

FRESNO'S CHAFFEE ZOO CORPORATION REQUEST FOR PROPOSAL PROFESSIONAL ARCHITECTURAL/ENGINEERING SERVICES FOR A MAINTENANCE FACILITY AND SHIPPING AND RECEIVING BUILDING

The Fresno's Chaffee Zoo Corporation, hereinafter referred to as "the Corporation" is conducting a competitive two-step process to retain a consultant to provide professional architectural/engineering services for a maintenance facility and shipping and receiving building at the Fresno Chaffee Zoo.

The Corporation invites the qualified firms to submit a written proposal relating to this solicitation, a screening committee will then evaluate the proposals. The firm's proposal selected will then enter into negotiations with the Corporation for a fixed fee contract.

A complete copy of this RFP may be obtained from Mr. Michael Nazaroff by calling (559) 663-8306 or online at www.fresnochaffeezoo.com. Written questions regarding this RFP must be received no later than 2:00pm, Friday, June 28, 2024. Questions may then be answered by written amendment to this document. Oral statements or instructions shall not constitute an amendment to the RFP.

All submittals must be received by the due date and at the submittal location specified herein. Any response received at the specified submittal location after the due date and time assigned will be returned unopened. Faxed or emailed responses are not acceptable and will not be considered. The Corporation reserves the right to reject any or all submittals, to negotiate with any or all responsible submitters, 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 until a contract is finalized, or all proposals are rejected. The Corporation reserves the right to change the process and/or modify the selection procedures described herein. All selection decisions by the Corporation are final. Submitters shall be responsible for any and all expenses that they may incur in preparing proposals.

SUBMITTAL DUE DATE:	<u>2:00pm, Friday, June 28,2024</u>
SUBMITTAL LOCATION:	The Fresno's Chaffee Zoo Corporation
	Attn: Michael Nazaroff, Director of Capital Construction
	1250 W. Olive Avenue
	Fresno, CA 93728
Authorized Signature	 Publish Date

SCOPE OF SERVICES

I. INTRODUCTION:

PROJECT: Maintenance Facility and Shipping and Receiving Building

- A. LOCATION: Maintenance Facility 855 W. Belmont Ave. Fresno, CA 93728 and Shipping and Receiving Building 894 W. Belmont Avenue, Fresno, CA 93728
- B. PROJECT TIMEFRAME: Selection of an Architectural firm and initiation of contract negotiations is expected to occur by Thursday, August 1, 2024. The deadline for completion of construction document services is expected to occur by Friday, February 7, 2025. Completion of the facilities is planned to occur by Friday, February 6, 2026.

The selected Architectural firm will be required to work with the Corporation Project Management Department to:

- Value engineer the project
- Evaluate costs and maintain continuous budget control throughout the design
- Participate in construction planning and schedule assistance
- Ensure constructability prior to the Contractor's bid
- C. SCOPE: This project aims to construct a comprehensive maintenance facility comprising of a prefabricated metal structure or other types of structure with approximately 16,000 square feet of space. Additionally, a two-story shipping and receiving building will be incorporated into the design.

Maintenance Facility - 855 W. Belmont Ave. Fresno, CA 93728:

- 1. Components:
 - Office Space: Including individual offices for staff, administrative areas, and reception
 - Conference Room: A dedicated space for meetings and presentations
 - Break Room: An area for employees to relax and have meals
 - Locker Room: Facilities for changing and storing personal belongings
 - IT Room: A secure room for housing information technology infrastructure, design to extend existing network
 - Restrooms: Adequate restroom facilities for employees
 - Janitorial Room: Storage and utility space for cleaning supplies and equipment
 - Enclosed Storage Space: Secure storage areas for tools and equipment
 - Interior Shop Space: Dedicated work areas for welding, electrical, woodwork, plumbing, and horticulture
 - Warehouse high stacking rack
 - Warehouse mezzanine
 - Fuel storage (gasoline/diesel)
 - Solar canopy, EV charging stations
- 2. Warehouse Space:
 - Event Storage: Secure space designated for storing items related to Zoo events
 - Custodial Storage: Secure storage area for custodial supplies and eq
 - Equipment Storage: Secure storage space for machinery and maintenance equipment
 - Open Laydown Area: Flexible space for temporary storage and organization of materials
 - Vehicle Lift Space: Designated area for vehicle maintenance and repair
- 3. Site Features:
 - Parking: Designated parking areas for Zoo vehicles and employee vehicles
 - Golf Cart Parking and Charging: Dedicated spaces equipped with charging stations
 - Covered Shade for Employees: Shaded areas for employee workspace
 - Greenhouse: A structure for horticultural activities and plant propagation

- Storage Sheds: Facilities for horticultural growth and storage
- Bulk Landscape Material Open Cover Storage Bins: Storage areas for landscaping materials
- Compost Area: Designated space for composting organic waste
- Trash Enclosure: An enclosed area for waste management and recycling
- Laydown Area: Large designated space for temporary storage of construction materials
- Green Space

Shipping and Receiving Building – 894 W. Belmont Ave. Fresno, CA 93728:

1. Components:

- Delivery Area: Designated space for receiving incoming products
- Inspection Area: Dedicated zone for inspecting incoming shipments for quality control
- Organization Space: Efficient layout for organizing and storing incoming and outgoing products
- Construction Project Management Offices: Office space for overseeing construction projects
- Janitorial Storage: Storage area for cleaning supplies and equipment
- Plan Room: Rooms for storing and reviewing construction plans and documents
- Restrooms: Adequate restroom facilities for employees
- · Racking and Shelving: Installation of racking and shelving systems for organized storage of products
- Considerations for Pallet Jacks and Forklifts: Design features to accommodate the safe and efficient operation of pallet jacks and forklifts within the facility
- D. PROJECT BUDGET: Construction cost is estimated to be approximately \$10,000,000.00 (ten million).
 - The Architectural Design Program to be prepared by the Consultant must provide an estimate of all
 probable costs for the development of suitable facilities and related improvements. Construction
 documents shall be prepared for those facilities and improvements that can be completed for the amount
 budgeted.
 - 2. As there are limited funds for this project, it shall be the Consultant's responsibility to produce construction documents conformingto this budget. The base bid is to provide for the construction of the facilities and site improvements that are determined by the Corporation and project stakeholders. Bid Alternates will 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

A. DESIGN CRITERIA: The basic Project requirements that determine the design of the facilities shall be a product of the Consultant's detailed analysis and research of the needs and requirements of the facility, with direction provided by the Zoo Staff and project stakeholders.

B. GOALS AND OBJECTIVES:

- 1. The Project will prioritize functionality and optimize Zoo space to enhance efficiency and organization.
- 2. Evaluating the proposed facilities for compliance with the Americans with Disabilities Act (ADA) and providing ease of organization, mobility, and accessibility in and around the site are important objectives for the site development of this Project.
- 3. Preparation of construction documents, which satisfy the functional requirements as described herein, and as established and attainable within the budgeted funds.

C. BASIC PROJECT REQUIREMENTS:

- 1. Materials and design should align with the Zoo's mission for conservation and education. The area should be accessible and welcoming. The Consultant is to provide innovative guidance in the design approach with the selection of materials, orientation, structural and operating systems that 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 in and around the facility in the Project design. Vehicular traffic and access requirements are to be analyzed with

- the design solution reflecting the results of this analysis without sacrificing the character of the proposed facilities.
- 3. The Project should reflect the Zoo's commitment to be operationally cost effective by providing attractive, functional and flexible facilities that minimize staffing and maintenance requirements and maximize energy conservation.
- 4. A Landscape plan shall be part of each planned facility. Plants should be selected in consultation with Zoo Corp Staff for ease of care, waterconservation, and appropriateness for the Fresno climate and Zoo landscape, shall meet MWELO requirements.
- 5. Building lighting should maximize energy conservation and exterior lighting should comply with Dark Sky Standards.
- 6. The angle of the sun should be considered in the design for the buildings and outdoor spaces for energy conservation as well as to provide shade for the visitors.
- 7. Water conservation measures should be utilized. Rainwater harvesting, low flow and waterless fixtures, and Gray Water to the extent the regulatory codes and project budget allows.
- 8. Consultant shall provide presentation materials for Public/Zoo Board review.
- 9. The consultant will work closely with Zoo staff to develop the design for this project. There may be a need for the design team to travel to other facilities to study recent construction of similar venues.
- 10. An analysis of service and emergency circulation, vehicular access, lighting, and public barriers will be needed.

D. SPECIAL CONSIDERATIONS:

- 1. Small businesses, disabled veterans, minority owned and women owned business (SB/DVBE/MBE/WBE)
- 2. Energy And Water Efficiency:
 - The facilities designed under this Contract shall be designed for maximum efficiency in the use of both energy and water.
- 3. The Consultant shall provide written technical analysis of energy conservation measures listed below. The analysis must include, but not be limited to, added construction costs, energy and cost savings, changes to annual maintenance costs and life cycle cost analysis.
 - Passive water harvesting
 - High efficiency lighting
 - Daylight step-down ballasts with photocells for lighting
 - Native, deciduous tree shading at ground level
- 4. Accessibility Compliance:
 - The facilities, as public spaces, shall be designed and constructed for accessibility and use by the physically disabled. In this connection, the most restrictive 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 these facilities to ensure accessibility and compliance. The specific design criteria applicable to provisions for the physically handicapped shall be incorporated in the Architectural Design Program document for each facility.

5. Site Requirements:

- The Consultant shall conduct a complete site analysis to clearly identify problems and opportunities connected with the development of the site(s). Included in this analysis are all existing facilities, zoning, and other legal requirements. The functional and visual relationship among 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 as well as the physically disabled are of primary importance. Existing site survey to be provided by Corporation.
- As vegetation is considered a major asset to the Zoo environment, an evaluation of all plants impacted by development, regardless of protected status, shall be made. The evaluation shall 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.

- 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.
- Site drainage shall utilize and maintain existing flow patterns. Detention/retention areas shall be provided as required by code.
- All comfort stations and drinking fountains must be fully accessible and ADA compliant.
- The use of recycled materials throughout the realm of facility improvements is encouraged where economically feasible.
- Related Projects: The Fresno's Chaffee Zoo has an approved Master Plan. The Consultant should be familiar with this Plan and must ensure that all work is in accordance with that Plan.

III. SCOPE OF PROFESSIONAL SERVICES

A. GENERAL DESCRIPTION:

- The specific services being furnished during the life of this Contract shall be rendered by Architects 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 Corporation, 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 Corporation.
- 3. The Corporation's Project Management Team, concerned with the development of the Project may include, but is not limited to, the following:
 - The Fresno Chaffee Zoo Director of Capital Construction
 - The Fresno Chaffee Zoo Construction Project Manager
 - The Fresno Chaffee Zoo Staff
 - The Fresno's Chaffee Corporation Board
- 4. Record Drawings: Consultant shall furnish the Corporation, final detailed working drawings that 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 2000 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, 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:
 - The events that will satisfy each of the professional services.
 - The dates each event will start and be completed.
 - The dates of each public meeting and design review meeting.
 - The elements that will hinder normal progress.
 - The names of persons responsible for each event.

C. ARCHITECTURAL DESIGN PROGRAM:

1. The Consultant shall prepare a formal comprehensive Architectural Design Program for the proposed

facilities, clearly stating services, circulation and functional relationships in and adjacent to the facility; delineating size and types of the components; alternative approaches to the possible growth and change for the various functions; developing probable construction costs and Project budget recommendations; documenting interviews with designated Zoo personnel and other interested parties, and providing necessary detailed data to enable Design to be undertaken upon completion of the document.

- 2. Site Analysis: The Consultant shall provide research, attend meetings, and participate at on-site visits to obtain and gather information, determine status, and provide documentation of the following:
 - Vegetation location and description.
 - Site access: Pedestrian, bicycle, and vehicle access; to include public transportation availability and planning as well as maintenance, delivery, and emergency vehicular access.
 - Hydrological analysis of site drainage and drainage basin; to include water detention/retention requirements.
 - Geotechnical investigations to be provided by owner
 - ADA requirements.
 - Utilities: Location, size, capacity, and requirements for electrical, gas, water, irrigation, sewer.
 - The Consultant shall be responsible for coordinating with local Utility Company representatives (including City of Fresno, SJVAPCD, FMFCD, FUSD) to determine requirements and/or recommendations for proposed improvements including, but not limited to, size and location of proposed equipment and anticipated fees. Consultant shall coordinate and/or provide requested project information to these entities throughout the design process until its completion.
 - Zoning, easements, and other legal restrictions.
 - View elements: Views to and from the site and other visibility issues as they relate to site safety.
 - Water: Analysis of availability versus demands
 - Fire safety and other safety issues.
 - Future site enhancements.
- 3. Consultant, shall prepare a preliminary estimate of the Cost of the Work, updated and refined as the design process progresses, and evaluated against the project budget in order to keep costs within budget while accommodating project needs.
- 4. The Architectural Design Program is to be submitted for analysis, review, comment, and approval prior to proceeding with Basic Design Services for design of the facilities.
- 5. The Architectural Design Program, in general terms, shall include the following:
 - Establish the project **GOALS** a documentation of what the Corporation wants to do and why it wants to do it.
 - Collect, organize and analyze the FACTS organize and analyze the program facts to reveal their relative importance and meaning.
 - Uncover and test program **CONCEPTS** test programmatic concepts related to ideas intended mainly as functional solutions to the design and operational problems of the Project.
 - Determine Facility and Staff **NEEDS** space requirements, quality of construction and costs.
 - State the design **PROBLEM** after evaluating all the information derived from the above, develop the most important statements that can be made regarding the problem.
- 6. The Architectural Design Program is viewed by the Zoo staff as a formal document to be used as the basis for making decisions concerning the Project and should be designed for ease of communication.

D. BASIC DESIGN SERVICES

- Schematic Design: Consultant shall prepare and present such schematic design drawings together with general description of the Project that follows the Architectural Design Program, including a summary of circulation, a consideration of all pending and long-range plans, available energy efficiency measures and proposed construction materials, as may be necessary to illustrate possible design solutions to the Corporation who will arrange for reviews, meetings, and acceptance.
 - The Schematic Design submittal shall indicate the area(s) in which construction is proposed, along with the requirements for soils investigations prepared by the structural engineer for the Design Development phase. Consultant shall submit an opinion of probable construction costs based on

current unit costs for similar construction.

- Design Development: The Design Development phase will proceed after written acceptance by the Corporation of the Schematic Design. Consultant will proceed with the Design Development, and prepare plans, elevations, sections and other drawings as required to firmly fix the Project in its entire architectural, structural, civil, mechanical, electrical, graphics, landscape and other technical design essentials.
 - Consultant will prepare a site plan 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 an itemized
 construction cost estimate to enable the Corporation to appraise the economic value of the Project
 design to the Corporation. Consultant shall submit these items in one package to the Corporation for
 review and acceptance.
- 3. Construction Documents: The Construction Documents phase will proceed after written acceptance of the Design Development package by the Corporation. Consultant will proceed with the Construction documents as follows:
 - 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.
 - Submit these drawings to the Corporation for review, comment, and acceptance when they are approximately 60% complete.
 - Submit plans and specifications to the Corporation for review, comment, and acceptance when they are approximately 90% complete.
 - 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.
 - Stipulate the number and types of material and/or equipment tests as recommended by Consultant and as formally approved by the Corporation.
 - The Consultant shall arrange for preliminary reviews by the City of Fresno (Building Services Department) 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.
 - To prepare an opinion of the probable construction costs for the base bid and alternates to the base bid when the Corporation accepts final designs, details, working drawings and specifications. Submit five (5) signed copies of the final opinion of the probable construction cost to the Corporation.
- 4. Evaluation of Budget and Cost of the Work:
 - If at any time the Cost of the Work exceeds the Project budget, the Consultant, shall make appropriate recommendations to the Corporation to adjust the Project's scope or budget, and the Corporation 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.
- The Consultant shall prepare minutes of all meetings during the Architectural Programming and Basic Design Services phases. Minutes shall be forwarded to the Corporation within three working days of meeting date.

E. PERMITTING SERVICES:

- 1. Complete Code Review Analysis and Building Permit Application 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 to ensure 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 Corporation immediately upon notification of the need for special inspections required for permitting.

F. SERVICES DURING BIDDING AND CONSTRUCTION

- 1. Review all Scopes of Work for bidding of the subcontracts.
- 2. Review and analyze Approved Equal requests for substantial compliance with specifications and make recommendations to Corporation regarding suitability.
- 3. Construction Contract Administration: The Construction Contract Administration phase will proceed after receipt of written acceptance by the Corporation of the construction documents. Consultant shall provide administration of the construction contract as set forth below. Consultant shall:
 - Review construction progress, provide advice, and consult with the Corporation concerning the progress and quality of the Work.
 - 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 Corporation.
 - 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 Corporation.
 - Consultant shall prepare such supplemental drawings and responses to Request For Information(s) with supporting documentation and data as deemed necessary for the Corporation's approval and execution.
 - Consultant shall be responsible for the completeness and accuracy of all services rendered under this
 Contract and correction of all errors of omission or commission on the drawings, specifications and
 other documents notwithstanding prior acceptance by the Corporation.
 - 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 the Project, until sixty days after final acceptance by the Corporation. Consultant shall make no 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 to the Construction Documents and the most recently revised and approved operational schedule. Sub-Consultants shall make periodic visits to the site to thoroughly familiarize them 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 Corporation of defects and deficiencies observed in the executed work of the Construction Contractor(s).
 - 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.
 - Consultant shall attend weekly meetings to discuss construction progress and construction administration issues.

G. ADDITIONAL SERVICES

Graphics: This service shall include the design, drawings, specifications, cost estimates and direction of
the placement of the building graphics required for the Project. Development of graphics will be under
the direction of the Fresno's Chaffee Zoo Corporation. Graphics design shall cover exterior treatment
as required to ensure the proper functioning of the facilities developed under this contract.

Special consideration in the design of the project graphics is to be directed toward signing that will discourage vandalism. All graphics shall comply with ADA requirements. These graphics shall include, but not be limited to:

- Exterior Building identification signs
- Interior Building signs, including fire safety signs, state labor law and safety signs
- 2. Tree mitigation: This service shall include compensating for the removal of a healthy tree by planting a proportionate number of replacement trees based on the species and size of each existing tree, which is lost or taking other actions to restore and biologically enhance existing green space.

Tree Preservation and Development Strategy service shall include:

- Development Site Review
- Tree Mitigation Strategy
- Tree Appraisals
- Tree Installation and Relocation Strategy
- Tree Surveys
- 3. Provide Zoo with architectural renderings of the new facilities for any public comment, to offer stakeholders a clear and immersive preview of proposed project.

H. REIMBURSABLE EXPENSES

- 1. Presentation Media: The Consultant shall provide presentation media of the subject facilities to convey the proposed design for the Project. The presentation media shall be of a size and scale agreed to between the Consultant and the Corporation, and the completed presentation media shall be subject to the approval of the Corporation.
- 2. Printing: An allowance will be provided for the reproduction of copies of the Architectural Design Program, Schematic Documents, and Design Documents; of copies of the final Construction Documents; and one set of the final record ("as-built") drawings and electronic media as required by Corporation.
- 3. Travel Costs and Expenses: An allowance will be provided for expenditures made by the Consultant or his employees in the interest of the Project for transportation and living when traveling outside of the Greater Fresno Area in connection with the Project and for long distance calls and overnight mailings. All such travel shall be at the Corporation's established rates and shall have the prior approval of the Corporation.
- 4. Public Meetings: Consultant shall participate with the Corporation, and be available for, public meetings dealing with this Project that may require presentation of the proposed facility and site design and its potential impact on the surrounding area.

IV. FINANCIAL CONSIDERATION

A. COMPENSATION AND METHOD OF PAYMENT

- For performance of the services described in II., the Corporation shall pay the Consultant based on the
 amounts as agreed upon between the Consultant and the Corporation which include overhead, profit and
 all other costs associated with performing services under this Contract. If the Scope of Services or the
 Project budget increases or decreases significantly, the amounts of compensation shall be revised in
 accordance with Corporation's procedures.
- 2. The Consultant shall prepare Pay Requests for the amount representing the actual value of the services rendered and submit these forms to the Corporation for approval and processing.
- 3. Basic Design Services: Progress payments will be made consistent with the percent of work complete for each payment period.
- 4. Services During Bidding and Construction: The Consultant shall prepare Pay Requests for submittal to the Corporation for professional services rendered as of the first day of each calendar month in terms of the estimated percentage of construction completed by the Construction Contractor(s) at the time of Consultant's billing. Final payment may be made when the construction contract is declared satisfactorily accomplished.
- 5. Additional Services: The Corporation shall pay the Consultant only the authorized amounts for the complete performance of each of the required additional services.

- 6. Consultants shall not be reimbursed for normal business use mileage within greater Fresno. Work requiring travel outside of the local area shall include reimbursement for travel and expenses paid in accordance with approved allowances. Vehicle usage, lodging, and per diem expenses for out-of-townconsultants must be identified and approved in the Consultant's cost proposal.
- 7. Reimbursable Expenses (which are all not-to-exceed allowances) shall be paid at cost to consultant and shall include no markup. Pay Requests shall be submitted with original documentation of incurred expenses for reimbursement as approved expenses are incurred but not to exceed the amount agreed upon by the Consultant and the Corporation.
- 8. Additionally, we'll include a distinct line item allocating 5% of the total fee proposal to accommodate potential errors and omissions. This ensures transparency and accountability in the project's financial planning process.

EXHIBIT A

Paul Halajian Architects Site Analysis

















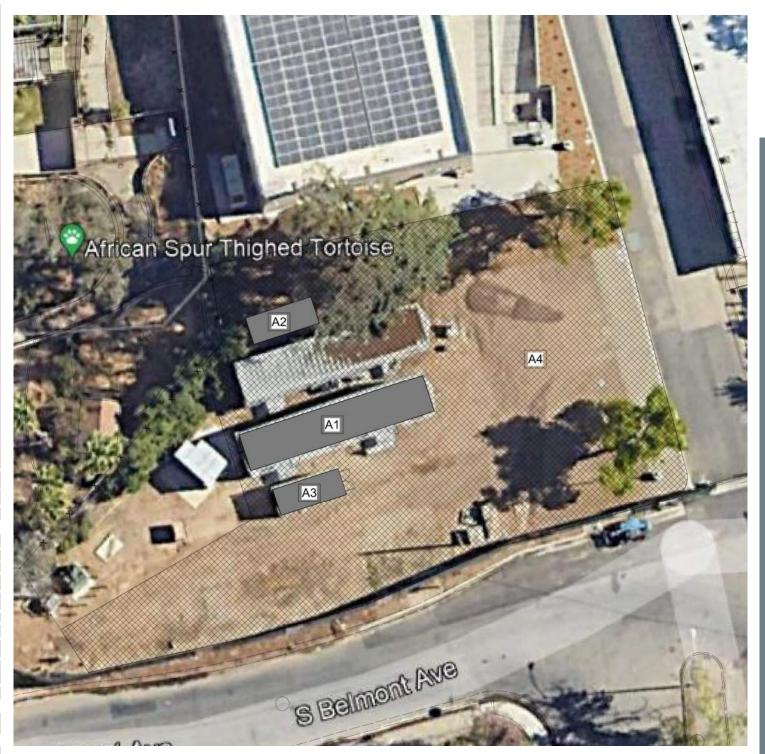
Fresno Chaffee Zoo Construction, Horticulture, Facility, and Custodial Site Analysis

PAUL HALAJIAN **ARCHITECTS**November 2022





CONSTRUCTION OFPARTMENT





A1 - Construction Trailer

Current Area: 616 sq. ft.

A2 - Plan Room Storage Container

Current Area: 160 sq. ft.

A3 - Construction Storage Container

Current Area: 160 sq. ft.

A4 - Open Laydown Yard

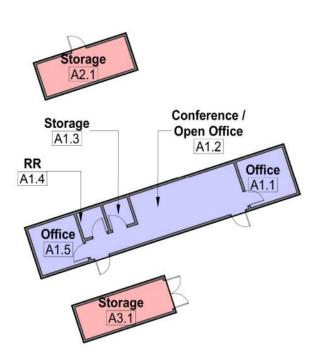
Current Area: 12,950 sq. ft.

A5 - Parking Lot

Current Area: 0 sq. ft.



O O N S T R U C T I O N O E P A R I M E N I







A1 - Existing Construction Trailer Floor Plan



CONSTRUCTION

STAFF:

- Current:
 - Full time: 2 staff.
 - b. Part time: 1 staff.
- 2. Future growth: XX staff.

BUILDINGS / STRUCTURES:

- 1. A1 Construction Trailer (Portable Building):
 - a. Purpose: Offices.
 - b. Size: 616 sq. ft. (11'-0" x 56'-0")
 - c. Rooms:
 - Individual Offices.
 - ii. Open Office for conference area and office.
 - iii. Restroom and Storage.
 - d. Construction Type: Portable on wheels.
 - e. Mechanical: Central cooling.
 - f. Future growth:
 - i. Three to Four (3-4) individual offices: 120 sq. ft. x 4 = 480 sq. ft.
 - ii. Open offices / conference: 300 sq. ft.
 - iii. Restroom: 128 sq. ft.
 - iv. Misc. spaces: 908 sq. ft. x 0.20 = 362 sq. ft
- 2. A2 Plan Room (Shipping Container):
 - a. Purpose: File Storage and Plan Review.
 - b. Size: 160 sq. ft. (20'-0" x 8'-0").
 - c. Construction Type: Portable directly on grade.
 - d. Mechanical: Central cooling.
 - e. Future growth:
 - i. Increase plan room size: 200 sq. ft.
- 3. A3 Construction Storage (Shipping Container):
 - a. Purpose: Storage for construction materials and furniture.
 - b. Size: 160 sq. ft. (20'-0" x 8'-0").
 - c. Construction Type: Portable directly on grade.
 - d. Mechanical: None.
 - e. Future growth:
 - i. Construction storage room: 360 sq. ft.



A1 - Construction Trailer

Current Area: 616 sq. ft.

Proposed Growth: 474 sq. ft..

Future Expansion: 1,090 sq. ft.

A2 – Plan Room Storage Container

Current Area: 160 sq. ft.

Proposed Growth: 40 sq. ft.

Future Expansion: 200 sq. ft.

A3 – Construction Storage Container

Current Area: 160 sq. ft.

Proposed Growth: 200 sq. ft.

Future Expansion: 360 sq. ft.

A4 - Open Laydown Yard

Current Area: 12,950 sq. ft.

Proposed Growth: 2,590 sq. ft.

Future Expansion: 15,540 sq. ft.

A5 – Parking

Current Area: 0 sq. ft.

Proposed Growth: 500 sq. ft.

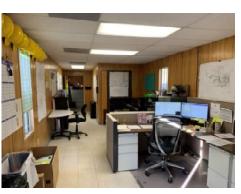
Future Expansion: 500 sq. ft.



NONSTRUCTION

LAND / OPEN YARD:

- 1. A4 Laydown Yard (Excluding Building Area):
 - a. Size: 12,950 sq. ft.
 - b. Future growth:
 - i. Add 20% area for future construction material storage: 362 sq. ft.
- 2. A5 Parking:
 - a. None.
 - b. Future growth:
 - i. Add area for two (2) golf cart parking: 500 sq. ft.



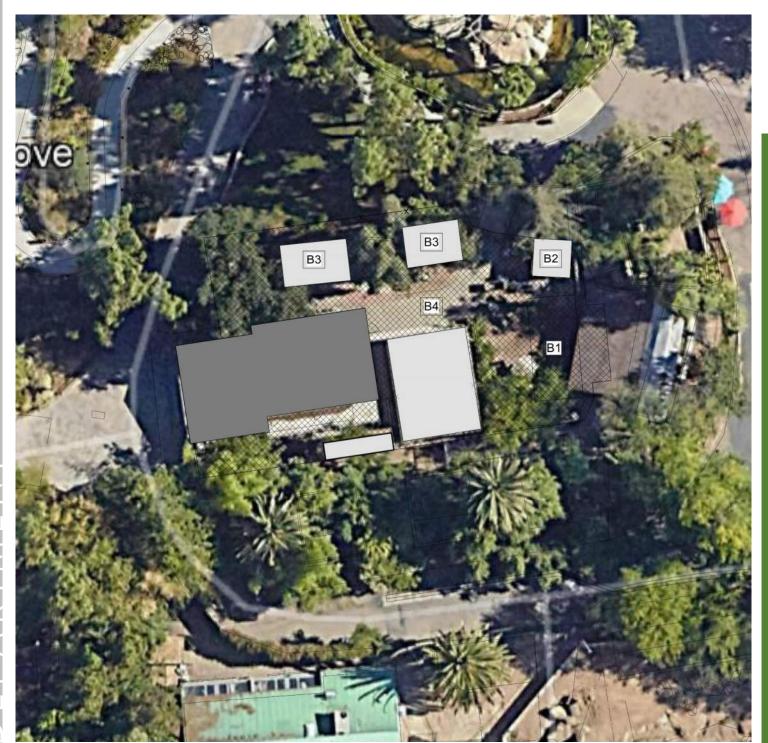








O R T I C U L T U R E P A R T M F N T





B1 - Greenhouse

Current Area: 0 sq. ft.

B2 - Storage

Current Area: 121 sq. ft.

B3 - Covered Shade Structure

Current Area: 420 sq. ft.

B4 - Open Laydown Yard Current Area: 4,600 sq. ft.



HORTICULTURE Department

STAFF:

- Current:
 - a. Manager: 1 staff.
 - b. Assistant manager: 2 staff.
 - c. Site Staff: 9 staff.
- 2. Future growth: XX staff.

BUILDINGS / STRUCTURES:

- 1. B1 Greenhouse (Demolished):
 - a. Purpose: Hot house for seeds, cuttings, and pruning.
 - b. Size: 420 sq. ft. (14'-0" x 30'-0") approximately.
 - c. Construction Type: Building has been demolished because of damages.
 - d. Mechanical: None.
 - e. Future growth:
 - i. Provide a greenhouse (approximately 3x the area): 1,260 sq. ft.
- 2. B2 Storage (Prefabricated):
 - a. Purpose: Equipment storage.
 - b. Size: 121 sq. ft. (11'-0" x 11'-0")
 - c. Construction Type: Prefabricated wood construction (Tuffshed).
 - d. Mechanical: None.
 - e. Future growth:
 - i. Increase tuff shed to three to four (3-4): 484 sq. ft.
- 3. B3 Covered Shade Structure:
 - a. Purpose: Storage for lawn cart.
 - b. Size: 192 sq. ft. (12'-0" X 16'-0") and 228 sq. ft. (19'-0" x 121-0")
 - c. Construction Type: Wood construction.
 - d. Mechanical: None.
 - e. Future growth:
 - i. Increase total covering for up to 7 lawn carts: 630 sq. ft.



B1 - Greenhouse

Current Area: 0 sq. ft.

Proposed Growth: 1,260 sq. ft.

Future Expansion: 1,260 sq. ft.

B2 - Storage

Current Area: 121 sq. ft.

Proposed Growth: 363 sq. ft.

Future Expansion: 484 sq. ft

B3 - Covered Shade Structure

Current Area: 420 sq. ft.

Proposed Growth: 210 sq. ft.

Future Expansion: 630 sq. ft.

B4 - Open Laydown Yard

Current Area: 4,600 sq. ft.

Proposed Growth: 1,620 sq. ft.

Future Expansion: 6,220 sq. ft.

B5 - Parking

Current Area: 0 sq. ft.

Proposed Growth: 800 sq. ft.

Future Expansion: 800 sq. ft.



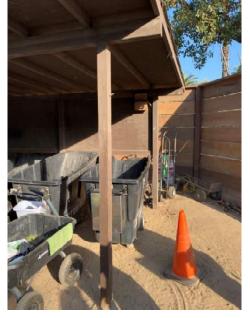
LAND / OPEN YARD:

- 1. B4 Laydown Yard (Excluding Building Area):
 - a. Size: 4,480 sq. ft.
 - b. Future growth:
 - i. Add area for four (4) CMU enclosures for ground cover: (8x8x4 for enclosures) + (864 sq. ft. for access area) = 1,120 sq. ft.
 - ii. Add area for composting: 500 sq. ft.
- 2. B5 Parking:
 - a. Currently: None.
 - b. Future growth:
 - i. Add two (2) golf cart parking: 500 sq. ft.
 - ii. Add lawn care carts: 300 sq. ft.







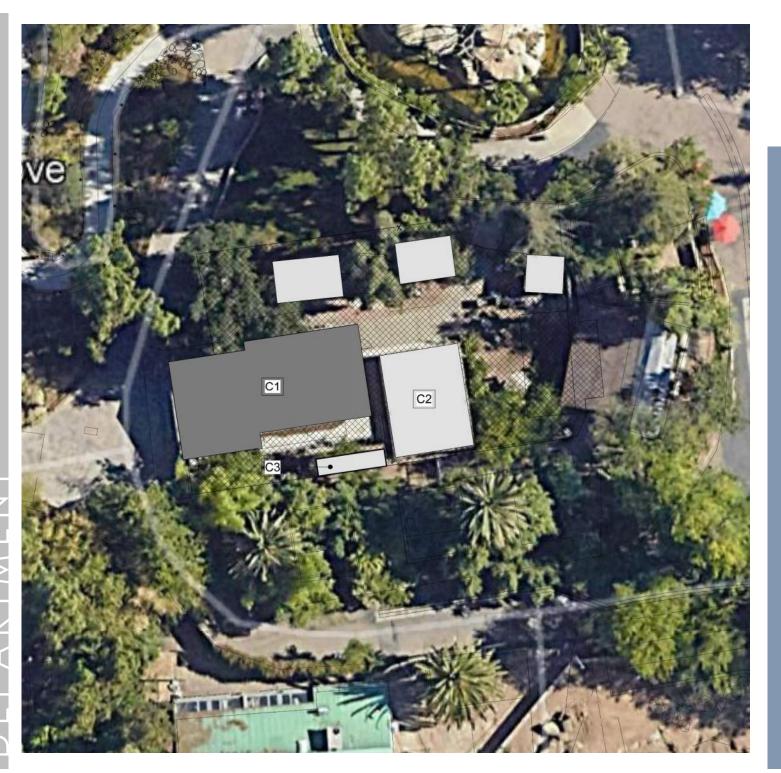




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ARCHITECTS

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C1 – Facility Building

Current Area: 1,600 sq. ft

C2 – Work Shade Structure

Current Area: 720 sq. fl

C3 – Equipment Shade Structure

Current Area: 100 sq. ft.

C4 - Facility / Maintenance Building

Current Area: 2,772 sq. f

C5 – Storage Building

Current Area: 513 sq. ft.

C6 - Electrical Building

Current Area: 500 sq. f

C7 – Shipping Container

Current Area: 480 sq. ft

C8 - Open Laydown Yard

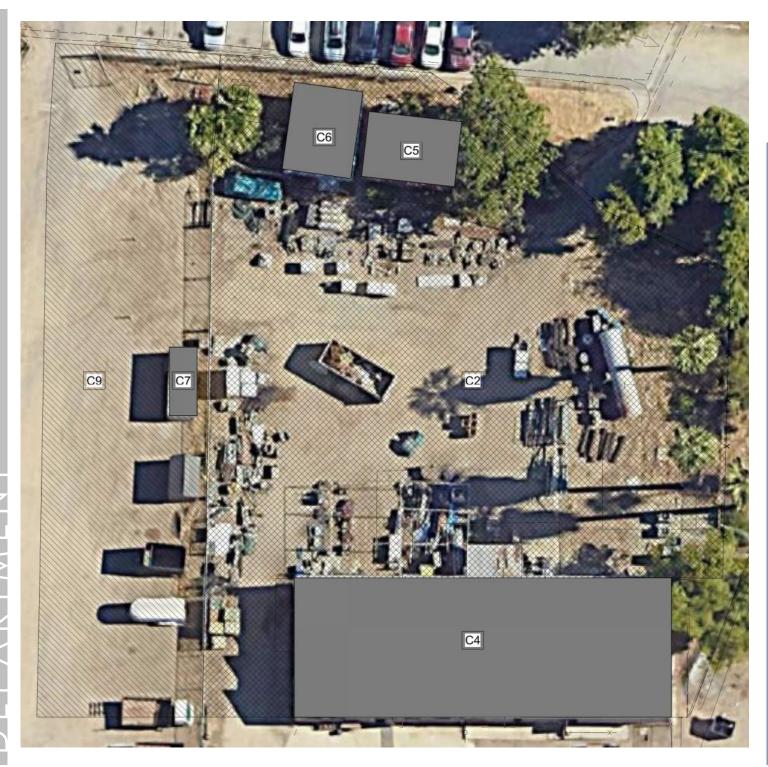
Current Area: 19,600 sq.

C9- Parking

Current Area: 9,400 sq. ft.

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C1 – Facility Building

C2 – Work Shade Structure

C3 – Equipment Shade Structure

Current Area: 100 sq. ft.

C4 - Facility / Maintenance Building

C5 – Storage Building

Current Area: 513 sq. ft.

C6 – Electrical Building

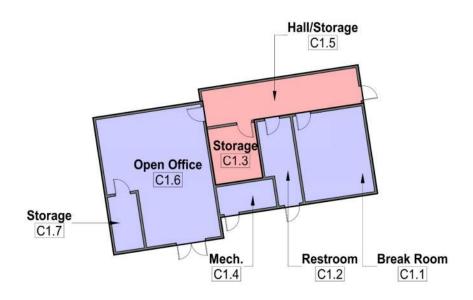
C7 – Shipping Container

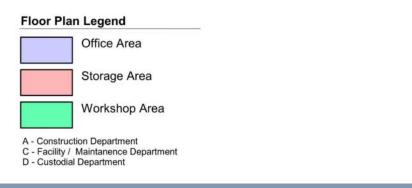
C8 - Open Laydown Yard

C9- Parking



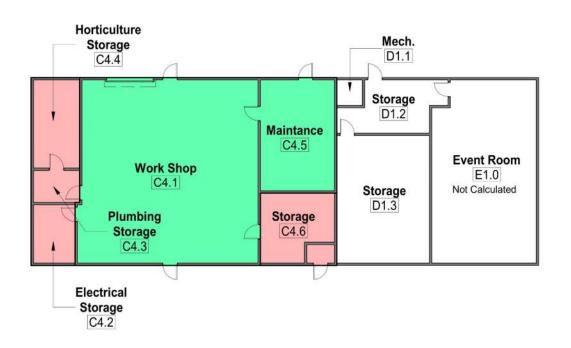


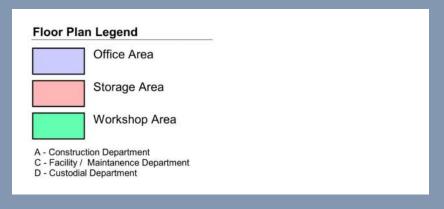




ACILITY / MAINTENANCEPARTMENT







STAFF:

- Current:
 - Manager: 1 staff.
 - b. Assistant manager: 2 staff.
 - c. Site Staff: 9 staff.
- 2. Future growth: XX staff.

BUILDINGS / STRUCTURES:

- 1. C1 Facility Building:
 - a. Purpose: Office and storage.
 - b. Size: 1,674 sq. ft. (56'-0" x 31'-0")
 - c. Rooms:
 - i. Open Office.
 - ii. Restroom.
 - iii. Breakroom.
 - iv. Storage.
 - d. Construction Type: Wood frame and slab on grade.
 - e. Mechanical: Central cooling.
 - f. Future growth (may be shared for Horticulture, Facility, Construction, and Custodial Department):
 - i. Three (3) individual offices: 120 sq. ft. x 3 = 360 sq. ft.
 - ii. Size (6) open offices: 64 sq. ft. x 6 = 384 sq. ft.
 - iii. Breakroom for twenty (20) people. 600 sq. ft.
 - iv. Lockers for forty (40) people. 300 sq. ft.
 - v. Two (2) vending machines. 100 sq. ft.
 - vi. Two (2) restrooms. 140 sq. ft.
 - vii. Employee check-in with computer workstation. 40 sq. ft.
 - viii. General storage: 120 sq. ft.
 - ix. Misc. spaces: 2,044 sq. ft. x 0.20 = 409 sq. ft.
- 2. C2 Work Shaded Structure:
 - a. Purpose: Covered work area and storage.
 - b. Size: 720 sq. ft. (30'-0" x 24'-0").
 - c. Construction Type: Prefabricated metal car port.
 - d. Mechanical: None.
 - e. Future growth:
 - i. Add 25% area for expanded work and storage under cover: 180 sq. ft.



C1 – Facility Building

Current Area: 1,600 sq. ft.

Proposed Growth: 853 sq. ft.

Future Expansion: 2,453 sq. f

C2 – Work Shade Structure

Current Area: 720 sq. ft.

Proposed Growth: 180 sq. ft.

Future Expansion: 900 sq. ft.

C3 – Equipment Shade Structure

Current Area: 100 sq. ft.

Proposed Growth: 300 sq. ft.

Future Expansion: 400 sq. ft.

C4 - Facility / Maintenance Building

Current Area: 2,772 sq. ft.

Proposed Growth: 1,260 sq. ft.

Future Expansion: 4,032 sq. ft.

C5 – Storage Building

Current Area: 513 sq. ft.

C6 - Electrical Building

Current Area: 500 sq. ft.

C7 – Shipping Container

Current Area: 480 sq. ft.

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- C3 Equipment Shade Structure:
 - Purpose: Lockable storage for handheld yard equipment.
 - Size: 100 sq. ft. (5'-0" x 20'-0").
 - Construction Type: Wood Construction.
 - Mechanical: None.
 - **Future growth:**
 - Provide covered storage for life support system: 100 sq. ft.
 - ii. Provide covered storage for eight (8) large racks: 200 sq. ft.
- C4 Facility / Maintenance Building (Shared with Custodial Department):
 - Purpose: Workshop and storage.
 - Size: 2,772 sq. ft. (66'-0" x 42'-0") (110'-0" x 42'-0" overall size)
 - c. Rooms:
 - Wood shop.
 - Welding room.
 - Electrical room.
 - iv. Plumbing room.
 - Horticulture room.
 - vi. Storage.
 - Construction Type: CMU walls with wood roof framing.
 - Mechanical: Central cooling.
 - **Future growth:**
 - Wood workshop: 600 sq. ft.
 - Welding workshop: 600 sq. ft.
 - Electrical workshop: 200 sq. ft.
 - Plumbing workshop: 200 sq. ft.
 - Horticulture workshop: 250 sq. ft.
 - Provide storage for generator. 120 sq. ft.
 - vii. Provide a lift station for vehicle repair. 250 sq. ft.
 - viii. Two (2) restrooms: 140 sq. ft.
 - ix. Equipment storage: 1000 sq. ft.
 - x. Misc. spaces: 3,360 sq. ft. x 0.20 = 672 sq. ft.
- C5 Storage Building (Existing House)
 - Purpose: Storage.
 - Size: 513 sq. ft. (27'-0" x 19'-0").
 - Construction Type: Wood frame and slab on grade. c.
 - Mechanical: None.



C8 - Open Laydown Yard

Current Area: 19,600 sq. ft.

Proposed Growth: 3,920 sq. ft.

Future Proposed Growth: 23,520 sq. ft.

C9- Parking

Proposed Growth: 1,422 sq. ft.

Future Proposed Growth: 10,822 sq. ft.

C6 - Electrical Building

- a. Purpose: Electrical equipment room.
- b. Size: 500 sq. ft. (25'-0" x 20'-0").
- c. Construction Type: CMU walls with wood roof framing.
- d. Mechanical: None.
- 2. C7 Three (3) Storage Building (Shipping Container):
 - a. Purpose: Storage for construction materials and furniture.
 - b. Size: 20'-0" x 8'-0".
 - c. Construction Type: Portable directly on grade.
 - d. Mechanical: None.

LAND / OPEN YARD:

- 1. C8 Laydown Yard (Excluding Building Area):
 - a. Size: 19,600 sq. ft.
 - b. Future growth:
 - i. Add 20% area for expanded work and storage under cover: 180 sq. ft.
- 2. C9 Parking:
 - a. Size: 9,400 sq. ft.
 - b. Future growth:
 - i. Five (5) parking stalls: $(14'x(24'+27')) \times (5 \text{ vehicles}) = 3,570 \text{ sq. ft.}$
 - ii. Three (3) trailer stalls: (10'x(20'+27'))*(3 trailers) = 1,410 sq. ft.
 - iii. Eleven (11) carts: 250 sq. ft. x 11 = 2,750 sq. ft.
 - iv. Miscellaneous stalls and driveway: 7,730 sq. ft. x 0.40 = 3,092 sq. ft.

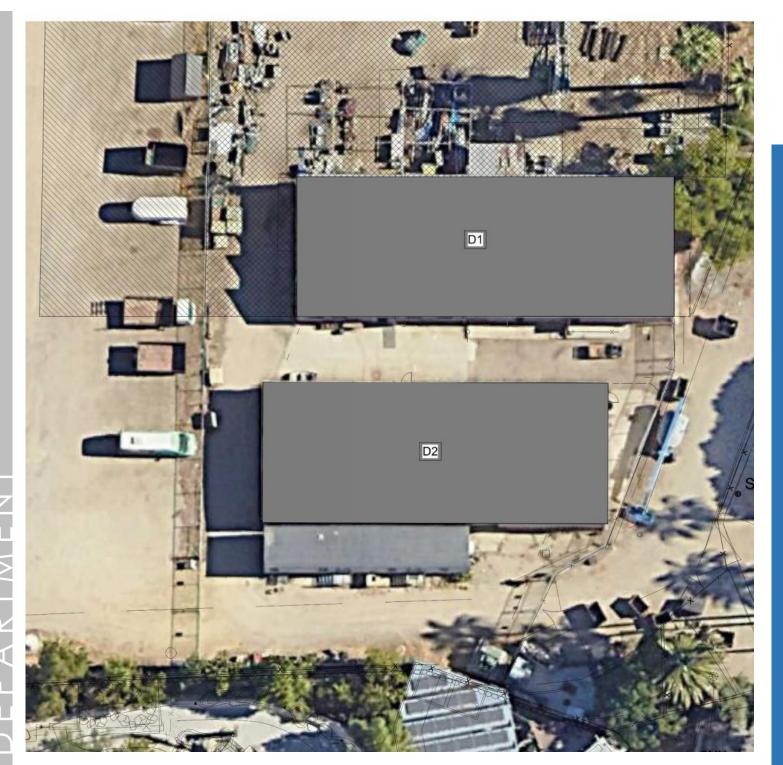














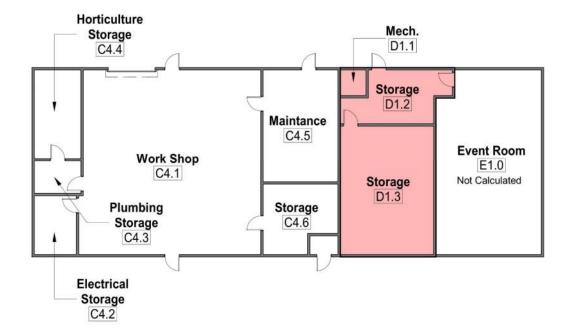
D1 – Storage Building Current Area: 480 sq. ft.

D2 - Storage Structure

Current Area: 1,100 sq. ft.





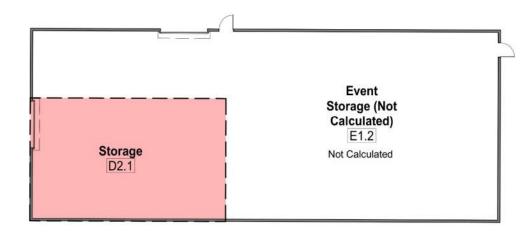


















STAFF:

Current:

a. Manager: 1 staff.b. Assistant: 2 staff.c. Site staff: 19 staff.

2. Future growth: XX staff.

BUILDINGS / STRUCTURES:

1. D1 - Storage Building (Shared with Facility / Maintenance Department):

a. Purpose: Storage.

b. Size: 480 sq. ft. (20'-0" x 42'-0") (110'-0" x 42'-0" overall size)

c. Construction Type: CMU walls with wood roof framing.

d. Mechanical: Evaporative cooler.

2. D2 - Storage Building (Shared with Event's Storage Department):

a. Purpose: Storage.

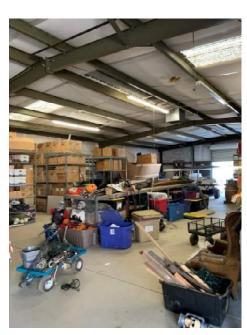
b. Size: 1,000 sq. ft. (25'-0" x 40'-0") (100'-0" x 40'-0" overall size)

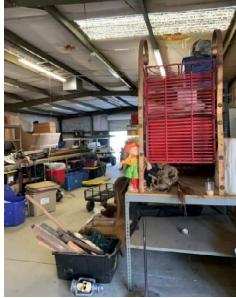
c. Construction Type: CMU walls with metal roof framing.

d. Mechanical: Evaporative cooler.

3. Future growth:

a. Add for high pile storage, 12'-0" high storage with 18'-0" high maximum storage height (30' x 60') = 1,800 sq. ft.







D1 – Storage Building
Current Area: 480 sq. ft.

D2 – Storage Structure
Current Area: 1,100 sq. ft.

Proposed Growth: 700 sq. ft.
Future Expansion: 1,800 sq. ft.

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VEHICLES AND TRAILERS (Outdoor Storage):

Equipment List being stored in the outdoor area.

- Vehicles:
 - a. Mid-size pickup truck (Chevrolet Colorado).
 - b. Full-size pickup truck with stake side (Ford F250).
 - c. Full-size van (MB Sprinter)
 - d. Full-size van (Zoo-mobile).
 - e. Tractor (John Deer).
- 2. Trailers:
 - a. Giraffe trailer
 - b. Dump trailer
 - c. 6x10 pull trailer
- 3. Electric or Gas-Powered Carts:
 - a. Two (2) electrical golf cart (Construction).
 - b. Four (4) electrical golf cart (Facility and Maintenance).
 - c. Three (3) electrical utility vehicles (Taylor-Dunn).
 - d. Two (2) gas powered utility cart (Commando).
- 4. Riding Equipment:
 - a. Two (2) utility vehicles (Bobcat).
 - b. Two (2) forklifts.
 - c. Two (2) scissor lifts.
 - d. 5000 lbs reach fork.









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EQUIPMENT (Secure or Indoor Storage):

Equipment List being stored in the outdoor area.

- 1. Landscape Equipment:
 - a. Six (6) chainsaws.
 - b. Five (5) backpack blowers.
 - c. Four (4) weeders.
 - d. Four (4) push mowers.
 - e. Two (2) riding mowers.
 - f. Ride on sweeper.
- 2. Carts:
 - a. Seven (7) lawn care storage carts (Gorilla).
 - b. Five (5) trash push carts.
- 3. Custodial Equipment:
 - a. Steamer.
 - b. Three (3) power washer.
 - c. Highspeed floor burnisher.
 - d. Floor buffer.
- 4. Facility Equipment:
 - a. Generator.
 - b. 220v MIG welder.
 - c. Gas-powered arc welder.
 - d. 5000-gallon diesel tank.
- 5. Office Equipment:
 - a. 36" wide plotter.
 - b. Printer / scanner.











EVENT STORAGE (Not Calculated):

Event storage area occupies space within the Facility and Custodial buildings which is not calculated in the final area count.

- 1. Area 1: 910 sq. ft. of storage.
- 2. Area 2: 3,020 sq. ft. of storage.
- 3. Total Area: **3,930 sq. ft.** of storage.





CONSTRUCT	TION DEPARTMENT						
Item:	Building:	Current Area:		Expansion Area:		Difference:	
A1	Construction Trailer	616 sq. ft.		1,090 sq. ft.		474 sq. ft.	77%
A2	Plan Room	160 sq. ft.		200 sq. ft.		40 sq. ft.	25%
A3	Construction Storage	160 sq. ft.		360 sq. ft.		200 sq. ft.	125%
Total Area:		936 sq. ft.	0.02 acres	1,738 sq. ft.	0.04 acres	802 sq. ft.	85.68%
Item:	Land:	Current Area:		Expansion Area:		Difference:	
A4	Laydown Yard	12,950 sq. ft.		15,540 sq. ft.		2,590 sq. ft.	20%
A5	Parking	0 sq. ft.		500 sq. ft.		500 sq. ft.	
Total Area:		12,950 sq. ft.	0.30 acres	16,040 sq. ft.	0.37 acres	3,090 sq. ft.	23.86%
Total Land A	rea:	13,886 sq. ft.	0.32 acres	17,778 sq. ft.	0.41 acres	3,892 sq. ft.	12.29%

HORTICULT	URE DEPARTMENT						
Item:	Building:	Current Area:		Expansion Area:		Difference:	
B1	Green house	0 sq. ft.		1,260 sq. ft.		1,260 sq. ft.	
B2	Storage	121 sq. ft.		484 sq. ft.		363 sq. ft.	300%
В3	Covered Shade Structure	420 sq. ft.		630 sq. ft.		210 sq. ft.	50%
Total Area:		541 sq. ft.	0.01 acres	2,374 sq. ft.	0.05 acres	1,833 sq. ft.	339%
Item:	Land:	Current Area:		Expansion Area:		Difference:	
B4	Laydown Yard	4,600 sq. ft.		6,220 sq. ft.		1,620 sq. ft.	35%
B5	Parking	0 sq. ft.		800 sq. ft.		800 sq. ft.	33/0
Total Area:		4,600 sq. ft.	0.11 acres	7,020 sq. ft.	0.16 acres	2,420 sq. ft.	53%
Total Land A	l Area:	5,141 sq. ft.	0.12 acres	9,394 sq. ft.	0.22 acres	4,253 sq. ft.	83%



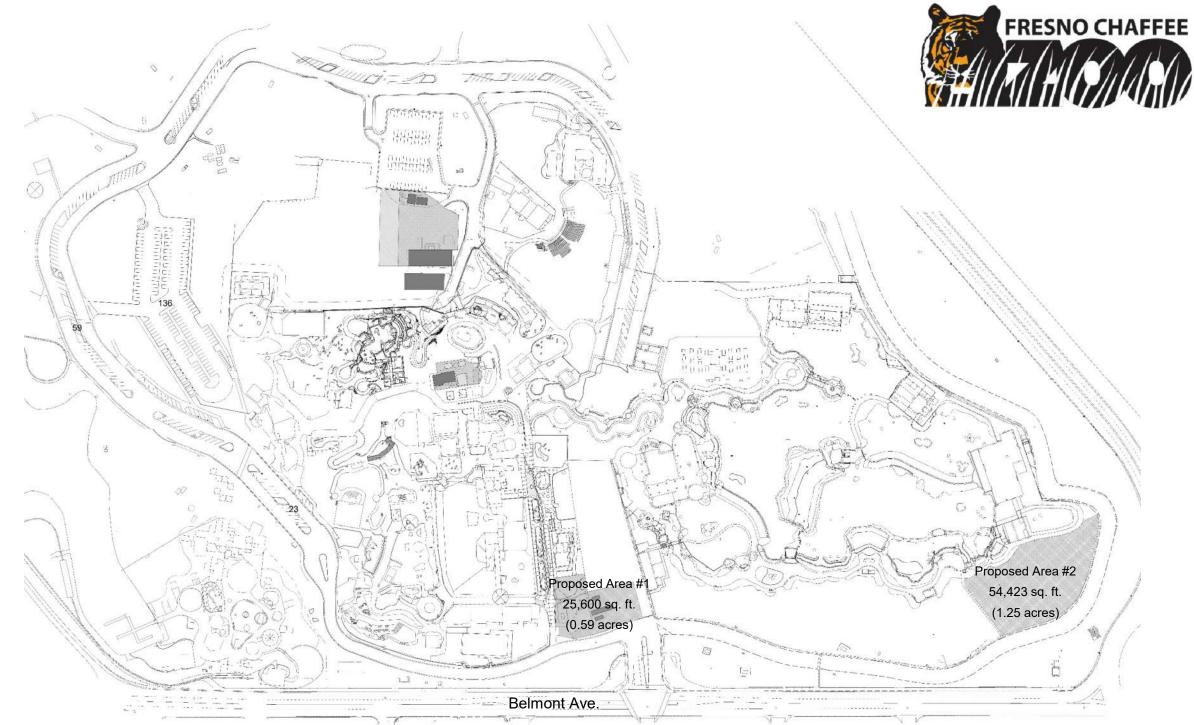


FACILITY/N	IAINTENANCE DEPARTMENT						
Item:	Building:	Current Area:		Expansion Area:		Difference:	
C1	Facility Building	1,600 sq. ft.		2,453 sq. ft.		853 sq. ft.	53%
C2	Work Shade Structure	720 sq. ft.		900 sq. ft.		180 sq. ft.	25%
C3	Equipment Shade Structure	100 sq. ft.		400 sq. ft.		300 sq. ft.	300%
C4	Facility/Maintenance Building	2,772 sq. ft.		4,032 sq. ft.		1,260 sq. ft.	45%
C5	Storage Building	513 sq. ft.		513 sq. ft.		0 sq. ft.	0%
C6	Electrical Building	500 sq. ft.		500 sq. ft.		0 sq. ft.	0%
C7	Shipping Container	480 sq. ft.		480 sq. ft.		0 sq. ft.	0%
Total Area:		6,685 sq. ft.	0.15 acres	9,278 sq. ft.	0.21 acres	2,593 sq. ft.	39%
Item:	Land:	Current Area:		Expansion Area:		Difference:	
C8	Laydown Yard	19,600 sq. ft.		23,520 sq. ft.		3,920 sq. ft.	20%
C9	Parking	9,400 sq. ft.		10,822 sq. ft.		1,422 sq. ft.	15%
Total Area:		29,000 sq. ft.	0.67 acres	34,342 sq. ft.	0.79 acres	5,342 sq. ft.	18%
Total Land A	Area:	35,685 sq. ft.	0.82 acres	43,620 sq. ft.	1.00 acres	7,935 sq. ft.	22%

CUSTODIAL	CUSTODIAL DEPARTMENT								
Item:	Building:	Current Area:		Expansion Area:		Difference:			
D1	Storage Building	480 sq. ft.		480 sq. ft.		0 sq. ft.	20%		
D2	Storage Building	1,100 sq. ft.		1,800 sq. ft.		700 sq. ft.	64%		
Total Area:		1,580 sq. ft.	0.04 acres	2,280 sq. ft.	0.05 acres	700 sq. ft.	44%		
Total Land A	rea:	1,580 sq. ft.	0.04 acres	2,280 sq. ft.	0.05 acres	700 sq. ft.	18.13%		

TOTAL AREA								
	Current Area:		Expansion Area:		Difference:			
Building:	8,162 sq. ft.	0.19 acres	13,390 sq. ft.	0.31 acres	5,228 sq. ft.	24.26%		
Land:	46,550 sq. ft.	1.07 acres	57,402 sq. ft.	1.32 acres	10,852 sq. ft.	10.44%		
Total Area Required:	54,712 sq. ft.	1.26 acres	70,792 sq. ft.	1.63 acres	16,080 sq. ft.	12.81%		







PAUL HALAJIAN ARCHITECTS

ARCHITECT OF RECORD

Paul Halajian Principal Architect

Peter Lau Senior Project Architect

Olivia Specks Project Assistant



EXHIBIT B

Paul Halajian Architects Site 1 – Maintenance Facility







Fresno Chaffee Zoo Facility Warehouse Building

EXHIBIT C

Paul Halajian Architects
Site 2 – Shipping and Receiving Building



EXHIBIT D

Site Overview

