

DEPARTMENT OF ADMINISTRATIVE SERVICES

Milwaukee County



December 21, 2023

To All Interested Consultants

Project: Milwaukee County Community Reintegration Center Facility Master Plan

Project No.: 5704-23960

Subject: AMENDMENT #1 TO REQUEST FOR PROPOSALS (R.F.P.)

Modify the original Milwaukee County Community Reintegration Center Facility Master Plan 5704-23960 RFP as follows:

- 1) Change under IV. Anticipated Consultant Selection and Project Timetable
Proposal Due Date from January 5, 2024 to - **January 12, 2024, 2:00 p.m.**
- 2) Change under IV. Anticipated Consultant Selection and Project Timetable Add QUESTIONS DUE January 8, 2024, 8:00 a.m.
- 3) Change under II. Scope of Services, Phase One
"Conduct site visits of the CRC facilities to gain a better understanding of the quality, functions and activities at each facility, and to **verify review** condition assessment information.
Coordinate site visits with CRC facility manager."

December 13, 2023 Pre-Proposal Meeting Attendees

Name	Representing	Email
Brill, Michael	Milwaukee County DAS-FMD	Michael.Brill@milwaukeecountywi.gov
Bickerstaff, Michael	Milwaukee County CRC	michael.bickerstaff@milwaukeecountywi.gov
Michelle Peterson	Engberg Anderson	michellep@engberganderson.com
Allyson Nemec	Quorum Architects	allyson@quorumarchitects.com
McClain, Veronica	Milwaukee County	Veronica.McClain@milwaukeecountywi.gov
Eilers, Jenine	Milwaukee County OEI	Jenine.Eilers@milwaukeecountywi.gov
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Name	Representing	Email
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Kevin O'Donnell	ZA Studios	Kevin.ODonnell@zastudios.com
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Robert Gosse	Sigma Group	rgosse@thesigmagroup.com
Sullivan, Shawn	Milwaukee County CRC	Shawn.Sullivan@milwaukeecountywi.gov

Questions received after the pre-proposal meeting, with associated answers

Q1. The RFP does not include a complex master planning in terms of an architectural conceptual plan design meaning recommendations and actual design of which building are no longer useful / could be demolished or future planning requiring space program planning exercises/conceptual plans for upgrading existing spaces based on program needs for overall building space renovations or new addition space programs to make the campus fully useful over a 20-25 year projection of use.

A1. CRC's focus for this project is deferred capital of the building architectural, structural, and MEP systems, for example, confirming what is needed to be repaired or improved, and how to define and coordinate capital requests to improve chances of the projects being adopted in future capital budgets. Space needs are not currently an issue and are not anticipated to be an issue. Existing occupancy and program needs should be considered in understand the use of the facilities and in developing the list of capital projects

Q2. Confirm that this RFP's desire is a simplified master planning exercise via verifying past capitol planning reports and lists, categorize and group listed items by need, review/provide condition assessments, preventative maintenance recommendations, and life-cycle engineering of existing systems.

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A2 See change in wording above. Milwaukee County is currently finalizing the latest condition assessment, which would update the information provided in attachment 4 such as current asset information, lifecycle life, and other pertinent information on existing assets and systems, as well as requirements.

Q3. In the RFP Under the Scope of Services Phase 1 section, item #1 states "Collect, review, and understand the following information..." then goes on to list 6 items. Please clarify whether all pertinent information related to the six items will be provided by the County for review by the Consultant, or if the Consultant is required to perform any additional work to collect this information. For example, should the Consultant plan to independently research "resident population trends" or interview County staff to understand "existing and proposed staffing information"?

A3. The following will be provided by the County as a document or through meetings with staff:

- i. CRC strategic direction
- ii. resident population trends
- iii. existing and proposed staffing information
- iv. operational needs and operational budget which may impact capital requests
- v. facility condition assessments
- vi. County capital budget request development requirements

Q4. The FCA data in Attachment 4 is listed by system group e.g., jail equipment, interior construction and conveyance, fire protection, MEP etc. Would the County like the capital and deferred maintenance plans to reflect these same system groupings, or others not listed, as part of this plan?

A4. The county is open to discussion on the exact categories based on findings and consultant expertise.

Sincerely,

Michael Brill
Capital Planning Manager
Facilities Planning and Development

cc: S. Hayes, DAS-FMD
S. Carron, DAS-FMD
L. Robinson, DAS-OEI
P. Nilles, DAS-FMD