

ADDENDUM NUMBER: Addendum 02
REQUEST for PROPOSAL: To provide Construction Management Services for
Greenhouse Facilities
Mitchell Park
524 S. Layton Boulevard
Milwaukee, Wisconsin 53215
PROJECT NUMBER: P143-08451
DATE OF ADDENDUM: December 28, 2012

This Addendum to the Request for Proposal (RFP) is issued to modify, explain or correct the original Documents, Dated November 29, 2012, and is hereby made part of the Request for Proposal. Acknowledge receipt of this addendum in the Letter of Transmittal, as part of your proposal submission.

1. Background:

- a. DELETE section in its entirety and ADD the following,

"I. BACKGROUND

The Milwaukee County Department of Administrative Services is requesting proposals for professional consulting services to provide basic construction management (CM) services necessary to oversee the construction of new Greenhouse Facilities to be located adjacent to the Mitchell Park Horticultural Conservatory ("The Dome") located at 524 S. Layton Boulevard in Milwaukee, Wisconsin

The Wisconsin Department of Transportation has acquired Milwaukee County's existing greenhouse facilities and related land on the Milwaukee County Grounds in order to reconstruct and improve the zoo interchange. New greenhouse facilities will be constructed by Milwaukee County at Mitchell Park.

Work for the new greenhouse facilities includes the construction of nine greenhouse buildings of three distinct designs, a tilt-up concrete link structure from the existing Domes facility to the new buildings, a new tilt-up concrete storage and preparation building, a new chemical storage building, and miscellaneous site facilities and improvements. The new greenhouse facilities will be used for propagating the plants required for the existing horticultural conservatory at Mitchell Park and elsewhere in Milwaukee County.

The design team, lead by The Kubala Washatko Architects, Inc. (TKWA), developed Construction Documents for the new greenhouse facilities. The project was advertised for public bid with bids received on November 28, 2012. It is anticipated that Milwaukee County will enter into a contract for construction, with the apparent low bidder, prior to the selection of a CM firm. The construction budget for this project (exclusive of planning and engineering costs) is estimated to be between \$10,600,000 and \$11,000,000. Copies of the Bid Summary are available on the County's website at, <http://county.milwaukee.gov/ConstructionBidsandR23075/Mitchell-Park-Greenhouse-Facil.htm>"

2. Tentative Schedule:

- a. DELETE section in its entirety and ADD the following,

"IV. TENTATIVE SCHEDULE

The schedule shown below is based on the extent of Pre-Construction Phase, Construction Phase, and Post-Construction Phase Construction Management Services.

1. Dec. 06, 2012	RFP for Construction Management Services Issued.
2. Dec. 19, 2012	Pre-proposal conference; 10:00 am at City Campus Bldg. 2711 W. Wells Street, Milwaukee, WI 53208, Rm. 289. Direct your questions to Chris Travanty, AIA at (414) 278-4260 or chris.travanty@milwcnty.com
3. Jan. 09, 2013	Proposals due.
4. Jan. 11, 2013	Selection Committee shortlists or selects consultant.
5. Jan. 14, 2013	Selection Committee interviews consultants (if necessary).
6. Jan. 14, 2013	Consultant Selection (will occur no sooner than this date).
7. Jan. 16, 2013	Finalize Scope of Work and Agreement with Consultant.
8. Jan. 18, 2013	Agreement Signed and Notice to Proceed Issued.
9. Jan. 21, 2013	Estimated Start of CM Pre-Construction Services.
10. Aug. 31, 2013	Estimated date of Substantially Completion.
11. Sept - Nov 2013	Project Closeout.
12. Sept 2014	Post Project Evaluation.”

3. Content of Proposal:

- a. E, Organization’s Greenhouse and Conservatory Design/Construction Experience: CLARIFICATION Prior Construction Management experience with greenhouse or conservatory construction is not required, but is desirable.
- b. F, Project Organization and Staff Experience: CLARIFICATION Professional Registration is not required, but is desirable. If a registered Architect / Engineer is a member of your project team then provide their State of Wisconsin registration number in this section of your proposal.
- c. I, Project Approach: DELETE section in its entirety and ADD the following,

“Provide a description of the construction management duties and routines that you anticipate to be performed in this project. Be specific in the description of your approach as it pertains to this particular project and location. Describe the challenges you anticipate in managing a public construction project and how you propose to overcome them.”

- d. J, Scheduling: REVISE “as noted in Section IV - Project Schedule of this RFP” should read “as noted in the tentative schedule of this RFP”.
- e. K, DBE Requirements: REVISE “278-5248” to “414-278-4747”.
- f. M, Fee Proposal: DELETE the section in its entirety and ADD the following,

“The fee for this project shall be clearly stated as a lump sum for basic services as detailed in this document and an allowance for reimbursable expenses. Please include any and all sub-consultants in the fee proposal, and any reimbursable expenses anticipated by the sub-consultants.

The allowance for reimbursable expenses shall include the monthly cost of an on-site construction office / trailer from the start of construction to not less than sixty days from the date of substantial completion.

Progress payments for all services will be made as stated in the attached professional services agreement. Include a copy of “Attachment B-1” of the attached professional services agreement in this part of the proposal to indicate the direct salary rates, fixed overhead rates, etc. for any additional services that may be required.”

4. Proposal Submission Requirements and Format:

- a. A, REVISE "The Proposal must be submitted by *Friday, January 4, 2013 at 2:00 P.M. to: Milwaukee County Department of Public Works, Architecture and Engineering Division" to "The Proposal must be submitted by ***Wednesday, January 9, 2013 at 2:00 P.M.** to: Milwaukee County Department of Administrative Services, Architecture, Engineering and Environmental Services Section".
- b. C, DELETE the following "in Section VIII – A".
- c. D, REVISE "Proposals must respond to each component as listed in Section VII - Proposal Content" to "Proposals must respond to each component as listed in the Content of Proposal section".
- d. REVISE "Stipulated (Lump Sum) Standard Prime Consultant Agreement for Professional Services Type "A" Agreement" to "Consultant Agreement for Professional Services Type "C" Agreement".

5. Miscellaneous:

- a. I, REVISE "Milwaukee County Department of Public Works, Architecture and Engineering Division" to "Milwaukee County Department of Administrative Services, Architecture, Engineering and Environmental Services Section".

End of Addendum 02