



## Request For Proposals: Elephant South Yard Expansion Project/Design Build Services, 2024

The Columbus Zoo and Aquarium (CZA) is seeking proposals from Design/Build companies to perform architectural and construction services for updating our south rhino habitat and converting it to an elephant habitat.





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## CZA Stakeholders & Project Management

Please include all CZA staff listed below in **all correspondence** regarding this project.

- Karen Huebel, Director Theming & Interpretive Design, karen.huebel@columbuszoo.org
- Ryan Albright, Construction Manager, ryan.albright@columbuszoo.org

## Attached Exhibits

The documents attached to this RFP as “Attachments” should provide more definition.

1. Attachment A: Request for Pricing
2. Attachment B: 2023-12-15 Pachyderm – South Yard Concept. Final
3. Attachment C: Elephant South Yard Expansion Project. Survey and Details
4. Attachment D: Design Build Contract (Agreement, Definitions, General Conditions)
5. Attachment E: Columbus Zoo Owners Work Rules, Non-Collusion, Prevailing Wage
6. Attachment F: Template Bid Proposal



## 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 acquisition of animals and to plan Zoo improvements.

## Project Background and Goal

The Columbus Zoo and Aquarium's priority is the welfare of our animal collection. In 2023 the CZA relocated our rhinoceros to another facility and anticipates expanding our elephant herd. This project will be to modify the existing rhinoceros' habitat on the south side of the pachyderm facilities and to renovate the habitat to house elephants. The project must also coordinate with adjacent construction for the North America Trek project. The project will include survey work as needed, utilities, new steel post/cable barrier, site grading and so forth.

The CZA has developed a project program and concept plan for consideration. The selected Design Build Contractor will be responsible for all materials and labor to complete the work.

## Project Summary

The Elephant South Yard Expansion consists finalizing the concept for the new habitat. Re-grading the old rhino yard to level the yard more appropriately for elephants, removal of various concrete wall sections to be included. The steel post and cable fencing system will need to be removed and refabricated to contain elephants, with posts approximately 10' high and a 4-cable system and horizontal steel pipe around the perimeter. We are interested in gaining as much space for the elephants as possible, so we would like to consider relocating the existing concrete public pathway, in addition to removing an existing rhino shade structure. The main pool for the rhino can be modified to contain sand for a dry dust bath area for the elephants, or modified to become a type of splash pad for animal enrichment. Additional shade posts, feeding nets and enrichment panels will also be included in the project and may just need to be relocated versus new design.

Many of the elements such as post/cable are already detailed out in various architectural drawings and can be used in this application.



## Scope of Work

The successful contractor will be responsible for all Scope of Work as defined in the attached Contract, and as described in the RFP and other attachments, if applicable.

Supply all design services, equipment and labor to:

- Provide a concept sketch of how far the yard can be extended given the current footprint and public space, for final scope approval.
- Remove existing bollards/cables in the rhino yard and recycle all metals. All cable and hardware such as turnbuckles should be reused if possible.
- Fabricate new bollards/cable and associated footers around exterior of the current habitat of appropriate size for elephant containment. Utilize existing drawing detail on bollards/cables and quantities and construction techniques but replace the horizontal rail with additional cable. Verify all information per on site review. All bollards to be painted or powder coated, and all welds to have rust prevention material applied.
- Re-grade the habitat for proper drainage and level the yard. Remove all materials such as significant sized rock (greater than 3") and other non-suitable materials. Consider leaving the existing retaining walls on the west side in place.
- Add new substrate (soil/grit or other) to the yard to level the yard as needed.
- Remove wood bollards around existing trees and dispose of posts. Leave wood posts near the building.
- Create a new water bowl, leaving the existing concrete water bowl trough. Plumb water to the new water bowl and ensure proper shut off for winter to the plumbing.
- Install (3) existing galvanized mesh panels of varying sizes on the fence structure (to be removed by separate contractor) and reinstall at a location TBD. Mesh is 2x2, approximately 3" or 4" gauge and approximately 8' high x 10' wide.
- Remove existing wood shade structure and roof/gutters at public viewing area, eliminate structure posts. Remove speakers and all associated wiring.
- Add shade sail and attach to existing metal posts. Modify the wood post in the yard or add new steel post at appropriate height in yard for a higher shade placement at that location. **Add Alternate:** Design/install a permanent roof system instead of removable shade sail.
- Fabricate new mesh panel/post system at elephant touch area height of containment panels to be a minimum of 10'. Small mesh doors hinged on the public side to be incorporated, doors to be latch-able with the ability to be locked, and doors to be approximately 12" x 12" to be added for enrichment which can be opened by the keeper from the "public" side.



- Demo the existing themed concrete rock barrier along the east side of the habitat to 12” below grade, and fill voids with compacted sand fill. Ensure no metal or other sharp hazards exist prior to filling the voids.
- Remove and repair concrete on face of building as needed including carving to match existing and paint concrete as appropriate.
- Demo concrete at existing elephant door and repair concrete as needed in similar style/color.
- Paint elephant door and two existing rhino doors on exhibit side for an updated look.
- Eliminate existing public concrete path in select areas and repour to redirect the path. If we can extend the elephant yard to the concrete path or further, then we will need to determine if the yard is viewable from one location instead of along the entire west face.
- Remove the existing public fence accordingly, install new public fence and repair fence in various locations.
- Repaint existing steel posts that hold the shade structure as needed.
- Paint/powder coat all posts to prevent rust.
- Along adjacent region (North America), design/install a wood fence to prevent a view from the adjacent region. Wood fence would consist of posts at ~12’ high and an estimated ~10” diameter. The fence will be a visual barrier for the elephant, but this location will still need the post and cable barrier.
- Install heavy duty turnbuckle to tie down a tire enrichment element. Turnbuckle hardware will be reclaimed by a separate contractor from a previous exhibit.
- Repair any existing public concrete pathways if they are showing heaving or have other damage.
- Install a hay feeder net/arm/motor and protection bar. Similar systems are currently on site in another location to be reviewed.
- Contractor shall be responsible for all dust abatement, sound control, and protection of existing spaces for both the animals and public.
- The building is an active Elephant holding area so Contractor must adhere to all safety procedures of the Zoo.

## Proposed Project Schedule

CZA requests that each bidder provides a schedule reflecting an accurate portrayal for the anticipated work.

RFP distributed     January 29, 2024  
Pre-Bid Meeting    February 14, 2024  
Bid Deadline        February 22, 2024, noon EST

Interviews or Anticipated Selection and Notice of Intent    February 29, 2024

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Project Completion

September , 2024

\*Private meetings will not be accommodated during the bidding. The CZA encourages the company have no more than two representatives attend the Pre-Bid meeting on February 14, 2024, 11am and meet in front of the Business Office.

**CZA requires notice with list of names and associated company be provided to karen.huebel@columbuszoo.org and ryan.albright@columbuszoo.org by February 13, 2024 by 5pm in order to grant access.**

## Proposal Submission Format and Requirements

The following criteria are applicable and should be considered for the proposal:

- Equal employment opportunity
- Project is prevailing wage.
- CZA has a goal of 10% project spend for MBE, including yourself and/or any subcontracted companies.
- Drug Free Safety Policy Requirements
- This project is tax exempt.
- Bid Bond Required: No
- Payment Bond Required: No
- Performance Bond Required: Yes
- The project is considered **PREVAILING WAGE**.

Please include the following information in your submission:

1. Corporate Information
  - a) Provide company name, officers as applicable and their contact information.
  - b) Provide a brief overview of the company's history, including services provided.
  - c) State limits and deductible of professional liability coverage.
2. Relevant Experience
  - a) Summarize the identified individuals' general experience in projects of similar scope, budget and complexity.
3. Strategic Approach
  - a) Provide a statement of your company's understanding of the proposed Scope of Work and how well your firm might be able to respond to that Scope of Work, and the proposed project schedule.
  - b) Provide a brief description of your firm's proposed process for completing the Scope of Work, including how you envision your interaction with and contractual responsibility to the CZA staff.
4. Construction Fee Philosophy
  - a) Provide your proposed cost for the materials and work for the construction project.



- b) Please provide a detailed description or matrix of what services you propose to provide for this project.
- c) Identify any other pertinent information that would relate to your firm's philosophy regarding costs, ownership of errors and omissions, partnership opportunities, etc.

5. Minority Organizations

- a) Identify any means in which you intend to try to utilize minority organizations in order to help the Zoo achieve or surpass the 10 % goal for this project.

## Proposal Selection Procedure, Terms, and Conditions

1. Questions concerning the Proposal Submission, or the Scope of Work must be directed electronically to [karen.huebel@columbuszoo.org](mailto:karen.huebel@columbuszoo.org) Responses to any questions will be sent in the form of an addendum.
2. An electronic copy of the proposal shall be emailed to: Karen Huebel, [karen.huebel@columbuszoo.org](mailto:karen.huebel@columbuszoo.org) and Ryan Albright, [ryan.albright@columbuszoo.org](mailto:ryan.albright@columbuszoo.org)
3. Questions may not be entertained after February 16, 2024 at noon.
4. **Proposals must be received electronically no later than** February 22, 2024, noon **EST**. Proposals received after this time will not be considered. CZA will provide an email confirmation of receipt; if you do not receive confirmation, please reach out to Karen Huebel, 614.724.3594
5. All responses received by the deadline will be evaluated by an internal selection committee, which may lead directly to the selection of a particular firm for an interview.
6. The chosen firm will receive a "Letter of Intent." Candidates not selected for the project will be informed by the CZA in a timely manner.
7. All costs of developing these proposals and any subsequent expenses relating to an interview process or to contract negotiations are entirely the responsibility of the Proposer and may not be charged to the CZA.
8. 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 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 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.
  - Submission of a response to this RFP constitutes express acceptance by the Proposer of all provisions of this Request for Proposal.

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## 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.:** \_\_\_\_

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

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

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

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

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





## Bid Proposal Form

In addition to filling out this bid form, please attach an additional sheet breaking out your bid by labor and materials division. Please use the standard CSI Master format.

Bidder will complete all work associated with the Design Build project in accordance with the RFP and Attached Exhibits.

Preconstruction Services – Includes all survey, engineering, design and permitting costs and is a Not-To-Exceed Cost of \$\_\_\_\_\_.

Construction Fee - \_\_\_\_\_% of the total cost of the work.

General Liability Insurance - \_\_\_\_\_% of the project costs.

General Conditions - \$\_\_\_\_\_. This cost is based on a \_\_\_\_\_month schedule with a total project cost (Survey, Engineering, Design, permitting and construction). A copy of this breakdown is attached.

General Requirements - \$\_\_\_\_\_ - This cost is based on a \_\_\_\_\_ month scheduled a project cost of \$\_\_\_\_\_. A copy of this breakdown is attached.

Contingency – Recommended Contingency Amounts to be Carried Throughout the Project:

Schematic Design Budget: \_\_\_\_\_%

Design Development Budget: \_\_\_\_\_%

**ADD ALTERNATE #1:** Design/fabricate/install a solid roof structure on the shade structure \$\_\_\_\_\_

### **TOTAL PROJECT PRICE, INCLUDING DESIGN AND CONSTRUCTION:**

\$\_\_\_\_\_ U.S Dollars

Please indicate submission of:

Non-Collusion form \_\_\_\_\_

Prevailing Wage Form \_\_\_\_\_

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## Commitment to Minority Business Participation Form

Use "✓" or "X" to mark option included in bid.

If marking Option B, please 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.