



**COUNTY OF DANE**  
DEPARTMENT OF ADMINISTRATION  
**PURCHASING DIVISION**  
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GREG BROCKMEYER  
Interim Director of Administration

CHARLES HICKLIN  
Controller

DATE: January 12, 2018  
TO: All Proposers RFP# 117095 – Alliant Energy Center Campus Master Plan  
FROM: Pete Patten, Purchasing Agent  
SUBJECT: ADDENDUM #2

The following answers are provided in response to questions received.

1. **Q: Can Dane County provide architectural drawings of all of the buildings on campus?**  
**A. Follow the Sharefile link below to find all available drawings of campus buildings. This link will also be posted on the [www.danepurchasing.com](http://www.danepurchasing.com) website.**  
<https://countyofdane.sharefile.com/d-s96436bfdb4b4e3db>
2. **Can Dane County provide a list of events that happen in each building?**  
**A. See Attachment A and Attachment B. All attachments can be found under RFP# 117095 on the [www.danepurchasing.com](http://www.danepurchasing.com) website.**
3. **Can Dane County provide the Retro Commission study/report?**  
**A. See Attachment C. All attachments can be found under RFP# 117095 on the [www.danepurchasing.com](http://www.danepurchasing.com) website.**
4. **Is there an energy analysis or energy cost analysis for each building on the campus?**  
**A. See answer to question 3. An energy analysis has been completed for the Veterans Memorial Coliseum and Exhibition Hall. However, an energy analysis has not been completed for the New Holland Pavilions or the Arena Building.**
5. **The vendor fee for the RFP 117095 Alliant Energy Campus Master Plan is based on conceptual schematic master plan – the fee for the scope of service only at the Master Planning requirements listed on pages 13, 14, and 15?**  
**A. As noted in the Cost Proposal section, pricing should be determined by using either the six general tasks listed under the scope of services in Section 2.3 (A. – F.) or the specific tasks contained in Section 6 of your proposal. The costs must be broken down by task. A lump sum price must also be included.**

6. If the County determines to send out for REP's on a particular project of the Campus Master Plan for a building, then is the vendor for the RFP 117095 Alliant Energy Campus Master Plan allowed to submit a proposal for this work too?
- A. Yes.
7. Are there existing plans, cad or hardcopy, of all the facilities that are complete for architecture, mechanical, electrical and plumbing, fire prevention and low voltage, etc.? This is important as the time to develop base plans, etc. is a cost too.
- A. See answer to question 1.
8. Is there an existing site survey(s), topo and utilities that can be provided by the owner, or does the vendor for the RFP 117095 Alliant Energy Campus Master Plan have to get one as a reimbursable expense? Is that something that the county can provide? If a current and accurate survey can be provided, then the cost basis of the conceptual master plan is more realistic.
- A. No. A campus-wide survey does not exist. General boundary lines and topographic data can be accessed through the [County GIS website \(https://accessdane.countyofdane.com/\)](https://accessdane.countyofdane.com/). The data available in Access Dane should be sufficient for the expected master planning services. The scope of services and anticipated fee do not include the completion of a campus-wide survey.
9. Are there soil borings, too? This will be important for the Master Plan to have so that any potential buildings or individual projects can be considered, or it will be noted that the individual project may have to have a more complex or simple foundations. This is not needed at the conceptual level, but it could have an impact on the cost of the construction, so this will be noted on the Master Plan if no soil borings are provided by the county.
- A. There currently are no campus-wide soil borings for the Alliant Energy Center campus, and borings are not included in the master planning scope of services or anticipated fee. Sub-surface conditions vary greatly across the site, and county staff will share their knowledge of conditions with the selected consultant as part of the design process. Generalized soil conditions for this area can be found at [\(link\)](#).
10. The Market, Financial, Facility, and Impact Analysis completed in April 2017 includes facility recommendations that were based on an analysis of each structure on campus. I reviewed chapter 11 of the document dated March 29, 2107, that identifies the recommendations that were made. However, the facility analysis leading to the recommendations was not included. I am assuming that this may have been part of an addendum to the document, and my question is whether or not you can provide access to this data for consultants to review before submitting a proposal.
- A. The bases for the recommendations are contained in the totality of the [Facility Analysis report](#). The data not included in the report are not available.
11. Has a budget been established for the AEC Campus Master Plan?
- A. \$235,000.
12. Will the firm awarded the AEC Campus Master Plan be precluded from pursuing next phases of work on the AEC Campus?
- A. No.

13. Does having a local sub-consultant on a team fulfill the local vendor ordinance?

**A. No. Only the primary entity submitting a proposal would qualify. Proposals should be submitted by one entity only, regardless of how many sub-consultants there may be within that proposal. Dane County will award and contract with a single entity only.**

14. What is the approval process for the Master Plan? Will it require approval from the County AND the City? What is the consultant's role in the approval process?

**A. The master plan requires approval Dane County only and will not need to be approved by the City of Madison. A final presentation of the master plan to an audience to be determined by the county should be included in the proposed scope of services.**

Please acknowledge receipt of this addendum by noting "Addendum #2 Received" on the bottom of the Signature Affidavit when you submit your proposal. If you have any questions regarding this addendum, please contact me at 608-267-3523.

Sincerely,

Pete Patten  
Purchasing Agent