

**FRESNO'S CHAFFEE ZOO CORPORATION
REQUEST FOR QUALIFICATIONS
PROFESSIONAL DESIGN SERVICES FOR
FRESNO CHAFFEE ZOO EXPANSION**

The Fresno's Chaffee Zoo Corporation (FCZC) invites interested firms/teams hereinafter referred to as "the Consultant" to submit written Statements of Qualifications (SOQ) for professional design services for 2 separate facilities, a Program Animal Holding Facility and an Animal Nutrition Center. A Committee will be convened to evaluate firms' qualifications and experience with similar projects. Up to four firms determined to be best qualified will then be invited to participate in a presentation/interview with the top rated firm entering into negotiations with the Fresno's Chaffee Zoo Corp. This RFQ does not commit the FCZC to award a contract or pay any costs incurred in the preparation of a response to this request. FCZC reserves the right to cancel this RFQ in part or in its entirety.

Respondents are invited to submit their SOQ in accordance with the criteria established within this RFQ. Written questions regarding this RFQ must be received by the FCZC no later than **4:00 p.m. local California time Tuesday, April 19, 2016**. FCZC may respond to questions by written amendment to this document. Oral statements or instructions shall not constitute an amendment to the RFQ.

To be considered, Submittals must be received by the FCZC at the Administration Building, 894 W. Belmont Ave., Fresno CA, 93728, Attention CFO, by the Submittal Due Date. **Any response received after the Submittal Due Date and time will be returned unopened.** The prevailing clock shall be the FCZC clock in the Administration Building. Submittals must be presented in a sealed envelope with RFQ's name as well as the Respondent's name, address and telephone clearly indicated on the envelope. Questions must be addressed to the FCZC's Chief Financial Officer ("CFO"). The FCZC reserves the right to reject any or all submittals, or to withhold the award for any reason it may determine, and to waive or not to waive any informalities in any Submittal. All information regarding the content of the specific Submittals will remain confidential.

SUBMITTAL DUE DATE: April 26, 2016 AT 4:00 PM local CA time
SUBMITTAL LOCATION: Fresno Chaffee Zoo Administration Building
894 W. Belmont Ave.
Fresno, CA 93728
Attn: Chief Financial Officer

PRE-SUBMITTAL CONFERENCE DATE: Friday, April 8, 2016
TIME: 10:00 AM local CA time
LOCATION: Fresno Chaffee Zoo Education Building
894 W. Belmont Ave.
Fresno, CA 93728

QUESTIONS SHALL BE DIRECTED TO: Brian Goldman
Chief Financial Officer
Fresno Chaffee Zoo
894 W. Belmont Ave.
Fresno, CA 93728
(559) 498-5916
bgoldman@fresnochaffeezoo.org

SCOPE OF SERVICES

I. INTRODUCTION:

PROJECTS: A Program Animal Holding Facility and an Animal Nutrition Center

A. LOCATION: **894 W. Belmont Avenue, Fresno, CA 93728**

B. PROJECT TIMEFRAME: Selection of a Consultant and initiation of contract negotiations is expected to occur by June 24, 2016. The deadline for completion of construction document services is June 23, 2017.

C. SCOPE: The fixed fee or cost plus fixed fee contract for design of a Program Animal Holding Facility and an Animal Nutrition Center. Neither facility is accessible to the general public although both buildings should be designed for behind-the-scenes tours.

D. CONSTRUCTION

The FCZC is planning to use a Construction Manager or a Construction Manager at Risk with a Guaranteed Maximum Price (CM@R w/GMP) for this project. We will contract for the project design services and the construction services separately, but the Consultant will be required to work with the selected CM to:

- Value engineer each project during design
 - Evaluate costs and maintain continuous budget control throughout the design
 - Participate in construction planning and schedule assistance
 - Ensure constructability prior to the Contractor guaranteeing the GMP
1. The Exhibition Design Program prepared by the Consultant will provide an estimate of all probable costs for the development of suitable facilities and related improvements. Construction documents will be prepared for those facilities and improvements that can be completed for the amount budgeted.
 2. The construction budget will be determined by the FCZC management and it shall be the Consultant's responsibility to produce construction documents conforming to those budgets. The base bid is to provide for the construction of the facilities and site improvements that are determined by the FCZC management and project stakeholders. Bid Alternates may be included for lower-priority components and to allow for some flexibility in the design as it relates to the Construction Contract.

II. DETAILED SERVICES:

DESIGN CRITERIA:

The final project requirements that will determine the design of the new facilities shall be a product of the Consultant's detailed analysis and research based on the needs and requirements of the Zoo. Direction will be provided by Zoo Staff and project stakeholders, and will include earlier efforts of the Zoo's master plan.

A. GOALS AND OBJECTIVES:

1. Preparation of an appropriate Architectural Design Plan for the Program Animal Holding Facility and the Commissary.
2. Preparation of construction documents, which satisfy the functional requirements as described herein, and as established in the approved Architectural Design Program as attainable within the budgeted funds.
3. Evaluation of the proposed facilities for compliance with the Americans with Disabilities Act (ADA), U.S. Department of Agriculture (USDA), Associations of Zoos and Aquariums (AZA), and any other federal, state or local accessibility guidelines and providing good traffic flow for ease of circulation, mobility, and accessibility in and around the site are important objectives for the site development for each facility.
4. Improving and expanding the services of Fresno Chaffee Zoo and making these facilities both efficient and inviting for the public and staff.

B. BASIC PROJECT REQUIREMENTS:

1. An analysis of service and emergency circulation. Vehicular access and lighting will be needed.
2. Building lighting should maximize energy conservation and exterior lighting should comply with Dark Sky Standards.
3. The angle of the sun should be considered in the design of each facility for energy conservation as well as to provide shade for the staff and the animals.
4. Water conservation measures should be utilized. Rainwater harvesting, low flow and waterless fixtures, and Gray Water should be incorporated to the extent the regulatory codes and project budget allows.
5. The Consultant shall provide presentation materials for Public and Zoo Board to review.
6. The Consultant will be in compliance with EIR mitigation measures for the Zoo.

C. EXHIBIT REQUIREMENTS:

1. PROGRAM ANIMAL HOLDING FACILITY:
 - a. The Program Animal Holding Facility is off exhibit holding for current and retired education program animals including mammals, birds, reptiles and amphibians.
 - b. The Facility will include multiple indoor and outdoor runs, corner cages, and the ability to mix species in both indoor and outdoor holding areas.
 - c. Drive-up access for easy loading and unloading of program animals.
 - d. In following with the education mission of the zoo there will be a component allowing for behind-the-scenes tours for the general public and donors.
 - e. LEED Certification will be explored as the design progresses.
2. ANIMAL NUTRITION CENTER:
 - a. The Commissary will include a large walk in refrigerator and freezer, dry storage, a large kitchen, laundry capability, and a work area with a desk, computer and printer.

- b. In following with the education mission of the zoo there will be a component allowing for behind-the-scenes tours for the general public and donors.
- c. LEED Certification will be explored as the design process.

D. AESTHETIC CHARACTER:

1. The design approach of all structures, including the selection of materials, orientation, and structural systems, should respond to today's need for the conservation of energy and water, while being responsive to the project budget.
2. Careful consideration should be given to service and emergency circulation as well as security of and around each facility in the design process. Vehicular traffic and access requirements are to be analyzed, with the design solution addressing these issues without sacrificing the character of the proposed areas.
3. Both Facilities should reflect the Zoo's commitment to be operationally cost effective by providing functional, flexible facilities that minimize staffing requirements and maximize energy conservation.

E. SPECIAL CONSIDERATIONS:

1. Energy And Water Efficiency:
 - a. The facilities designed under this Contract shall be designed for maximum efficiency in the use of both energy and water.
- 2 Handicapped Accessibility:
 - a. The facilities shall be designed and constructed for accessibility and use by individuals with physical disabilities. The requirements of the Americans With Disabilities Act (ADA), Occupational Safety & Health Administration (OSHA), International Building Code (IBC), ADA Accessibility Guidelines (ADAAG) and American National Standards Institute, Inc. (ANSI) shall determine the design criteria to be used for the design of public and non-public spaces to ensure accessibility and compliance.
- 3 Site Requirements:
 - a. The Consultant shall conduct a complete site analysis of each site to clearly identify problems and opportunities connected with the development of the sites. The functional and visual relationship between all site components, both the existing and the proposed facilities, will be studied, and design options on their total integration will be presented for approval and development as part of this project. Alterations to the site circulation, paving and landscaping to accommodate the new facilities are of primary importance.
 - b. As vegetation is considered a major asset to the Zoo environment, an evaluation of all existing landscape features impacted by development, regardless of protected status, should be made. Every effort should be made to protect existing trees where possible. The evaluation should consider those plants of major size and/or particular value such as; plants that provide shade for users or structures; plants possessing wildlife value for nesting, protection or as a food source; non-protected plants that are found to be rare in the urban environment and those plants possessing a unique character or particular aesthetic quality, or that can be used as browse for Zoo animals. Planning efforts shall reflect a hierarchy of preservation methods where first, plants are preserved in place; second, plants are transplanted on site; and last, plants are removed from the site.
 - c. Water conservation methods for landscape irrigation and site drainage shall be utilized wherever possible and economically feasible. Such methods may include but are not limited

- to: the use of drought tolerant vegetation, water harvesting areas, drip irrigation, self-sealing irrigation heads, ground moisture sensors and/or rain shutoff valves, water absorbing gel or polymer soil additives and the use of reclaimed water.
- d. Site drainage shall utilize and maintain existing flow patterns. Detention/retention areas shall be provided as required by code.
 - e. Drinking fountains must be fully accessible and ADA compliant, if applicable.
 - f. The use of recycled materials throughout the realm of facility improvements is encouraged where economically feasible.
 - g. The Fresno's Chaffee Zoo Corporation has an approved Master Plan. The Consultant should be familiar with this Plan and ensure that all work is in accordance with that Plan.

III. SCOPE OF PROFESSIONAL SERVICES

A. GENERAL DESCRIPTION:

1. The specific services being furnished during the life of this Contract shall be rendered by Architects, Landscape Architects, Designers and/or Engineers registered to practice in their particular field of endeavor with the State of California. The professional and associated services provided shall be rendered by personnel pre-approved by the FCZC, which reserves pre-approval rights for any personnel substitutes, and shall be rendered promptly and diligently upon receipt of written Notice to Proceed with any or all of the services herein.
2. Consultant shall be responsible for the completeness and accuracy of all services rendered under this Contract and must correct all errors of omission or commission on the drawings, specifications and other documents notwithstanding prior to acceptance by the FCZC.
3. These are prevailing wage projects. Copies of the prevailing rate of per diem wages are on file at the FCZC's principal office, which shall be made available to any interested party on request. The Consultant is responsible for obtaining and/or verifying the prevailing wage rates on its own. Any error or omission on the part of the FCZC with respect to the prevailing wage rates does not excuse the Consultant from obtaining the correct prevailing wage rates, and paying those rates to workers. Nor does any error or omission on the part of the FCZC with respect to the prevailing wage rates relieve the Consultant of the imposition of penalties or give rise to a claim against the FCZC.
4. The FCZC plans to use a Construction Manager (CM) for this Project. The FCZC will contract separately for the project design services and the construction services, The Consultant shall coordinate with the selected CM to evaluate costs, provide estimates and value analysis, schedule assistance and insure constructability prior to the CM establishing the Guaranteed Maximum Price. The selected firm/team may be required to be a non-voting member of the evaluation committee that selects the CM. Attendance at all subsequent meetings and participation in accordance with all procurement policies, rules and regulations for a committee member is expected.
5. The FCZC's Project Management Team, concerned with the development of the Project may include, but is not limited to, the following:
 - a. The Project Manager

- b. The Fresno Chaffee Zoo Staff
 - c. The Fresno's Chaffee Zoo Corporation Board
 - d. Construction Manager
6. Record Drawings: Consultant shall furnish the FCZC one (1) set of mylar transparent copies of the final detailed working drawings which reflect "as-built" conditions within thirty days of the Consultant's receipt of the as-built drawings from the Contractor. Consultant shall also furnish the record set of drawings on CD in AutoCAD format version 2014 or later. Consultant's Final Payment may be withheld pending receipt of said items.

B. WORK SCHEDULE:

1. The Consultant shall prepare a work schedule for each facility in a format that shall present information in weekly increments, as required for the accomplishment of the various tasks involved in providing professional services under this Contract and will include at a minimum:
 - a. The events which will satisfy each of the professional services.
 - b. The dates each event will start and be completed.
 - c. The dates of each design review meeting by FCZC, Zoo Authority, and public meetings.
 - d. The elements that will hinder normal progress.
 - e. The names of persons responsible for each event.

C. BASIC DESIGN SERVICES:

1. Schematic Design: Consultant shall prepare and present such schematic design drawings together with general description of each facility that follows the Exhibition Program including a summary of circulation, a consideration of all pending and long-range plans, available energy efficiency measures and proposed construction materials, as it may be necessary to illustrate possible design solutions to the Project Manager who will arrange for reviews, meetings, and acceptance.
 - a. The Schematic Design submittal shall indicate the areas in which construction is proposed, along with the requirements for soils investigations prepared by the structural engineer for the Design Development phase. Consultant, working with the CM, shall submit an opinion of probable construction costs based on current unit costs for similar construction.
2. Design Development: The Design Development phase will proceed after written acceptance by the Project Manager of the Schematic Design. Consultant will proceed with the Design Development, and prepare plans, elevations, sections and other drawings as required to firmly fix each facility in its entire architectural, structural, civil, mechanical, electrical, landscape and other technical design essentials.
 - a. Consultant will prepare a site plan for each facility indicating general locations and nature of all site improvements, provide an outline specification to establish the basic materials of construction, prepare a summary of the design features including energy measures incorporated in the design and, assist the CM in preparing an itemized construction cost estimate to enable the Project Manager to appraise the economic value of each facility's design to the FCZC. Consultant shall submit these items in one package to the Project Manager for review and acceptance.

3. Construction Documents: The Construction Documents phase will proceed after written acceptance of the Design Development package by the Project Manager. Consultant will proceed with the Construction documents as follows:
 - a. Prepare working drawings and specifications for the construction of the facilities described in the accepted Design Development documents. Consultant shall leave room on all drawings in the bottom right-hand part of each sheet for plan approval stamps.
 - b. Submit these drawings to the Project Manager for review, comment and acceptance when they are approximately 60% complete.
 - c. Submit plans and specifications to the Project Manager for review, comment and acceptance when they are approximately 90% complete.
 - d. Complete detailed working drawings and specifications. All final documents shall be prepared by such methods and be of such quality of workmanship as will permit the making of satisfactory reproductions for efficient execution of the construction work and for record purposes.
 - e. Stipulate the number and types of material and/or equipment tests as recommended by Consultant and as formally approved by the Project Manager.
 - f. The consultant shall arrange for preliminary reviews by the City of Fresno Planning & Development, Building and Safety Division in an effort to satisfy all code requirements prior to an official submittal. Reviews with the required Building Services disciplines should be held in order to ascertain any potential problems prior to completing detailed drawings and specifications.
 - g. Assist the CM, to prepare an opinion of the probable construction costs for the base bid and alternates to the base bid when the FCZC accepts final designs, details, working drawings and specifications.
4. Evaluation of Budget and Cost of the Work:
 - a. If at any time the CM's estimate of the cost of the work exceeds either Project budget, the Consultant, working with the CM, shall make appropriate recommendations to the Project Manager to adjust that Project's scope or budget, and the Project Manager and the User Department shall cooperate with the Consultant in making such adjustments.
5. The Consultant is required to include the design services for all project engineering, including geotechnical, and landscaping.
6. The Consultant is required to obtain written approval for all permits necessary for construction.
7. The Consultant shall prepare minutes of all meetings during the Programming and Basic Design Services phases. Minutes shall be forwarded to the Project Manager within three working days of meeting date.

D. PERMITTING SERVICES:

1. Complete Code Review Analysis and Building Permit Application(s) as required to obtain approvals and permits from all governmental authorities having jurisdiction over the project.

2. Consultant is obligated to closely monitor and follow-up on the Building Permit application(s) as required ensuring the application(s) does not expire by limitation. Consultant shall request an extension of the time for action on the application, if necessary, to comply with the expiration of plan review limitation. Consultant will be responsible for making modifications to the plans, specifications and supporting documents as required to obtain building permit(s).
3. Special Inspections: Consultant shall formally notify Project Manager immediately upon notification of the need for special inspections required for permitting.

E. SERVICES DURING BIDDING AND CONSTRUCTION:

1. Review all Scopes of Work as compiled by the CM for bidding of the subcontracts.
2. Review and analyze Approved Equal requests for substantial compliance with specifications and make recommendations to Project Manager regarding suitability.
3. Construction Contract Administration: The Construction Contract Administration phase will proceed after receipt of written acceptance by the Project Manager of the construction documents. Consultant shall provide administration of the construction contract as set forth below. Consultant shall:
 - a. Review construction progress, provide advice and consult with the Project Manager concerning the progress and quality of the Work.
 - b. Consultant shall provide advice and consultation on the interpretation of the plans and specifications and in response to any questions, which may arise before and during the course of construction, and until the Project receives final acceptance by the FCZC.
 - c. Consultant shall review all shop drawings, working drawings, sketches, product details, samples, etc., submitted by Construction Contractor(s) or suppliers of material and equipment for conformance with Project design and compliance with the construction documents. Consultant shall maintain a record of submittals and of copies of submittals supplied by the contractor(s) and shall provide them to the Project Manager.
 - d. Consultant shall prepare such supplemental drawings and responses to Request For Information with supporting documentation and data as deemed necessary for the FCZC's approval and execution.
 - e. Consultant shall be responsible for the completeness and accuracy of all services rendered under this Contract and to correct all errors of omission or commission on the drawings, specifications and other documents notwithstanding prior acceptance by the FCZC.
 - f. Consultant shall execute all punch lists, review record (as-built) drawings and operations manuals, and certify the Construction Contractor's payment requests.
4. Field Administration: the Consultant and Sub-Consultants shall furnish Field administration for the construction of each Project, until sixty days after final acceptance by the FCZC. Consultant shall make not less than weekly periodic visits to the site so as to be thoroughly familiar with the progress and with the quality of the Work and to determine whether, in Consultant's opinion, all phases of the Work conform with the Construction Documents and the most recently revised and approved operational schedule. Sub-Consultants shall make periodic visits to the site to thoroughly familiarize themselves with the progress and with the quality of the Work and to determine whether, in their opinion, all phases of the Work conform to the Construction

Documents and the most recently revised and approved operational schedule. On the basis of the Consultant's on-site observations as an architect/engineer, Consultant shall immediately inform the Project Manager of defects and deficiencies observed in the executed work of the Construction Contractor(s).

- a. Consultant shall not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the Construction Contractor's work but shall make such on-site observations, which are commensurate with the progress of the Project.
- b. Consultant shall attend weekly meetings to discuss construction progress and construction administration issues.

INSTRUCTIONS TO OFFERORS

1. **SUBMITTAL FORMAT: Original and 7 copies (8 total) of each submittal** should be turned in to the FCZC, on any required forms and in the format specified in the solicitation. The original copy of the submittal should be clearly labeled "Original" and shall be unbound and single-sided. The material should be in sequence and related to the solicitation. **The sections of the submittal should be tabbed and clearly identifiable.** The FCZC will not provide any reimbursement for the cost of developing or presenting the submittals in response to this solicitation. Failure to include any requested information may have a negative impact on the evaluation and/or may result in the rejection of the offeror's submittal.
2. **CONTRACT NEGOTIATIONS:** At the completion of the evaluation process, the FCZC may enter into negotiations with the top ranked Offeror(s) to determine fees, and to negotiate any other portion of the Contract deemed by the FCZC to be necessary. In the event that the FCZC is not able to negotiate successfully with the top ranked Offeror, the FCZC shall cease negotiations with that Offeror and either begin negotiations with the next ranked Offeror or may choose to cancel the solicitation in its entirety. In the event that the FCZC is not able to negotiate successfully with the next ranked Offeror, the FCZC shall cease negotiations with that Offeror and either begin negotiations with the third ranked Offeror or may choose to cancel the solicitation in its entirety. The Chief Financial Officer shall make award to the Offeror whose submittal and subsequent negotiation is most advantageous to the FCZC.
3. **AWARD OF CONTRACT:** Notwithstanding any other provision of the solicitation, the FCZC reserves the right to:
 - a. waive any immaterial defect or informality; or
 - b. reject any or all offers, or portions thereof; or
 - c. reissue the solicitation; or
 - d. accept any offer deemed in the best interest of the Fresno Chaffee Zoo.

A response to this solicitation is an offer to enter into negotiations and contract with the FCZC based upon the terms, conditions, and specifications contained in the FCZC's solicitation. Submittals do not become contracts unless and until the FCZC executes them. All of the terms and conditions of the solicitation shall be incorporated in the Contract, unless any of the terms and conditions are modified by a solicitation amendment, a contract amendment, or by mutually agreed terms and conditions in the final contract documents.

4. PREPARATION OF SUBMITTAL:

A. EVALUATION REQUIREMENTS

The evaluation will be conducted as part of a two-step process that includes the following:

1) Screening Phase:

The selection of the consultant will be based on evaluation of all facets of the Consultant Submittal Document.

The criteria listed below do not indicate an order of importance and will be considered during review of the Consultant submittals:

- Experience with projects of similar scope and complexity.
- Project staffing which reflects specific experience with projects similar to the proposed facilities.
- Examples of successful team collaborations.

- Understanding of the project's schedule and assignment of resources to meet the schedule.
- Project Approach

2.) Interview Phase:

The interview criteria will be established by the FCZC and provided to the short-listed candidates upon notification of their advancement to the second step.

The FCZC reserves the right to make such additional investigations as it deems necessary to establish the competency and financial stability of any party submitting a proposal.

B. INSTRUCTIONS FOR SUBMITTAL: The offer shall be submitted with an original ink signature by the person authorized to sign the submittal. Erasures, interlineations, or other modifications in the submittal shall be initialed in original ink by the authorized person signing the Consultant offer. Periods of time, stated as a number of days, shall be in consecutive calendar days. It is the responsibility of all offerors to examine the entire solicitation package and seek clarification of any requirement that may not be clear and to check all responses for accuracy before sending in a submittal.

Submittal for the projects shall be limited to the items listed below. Firms are advised to follow guidelines and submit only the requested information. The response is due in three parts.

1. **COVER LETTER** (1 page) expressing interest in available projects. The cover letter shall also identify a single individual as point of contact for any future correspondence.
2. **CONSULTANT SUBMITTAL DOCUMENT** Answers to items 1 through 6 are limited to 20 double-sided pages including pictures, charts, schedule and any other associated material, but excluding resumes.

CONSULTANT SUBMITTAL DOCUMENT

In order to facilitate evaluation of submittals, please provide the following information in the order described below.

I. INTRODUCTION:

Basic Information: Submittal Date
 Firm Name and Address
 Phone Number
 Fax Number
 E-Mail Address
 Established (date)
 Names of Principals

II. STATEMENT OF QUALIFICATIONS AND EXPERIENCE:

Submit qualifications of the firm(s) and explain why your firm is especially well qualified to perform the required services. Please identify the internal policies and procedures that will be used to assure a quality product and completion of the project on schedule and within budget.

- A. List a minimum of three completed projects which demonstrate your firm(s)'s design ability, including project title, address, original budget and schedule, actual construction cost, construction duration and year completed.
- B. List experience with providing exhibition and interpretive design programming.
- C. List registered in-house Architects/Landscape Architects/Engineers, including Principals on the date of this submittal, including name, discipline and registration number.
- D. List experience with providing prompt Construction Administration Services as described in the Scope of Services.

III. KEY PERSONNEL EXPERIENCE ON SIMILAR PROJECTS:

Submit qualifications for key personnel and explain why they are especially well qualified to perform the required services.

- A. Identify and provide resumes for key personnel, (include those who are licensed in California and who will be responsible for, and seal the documents,) for the following disciplines:
 1. Principal in Charge
 2. Architecture
 3. Programming
 4. Landscaping and Site Development
 5. Civil Engineering
 6. Structural Engineering
 7. Mechanical and Electrical Engineering
 8. Environmental
 9. Water Quality/Harvesting and Stormwater
 10. Construction Cost Estimating
 11. Construction Administration
 12. Other
- B. Identify completed projects of similar work, for which key personnel were responsible, to illustrate the work quality. List project name, location and specific references that may be contacted. Show how the experience relates to the current project.

- C. Show examples where exhibit design, interpretative elements and identification graphics were thoroughly integrated and represent the level of quality the FCZC could expect for this project.
- D. Submit an Organizational Chart of personnel to be assigned to this project together with the specific aspects of the project to which the designated individual will be involved.
 - 1. The chart should show the estimated time commitments of key project staff as a percentage of the unit total time for a project.
 - 2. The chart should clearly show if team members are from local or other offices or from associated firms.

IV. TEAM COLLABORATION:

Indicate successful past collaborations of your team and explain why your team is best suited for this project.

- A. Indicate how past collaborations will benefit the current project.
- B. Provide three or more project owners for reference, including name, address and phone number and email. (Inquiry will include: promptness, success in meeting project budgets, design ability and relationship with owner and contractor.)

V. EXPERIENCE WORKING WITH A CM OR CM@R:

Indicate successful past collaborations on projects built by a Construction Manager or Construction Manager at Risk:

- A. List all CM and/or CM@R w/GMP projects that the firm has worked on in the past three years.
- B. List any other relevant project experience working with Contractors in a similar situation.
- C. Indicate how past collaborations will benefit the current project.

VI. PROJECT APPROACH:

Describe the firm's approach to this project.

- A. Describe your project management approach and team organization during programming, design and construction phase services.
 - 1. Describe the analytical tools, resources or methodologies commonly used by your firm that may be applicable to the project categories.
 - 2. Describe internal measures that will be used to ensure timely completion.
- B. As the Exhibition and Interpretive Design Program is a key element of this project, detail the methodology necessary to complete this effort.
- C. Submit preliminary thoughts for each exhibit facility.
 - 1. Overall approach or specific elements you would include in the design to create a unique visitor experience.
 - 2. Your experience with flexible/rotating exhibits.
 - 3. Specific considerations to best highlight the animal collection.
- D. Discuss any issues your firm has identified on this project and how those will be addressed.

OFFER

TO THE FRESNO'S CHAFFEE ZOO CORPORATION:

The Undersigned hereby offers and agrees to enter into negotiations with the FCZC to provide the material or service in compliance with all terms, scope of work, conditions, specifications, and amendments in the solicitation.

For clarification of this offer, contact:

Name: _____

Phone: _____

Fax: _____

Email: _____

Company Name

Address

City State Zip

Signature of Person Authorized to Sign

Printed Name

Title