

# Minnesota State Colleges and Universities



## Winona State University RFP for Commissioning Services Education Village

Date: 010/23/2017

### ADDENDUM #3

1. The due date from Proposals is extended from October 26 to November 2, 2017. The time remains the same.
2. The received questions and responses to them are as follows:

QSE:

1. If Addendum #2 is issued on Monday, 08/23/17 with the design development drawings and specifications, can there be an extension on submitting the commissioning services proposal? Understanding the technical scope of work for all three buildings is critical for developing a meaningful commissioning scope and fee proposal. **See item #1 above.**
2. "Testing, Adjusting and Balancing (TAB) work" is included in the commissioned systems. Can you please clarify what is required for TAB (e.g. review of TAB results/report, field spot-checking of TAB results, subcontracting a TAB firm to perform the air and water balancing air and water for the entire project, etc.)? **The contractor will be doing the TAB of the systems; the Cx will review and verify results.**
3. Will energy and/or water submeters be included in the design to support a measurement and verification (M&V) plan? **Refer to the drawings and specifications.**
4. RFP page 5 states the A/E will "approve the O&M manuals." On RFP page 6, the CA "reviews and approves the preparation of the O&M manuals." Who will be responsible for "approving" the O&M manuals? **Both will review and approve as noted.**

5. Please confirm the CA is not responsible for post-occupancy surveys (B3 v2.2 Appendix P-5a: Operations Commissioning Supporting Information Section 6.01). **The Owner will be conducting post-occupancy surveys.**
6. If a Design Intent Document (aka Owner's Project Requirements) or Basis of Design (BOD) document are not currently available, who will be requested to prepare them in compliance with Minnesota B3 (P-4) requirements? **The Owner will provide the BOD document or an equivalent of.**
7. On RFP page 11, the electronic PDF should be submitted on compact disc. Can we submit the electronic PDF on flash drive instead? **Flash drive is acceptable.**

NV5:

8. The systems to be commissioned include HVAC Vibration/Acoustic/Noise. Can you clarify the intent of this? **The intent is to verify the equipment is performing within the manufacturer's stated parameters with regard to vibration and acoustic properties. Field measurement and verification is required.**

Arup:

9. Do you want Cx for the Phase 1 project? **No, phase 1 is primarily the building envelope.**
10. Do you have OPR's for this work or do you need us to help you develop them? **See #6 above.**
11. Do you have description of the Phase 1 work and the building program for the spaces, even a paragraph would be useful. **Phase 1 pertained to the building envelope, i.e. doors, windows, brick repairs and some roof work.**
12. Do you have description of the Phase 2 work and the building program for the spaces, even a paragraph would be useful. **Refer to the drawings and specifications**
13. Can you provide the building areas in square feet? Either and/or gross sf and net? **Refer to the drawings and specifications**
14. What are the heating systems planned for the project? (air conditioning is mentioned but there's nothing for the heating.) **Refer to the drawings and specifications**
15. How do we get to your web information for this project? **All relevant information is available as noted in the RFP at <http://www.minnstate.edu/vendors/index.html>**
16. Can you get us the list of attendees from Wednesday's Informational Meeting? **See addendum #2**
17. Can you add us to your list of companies intending to provide proposals for this project? **Yes**

**END OF ADDENDUM #2**