

City of Lynchburg
Procurement Division
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Addendum for Bid
Commissioning Services for Heritage High School
14-912

Date: May 19, 2014
From: Stephanie Suter, CPPO, CPPB
RE: Addendum No. 1

The following questions provide additional information and clarification of the original RFP and should be taken into consideration when preparing proposals. The Offeror shall indicate receipt of this Addendum on the Title Page.

1. Specification section 01 9113 "FUNCTIONAL PERFORMANCE COMMISSIONING REQUIREMENTS", section 3.17-B refers to another specification section - 25 0800 "BAS commissioning requirements". However, this specification section does not appear to be included in the bid set project manual dated February 5, 2014. Is the referenced spec section available separately, or should we disregard the reference?
The reference to Division 25 should be disregarded.
2. Does LCS have any guidance on desired sampling rates for HVAC and lighting controls equipment, where allowed? (i.e. 100% for chillers, 20% for VAV, etc.?)

Recommended sampling rates are as follows:

- 1) HVAC Systems/Equipment
 - a) Chillers – 100%
 - b) Chilled water system and pumps – 100%
 - c) Boilers – 100%
 - d) Hot water system and pumps – 100%
 - e) Cooling Towers – 100%
 - f) Condenser water system and pumps – 100%
 - g) Fans – 50%
 - h) Rooftop Units – 100%
 - i) Make-up air units – 100%
 - j) Computer room air conditioning units – 100%
 - k) VAV Terminal Units – 20%

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2) Plumbing Systems

- a) Domestic water heaters – 100%
- b) Domestic hot water system and pumps – 100%

3) Electrical System

- a) Lighting controls including occupancy sensors, daylighting sensors, and interface with building automation system – 20%
- b) Emergency power system including generator, switchgear, transfer switches, and controls – 100%

3. The insurance requirements in particular are quite high for a commissioning contract. We carry all the insurance types required but not in the quantities listed. Are the limits negotiable?

The minimum limits previously set at either \$2,000,000 or \$5,000,000 have been reduced to \$1,000,000.

4. Reference RFP page 3, part III and section 019110 page 5 section 1.8-1.10: The specifications indicate quite a different scope of work than the RFP. Should we anticipate performing the scope according to the specification?

Both the RFP and the specifications are applicable. Section 019110, articles 1.8 through 1.10 describe the general responsibilities, documentation and submittals required of the commissioning agent. The RFP is specific as to the systems and equipment to be commissioned.

5. Reference 019110 page 1 section 1.2.E-H. Will we be issuing commissioning specifications?

Issuing of the specifications referenced in Section 091110, paragraphs 1.2 E-H will not be required.

6. Reference RFP page 4 electrical systems and 019113 section 3: are emergency power systems in the scope of work? Shown in RFP but not listed as a system in the spec section.

Emergency power systems are included in the scope of work per the RFP.

7. Various divisions of the specifications refer to LEED submittals, but there is not a LEED section or checklist. Is the project pursuing LEED certification?

This is not a LEED project so any LEED language shall be ignored.

8. What is the construction schedule? What is the anticipated completion date of the project?

Phase I: Substantial Completion: November 1, 2014
Final Completion: December 1, 2014

Phase II: Substantial Completion: July 1, 2016
Final Completion: September 1, 2016

Phase III: Substantial Completion: May 1, 2017
Final Completion: July 1, 2017

9. Have the major subcontractors been hired yet – mechanical, electrical, plumbing, test and balance, controls? If so, will you indicate the company name?

Names of subcontractors are not available at this time.

10. "The Commissioning Authority shall have documented commissioning authority experience in at least two building projects of similar size and complexity in the same EPA climate zone as the proposed project location." Are firms required to have high school experience in Climate Zone 4A or will other projects of similar size and complexity be sufficient demonstration of experience if we have high school experience in other climate zones?

Commissioning experience in EPA climate zone 4A should be submitted as qualifications to be considered for this project. Projects should be of similar scope and size, but are not required to be high schools.

11. We wanted to clarify that you are not looking for a price proposal at this time and only our qualifications as mentioned in the RFP.

Price proposals are not required with proposal submission.

12. Do cover pages, letter of interest, table of contents and resumes count towards the 20 page limit?

The page limit is meant to be for the narrative response to the proposal requirements. Letter of interest and resumes do count toward the page limit, however, table of contents and title page would not.

13. What is the anticipated number/frequency of commissioning meetings?

A specific number of site visits has not been specified. The number of visits should be stated in the Cx proposal and may be used as part of the owner's evaluation of proposals.

14. Could you verify there is no requirement for ten-month, near-end warranty review?

An end-of-warranty review by the CxA has not been included.

15. Could you verify that providing commissioning specifications is not part of this scope, but are provided by others?

The only commissioning specifications that are applicable are those included in the contract documents and the RFP.

READ TERMS AND CONDITIONS AND SIGN

In compliance with the above BID, and subject to all the conditions hereof, the undersigned offers and agrees to comply with any or all of the terms and conditions contained herein, or as mutually agreed upon by subsequent negotiations. This form shall become part of the final file.

Company Name: _____ *Address:* _____ *Date:* _____

Authorized Signature: _____ *Title:* _____

Print Name: _____ *Telephone No.:* _____ *Fax No.:* _____