



DATE: 1/26/16

**To: All Interested Consultants**

**PROJECT: A206-16012: GMIA Ground Transportation Lot and Restroom**

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

The Milwaukee County Department of Administrative Services is requesting proposals for professional consulting services to design a restroom facility to be used in the taxi cab staging parking lot at General Mitchell International Airport (GMIA) in Milwaukee, WI. Amend this RFP as follows:

1. Add Task 1A. Under Task 1A the consultant shall perform all geotechnical investigations necessary to understand the subsurface conditions needed for the proper design and construction of the restroom building.
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:** January 26, 2016

**PROJECT:** A206 – 16012 – GMIA Ground Transportation Lot and Restroom

**ATTENDEES:** See attached

**PURPOSE:** Pre-Proposal Meeting

1. **Item 1:** Sign in sheet
2. **Item 2:** Scope review
3. **Item 3:** Q&A Items – Will add preproposal meeting minutes and Q&A items to an addendum.
  - Major Changes:
    1. Geotechnical clarification / addition
4. **Item 4:** Proposals due: 2/3/16 @ 4pm here.
5. **Item 5:** Other questions?
  - a. The DBE-14 form (or Good Faith Effort form) is required in the proposal. The DBE firm is not required to sign the DBE-14 form at the time of submitting the proposal.
  - b. All projects with Milwaukee County going forward will use B2Gnow to track DBE through the project. Milwaukee County will work with consultants to get them up to speed using this new system.
  - c. We do not expect to need emergency power within the building.
  - d. We do expect some sort of connection to our Metasys building management system. This will likely be more passive monitoring than active controls.

**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 Ground Transportation Lot and Restroom - A206-16012  
 1/26/16 1pm, 5300 South Howell Ave, Milwaukee WI

Name	Company	Phone	DBE (Yes/No)	Email
JULIE HOPPE	EXP US SERVICES	414-221-0088		julie.hoppe@exp.com
Andrew Boen	Boen Architects	414-223-3353	Yes	aboeneboenarch.com
KEVIN MASLANKA	THUNDERBIRD ENGINEERING	414-352-2211	YES	kevinm@thunderbirdeng.com
Jeff TRAPP	GMIA	747-5705	NO	JTrapp@mitchellairport.com
Natalie Strohm	Quorum Architects, Inc	414-265-9265	Yes	natalie@quorumarchitects.com
BRIAN ENGEL	MC CDDP	414-278-4803	—	BRIAN.ENGEL@MILWAUKEECOUNTYWI.GOV
ERIC MANDERS Julia Burke	UIHLEIN/WILSON ARCHITECTS	414-271-8899		ericm@uihlein-wilson.com julia b@uihlein-wilson.com
Paul Jensenold	Himalayan	262 502 0066	yes	pjensenold@himalayanllc.com
SCOT SCHMIDT	TRIBUTE DESIGN	262-367-7991		SCOTS@TRIBUTEINC.COM
MARK ERUSI JEFF HANEWALL	Engley Anderson "	414-944-9000 "		marker@engleyanderson.com jeffh@"
Jim Zsebe	GMIA Engineering	414-747-5394		jzsebe@mitchellairport.com
NIRAV PATEL	Clark Dietz	262-657-1550	No	NIRAV.PATEL@clarkdietz.com



Sign-in Sheet  
 PRE-PROPOSAL MEETING  
 GMIA Ground Transportation Lot and Restroom - A206-16012  
 1/26/16 1pm, 5300 South Howell Ave, Milwaukee WI

Name	Company	Phone	DBE (Yes/No)	Email
HARIZ FARCHAMIN	BLOOM COMPANYS	414-292-1515	Y	HFARCHAMIN@BLOOMCOMS.COM .
Gopal K. Adhikary	Himalayan Consultants	262-502-0066	X	gadhikary@himalayanllc.com
Sean Hayes	Milw Cnty GMIA Engineering	414 747- 5722		shayes@mitchellairport.com

TINA SCHWARZINGER SP+ (414) 769-3932

tschwarzinger@sppplus.com

## RFP Questions and Answers

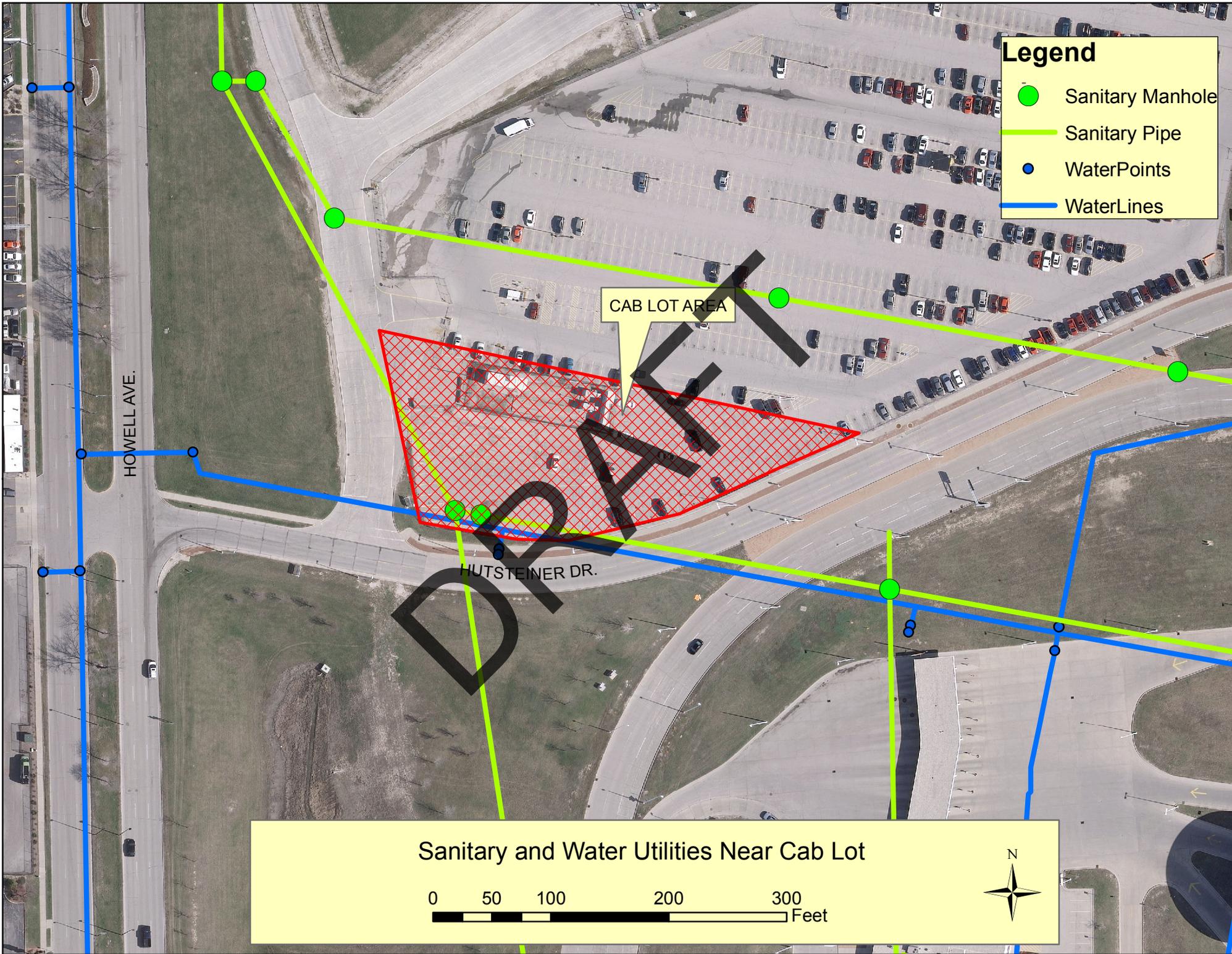
### GMIA Ground Transportation Lot and Restroom

A206-16012

1/21/16

1. Has any preliminary design work been done prior to the RFP?
  - a. There is no preliminary design work completed.
  - b. For your reference, the preliminary estimate for the size of the building is 2,000sf. This is subject to change based on the determination of detailed design requirements.
2. What is the construction budget?
  - a. The estimate for the new building including consulting, project management, construction oversight, and construction is \$600,000.
3. Is geotechnical information available or must it be included in the RFP?
  - a. There is no geotech available for the site. The consultant shall provide any need geotechnical investigations.
4. Please describe availability and location of potential utility connections: water, sanitary sewer, power, security, communications, etc.
  - a. See attached plans for a rough idea of connections available. The consultant is to verify all utility connections. There is water, sanitary, power, security and communications in the project vicinity.
5. Please clarify DBE goal percentage. Page 2 states 17%, whereas page 7 states 25%.
  - a. The DBE goal is 25%.
6. What form of DBE certification is required for a firm to be considered DBE for this proposal?
  - a. Contact Brian Engel with any DBE questions: [Brian.Engel@milwaukeecountywi.gov](mailto:Brian.Engel@milwaukeecountywi.gov), 414-278-4803.
7. Will the taxicab lot remain in operation during construction?
  - a. Ideally the lot will remain open. This may mean limiting lot use to a smaller number of taxicabs during construction. If necessary the GMIA may consider other temporary options during construction.
8. What is the extent of FAA involvement expected for this project?
  - a. Aside from reviews of airspace obstructions of the building and construction equipment I do not expect any FAA involvement.
9. Per Section III. Scope of Consultant Services, we request a copy of the "Milwaukee County Dept of Administrative Services Consultant Agreement for Professional Services (Type C)"
  - a. A copy is available on the project RFP website here:  
<http://county.milwaukee.gov/ConstructionBidsandR23075/RFP-GMIA-Ground-Transportation-Lot-and-Restroom.htm>

10. For airport projects, does the Dept of Administrative Services have standardized specifications or design standards for airport construction that the Consultant will be required to utilize or adhere to? Or may the consultant generate their own specifications?
  - a. Milwaukee County can provide some standard front end specifications. The consultant shall provide all technical specifications and any front end specifications not provided by Milwaukee County. The consultant will compile all the specification into one document.
  
11. The RFP notes GMIA will provide surveying needs. Is a survey available for viewing by consultants with location of utilities – sewer, water, gas, power etc ?
  - a. There is no survey completed yet. Our surveyor can pick up utilities and other items requested by the consultant. See attached plans for a rough idea of connections available.
  
12. The RFP notes the parking lot design may be changing and is under review by another consultant, and that “...the work may result in a modification of the parking configuration.” If another consultant is involved with the parking lot design, who will be responsible for any civil design work relating to the updated parking design, and also integration of new site utilities to the building? Shall we assume the successful “Restroom Design Consultant” will ultimately be responsible for all working drawings associated with the project under one permit?
  - a. GMIA may modify the parking lot layout. The other consultant would provide any plans for the updated parking lot layout. The consultant selected for the restroom is responsible for the restroom building and any utility connections required for the building.
  
13. Does the County have LEED design standards or requirements that the Consultant will need to adhere to, or shall the Consultant assume they will simply design to LEED guidelines for New Construction?
  - a. The consultant shall consider LEED guidelines for new construction when designing the restroom. Milwaukee County does not have their own standards.
  
14. Please confirm that the Consultant will not be required to formally submit to LEED or obtain LEED Certification.
  - a. Correct, this project will not require a formal submission to obtain LEED Certification.
  
15. Task 5, page 5/28 indicates “Limited Construction Coordination” is required. However it also notes to “attend regular project meetings throughout construction”. It is assumed the term “limited” is intended to define a lesser degree of CA activities than the norm. Does this imply meetings may be attended via phone conference, or in person at the site? Under a presumed 12 week construction duration schedule as noted, how many “regular” meetings are anticipated?
  - a. Assume bi-weekly meetings during construction. The majority could be attended via conference call. Some site visits however would likely be necessary to inspect and verify key work and questions.



**Legend**

- Sanitary Manhole
- Sanitary Pipe
- WaterPoints
- WaterLines

CAB LOT AREA

HOWELL AVE.

HUTSTEINER DR.

Sanitary and Water Utilities Near Cab Lot



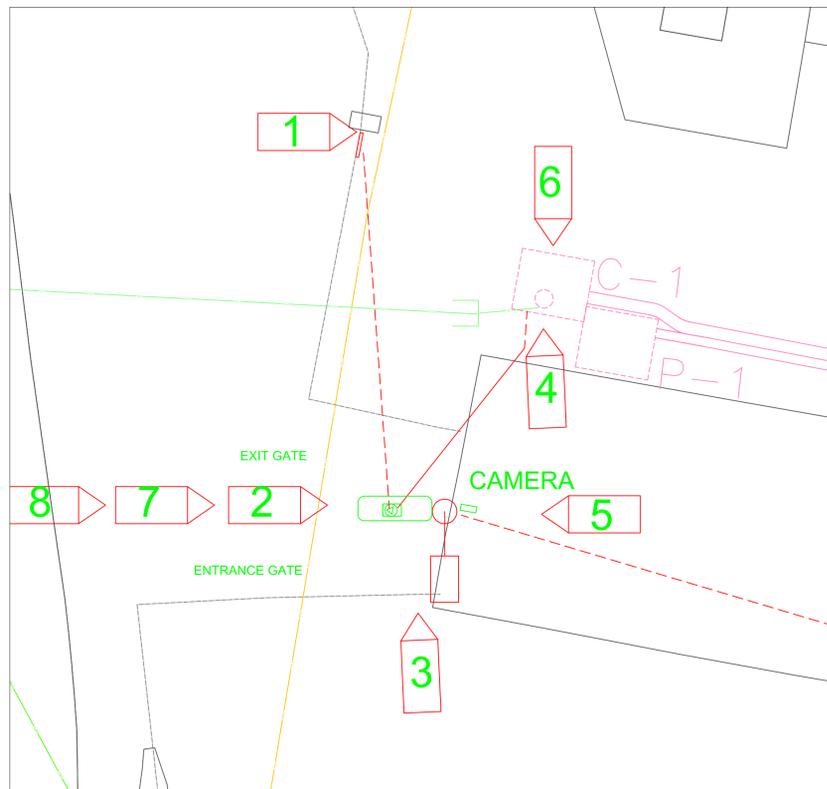


- DETAIL NOTES**
- EXISTING 480V-120/240V 1 $\phi$  POWER. SEE DETAIL 2/E1 FOR ADDITIONAL INFORMATION.
  - EXTEND 3 NEW 20A/120V 1 $\phi$  CIRCUITS FOR CAB SIGNAL SYSTEM, CAMERAS AND HORN FROM NEW LOAD CENTER.
  - LIGHT POLE WITH SINGLE HEAD FIXTURE INSTALLED PER PREVIOUS CONTRACT.
  - PROVIDE A 4" PVC CONDUIT FROM NEW COMMUNICATIONS CABINET TO EXISTING COMMUNICATION MANHOLE C-1.
  - INSTALL CAMERA PROVIDED BY GMIA ON LIGHT POLE 15' AFG.
  - EXTEND 24 STRAND SINGLE MODE FIBER OPTIC CABLE FROM EXISTING IT CLOSET LOCATED ON THE SECOND FLOOR OF THE HVAC BUILDING THROUGH EXISTING COMM DUCTBANK TO NEW HANDHOLE LOCATED NEXT TO NEW LIGHT POLE. USE MAXCELL FIBER INNERDUCT WITH TRACING WIRE TO INSTALL FIBER IN EXISTING AND NEW CONDUIT.
  - INSTALL BOLLARDS ON BOTH ENDS OF ISLAND.
  - RELOCATE EXISTING CAB SIGNAL BOX AND HORN TO THIS LOCATION.

- GENERAL NOTES**
- COMMUNICATION CABLING TO BE DETERMINED AT A FUTURE DATE.

**ELECTRICAL-SITE-PLAN  
EQUIPMENT-LOCATION**

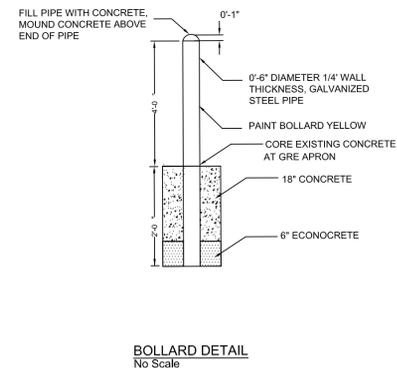
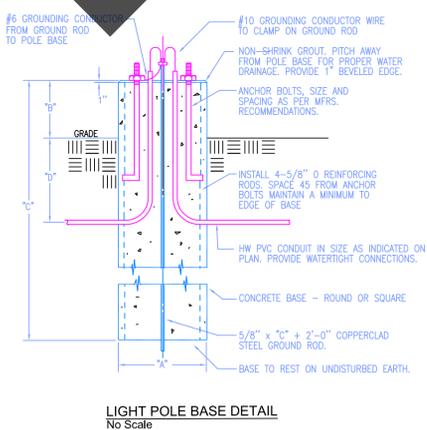
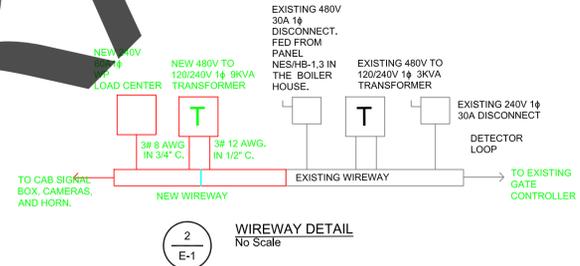
1  
E-1  
SCALE 1" = 20'



**LIGHTING STANDARD - BASE SCHEDULE**

DIM.	FIXTURE	SPACING
7"	24"	24"
7"	18"	18"
7"	30"	30"

- NOTES:**
- ELECTRICAL CONTRACTOR TO DETERMINE ANCHOR BOLT SIZE AND SPACING AS PER MANUFACTURER'S TEMPLATE.
  - EXTEND CONDUITS INTO TRENCH BASE FOR BRANCH CIRCUITS.
  - VERIFY "C" DIMENSION WITH SOIL CONDITION.



TO OBTAIN LOCATION OF PARTICIPANTS' UNDERGROUND FACILITIES BEFORE YOU DIG  
**CALL DIGGERS HOTLINE  
414-259-1181**  
 TOLL FREE 1-800-242-8511  
 TELEFAX 414-259-0947  
 WWW.DIGGERSHOTLINE.COM  
 WISCONSIN STATUTE 182.0175 (1974)  
 REQUIRES MINIMUM OF 3 WORKING DAYS  
 NOTICE BEFORE YOU EXCAVATE

REVISIONS:  
 DATE: 08/13/2015  
 PROJECT: A000-00000  
 SITE NO: 290  
 BUILDING NO: 0000