



Comprehensive Capital Master Plan

Request for Proposals: 10-1655 Consultant Services

Addendum #2

The following addendum contains a clarification concerning infrastructure improvements and the answers to questions that have been submitted since the previous addendum.

Clarification regarding infrastructure:

- In considering the infrastructure improvements for the Zoo (RFP Section III-C), the assessment and recommendations regarding the overall condition, efficiency and effectiveness of the electrical system is to include the use of control systems for HVAC, lighting and life support systems and the integration of new systems with the Zoo's existing systems to produce a unified system that can be easily monitored.

Questions submitted since the previous addendum:

“Page limits specify 6 pages for Approach, Work Plan 4 pages, and 3 pages for Team Qualifications. May we assume that we could revise or exceed the maximum number of pages per heading as long as the combined page number does not exceed 13 pages?”

The RFP places a limit of 30 pages on the body of the proposal and lists maximum page lengths for identified sections. If proposers wish to change the length of individual sections, they may do so as long as the total of all the listed elements does not exceed the 30 page limit.

“The RFP includes a paragraph about landslides. Are there existing maps documenting slide areas and are there existing geotechnical reports available to the selected team or should the team need to include such mapping and technical reports in our scope of work?”

The Zoo has existing geotechnical studies that will be available to the selected consulting team. This includes a report of the semi-annual monitoring of inclinometers at the Zoo which measures the amount of movement of the active landslide complex that underlies the site. In addition, the Draft Stormwater Master Plan (Appendix I on the Metro web site) has a section (Section 3) on geotechnical conditions on the zoo site. While these resources are available, planning efforts will certainly want to take geotechnical factors into account, so proposers should anticipate the need for geotechnical investigation and expertise, at least on a localized basis for individual exhibits.

“Is the zoo currently participating in the Metro recycling programs?”

Yes. The Zoo has a very comprehensive recycling program that is operated in coordination with Metro's agency-wide program.

“Do you have an idea of when the interviews will be scheduled? With people making summer plans, it would be helpful to know the week you are planning to hold the interviews. We don’t need to know the exact date.”

Interviews are tentatively scheduled for the second full week in July – most likely July 12 and 14.

“This is a very unique project and process, and they need to be a reflection of your expectations. Currently each design team will be making their own assumptions about the full scope of work which will result in a wide range of ‘not-to-exceed’ fees for you to assess. As the fee proposal/hourly rates category carries almost as much weight as the others, can you please describe your methods for evaluating the fee proposals from the different teams?”

Typically the design team is selected based on credentials and has an opportunity to have comprehensive sessions with the owner to determine the scope and fee and explore options. If cost approval must be part of the selection process, there are a couple of other options that you might consider. 1) ask the design teams that are short-listed to submit a fee at the time of the interview, or 2) ask for a fee range (not a fixed fee) and hourly rates as part of the written proposal. We feel it is in your best interest that the focus of the proposal be on the design teams understanding of and approach to the project, and the experience and expertise they bring.”

It is the policy of Metro to include the evaluation of cost in the RFP selection process. We feel the assignment of 20% of the available points to the cost area is appropriate. Cost proposals will be evaluated on the total proposed cost (15%) of the services, with the lowest cost proposal receiving the maximum points and competing proposals receiving a proportionate amount of points. The remaining 5% of available points will be awarded based on the hourly rates proposed for the consulting team compared to other proposals.