



REQUEST FOR PROPOSALS
COMMISSIONING AUTHORITY (CXA) SERVICES – RFP
GARRISON ELEMENTARY SCHOOL
ADDENDUM NO. 1

January 8, 2018

The following is a response to questions raised regarding the RFP for Commissioning Authority (CxA) Services - Garrison Elementary School in Dover, NH, dated December 18, 2017. Please acknowledge receipt of this addendum on your proposal.

For any future addendums please access the following website where all documents are posted http://www.dover.k12.nh.us/about_us/business_office/current_bids

Proposals can be emailed to the Owner no later than 2:00 PM on January 12, 2018 at:

Libby Simmons – Business Administrator

l.simmons@dover.k12.nh.us

and cc to:

Norman Varney - Harriman

nvarney@harriman.com

46 HARRIMAN DRIVE
AUBURN, ME 04210
207.784.5100

123 MIDDLE STREET
PORTLAND, ME 04101
207.775.0053

33 JEWELL COURT, SUITE 101
PORTSMOUTH, NH 03801
603.626.1242

170 MILK STREET, SUITE 5
BOSTON, MA 02109-3438
617.426.5050

www.harriman.com

Provide one (1) original of the proposal for files directly to:

Libby Simmons, Business Administrator

Dover School District

61 Locust Street, Suite 409

Dover, NH 03820

(603) 516-6482

l.simmons@dover.k12.nh.us

1. QUESTION - Can you confirm that the thermal imaging is just for the renovated portion of the building (walls and roof)? **ANSWER – Correction regarding third paragraph, change “addendum” to “Alternate’.** “The school accommodates K – 4th grades with approximately 450 students. Construction Document Addendums # 2, 3, 4, 5 & 7 approved with ~~addendum~~ **Alternates # 6 pending December 19th, 2017 , include ~~addendum~~ Alternate #6 (AC) in your Commissioning proposal.** Alternate #1, Administration Addition with associated Site Work not approved. There are no additions to this project.
2. QUESTION - In the RFP you had ask for infrared imaging. Do you mean for just the roof (typical) or for the roofs and walls? **ANSWER – In RFP request Building Envelope – Thermal**



Addendum No. 1 - RFP for Commissioning Authority (CxA) Services
Garrison Elementary School, Dover, NH
January 8, 2018
Page 2 of 2

Imaging which includes all walls with roof edges that are renovated and roof areas where new equipment is installed.

3. QUESTION - Can they provide the square footage to be scanned of each (it is not clear from the documentation that they sent)? ANSWER – The existing school is noted as 61,400 SF on the PLAN FOR COMMISSIONING located at website above.
4. QUESTION - For the page count, it states in the RFP “20 pages single sided” Can we submit 40 pages double sided? ANSWER – Please submit per RFP.
5. QUESTION - Can you confirm that we will submitting this via e-mail and not hard copy? ANSWER – Yes see page 9 of 10. Proposals can be emailed for bidding by due date & time, However provide hard copy for filing.
6. QUESTION - In the RFP it states “Include Addendum #6 (AC) in your Commissioning proposal. Addendum 6 was not posted on your website. Can you send this over? ANSWER – Refer to question No. 1 above.
7. QUESTION - Page 9 of the RFP states “Use the fee table to provide fees”. There was no fee table given. Can you provide a fee table that you would wish for us to include in the proposal? ANSWER – Use table just below on same page.

All task amounts include associated meetings, progress reports and direct costs (travel, mileage, etc.). Use the fee table to provide fees. Also provide an hourly rate for each team member for work that may exceed the scope.

FEES FOR COMMISSIONING SERVICES

	Fee (\$)
1. Fee for HVAC systems, plumbing systems, electrical systems, life safety systems and building automation control systems.	
2. Fee for building envelope commissioning including thermal scan of the building envelop and items penetrating envelop.	
3. Overall fee for HVAC systems, plumbing systems, electrical systems, life safety systems and building automation control systems AND building envelope commissioning including roofs and items penetrating envelop	

Sincerely,
Harriman

Daniel A. Bisson, AIA
Project Manager
dbisson@harriman.com