



June 29<sup>th</sup>, 2023

**REQUEST FOR PROPOSALS**  
North America Soil Borings Project

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## ATTACHED EXHIBITS

**EXHIBIT A:** Soil Boring Map

**EXHIBIT B:**

**EXHIBIT C:**

## INVITATION TO BID

Prequalified bidders are hereby invited by The Columbus Zoo and Aquarium Association (CZA) to submit proposals for the North America Soil Borings Project. Proposals for the project will be received by The Columbus Zoo and Aquarium (CZA) until 5:00 PM on July 19<sup>th</sup>, 2023.

Bids must be received on the included bid form and must be submitted via email to [Karen.Schenk@columbuszoo.org](mailto:Karen.Schenk@columbuszoo.org) and [Ryan.Albright@columbuszoo.org](mailto:Ryan.Albright@columbuszoo.org). Bids arriving after the above date and time will be rejected.

Any questions pertaining to the interpretation of the contract documents are to be submitted in email to electronically to Karen Schenk, [Karen.Schenk@columbuszoo.org](mailto:Karen.Schenk@columbuszoo.org).

No questions will be heard after 2:00 PM on July 12<sup>th</sup>. Answers deemed necessary will be given in the form of an addendum to the bidding documents and issued to firms on record with The Columbus Zoo and Aquarium Association (CZA) as confirmed bidding contractors.

# INTRODUCTION

**Our Mission: To Lead and Inspire by Connecting People and Wildlife**

**Our Vision: The Sustainable Co-Existence of all Living Things**

The Columbus Zoo and Aquarium Association (CZA) is a 501 (c) (3) not-for-profit organization that manages and operates a highly acclaimed zoo, a golf course, and an LLC waterpark on 612 adjacent acres of land on the northwestern outskirts of Columbus, Ohio.

The Columbus Zoological Park Association, Inc. was organized in 1930 as a not-for-profit corporation. The functions of the Association are to make the public more aware of conservation issues, education programs and recreational opportunities, to encourage civic involvement in the Zoo, to raise funds for the purchase of animals and to plan Zoo improvements.

## SCOPE of WORK

The contractor shall furnish all labor, materials, and equipment to perform all work required. This project is considered Prevailing Wage for the State of Ohio and proposals should reflect this as such. Bidders should provide pricing for the following base work:

Lump sum to provide borings based on the soil boring map provided. Borings shall be 20' in depth or until refusal. The following information shall be gathered from the borings and included in the soil borings report:

- Boring Number
- Boring Coordinates and round surface elevation
- Date/Time of Report
- Site Conditions at time of sample, including weather
- Type and depth of boring
- Type of drilling method
- Sampling method and sample type
- Sample recovery
- Soil density or consistency
- Soil color
- Grain size determined by Particle Size Distribution (PSD) lab test
- Particle Shape
- Classification (ASTM D2487-11): USDA, AASHTO, or USCS
- Sedimentary structure
- Layer boundaries and thickness (transition in color or between two different types of soil)
- Blow Counts
- Depth to bedrock, and/or refusal

- Depth to groundwater
- Plasticity
- Moisture
- Topsoil (A Horizon) thickness
- Allowable soil bearing pressure
- Lateral soil pressure
- Seismic site classification
- Photos
- Geotechnical recommendations regarding design and construction of proposed buildings, slabs, or walkway in boring location for the project.

## **PROJECT SCHEDULE**

All work must be completed no later than August 31<sup>st</sup>. The CZA anticipates issuing a notice to proceed on or about July 26<sup>th</sup>, 2023.

**Bid Deadline:** July 19<sup>th</sup>, 2023

Notice of Award: July 26<sup>th</sup>, 2023

Anticipated Notice to Proceed: July 26<sup>th</sup>, 2023

Final Completion: August 31<sup>st</sup>, 2023

Equal employment opportunity, Drug Free Safety Policy Requirements and Prevailing Wage rates are applicable to this project. This project is tax exempt.

The CZA desires to engage a minority spend of 10% of the total project cost, Total cost includes design cost by engineer, and the fabrication and installation cost by successful bidder). The CZA recognizes traditionally defined Minority Businesses who voluntarily self-disclose their classification.

Other groups, or individuals, found to be socially and economically disadvantaged and to have suffered racial or ethnic discrimination and decreased opportunities to compete in the area markets will be evaluated on a case by case basis.

## **PROPOSAL SUBMISSION FORMAT AND REQUIREMENTS**

Please include the following information in your submission:

1. Corporate Information
  - a) Provide firm name, officers of the firm as applicable and their contact information.

- b) Provide a brief overview of the firm's history, including services provided.
- c) State limits and deductible of professional liability coverage.

2. Relevant Experience

- a) Identify successful past projects achieved by your company that express similar work.

3. Strategic Approach and Proposed Schedule

- a) Provide a statement that your firm understands the proposed Scope of Work and how well your firm might be able to respond to that Scope of Work.
- b) Provide a brief description of your firm's proposed process for completing the Scope of Work, including how you envision the process and schedule for time to turn around this volume of work. **Please indicate the key lead time items which will drive the schedule.**

4. Proposed cost of services

- a) Identify any other pertinent information that would relate to your firm's philosophy regarding costs, design fees, ownership of errors and omissions, partnership opportunities, etc.

## **PROPOSAL SELECTION PROCEDURE, TERMS AND CONDITIONS**

1. **Proposals must be received electronically no later than 5:00 PM on July 19<sup>th</sup>, 2023.** Proposals received after this time will not be considered.
2. All responses received by the deadline will be evaluated based on: ability to perform the work described within the Scope of work; ability to meet the schedule; relevant experience; and the proposed cost of services.
3. Once a decision has been reached, a Letter of Intent will be processed and forwarded to the selected company and the other candidates will subsequently be informed of the decision in a timely and respectful fashion.
4. All costs of developing these proposals and any subsequent expenses relating to the process or to contract negotiations are entirely the responsibility of the Proposer and may not be charged to the CZA.
5. It is the policy of the CZA to solicit proposals with a bona fide intention to award a contract. This policy notwithstanding:
  - This Request for Proposal is not subject to the competitive bidding process.
  - Any contract entered into as a result of any proposal submittal will not necessarily be based on the concept of lowest apparent bidder.

- The CZA reserves the right to accept or reject any or all RFP's that may be submitted or to procure any service by any other means.
- The CZA reserves the right at any time to modify the selection process or the scope of the project or the required responses.
- Soliciting proposals and granting of exclusive negotiation rights does not commit the CZA to accept any terms of any proposal. Final terms of any agreements are subject to the approval of the CZA. We may suspend or terminate negotiations at any time that we determine additional negotiations would be unproductive.
- Submission of a proposal constitutes express acceptance by the Proposer of all provisions of this Request for Proposal.

### **ACKNOWLEDGEMENT OF ADDENDUM**

Bidders must submit this acknowledgement form with their response. One acknowledgement form per response, listing all addenda, is appropriate.

**Addendum No.:** \_\_\_\_

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**Addendum No.:** \_\_\_\_

**Addendum No.:** \_\_\_\_

Company Name: \_\_\_\_\_

Representative's Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## BID FORM

**Project Name:** North America Soil Borings Project

Having read and examined the contract documents, including without limitation the drawings and specifications prepared by the engineer for the above referenced project, the undersigned bidder proposes to perform all work for the project, in accordance with the contract documents, for the following sum(s).

**BIDDER'S NAME (PRINT):** \_\_\_\_\_

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