

**Weld Re-5J School District**  
**2020-24 Capital Construction Program**  
110 Centennial Drive, Unit A  
Milliken, CO 80543



**ADDENDUM #1**

**DATE:** December 15, 2020

**TO:** Weld Re-5J School District, Professional Commissioning Services  
RLH Engineering Project Number 20080

**FROM:** Owner's Representative: RLH Engineering, Inc.  
601 Gyrfalcon Court  
Windsor, CO 80550, 970-686-5695

**SUBJECT:** Addendum Number One

The following information is Addendum Number Two and shall be binding on the Bidder as if included in the original RFQ/P for the Project. This Addendum shall be acknowledged in the Bidders Proposal.

*Q1. There are a few differences between Cx for CHPS and Cx for LEED, please confirm which rating system will be used for this project so that our team can submit accurate pricing.*

A. The District will evaluate CHPS or LEED Gold for the new Letford Elementary School and will rely on the project team (inclusive of the Cx agent) to decide which is the best certification to pursue. Assume the conversion of Roosevelt HS to a middle school will be CHPS or LEED. The other projects will apply high performance-based building system principles based on first cost and return on investment, but not pursue a specific certification.

Q2. The RFP states that a NEBB certified professional is required for team. Please confirm if the Cx team is responsible for TAB. If not, please confirm if a NEBB certified professional

A. The Cx team is not responsible for TAB, therefore a NEBB certified professional is not required.

Q3. Is the client planning to award multiple firms to delivery services or will the work be awarded to a sole commissioning agent?

A. It is the District's intent to award the work to one firm with the goal of delivering a consistent commissioning process across the District.

Q4. Is the Commissioning Agent expected to carry the TAB services? It is stated that a NEBB certified technician will conduct the construction observation.

A. See Q2.

Q5. Additionally, does the TAB contractor need to be under a union and if they need to be prevailing wage compliant?

A. There is no requirement for the TAB contractor to be under a union.

Q6. For key personnel, can you please clarify if the commissioning coordinator needs to include all requirements listed on page 13 (PE, certified Cx professional, NEBB, etc.) in the RFP or if these can be provided by multiple members of the team?

A. These requirements can be provided by multiple members of the Cx team. See Q2 for NEBB certified technician requirements.

Q7. As we were reviewing the RFP, there is mention of an attached spreadsheet for the Fee proposal as well as a commissioning.

A. The spreadsheet for fee proposal has been included with Addendum #1 for your information.

Q8. Please confirm this will not be a LEED certified building but will be "LEED-like" based on the following:

A. Scope of Work

- Proposal states the District's goals for the Cx process includes: **Assist in evaluating energy savings options associated with LEEDv4 Building Design and Construction (BD+C) Guidelines for the New Elementary School Project.**

A. See Q1.

Q9. Is it acceptable for the following requirements of personnel to be met by multiple people? In other words, is it the intent of the requirement for the anyone performing "Construction Observations" to meet all the below listed requirements from the proposal?

G. Qualifications Section:

- 3) *Personnel*
  - *The commissioning personnel conducting the Construction Observation shall meet the following requirements:*
    - *A licensed Professional Engineer (required).*
    - *NEBB certified testing & balancing professional (required)*

A. See Q6.

Q10. *Was it meant for the highlighted sentence below to be its own bullet not associated with the current bullet its part of?*

- *G. Qualifications Section:*
  - *3) Personnel*
    - *Identify personnel responsible for Lighting Control and Low-voltage commissioning, MBCx and BECx and their relevant qualifications and experience in these roles. Identify if the personnel performing Design Review will also be responsible for Construction Observation and other construction-phase Cx services.*

A. Yes, the highlighted section should be a separate bullet under 3) Personnel.

Q11. *For the MBCx scope of work, is it intended to focus on LEED based MBCx or is it intended to extend to monthly meetings, continuous fault detection diagnostics, etc?*

A. Assuming Q9 is asking about continuous monitoring vs compiling a monthly report for the District. Cx teams will be expected to perform the continuous monitoring and report operational issues to be corrected / modified to the Owner as needed.

Q12. *For the MBCx scope of work, is there a centralized IT network/team or would the awarded team be coordinating with each site individually?*

A. It is the intent of the Owner to establish a centralized IT network/team.

Q13. *Is there an estimated number of points that are intended to be trended through the MBCx program?*

A. The District will rely on the Cx team to propose key performance indicators and analytics that are the most beneficial to monitor for the MBCx process. Examples of high-performance priority systems may include the following: chiller and cooling towers, boilers, air handlers, terminal units, packaged HVAC, lighting, commercial refrigeration, whole building energy meters, energy submeters.

**Exhibit B**

**F. Fees (Submit separate fee worksheet for EACH SCHOOL, To be submitted in a sealed envelope separate from the Qualifications Package)**

Commissioning firm will perform work as proposed in the RFQ on a hourly basis for a maximum "Not to Exceed" price

Base Bid

Weld Re-5J School District Base Commissioning (Fundamental Cx and Verification + Enhanced Systems (Option 1, Path 1 per LEEDv4 Not to Exceed Cost	
=	\$

Alternate #1

Monitoring Based Cx (MBCx), Option 1, Path 2 (Not included in NTE price above)	
=	\$

Alternate #2

Building Envelope Cx (BECx), Option 2 (Not included in NTE price above)	
=	\$

This amount includes services listed in the RFQ, and includes direct project expenses for expenditures

Not to Exceed Breakdown for Fundamental+ Cx (Base Bid)

Work Description	% of Time	Estimate of Hours	Estimated Number of Meetings and/or Site Visits
<b>Design Phase</b>			
OPR/Basis of Design Review (as required by Fundamental)			
Design Review			
Commissioning Plan			
Specification Development			
Commissioning Kickoff and Design Meetings			
<b>Construction Phase</b>			
Attend construction meetings			
Construction Observations and submittal review			
Pre-functional procedures			
Controls point to point verifications			
Pre-Functional Performance procedures			
TAB			
Functional Performance Procedures			
CFR and O&M Plan			
Systems Manual			
Staff Training			
Construction Issues			
<b>Close Out Phase</b>			
Records Drawings			
Post Construction Documents			
Commissioning Report			
Warranty Phase			
Ongoing Commissioning Plan			
<b>TOTAL</b>	100%		

Breakdown for Alternate #1 - MBCx

Work Description	% of Time	Estimate of Hours		Estimated Number of Meetings and/or Site Visits		
Design Review of OPR & BOD (as required by MBCx)						
Review of Design of Construction Documents (price with base scope above)						
Commissioning Plan Update						
Commissioning Documents						
Implement MBCx Plan						
<b>TOTAL</b>	100%					

Breakdown for Alternate #2 BECx

Work Description	% of Time	Estimate of Hours		Estimated Number of Meetings and/or Site Visits		
Design Review of OPR (as required by BECx)						
Commissioning Plan Update						
Commissioning Documents						
Implement BECx Plan						
<b>TOTAL</b>						

Billing Rates

Billing Rate Breakdown	2021	Total Estimate of Hours Allocated to Project During 2021	2022	Total Estimate of Hours Allocated to Project During 2022
Principal, Project Executives				
Senior Associates, Senior Project Managers				
Associates, Senior Engineers, Project Managers				
Staff Engineers Level II				
Staff Engineers Level I				
Senior Field Technicians				
Field Technicians				
Secretarial				
Trip charge or minimum charge if applicable				
Mileage to project site if applicable				