



OFFICE OF WILL COUNTY EXECUTIVE
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BID # 2016-55
COMMISSIONING AGENCY RFQ

February 16, 2016
ADDENDUM 2

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We received the following questions regarding the RFQ listed above:

Question # 1: While it is not specifically called out in the RFP nor in the project documents, we understand that we are responsible for the following LEED credits: EA Prerequisite 1: Fundamental Commissioning and EA Credit 3: Enhanced Commissioning. Can you provide the LEED Version you will be using on this project?

Answer # 1: To be determined.

Question # 2: The proposal bid form states that the top three respondents deemed most qualified and experienced based on the RFQ response are expected to be present during the March 1, 2016 meeting of the Will County Board's Capital Improvements Committee. Should we anticipate a team interview on that day or shortly after?

Answer # 2: If ranked in the top three (3), yes.

Question # 3: Has the owners project requirements been developed at this time?

Answer # 3: No.

Question # 4: Under systems to be commissioned the proposal bid form lists vertical transport and building envelop commissioning. There is a great deal of scope that could be inferred about these systems could you describe a little better what Will County is expecting for these systems? Typically under building enclosure we have additional design reviews at various phases of design. Typically vertical transport and data communications are witness testing only.

Answer # 4: No additional information is available at this time.

Question # 5: Is there a CM or Design Team on board at this time? Could you provide the firms?

Answer # 5: No.

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Question # 6: Under scope of services / construction phase it lists the pre-functional tasks but does not discuss the development of the pre-functional checklists. Does Will County desire the CXA to develop these checklists?

Answer # 6: Yes.

Question # 7: The systems to commission list 'Refrigeration Systems'. Is this only as they relate to the HVAC systems? Will there be any dining or kitchen equipment in this building?

Answer # 7: Possibly.

Question # 8: The proposal bid form identifies functional testing and witness of the systems listed in systems to be commissioned. Is 100% witnessing required for each of the following: HVAC pipe test and flush, HVAC duct work test & cleaning, air & water system balance, thermal scan of switchgear & bus duct? Or is sample witnessing acceptable as needed to determine that the testing procedures are being properly performed?

Answer # 8: To be determined.

Question # 9: Which user groups make up the review committee and the interview/selection committee? (We understand that we can have no contact with them.)

Answer # 9: Will County Officials.

Question # 10: Is there occupied space below the plaza (i.e. will there be a plaza waterproofing membrane)?

Answer # 10: Yes.

Question # 11: Will there be a basement that will require waterproofing?

Answer # 11: Yes.

Question # 12: Does the request for 10 digital copies mean the client wants 10 individual flash drives?

Answer # 12: Yes, we are asking for ten (10) individual USB drives that each contain one (1) PDF response, to be distributed to evaluation committee, for their review.

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Question # 13: I have a question concerning the response required for Item #11.

11. Information relative to budgeted and actual cost, projected and actual project schedule, and actual project completion history, of three (3) to five (5) completed commercial / institutional projects by your firm during the past ten (10) years.

As commissioning agents, we are not privy to this information. The overall project budget, schedule, and final costs are determined and controlled by the owner, the GC, and/or the Owner's Rep. As commissioning agents, we are subject matter experts that verify and document the equipment performance.

I would be able to confirm our start and end dates on a project, and the publicly reported project costs, but I would not know how that compares to the owner expectations or the comparison to the promised schedule and budget as rendered by the architect, GC, or Owner's Rep. We will be providing 5 project experience sheets with the project dates, publicly reported costs, and the specifics of our work.

Will our submission be valid without addressing this question?

Answer # 13: Respondent to express building commissioning experience for 3 to 5 recent projects within the stated parameters.