



PROCUREMENT COMMITTEE

Clifford J. Hurgin Municipal Center

1 School Street, Bethel, CT 06801 (203) 794-8514

BID 2025-004: Commissioning Services for the BHS HVAC Mechanical Upgrades

Addendum #1

November 25, 2024

1. An Umbrella Liability insurance limit of \$5,000,000 is high for a typical commissioning agent, given the limited scope and liability of the services provided. Please advise if \$3,000,000 would be acceptable.

\$3,000,000 is acceptable.

2. Scope item A-3, d, states "Organize and direct the training of O & M personnel." Is the desire to have the CM organize the training with oversight from the Commissioning Agent or to have the Commissioning Agent organize and direct it? The former would include a review of all training materials, agenda, handouts, training evaluation forms, etc.

Typically, the CX would oversee to confirm training is complete so it is documented in the final report. Not a lot of training required on the project.

3. Section A-5 lists hot water as a system to include in the scope of equipment. Per the construction drawings it appears that only new finned tube radiation and distribution piping to and from the units is being upgraded in the hot water system. Is the scope of commissioning limited to just the new FTR or is the existing heating hot water pumps and boilers to be included?

Only new equipment connected to the existing hot water system need be commissioned.

4. Is this a phased project and if so, how many phases?

The project is phased in the sense that it will be done in small pieces to meet the completion goal when work is done during the school year as work is being performed during the school year and summer of 2025. Completion date is expected October 2025

5. Will all work be performed during normal business hours?

For work that can be will be done during normal hours. Most of the project fall under this scenario.

6. Regarding functional testing of the VRF units, is a sampling of units desired or should 100% of the units be tested? If the former what sampling rate is desired?

100% of the VRF should be tested.

7. Please confirm that this project does not have to be compliant with the Connecticut High Performance Building Standards for the commissioning services.

This Project does not need to comply with CT High Performance Building Standards.

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