

ADDENDUM #2

**Deschutes Public Library
Request for Proposal 21/22-10
Commissioning Services
in Support of
Bond-Funded Construction Projects**

Make note of the following changes and additions to the request for proposals document. ~~Strike-Through~~ indicates "DELETE" and **RED TEXT indicates "INSERT."**

Page 10 – General Submittal Requirements

Q: Please confirm labeled section requirements. Did you mean to refer to section **F. Specific Submittal Requirements** on page 11?

Q: Is Appendix 2 Pricing Form included in the 20-page limit?

Revise Page 10 – General Submittal Requirements to read:

- 1. Number and Form:** One original (~~wet signed~~), three (3) hard copies and one (1) electronic copy of the proposal must be submitted. **Proposals must include either a physical wet signature, or an embedded electronic / digital signature for certification.** The submittals shall be tabulated in separate sections and labeled to match the requirements of section ~~7~~ **F. Specific Submittal Requirements** below. All materials, except potentially for charts, shall be in 8-1/2" x 11", portrait style format. Files are to be submitted on USB "flash" drive, which will become the property of DPL. It is the responsibility of the respondent to ensure that the documents are readable and not corrupt or otherwise inaccessible. Any submission with inaccessible documents may, at DPL's sole discretion, be deemed nonresponsive, or DPL may take whatever alternative action it deems appropriate. The hard-copy responses are not to exceed 20 pages in length, single sided. Transmittal letter, one page cover, section dividers, résumés, one-page table of contents, **Appendix 2 Pricing Form**, and the **Certification and Contract Offer** form are not included in the 20-page limit.

Page 8 Specific Scope:

Q: Please clarify if building enclosure and energy metering devices are to be commissioned. Recent updates to the energy efficiency code requires these systems to be commissioned but they are not listed in the RFP.

Revise Page 8 Specific Scope to read:

D .03 Specific Scope.

Below are the systems, equipment and components, and interfaces anticipated for commissioning services.

1. Domestic water heating and distribution systems
2. Domestic water treatment
3. Electrical power distribution systems
4. Telephone and intercommunications systems
5. Security and intrusion detection systems
6. Medium Voltage Circuit Breaker Switchgear
7. Secondary Unit Substations
8. Secondary Power Distribution
9. Generator, ATS and ATS control wiring
10. Electrical Power Monitoring and Control
11. Grounding System
12. Fire Alarm System (possibly combine with Fire Life Safety Devices)
13. Lighting Control System (possibly combine with Lighting)
14. Fire Suppression System
15. Building Automation System
16. Air handling units
17. Other building systems and components required to be commissioned by current energy codes, or otherwise selected for commissioning during the design phases.

Reminder: Be certain to note receipt of this and any subsequent addenda on the RFP "Appendix 1: Proposer Certification Forms." Acknowledgment of this addendum is a mandatory requirement. Responses received without acknowledging all addenda may be considered non-responsive.

Greg Holcomb
Owner's Representative
Deschutes Public Library