

**LONG BEACH COMMUNITY COLLEGE DISTRICT  
CONTRACTS MANAGEMENT DEPARTMENT  
4901 EAST CARSON STREET  
LONG BEACH, CA 90808  
Ph. (562) 938-4843 | Fax: (562) 938-4640**

**Request for Proposal No. B19-002  
Commissioning Services for  
Building M Multi-Disciplinary Facility and  
Kinesiology Labs and Aquatic Center (KLAC)**

**LIBERAL ARTS CAMPUS**

**ADDENDUM NO. 1**

**November 26, 2018**

**This Addendum forms a part of RFP B19-002 and modifies the original Request for Proposal documents. Acknowledge receipt of the Addendum on the proposal cover letter. Failure to do so may result in the bid being deemed non-responsive.**

**Note:** It is the responsibility of all bidders to notify all subcontractors from whom they request bids and from whom they accept bids of all changes contained in this addendum.

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**I. RESPONDENT QUESTIONS AND RESPONSES**

1. Q. Regarding the LEED submission, will the two different projects (Building M and Aquatic Center) be registered as two different projects on the LEED website; and therefore, requires two sets of deliverables (Cx Plan, CFR, O&M Plan, etc.)? Or, will one set of deliverables encompassing both projects be acceptable?  
A. *KLAC will not be pursuing LEED certification. Only Building M requires LEED submission.*
2. Q. RFP indicates that the projects will be pursuing a LEED Gold Certification, will it be submitted under LEED (version) v4 standards or an alternate version?  
A. *Building M will be submitted under LEED version 4.*
3. Q. If LEED v4, will the Monitoring-Based Commissioning Credit (Option 1, Path 2) and/or Building Envelope Cx Credit (Option 2) be pursued? Should these credits be submitted as part of the base bid proposal or alternates? Note that at the end of Exhibit A, there is a note that no Bid Proposal Alternates are being requested at this time.  
A: *Building M will be pursuing both the Monitoring-Based Commissioning Credit (Option 1, Path 2) and the Building Envelope Cx Credit (Option 2). These credits shall be submitted as part of the base bid.*

4. Q. The scope described in Exhibit A indicates that Design Reviews are required at the following milestones: 100%DD, 50%CD, 75%CD, & 95%CD. However, project description indicates that the Kinesiology Labs and Aquatics Center is currently at 50%CD. Please confirm, should the Commissioning Agent anticipate two rounds of design reviews for these particular buildings once at 75% CD and a back check at 95%CD (and exclude prior design reviews)?  
A: *Yes, as it pertains to KLAC project.*
5. Q. Exhibit A indicates that 5 calendar days are allowed for various reviews of submittals, coordinating drawings, RFI's, etc. Should this read *business* days as opposed to *calendar* days?  
A: *Revise to 7 Calendar Days.*
6. Q. RFP documents indicate that the Commissioning Agent is to host two meetings per month for the duration of the construction phase of the project. During the early stages of the construction phase, these meetings may not have an immediate benefit. Would it be acceptable to have the Commissioning Agent host two meetings per month for the final six months of construction? Same question applies to On-Site Observation requirement as well (RFP requires one per month for entire duration of Construction Phase)  
A: *For the purpose of this bid please assume the following:  
For KLAC, please assume eighteen (18) Commissioning Agent meetings and thirty-three (33) On-Site Observations.  
For Building M, please assume twenty-two (22) Commissioning Agent meetings and thirty-seven (37) On-Site Observations.*
7. Q. Would it be possible to provide the latest set of drawings for each project, at whatever stage they're in, for estimating purposes? It is understood that these are still being developed and may be changed in the future, but, additional information such as anticipated equipment schedules, floor plans, number of zones, etc. would be helpful to determine a more exact anticipated amount of labor hours necessary to provide testing?  
A: *Yes, see attached electronic PDF drawings for Bldg. M –SD Phase Drawings and KLAC project drawings – 50% CD drawings. Download information listed below under Attachments.*
8. Q. Building M Basis of Design indicates that the campus chilled water piping will be extended to the building and Scope of Work document indicates that “Chilled Water System from the Central Plant” is a required system to be commissioned. Please confirm; is testing of the Chilled Water Plant (offsite) required to be Commissioning or does Commissioning of the Chilled Water System begin at the point (I.e. metering and/or booster pumps, if applicable) where it enters the building?  
A: *Commissioning for chilled water lines begins at point of connection on site and throughout building.*
9. Q. Building M Basis of Design indicates that condensing boilers are located in building M to serve heating needs; are these new boilers needing to be commissioned?  
A: *Yes.*
10. Q. Building M Basis of Design documents outlines three different technologies of HVAC Systems that were considered and concludes by recommending that VAV AHU's with Reheat be utilized. Was this recommendation accepted and will this be the type of HVAC system used in Building M?  
A: *Yes.*

11. Q. KLAC Basis of Design document indicates that there is a Boiler Plant located in Building O; is Commissioning required for this heating hot water plant or only newly equipment/devices installed as part of the KLAC project?  
A: *KLAC project will have dedicated boilers located within one of the new buildings as part of the KLAC design project.*
12. Q. Does the District have a proposed schedule for the projects it could share?  
A: *Was included in the RFP under Exhibit E and F for Bldg. M and KLAC projects respectively.*
13. Q. Can you provide the names of the design firms hired for these projects and general contractors (if applicable at this stage)?  
A: *For the Bldg. M project, which is a design build project, the General Contractor is C.W. Driver and the Architect is HPI Architecture. For the KLAC project, the Architect is Westberg+White Architecture, and the project is design bid build and a Contractor has not been awarded.*
14. Q. RFP Section I.C mentions that LBCCD is pursuing LEED Gold for Building M. Could you please clarify how many Enhanced Commissioning points are pursued? Please clarify which options and paths are followed: Enhanced, Enhanced with Monitoring based Cx, or Envelope Cx.  
A: *All Cx options are being followed per the scorecard.*
15. Q. Is the CxA required to witness equipment startup activities?  
A: *Yes.*
16. Q. Is sampling allowed during Functional testing?  
A: *If there are multiple similar systems, testing is allowed for a percentage instead of testing every single unit. The sampling procedure would need to be worked out in the commissioning plan.*
17. Q. Is the CxA required to attend all training sessions?  
A: *No.*
18. Q. Life safety systems are listed as commissioned systems. Life Safety systems are normally tested by AHJ. Is the CxA required to attend the tests with AHJ or commissioning tests to be conducted prior to AHJ tests?  
A: *No, the CxA is not required to attend tests with the AHJ or attend commissioning tests to be conducted prior to the AHJ tests.*
19. Q. Resume length – is the requirement two pages per person or two pages total for appendix resumes?  
A: *Per resume.*
20. Q. Exhibit G (Insurance Requirements), Section 5 (Professional Liability): Given that the Consultant is neither the Engineer of Record, nor the Constructor of the project, is the District willing to accept coverage of \$1,000,000 per claim and \$2,000,000 in aggregate?  
A: *Yes.*
21. Q. Exhibit G (Insurance Requirements), Section 5 (Professional Liability): Will District consider a deductible of \$100,000 or less, as long as the successful awardee can demonstrate the financial ability to cover such a deductible?  
A: *No.*

22. Q. Is there a submittal page limit?  
A: *No.*
23. Q. Section III.A. mentions a fee proposal. Could you clarify whether the fee proposal should be included within the proposal submittal? If so, where in the proposal should it be included?  
A: *Under item III.B. "Proposal Content," insert Section 5. "Fee Proposal: Provide hourly rates by job title for all persons involved in executing the scope of work."*
24. Q. Section III.B.3.c. requires a list of business clients as references. Please confirm whether you will only accept references from clients with whom the firm is currently under contract, or if references from clients with whom we have completed projects are acceptable.  
A: *References from both current and completed projects are acceptable.*
25. Q. In section III.B.1.a., please confirm whether "identification of the offering firms" is required of both the prime and subconsulting firms.  
A: *Only the Prime since they will be held fully responsible for the work of any sub-consulting firms.*
26. Q. In Section II, General Instructions, A, Proposal Submittal, you mention that a proposal must be received via email by the specified deadlines, and in the next paragraph, that "EMAILED and/or FAXED proposals will not be accepted." Please clarify your instructions regarding email submissions.  
A: *Submittals must include one (1) hardcopy proposal and one (1) digital copy in the form of a USB thumb drive or CD must be delivered either in person or by US Mail, Fed Ex, UPS, etc. to the District address provided. No email or faxed submittals will be accepted.*

## II. ATTACHMENTS

1. Bldg. M – SD Phase Drawings. Electronic PDF File can be downloaded here:  
<https://1drv.ms/b/s!AuXfbeiZWAawagSnOeKQedZtn9uZv>
2. KLAC – 50% CD Drawings. Electronic PDF File can be downloaded here:  
<https://1drv.ms/b/s!AuXfbeiZWAawagS190pAEguJetT1X>

\*\*\*END OF ADDENDUM NO. 1\*\*\*

## LONG BEACH COMMUNITY COLLEGE DISTRICT

  
\_\_\_\_\_  
Alan Moloney  
Deputy Director Purchasing & Contracts

  
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Date