	414-278-3364	No	RHombsch@HGA.COM
KEVIN JOHNSON	SUSTAINABLE BUILDING SOLUTIONS	262-432-9166	NO	KJOHNSON@HUBBERGER.COM
Rick Katzung	Grumman/Butler Associates	414-476-8980	No	rkatzung@grummanbutler.com
RYAN KLUTH	SEH	414-949-9992	NO	rkluth@sehinc.com
GOPAL ADHIKARY	HIMALAYAN CONSULTANTS	262-502-0066	Yes	gadhikary@himalayanllc.com

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Name	Company	Phone	DBE (Yes/No)	Email
Jason Gerke	GRAEF	414-266-9238	No	jason.gerke@graef-usa.com
BRIAN ENGEL	MC - C3DP	414 278 4803	—	BRIAN.ENGEL@MILWAUKEECOUNTY.WI.GOV
MARK ERLWST	Engyng Anderson Architects	414.944.9000		mark@engynganderson.com
Matthew Roche	OPPORTUNITY SUSTAINABILITY	414 939 3594	No	MATTHEW@OPPORTUNITYSUSTAINABILITY.COM <del>PH</del>
SEAN HAYES	GMIA ENGINEERING	414 747-5722	—	shayes@mitchellairport.com
via teleconference Amber Burke	IBC ENGINEERING	262 549-1190	—	amberb@ibcengineering.com
via teleconference Katie Kershman	Brendle Group	970.207. 0058	—	kkershman@brendlegroup.com

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**PRE-PROPOSAL MEETING**  
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Name	Company	Phone	DBE (Yes/No)	Email

### **General Project Questions and Comments:**

1. Is the project FAA funded?
  - a. No. It is likely however, that FAA (likely local FAA) will be a stakeholder.
2. Is a web page required? Can Milwaukee County host the page?
  - a. A web that captures the airports sustainability planning is not required. However through stakeholder meetings it may be desirable to have one, or post project info to a general GMIA page. Milwaukee County may be able to host the page but it is unknown for sure or in what capacity at this time.
3. What sort of building inventory data collection is required?
  - a. Data collection requirements depend on the focus areas identified task 1. There will have to be a balance to fit the project goals within the project budget.
4. Is there an EMS (environmental management system – ISO14001) currently at the airport?
  - a. No. We have a building control system but not EMS.
5. Will greenhouse gas / carbon footprint reporting be part of the scope?
  - a. Maybe. This depends on the focus areas identified.
  - b. GMIA may have some data on this but would likely require the consultant to identify and compile additional data.
6. Do we have airport building systems in Milwaukee County's VFA building inventory management system?
  - a. We have minimal information on GMIA in our VFA system (assume < 5%). We can provide the pertinent information available to the selected consultant.

### **DBE / CDBP related Questions / Comments:**

7. The project team DBE firm does not need to sign the DBE form at the time of submitting the proposal.
8. There is a list of DBE firms available through the CDBP website:  
<http://county.milwaukee.gov/cbdp>
9. The project team DBE firm must be certified at the time of the proposal submission.
10. The project team DBE firm must be certified in Wisconsin at the time of the proposal submission.
11. Contact CDBP (Brian Engel if planning on submitting a Good Faith Effort. Brian Engel (414-278-4803) [Brian.Engel@milwaukeecountywi.gov](mailto:Brian.Engel@milwaukeecountywi.gov)

12. B2Gnow payment reporting is required for this project. Milwaukee County will work to get the consultant up to speed on the system. Plan on approximately 1hr of online training required for the person using the system.

MILWAUKEE COUNTY'S



G E N E R A L  
**MITCHELL**  
INTERNATIONAL AIRPORT

# GMIA Sustainability Management Plan

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PRE-PROPOSAL MEETING

# How We Got Here

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## Milwaukee County:

- Environmental education and outreach  
(Green Living Festival, Party for the Planet, Natural Areas program, etc.)
- Green Print resolution (2007)
- Executed \$9.2M in GESPCs (2008-14)
- APWA Environment Project of the Year (2009)  
(Bradford Beach Storm Water Treatment)
- Hired Sustainability Director (2013)
- SEED program to address food insecurity (2015)
- #4 NBC league w/ MMSD and UWM (2015)
- Zoo Clean Energy Plan (2016)

## Mitchell Airport:

- Solid waste management
- Gate electrification (2013)
- 100% CNG shuttle buses
- Lighting and equipment upgrades (ongoing)
- WasteCap Transformation Award (2015)  
(Bag Claim Renovation project)
- Solar feasibility study (2015)
- New de-icing facility (2015)
- Retro-commissioning

# Key Goals

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- Provide a more proactive, holistic approach to environmental sustainability at GMIA;
- Integrate environmental sustainability into GMIA's planning, design, construction, maintenance and operations;
- Make environmental sustainability a core objective for GMIA through the development of comprehensive plans with measurable goals and outcomes; and,
- Provide the rationale and quantify the financial and other benefits of environmental sustainability at GMIA.

# Scope

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- Task 1: Stakeholder Engagement & Plan Framework
  - Stakeholder identification and involvement
  - Define sustainability
  - Develop project focus areas, vision, guiding principles, etc.
  - Deliverable: Brief Sustainability Plan Framework.

# Scope

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- Task 2: Sustainability Baseline Assessment
  - Compile and capture baseline data
  - Compare with peer airports and other benchmarks
  - Deliverable: Environmental Sustainability Report.

# Scope

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- Task 3: Sustainability Goals and Objectives
  - Set specific, measurable, attainable, relevant and time-bound goals.
  - Deliverable: Summary report on goals.

# Scope

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- Task 4: Sustainability Actions and Targets
  - Identify and rank opportunities in achieving goals.
  - Deliverable: Report & table on sustainability actions.

# Scope

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- Task 5: Sustainability Implementation and Monitoring Program
  - Plan for implementing and tracking progress
  - Deliverable: Report on implementation and monitoring program

# Scope

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- Task 6: Sustainability Management Plan Document
  - Deliverable: Final comprehensive report.

# Schedule

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- 2/10/16 – Proposals Due @ 3pm
- Week of 2/22/16 – Consultant interviews if necessary
- 4/22/16 – Approximant consultant NTP
- Approximant length of project 18 months from NTP

# Other Information

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- DBE Goal of 17%. Complete a DBE-14 Form with proposal.
  - Signature from DBE firm not required on the form at the time of proposal submission. Just a signature from the prime.
- If you are unable to meet the goal complete a Good-Faith-Effort form (DBE-01 Form)
  - Direct questions regarding the goal and how to find qualified DBE firms contact Brian Engel (414-278-4803) [Brian.Engel@milwaukeecountywi.gov](mailto:Brian.Engel@milwaukeecountywi.gov)

# Other Information

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- I will post the meeting minutes, sign in sheet and any other info on the Milwaukee County Construction RFP website:
  - <http://county.milwaukee.gov/ConstructionBidsandR23075/RFP-GMIA-Sustainability-Plan-.htm>



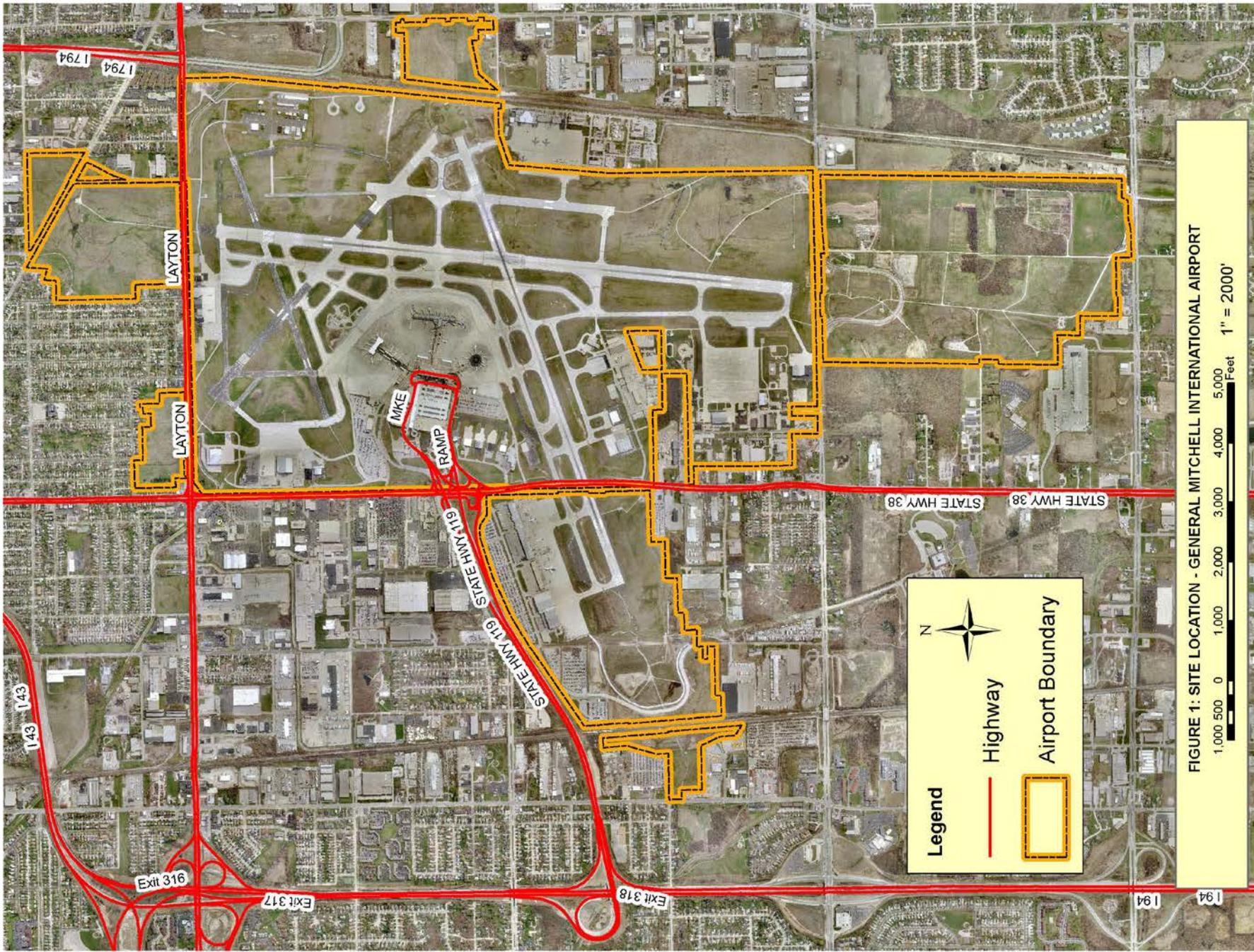


FIGURE 1: SITE LOCATION - GENERAL MITCHELL INTERNATIONAL AIRPORT



Presented by:

Sean Hayes, PE

Managing Engineer – Airport

General Mitchell International Airport

[shayes@mitchellairport.com](mailto:shayes@mitchellairport.com)

<http://www.linkedin.com/in/seanjhayes>

Thanks!

