



10/13/2023

REQUEST FOR PROPOSALS

3rd Party Special Inspections Services for North America
Trek Project

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Attached Exhibits

1. Exhibit A: Statement(s) of Special Inspections
2. Exhibit B: Construction Safety on Zoo Grounds

Invitation to Bid

Prequalified bidders are hereby invited by The Columbus Zoo and Aquarium Association (CZA) to submit proposals for the Special Inspections Services for North America Trek Project. Proposals for the project will be received by The Columbus Zoo and Aquarium (CZA) until **12:00PM ET on October 24, 2023.**

Bids must be received on the included bid form and must be submitted via email to Karen.Schenk@columbuszoo.org and 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.

No questions will be heard after **5PM ET on Friday, October 20, 2023.** 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: Empowering People. Saving Wildlife.

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:

The work is defined by the special inspections as required by the Ohio Revised Building code for this project and as described in Exhibit A for each of the structures identified by the structural engineer for North America Trek Phase 1. Each Special Inspections sheet should be reviewed in totality to clarify expectations and depth of scope. A summary of the Work includes:

1. Building 15: Masonry, Concrete and Soils
2. Building 16: Concrete and Soils
3. Building 25: Masonry, Concrete and Soils
4. Building 35: Masonry, Concrete and Soils
5. Building 41: Concrete and materials, and soils
6. Building 45: Concrete and materials testing, Masonry and vertical foundations, and Soils
7. Building 51: Concrete and materials testing, Masonry and vertical foundations, and Soils
8. Building 52: Concrete and materials test and soils
9. Building 55: Concrete and materials testing, Masonry and vertical foundations, and Soils
10. Building 65: Masonry, Concrete, and Soils
11. Building 30/31: Concrete and materials, and soils
12. Site walls: Concrete and Soils
13. Swan Aviary: Concrete and Soils

Special Inspections will be issued by the Columbus Zoo and Aquarium's Construction Manager for the NA Trek project, Pepper Construction. All test results will be issued to both the Columbus Zoo and Aquarium's Construction Manager, Ryan Albright, and Sr. Dir. of Planning and Design, Karen Schenk as well as the CM Project Superintendent. All work will be invoiced to the Columbus Zoo and Aquarium karen.schenk@columbuszoo.org.

Additional Scope of Work Considerations

1. Reports for concrete and or mortar break tests should be provided within 48 hours of the test.
2. Site inspections require a verbal direction at the end of the inspection to the construction manager, and should include a report stating the same direction within 24-48 hours after the visit.
3. In the event unsuitable soil is identified, contractor to provide CZA and the Construction Manager with definitive limits of unsuitable soils found to ensure that pricing received is acceptable. This can be provided in the form of a marked-up PDF or provide dimensions and a general location.

Project Schedule

All work must be completed no later than May 2025. The CZA anticipates issuing a notice to proceed on or about November 16, 2023.

Bid Deadline: October 24, 2023

Notice of Award: November 7, 2023

Anticipated Notice to Proceed: November 16, 2023.

Final Completion: May 2025.

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 a brief overview of the firm's history, including services provided.
2. 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 the various testing requirements and the time from performing inspections/tests and providing final report.
3. 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 12PM on October 24, 2023.** Proposals received after this time may 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; 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.: ____

Addendum No.: ____

Addendum No.: ____

Addendum No.: ____

Company Name: _____

Representative's Name: _____

Signature: _____

Date: _____

Bid Form

Project Name: 3rd Party Special Inspections Services for North America Trek 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): _____

Bidder will complete all work associated with the project in accordance with the contract documents for the following total bid price of

TOTAL BID PRICE
\$ _____ U.S Dollars

(_____) U.S Dollars
(Insert amount in words)

Please also indicate if you intend to use a subcontractor and/or identify your subcontractor below:

Commitment to Minority Business Participation Form

Use “√” or “X” to mark option included in bid

If marking Option B, also show percentage of proposed participation.

Option A

Bidder commits to meet or exceed the advertised MBE participation goal of the contract award amount, calculated as a portion of the base bid plus all accepted alternates, by using certified MBE business enterprise(s) or other group as described in the RFP.

Bidder agrees that if selected for consideration of the contract, it shall provide (if not provided with the Bidder’s base bid) to the CZA, within 3 business days after receiving notice from CZA, MBE affidavit form for each certified business enterprises proposed for use by the bidder if awarded the contract for this project.

Option B

Bidder does not meet the advertised MBE or other group as described in the RFP Participation Goal percentage, but if awarded the contract for this project, commits to provide _____ percent of the contract award amount, calculated as a portion of the base bid plus all accepted alternates, by using certified MBE business enterprises or other group as described in the RFP.

Bidder acknowledges it understands the requirement for it to provide and agrees to provide to the CZA, if selected for consideration of the contract, within 3 business days after notice from CZA, a “Demonstration of Good Faith” form describing its efforts undertaken prior to submitting its bid to meet the advertised MBE participation goal percentage for the contract for this project.

Option C

Bidder declares that the bidder is certified MBE business enterprise or other group as described in the RFP and that if awarded this contract, the MBE participation percentage will be 100 percent of the Contract award amount.