

Addendum No. 4

September 11, 2012

To: All Interested Consultants

Subject: Request for Proposals (RFP) To Provide Professional Services as Prime Consultant for Master Planning – Addendum No. 2.

Project Name: Milwaukee County Zoo Master Plan 2011-2013

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

Project No.: Z600-11440

Proposal Due Date: 2 PM, Friday, September 21, 2012.

Addendum No. 4

This addendum to the Request for Proposal (RFP) is issued to modify, explain or correct the original documents, dated August 20, 2012, and is hereby made part of the RFP. Acknowledge receipt of this addendum is required for a proposal to be considered.

Part 1, Section B, Paragraph 3-A-8)

Change "(More information on to follow)" to the following:

"(More information on this to follow)"

Part 1, Section B, 3., A., 11, i):

Change the word "bond" to "bound"

Reference Information – Anchor Features and Design Guidelines

Add item no. 26 as follows:

26. Construction Budget for Master Planning: Owner may or may not undertake construction of any and or all projects proposed in the Master Plan. To the extent that construction may occur, the ceiling for a feasible construction budget shall reflect the economic dynamics in which Milwaukee County Zoo operates and may be between \$50,000,000 and \$100,000,000. However, the consultant shall exercise professional judgment in assessing information provided in the Annual Report and the Pre-planning Report to determine a feasible planning budget.

Responses to Questions

Question 1: RFP Part I- page 2: Item 8: In order to complete the Stipulated (Lump Sum) Standard Prime Consultant Agreement for Stage I I need all subconsultants fees; however, per Item 6 we do not need to include DBE subconsultants until after selection. We wish to indicate that we will use DBE consultants for Civil and Traffic Engineering and that we will make that final selection with the Owner if we are selected. **Could you please**

confirm if this is correct and how we are to calculate lump sum fee without the DBE subconsultants on-board at the time of the proposal?

Answer: Refer to Addenda #2 and #3 for revised requirements for submitting DBE participation information.

Question 2: Do we need to complete the Manpower, Direct Salary Rate and Overhead & Profit Factor Schedule for the proposal or is this completed after selection? Note that this also requires fees for each subconsultant.

Answer: The information items in question are only for additional service beyond the Basic Services required of the contract. Requirement for submission of supplemental information on rates not available at time of proposal submission shall be determined by Owner upon the selection of finalists or the consultant designate.

Question 3: RFP Part I- page 2: Item 8: states that this form should not be filled out for Stage 2 Services, yet later on Item 10b&c asks for full fee breakdown according to services, tasks, and activities and a detailed spreadsheet of Constant Effort. Does this mean that we actual complete the same detailed fee proposal for Phases 1 & 2, but just do not fill out the Stipulated Lump Sum form for Stage 2?

Answer: Fee information is required for a proposal for each stage of the project. However, only the contract for stage 1 needs to be completed.

Question 4: RFP Part I-page 4: Item 11j: Do you want 3 samples projects each of 1. master plans, 2. animal exhibits, 3. non-animal planning, and 4. non-animal exhibits? So, a total of twelve (12) projects?

Answer: A total of only 3 sample projects is required. They may represent one or more project types a respondent chooses to submit.

Question 5: Section B, 3., A., 5) Sub-Consultants: Question: Are we correct in assuming that these are only the specialty consultants (Costing, LSS, Economists, Ride Planners, Transportation, Animal Encounter Specialists, etc) who we will have on our team?

Answer: There is no requirement or restriction that the prime consultant shall or shall not include any sub-consultant in providing the master planning services.

Question 6: Section B, 3., A., 11, a), b), c), and d): Qualifications Statements:

1. Do you intend that we "list all" of our projects, their data and contacts or is a wide selection of recent projects acceptable?
2. Can you give a time frame in which we can bracket our past project experience?

Answer: A responding firm has the discretion to select the information that most accurately represents its current capabilities.

Question 7: Can the respondents assume that they will have no responsibilities relative to any modifications to the hippo documents that may be required due to master planning decisions?

Answer: Information on the hippo exhibit project will be provided to the master planner at the start of the project. The location and footprint of the project shall be considered as an existing site element. The master-planning consultant is only required to acknowledge the presence of this project in the master plan.

Question 8: Stage 1, A, Master Plan Stage 1 Scope, 2 Non-Animal (Exhibit) Attractions

1. Can we assume that these non animal exhibits are intended to generate revenue for the Zoo?
2. Will this revenue come through increased attendance or is the intention that they will be an up-charge experience for visitors?

Answer: Owner's intend for including these elements may be inferred from the "Pre-Planning Report" included in the full RFP document.

Question 9: Stage 1, A, Stage 1 Schedule:

1. Will the Owner Team decision makers be fully represented in all Design Team sessions and presentations?
2. Are these fixed dates or is there any flexibility in suggesting modifications to this timing, schedule and length?
3. Can we expect that the Owner Team will have a majority of the information and surveys ready for the design team to "hit the ground running"?
4. Given that there are less than 8 weeks and a major holiday season between the interim reports and the final presentation, can we assume that the Owner Team will do an expedited review of the interim report so that the design team can finalize the materials for final presentation early in the new year?
5. Is the intention that there may be comments and revisions during and/or after the Final Presentation that will need to be incorporated into the final submittals that are due three weeks later on January 31, 2013?
6. Does the Owner Team have a fixed, mandated review period or should the consultant team suggest the length of review periods that will allow compliance with this schedule?

Answer: Owner's schedule included mandatory milestones for completions of major tasks. Schedules for activities are subject to revisions as initiated by the consultant or Owner so long as the major milestones are maintained.

Question 10: Stage 2, A, Master Plan Stage 2 Scope, 1 Overall Nature and Purpose of the final Master Plan Product, 1, a):

1. Has the Owner Team executed comprehensive surveys of the current site, utility, roadway and facility as-built conditions?
2. Has the Owner Team executed comprehensive horticultural surveys and assessments of the trees on site; paying particular attention to size, condition and those specific trees are in the "must preserve" category?
3. If not, will these surveys and assessments be available prior to Stage 2?

Answer: Comprehensive information in organized documents will not be provided. Consultant shall use professional judgments to determine the information needed, to be requested from owner and to be included in the master plan base on the level of details appropriate for a master plan which is conceptual in nature.

Question 11: Stage 2, A, Master Plan Stage 2 Scope, 7:

Each of the items in this section could require major design efforts. Question: Can we assume that these "solution" requirements are conceptual only with broad brush diagrams, suggestions and per square foot cost estimates?

Answer: Consultant shall use professional judgments to determine the level of details appropriate for a master plan which is conceptual in nature.

End of Addendum No. 4