



Addendum One

OREGON ZOO STRATEGIC PLAN RFP 13-2178

Note: The following additions, deletions and changes to Request for Proposal 13-2178, hereby become part of the Request for Proposals. It is essential that all prospective Proposers note the content of the Addendum.

In the interest of fairness and equity, this information is being provided to all interested proposers.

The following questions were submitted on this solicitation.

Question 1: With a proposal submission date of August 2, 2012, and a project start date of August 1, 2012, is it anticipated that the project timeline will be adjusted to allow the necessary time to review proposals and negotiate a contract award? Can you provide a more detailed timeline for the review/award process?

Answer: The RFP is amended to say September 1, 2012, as the project start date for work.

Question 2: Does Metro have any recent market data on Oregon Zoo customer interests, needs, and expectations? If so, can this be made available to submitting parties or described so we know what data has been collected and what new data might be needed to inform future strategic discussions.

Answer: We have some general surveys on parking and the bond projects which can be provided but nothing that specific.

Question 3: Section H of the Proposal Contents requests Work Samples. Our firm usually does not share client strategic plans and/or work plans as these are considered proprietary in nature. Will a Table of Contents suffice for the submitted proposal? Sample plans could be shared during an in-person interview if desired.

Answer: Samples of plans are required. You can be generic but we need to see how products are delivered.

Question 4: What is the allocated/approved budget for this scope of work?

Answer: Will be determined based on proposals submitted.

Question 5: Are meal/lodging costs associated with the three day off-site retreat to be included in the proposed budget or will these costs be incurred internally through Metro? What is the anticipated number of participants for this retreat? Has a site for the retreat already been selected or is this the responsibility of the contractor?

Answer: Site will be selected by Zoo, travel costs and meals for consultants should be included in overall budget, zoo will pay for Zoo staff and meals during retreat; total number of participants from Zoo is 6-8 people.

Question 6: What is the budget and have the dollars been allocated?

Answer: The money has been allocated and the budget depends on the proposals and the Zoo's needs.

Question 7: 1. Have date(s) been determined for the referenced off-site retreat?

Answer: No, but the Zoo's goal is for late September.

Question 8: Is the logistical planning of said retreat being handled by another entity?

Answer: It can be handled by Zoo staff.

Question 9: If not, can it be integrated into our response?

Answer: Yes, we will consider that as an option.



Metro

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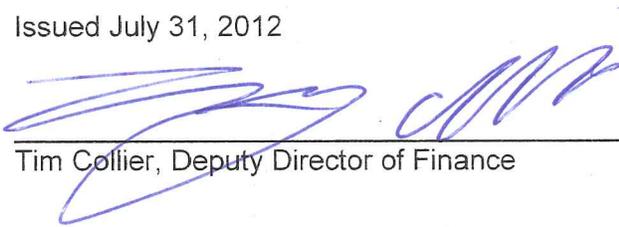
Changes to the RFP:

The RFP is amended to say September 1, 2012, as the project start date for work

Metro is extending the proposal due date from close of business, Thursday, August 23, 2012 to close of business, Friday, August 3, 2012.

All other terms, conditions and requirements of the Request for Proposal remain in full force.

Issued July 31, 2012



Tim Collier, Deputy Director of Finance