

# Addendum #1

for  
**Commissioning Services**  
for  
**Area Cooperative Educational Services (ACES)**  
**ACES at Chase**  
**565 Chase Parkway**  
**Waterbury, Connecticut**

State Project Number 244-0044

Issue date: May 15, 2025

The following information is in response to questions by Bidders for the above Project.

- Please confirm if the cover page, table of contents, and letter of transmittal are excluded from the 20-page limit.**

The Statement of Qualifications/Proposal shall not exceed Twenty (20) Pages (Fee Proposal does not count toward limit).

- Please clarify if the 20-page limit is 10 double-sided pages (20 pages total) or 20 double-sided pages (40 pages total).**

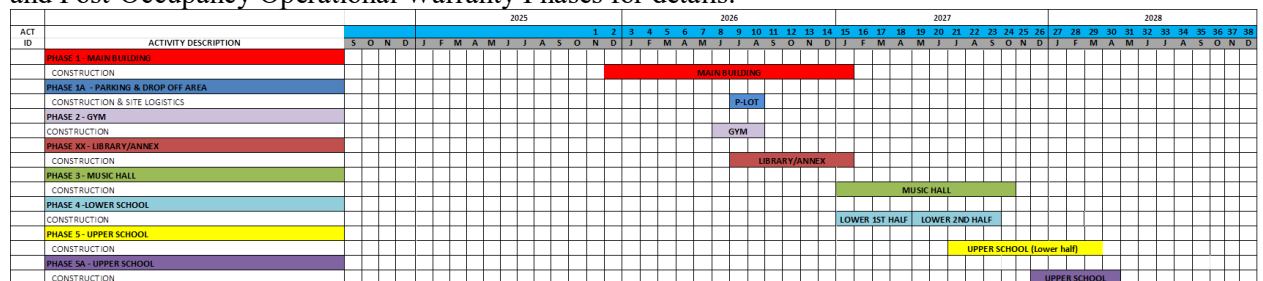
If you need 20 double-sided pages that is fine.

- Please advise if Professional Liability coverage in the amount of \$2,000,000 per occurrence and \$3,000,000 aggregate is acceptable.**

Yes, these Professional Liability coverages are acceptable.

- Can a phasing plan be shared for review?**

The Construction Phasing Plan is not fully developed by the Construction Manager. A draft of the current version is attached below for information only. As stated in the RFQ/P, refer to section II Project Background the overall Project duration should take approximately 30 Months. Each Building is expected to be substantially complete in stages within the overall 30 Month timeframe. The Main Building will take the longest to complete construction. The CM@R is still refining its Project schedule. At this time the duration of the Main Building is expected to take 12 to 14 months depending on the delivery of the switchgear. Also refer to item 6 under Occupancy and Post-Occupancy Operational Warranty Phases for details.



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5. **Connecticut HPB requirements outline two design reviews that should be completed by the commissioning authority. The RFP outlines a single design review. How shall this be addressed?**

Include two Design Reviews in your proposal submission.

6. **The scope of work on page 7 of the RFP indicates that electrical systems shall be included. Beyond lighting controls, what specific systems are sought to be included in the scope of the commissioning?**

Only Lighting controls.

7. **Is the intent to provide all Connecticut HPB documentation on a per building basis or one set of documents at the end of the project? This is referring to the preoccupancy and post occupancy commissioning reports.**

One set of documents would be acceptable. A warranty meeting will be required for each building and ACES staff training for new installed Mechanical equipment/systems at each building will be required. The preoccupancy and post occupancy commissioning reports will be required for each building. The Commissioning Firms input on how best to address this is expected.

8. **Please confirm where new controls are being added to existing equipment, and that only new control components and associated sequence of operations shall be included in the scope of commissioning.**

As stated in the RFQ/P, Section II Project Background, the BMS control scope to existing equipment is currently being developed. We anticipate this scope to include alarms sensors and power failure alarms. Control Items that would inform ACES maintenance staff of a critical issue. Anticipate six data control points for existing equipment per building. The Commissioning firms input on these items is expected.

The Commissioning Firm will review and comment on SPA's sequence of operations.

9. **Main Building 1: Window infills, either completely or surrounding ductwork penetrations were noted in the project scope. Should these be included in the envelope commissioning scope.**

Yes, for window infills include the inspection of the Installation, verification & observation of the Work

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- 10. Library and Annex, Building 2: The RFP indicates the Building is getting a full roof replacement. Drawings appear to indicate that only sections of the roof are being removed to make way for mechanical equipment/elevator shaft. Please clarify scope of roof replacement for the building, and if it should be included in the commissioning scope proposal.**

Include in the Commissioning scope a full roof replacement on the Library and Annex Buildings.

- 11. Arts Hall, Building 4: the RFP does not indicate that any mechanical work is planned for the building. Drawings indicate that a full HVAC replacement is planned, shall this work be included in the proposal?**

Include in your proposal full HVAC replacement for this Building, included but not limited to Boilers, VRF units outside with fan coils, new ERV's and pad mounted RTU, exhaust fans and electrical unit heaters.

- 12. Gymnasium, Building 7: mechanical demo drawings indicate that the air handlers (x2) serving the gym are to be removed. The RFP does not note that any mechanical work is included for the commissioning scope of this building. Are replacements for these two air handlers planned to be included in the project, and should they be included in the proposal?**

The air handler units are not included in this Scope. There will be new fan coils, ERV and condenser units. being installed

- 13. The RFP clarifies that the CxA shall develop the OPR. To meet CT High Performance requirements this is typically done in the Schematic design phase so it can be compared to the BOD. Was the OPR developed in the early design phases, or is an OPR still required at 100% CD phase? Please confirm.**

The OPR is required as stated under the Scope of Services.

- 14. Is the project BOD available for review?**

The BOD will be discussed at the Project Kick-off Meeting with the Architect/Designer.

- 15. 16a-38k-3(a) of the CT-HPB guideline requires that the CxA conduct a focused review of the design prior to the CD phase. Please confirm that the current level of design is in CD and this CT-HPB milestone is still being pursued so that we can price accordingly.**

Yes, the CT-HPB milestone is still being pursued.

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- 16. 6a-38k-8 of the CT-HPB guideline requires that an energy model be completed at the end of the CD phase. Is this available for review at this time?**

The energy model has not been completed yet.

- 17. The RFP clarifies that the CxA shall attend 4 design meetings, and another 2 integrated design meetings to comply with CT-HPB. Understanding that design may already be at 100% CD, please confirm if 6 meetings are still required in the design phase.**

Yes, all of these meetings will be required.

- 18. Has a scorecard been developed for the project showing compliance path for CT-HPB? If so, can this be shared?**

No, it has not been fully developed yet.

- 19 Under the Evaluation Criteria listed on page 11, Item A – No. 8 lists “Affidavits”, but we did not see any affidavits included in the RFQ/RFP or its attachments. Are there specific affidavits you would like included and if so, would you please provide them?**

There are no affidavits attachments, just referred to in the RFQ/P, I.E. in the General Provisions section, item D Acts of Collusion states “In submitting this proposal, the proposer declares that its proposal is made without any connection with any persons making another proposal for the same contract....

In section VIII: Directions for Submittals, item d Content of Submission details the information to be submitted.

- 20. RFQ/P page 11 states, "Interested respondents can schedule a site visit to tour the schools." Please provide details (contact name, email, etc.) on how we can schedule a site visit to tour the schools.**

An on-site Pre-Submission meeting was held on May 8, 2025. If Firms would like to schedule a site visit prior to the RFQ/P Response Due Date, refer to section IV. Inquiries and Amendments for the contact person’s email address.

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END OF ADDENDUM