



Addendum #1

October 18, 2022

RFP 23MISC3, HVAC Commissioning and Consulting Services

RFP Due Date: October 27, 2022, prior to and no later than 2:00 P.M. at:

<https://secure.procurenow.com/portal/fcps>

This addendum is being issued to provide additions, corrections, clarifications and answers to certain questions raised referencing the original proposal package and any resultant contract for the above bid.

1. Please confirm the Technical and Cost Proposals should be two separate files.
Yes
2. Will more than one contract be awarded under this solicitation?
TBD by FCPS
3. "Supporting documents" (page 41) are referenced as part of the Technical Proposal response – would you please define what is meant by supporting documents and/or give some examples?
Commissioning Reports, Functional Testing Commissioning Exception Records, etc.
4. Section 42 – Service Level Agreement (SLA) – how does this affect the scope of work, if at all?
The awarded Firm must comply with the requirements of the SLA, should any part of the contract fall under its purview.
5. Is the professional engineer on staff required to be a licensed engineer in the State of Maryland, or is licensure in other states allowed?
State of Maryland
6. Is the Commissioning Provider required to carry E&O insurance? A Commissioning Provider does not typically have this type of insurance.
No
7. **Cost Proposal:** Please provide additional clarification on what scope should be included in our cost proposal. For instance, should the unit price per system include full commissioning from design phase through construction and close-out?
Yes, please provide a unit price as requested per each piece of equipment to perform full commissioning from design through construction and close-out.
8. **Technical Form of Proposal, Item 2:** If final construction cost is unknown for a project, may we provide total cost of commissioning?
The Project Construction Cost is preferred, but if not available then please clarify what the total cost provided represents.
9. **General:** How many consultants does FCPS intend to select?
TBD by FCPS
10. **General:** Is there an incumbent provider(s)? If so, who?
NA

Thank you for your interest in bidding with Frederick County Public Schools.

Senior Project Manager
FCPS Construction Management