



Addendum No. 1

RFP 22-12 Yuba College, Building 800 Modernization, Commissioning Services

Date: 03/27/2023

Clarifications:

- 1. Question:** What is the time that proposals are due?
- 2. Answer:** Proposals are due to be delivered prior to 10:30 AM on April 11, 2023 at the following address:

Yuba Community College District

Yuba College/Sutter Campus

Attn.: David Willis

Second Floor, Room 217

3301 east Onstott Road, Yuba City, California 95991

- 3. Question:** What systems are included in the commissioning work:

Answer: List of systems included in the commissioning work:

1. HVAC Equipment
2. HVAC Controls: Automated Logic Controls (ALC) Building Management System
 - a. Heating and cooling systems control systems and instrumentation.
3. Plumbing Systems associated with heating and cooling systems.
4. Lighting Controls: Interior and Exterior
5. Fire Alarm System (Edwards EST4)
6. Electrical Panel Labeling
7. Irrigation Systems as applicable in the courtyards.



4. Appendix A, with changes:

Tab 1- Brief Description of Project Approach 30 Points

- This section shall describe the proposed approach for meeting the scope of services required by the District. Relevant considerations include the quality and feasibility of Consultant’s approach to meeting these needs, the manner in which Consultant plans to provide adequate staffing (including planning for absences and back-up coverage, training and monitoring, etc.), and equipment or other resources required.
- Describe how Consultant will fulfill the needs of the District. List sub consultants commonly used to provide comprehensive Commissioning Authority services and what functional capabilities they provide to the team.
- Describe any efficiencies that would be gained by the District awarding more than one project to a single firm.

Tab 2— Personnel 30 Points

Provide resumes for key personnel of the firm with more in-depth information for those personnel expected to work on the initial project. Identify and describe the roles of each individual. Note relevant project experience. List professional qualifications for each individual that would be assigned to provide services requested for the project, including date and school of any applicable degrees, additional applicable training, and any professional certifications/licensing. In lieu of listing this information, you may submit a resume or curriculum vitae for each such individual if the resume/CV includes all the requested information.

- Principal-in-Charge
- Project LEED Commissioning Principal
- Project LEED Commissioning Manager
- Other proposed Personnel
- State availability of proposed personnel

Tab 3 – Professional Services Fee Proposal 40 Points

- Provide detailed proposal for each phase listed, Basic Services (Design Phase, Construction Phase, Close out Phase and Post-Occupancy/Warranty Phase) including man-hours, hourly rate and total for each phase. Include a total proposal cost.
- Provide an hourly rate schedule for personnel considered billable to the project. Indicate if basic administrative and supply/ancillary costs are billable.
- Travel time and related expenses and other reimbursable expenses should be included in the proposal. The District will not consider contracts with reimbursable expenses billed as they are accrued.
- If proposal includes major sub consultants, include proposal with man-hours and rates including all markups.
- **Use Consultants Standard Fee form that breaks down the fee by Tab and shows a breakdown and total of each Tab and totalizes all three tabs.**

The End.