

Addendum #1

Pre-Response Conference – Commissioning

June 2, 2022

This Addendum forms a part of the RFQ documents and modifies or clarifies the original RFQ documents issued May 16, 2022. Acknowledge receipt of the Addendum in your Attachment F.

This Addendum consists of 2 pages with 3 attachments.

Questions/Answers generated:

1. RFQ Page 17, Section B.4. Is LEED Commissioning Services across the board?
No, MTSU follows the High-Performance Building Requirements. Replace RFQ Page 17 with the attached revised page 17.
 2. Should we Highlight the High-Performance Building Requirements?
Yes, see attached RFQ Page 17 update.
 3. RFQ Page 18, Section B.8.b Is there a minimum number of References we should provide?
Minimum references to provide is three (3)
 4. Will commissioning be needed for the Applied Engineering Building?
Yes, we are currently in Design Development for the Applied Engineering and once we have a Commissioning agent under contract the first task will be the Applied Engineering Building for Commissioning services for Design and Construction.
 5. Is the intent to award a pool of service providers or just one?
The intent is to contract with one (1) Commissioning Company for MTSU Commissioning Projects.
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6. Will task order be lump sum or hourly?

The work order authorization will be based on the number of projected hours times the rate that is outlined in Attachment E.

7. What is the max hourly rate?

The maximum allowable direct rate shall be \$175.00

8. Who is the current Commissioning Provider?

MTSU does not have a current Commissioning Provider.

9. Is Retro Commissioning part of this contract too?

Please refer to Contract Attachment 1. A. in the RFQ

10. RFQ Page 17 B.5. "A list of current contracts with the State of Tennessee," do you want all or just those with Commissioning Services?

Please list Commissioning Service contracts

11. Can the notice of intent be attached to Addendum #1?

Yes, see attached

12. Is Building Envelop Commissioning included in the scope of work?

No

13. Can we hand deliver the proposal?

Yes, please see instructions on RFQ Page 5.

14. Is there a page limit restriction?

There is no page limit and clear concise responses are appreciated.

	B.3.	<p>Provide the following information:</p> <ol style="list-style-type: none"> a. Describe what amount or percentage of the Respondent's business is dedicated to Commissioning activities as compared to other types of business engaged by the company. b. State the length of time the Respondent has been performing Commissioning services specifically required by this RFQ. c. Briefly describe the Respondent's experience in managing multiple Commissioning projects simultaneously, especially if sites are distributed over a diverse area.
	B.4.	<p>Detail your ability to provide High Performance Building Requirements (HPBr) Commissioning Services. Include a minimum of three (3) past projects within the last 10 years that you provided High Performance Building Requirements (HPBr) Commissioning Services.</p> <p>Provide a Contact:</p> <ol style="list-style-type: none"> a. Name b. Address c. Telephone Number d. E-Mail Address e. Project Name and Address <p>The Owner reserves the right to contact references given as well as any other sources available.</p>
	B.5.	<p>Provide the following:</p> <ol style="list-style-type: none"> a. A list of current commissioning services projects on which the Respondent's firm is committed, and both the dollar volume and time frame for each, and what services are being provided. b. A list of all current contracts with the State of Tennessee and all those completed with the previous five (5) year period. c. Documentation of Respondent's commitment to diversity as represented by its business strategy, business relations, and workforce – this documentation should detail: <ol style="list-style-type: none"> 1. A description of the Respondent's existing programs and procedures designed to encourage and foster commerce with business enterprises owned by minorities, women, persons with a disability and small business enterprises. 2. A listing of the Respondent's current contracts with business enterprises owned by minorities, women, persons with a disability and small business enterprises, including the following information: <ol style="list-style-type: none"> i contract description and total value ii Contractor name and ownership characteristic (i.e. ethnicity, sex, disability) iii Contractor contact and telephone number 3. An estimate of the probable level of participation by minorities, women, persons with disability and small business enterprises in a contract awarded to the Respondent pursuant to this RFQ. 4. The percent of the Respondent's total current employees by ethnicity, sex and disability. <p>Provide Project Title, Client, Total Dollar Amount, Time Frame of the Project and Services Provided.</p>

Pre-Proposal Conf. Commissioning

5-31-22

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