

Addendum No 3.

September 14, 2015

To: All Interested Parties

Subject: Request for Proposals (RFP) To Provide Professional Design Services– Addendum No. 3

Project Name: Milwaukee County Zoo Adventure Africa Elephant Exhibit

Project Location: Milwaukee County Zoological Gardens
10001 W. Bluemound Rd., Milwaukee, Wisconsin

Project No.: Z119-15463

Proposal Due Date: 2 PM, Thursday, September 24, 2015.

Addendum No. 3 to RFP

This addendum to the Request for Proposal (RFP) is issued to modify, explain or correct the original documents, dated September 10, 2015, and is hereby made part of the RFP. Acknowledge receipt of this addendum is required for a proposal to be considered:

A number of questions had been posted by several interested parties, the questions and answers to them are as follow. Changes to the RFP, its appendixes and or attachments as indicated wherein shall be made part of the RFP and be responded to accordingly.

1. Please confirm the RFP is only soliciting work for Stage 1, Part 1, which includes studies, programming and limited concept exploration.

Answer: The RFP is for service that extend through the completion of construction but, is divided into 2 parts in proposal submittals and evaluation. The selected consultant will ultimately provide a full scope of services in addition to those of Part 1.

2. Based on the description of Stage 1 Proposal, this RFP involves only the architectural team (exhibit designer and architect of record). On page 3 of the RFP issued by the County on September 10, 2015 it is stated: “No materials or information on consulting team members or subconsultants who will perform work pertaining to later phases is required or will be evaluated.” We interpret that to mean that this RFP response requires only the identity and qualifications of the exhibit designer and the architect of record...no additional team components are to be identified or included in the response. Is this an accurate interpretation and conclusion?

Answer: The RFP does not forbid the submission of information beyond that of the lead designers.

3. Furthermore, we assume and conclude that this means the proposal does not need to identify the team selection for Structural, Civil, Mechanical, Electrical or Plumbing, or any specialty engineering/consulting. Is this statement accurate?

Answer: The RFP does not forbid the submission of information beyond that of the lead designers.

4. Page 2 of the RFP lists a project exhibit space to accommodate up to four African bull elephants. Page 1 of Appendix A, part D. 1) lists 5 African elephants including multiple bull elephants. Please clarify the desired elephant exhibit capacity of bulls and cows.

Answer: The “Adopted budget narrative” on pages 1 and 2 is a legislative resolution. It carries the legislative authorization for this project to be funded and to proceed. The description of the project was preliminary and subject to revisions as the details of the project emerge. Where data, dates, funding levels etc. differ from those listed later in the RFP and or the appendixes, the latter shall govern.

5. Deliverables listed in Appendix B for all Parts 1, 2 and 3 do not itemize a Cost Estimate. RFP references the standard Services Consultant agreement, which requires statements of Probable Construction Cost at the end of Schematic, Design Development and CDs. Please confirm the County will not require a statement of Probable Construction Cost at the end of Preliminary design (Stage 1, Part 1). \

Answer: Item 3.3.1 of the STANDARD AGREEMENT includes “an Estimate of Probable Construction Costs for the Project”.

6. Fee proposal form requires actual fees for Part 1, and projected fees for Parts 2 and 3. Are the projected fees required to be completed, since the RFP states “No materials or information on consulting team members or subconsultants who will perform work pertaining to later phases is required or will be evaluated”? If the full consultant team is not assembled for Part 1, these projected fees would be placeholders only, and would be adjusted once the agreed upon consultant teams are in place in Part 2. Please provide further direction on the desired fee proposal, and how it fits in to the evaluation criteria.

Answer: All items in the PROPOSAL FORM must be completed. “Projected fee” is as what “Projected” it means.

7. Are reimbursable expenses required for Part 1, or for the entire project?

Answer: “Reimbursable Expenses” proposal as requested on the PROPOSAL FORM is a “PROJECTED” amount and is consistent with the fee proposal descriptions on the same form.

8. Fee proposal form states “Participation of Disadvantaged Business Enterprises is waived for this project”. RFP states a 25% DBE requirement in Stage 2 Part 3. Which is correct?

Answer: On the PROPOSAL FORM” change the statement “Participation of Disadvantaged Business Enterprises is waived for this project.” to “**Participation of Disadvantaged Business Enterprises is waived for Basic Services Part 1 and Part 2 of the project.**”

9. Project Budget ranges from \$10 to \$15 million “for the animal complex and visitor amenities will require additional funding.” This is a large variable on the project budget. It is our assumption that A/E fixed fees are based on the stated construction cost in the RFP. Should construction costs change, A/E will have the opportunity to modify fees accordingly. Please confirm.

Answer: The “Adopted budget narrative” on pages 1 and 2 is a legislative resolution. It carries the legislative authorization for this project to be funded and to proceed. The description of the project was preliminary and subject to revisions as the details of the project emerge, this

applies also to the budget. A respondent to the RFP shall examine the SCOPE OF THE PROJECT, exercise professional knowledge and judgements to arrive at a more applicable range for the ultimate construction cost, with an understanding of the implications of range approved by the legislature. The proposed fee does not necessarily have to be based on the construction cost and the final contract awards will NOT be adjusted due to an estimated or an actual construction cost that may differ from the initial range indicated in the RFP, unless that is a change(s) to the “SCOPE OF THE PROJECT”

10. Attachment 1 Proposal Preparation, Submission and Evaluation Guidelines contains a Personnel Hours / Project Time matrix. Is this matrix required to be completed? If so, should it address only Part 1 services, or is this expected to address the entire project?

Answer: In the Personnel Hours / Project Time matrix of “Submission and Evaluation Guidelines” Change the heading “TASK” to “**TASK IN BASIC SERVICE PART 1**”

11. In the RFP under II. General Project Description, it states “To meet the accreditation standards schedule, the design phase of the project needs to be completed in 2015. 2015 would include the design of the project up to completion of construction documents.” Per the timetable in the RFP under Section 4, the selected consultant is to begin on 11-13-2015, and complete project CDs are due 12/31/2016. Please confirm the 2016 date is correct, since completion by the end of 2015 is highly unlikely.

Answer: The “Adopted budget narrative” on pages 1 and 2 is a legislative resolution. It carries the legislative authorization for this project to be funded and to proceed. The description of the project was preliminary and subject to revisions as the details of the project emerge. Where data, dates, funding levels etc. differ from those listed later in the RFP and or the appendixes, the latter shall govern.

12. Again per the timetable in the RFP, on 1/31/2016 it states “Design Contract PART 1 and PART 2 contracts executed.” Should this read “PART 2 and PART 3” instead?

Answer: In the RFP Section III subsection 4, item 1/31/2016, change “PART 1 and PART 2” to “**PART 2 and PART 3**”.

13. Question, does our submission require a complete Type A Agreement at time of proposal submission?

Answer: A completed Type A Agreement is **NOT** required for submission of a response to the RFP for a “BASIC SERVICES PART 1” proposal.

End of Addendum No. 3