Central Utility Plant (CUP) – Capacity Expansion  
Request for Qualifications – Commissioning Services  
Project # 18-135884

Friday January 4, 2019
ADDENDUM 1

CLARIFICATIONS:

1. Schedule Submission Details, Item 2. 
   Number of required hard (printed) copies of submittal has been changed to five (5), 
   along with one (1) electronic copy on USB drive.

QUESTIONS/RESPONSES:

1. Is there a page count limit for the statement of qualifications (SOQ’s) and if yes, how 
   many pages is the limit and are there any exceptions (i.e.; covers, tabs, resumes, 
   etc.)?

   **Response:** Not counting the front and back cover, cover letter, tab pages and 
   required Acknowledgement and Attestation form, the entire submittal (SOQ document) 
   shall be no more than 45 double-sided 8.5” x 11” sized pages in portrait format, at 
   least 10 font, and stapled, spiral or plastic edge strip bound. Do not submit loose leaf 
   notebooks or hard bound submittals. It is strongly recommended that submittals be 
   formatted and tabbed in the exact form and numeric sequence of the Evaluation Form 
   (1 through 5) in Appendix A of the RFQ.

2. The RFQ states the proposal is due “Tuesday, January 11, 2019”, however, January 
   11th is a Friday. Can you please confirm the submission deadline date?

   **Response:** The RFQ submission deadline for Statements of Qualifications (Step 1 of 
   the selection process) is **Friday January 11, 2019 no later than 2:00 p.m. local time.**

3. The Schedule / Submission Details section lists “Reception Desk” on the delivery 
   address, while Section B.2. lists “mail stop F-418”. Can you please confirm the correct 
   delivery address?

   **Response:** Attn: Robert Holzwarth  
   University of Colorado Anschutz Medical Campus 
   Facilities Projects, Mail Stop F418 
   Campus Services Building, 3rd Floor Reception Desk 
   1945 N. Wheeling Street 
   Aurora, Colorado 80045
(Please allow 15 minutes of extra time to get from 1st floor lobby of Campus Services Building to the third floor. A public phone is located in the lobby to let the Facilities Projects department know when you arrive. A department representative will provide access to the third floor.)

4. What is the minimum number of past commissioning services project references to include with the SOQ submittal?
   
   **Response:** Three (3)

5. Will commissioning services for this project include both design and construction phases?
   
   **Response:** Yes

6. How will Testing, Adjusting and Balancing (TAB) Services be contracted for on this project?
   
   **Response:** These services will be contracted under the selected Commissioning Services firm. Please provide information for your proposed TAB services firm/s with your statement of qualifications submittal.

7. Is the existing sequence of operation for the steam/chilled water plants available?
   
   **Response:** Yes. This information will be provided to the selected Commissioning Services firm upon request.

8. Will electrical commissioning of the generator be included in the scope of commissioning?
   
   **Response:** Yes

9. Will commissioning for this project need to meet LEED requirements?
   
   **Response:** No. This project is not pursuing LEED certification.

10. How many attempts to commission the new boiler should be priced up (Boilers of this size are difficult)?
    
    **Response:** This will be negotiated with the selected Commissioning Services firm prior to execution of a formal agreement. However, we would like to hear each team’s approach and past experiences to this issue during the selection process.

11. Are we to assume full boiler commissioning will take place with natural gas and fuel oil?
    
    **Response:** Yes

12. Will all Pre-Functional testing be done by the installing contractors (and creating, or using factory provided forms)?
    
    **Response:** Yes, using forms prepared by the Commissioning Services firm.
13. Will we be required to witness equipment startups for the Chiller, Boiler and Generator?

Response: Witnessing the startup procedures is not mandatory, however the Commissioning Services Firm will need to be present for final functional testing of each piece of equipment.

14. CxA usually confirms customer training agenda and function. Will this be required?

Response: Yes

15. Can you clarify Budget Methodology/Cost Control bullet 1 from “Project Approach of the Submittal Requirements” of the RFP: Establish and maintain estimates of probable cost within owner’s established budget. Is UC Denver Anschutz asking for the commissioning firm to provide project costing data for the physical construction of the project? Does this scope apply to the CxA?

Response: The Commissioning Services firm selected for this project will be expected to fully participate in the joint review of estimates of probable costs (prepared by others) and assist with value engineering activities as required to help ensure project costs are maintained within Owner’s established budget.

16. Can you clarify Budget Methodology/Cost Control bullet 2 from “Project Approach of the Submittal Requirements” of the RFP: Control consultant contract costs. Please clarify why you are asking the commissioning agent to control consultant contract costs, since the CxA generally does not have any control over design team costs.

Response: This statement in the RFQ refers to all work completed by, and under the “commissioning consultant” scope.

17. Can you clarify Quality Control Methodology bullet 1 from “Project Approach of the Submittal Requirements” of the RFP: Insure State procedures are followed. Please clarify why you are asking the commissioning agent to insure state procedures are followed since the CxA is not the design engineer of record and is not responsible for code compliance.

Response: The Commissioning Services firm will be expected to review the engineering design and equipment selected and be an integral member of the project team. They will represent the “Owner’s” interests in ensuring that the equipment selection and design meets the “Owner’s Project Requirements” and provides the best long-term value for both performance and energy efficiency.

18. Can you clarify Budget Methodology/Cost Control bullet 2 from “Project Approach of the Submittal Requirements” of the RFP: Insure the project is designed for energy efficiency through the use of an integrated design process, life cycle costing, the use of an energy standard…… Please clarify why you are asking the commissioning agent to follow an integrated design process, since the CxA generally does not have any control over the design process. Are you asking the CxA to perform life cycle costing of the project? Is the CxA being asked to specify project equipment as this section of the project approach implies?

Response: See previous response to question 17.
19. Is Appendix G to be completed at this time and therefore are we to provide fee information in this proposal submission?

**Response**: No. Appendix G is being provided for information only at this time and fee information is not requested with the SOQ submission. Completion of Appendix G will be required during agreement preparation with the selected firm.

20. Please clarify what scope is to be in the commissioning scope such as HVAC, electrical, plumbing, etc.

**Response**: Commissioning services scope will be required for all new CUP equipment being provided under this project. Please refer to the “Program Plan” that was included with RFQ for a description of anticipated equipment that requires commissioning.

**END OF ADDENDUM**