

UNIVERSITY OF LOUISVILLE®

PROCUREMENT SERVICES ADDENDUM

Date of Notice:	3/12/2024
Solicitation No.:	RFP319-PSC
Title:	Engineering Services for Controls and HVAC Upgrade
Addendum No.:	1

The following shall clarify and/or modify the original bid document(s) as issued by the University of Louisville.

- Questions and Answers from Pre-Proposal Conference, plus additional drawings requested.

Bidder must acknowledge receipt of this and any addenda either with bid or by separate letter. Acknowledgement must be received in the Department of Procurement Services, Service Complex Building, University of Louisville no later than **03/29/2024 at 2:00PM, EST**. If by separate letter, the following information must be placed in the lower left-hand corner of the envelope:

Solicitation No.:	RFP319-PSC
Title:	Engineering Services for Controls and HVAC Upgrade
Due Date:	3/29/2024

Authorized By:

Procurement Services	
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Receipt Acknowledged:

Company	
Signature	
Name (print)	
Date	

Q. What are the expected project start and completion dates?

A. May through August 2025

Q. What is the requested design phase timeline?

A. 50% design review 30 days from award, 90% design review 60 days from award, 100% review 75 days, Final Construction Documents 90 days from award.

Q. What is the project budget?

A. The current budget is \$2.2M. This includes all soft and hard costs (fees, permits, design, contract administration, labor, material, contingency, etc.)

Q. Can you provide information on temperature control requirements?

A. See attached "UL Facilities Automation & Control Systems, Owner Project Requirement Guidelines Rev 18)"

<https://acrobat.adobe.com/link/review?uri=urn:aaid:scds:US:695bf19e-1f6a-3566-a680-0321a783dc7d>

Q. Can you provide information on variable air terminal unit requirements?

A. See attached "UL typical terminal boxes with reheat duct installation requirements, 6-16-23"

<https://acrobat.adobe.com/link/review?uri=urn:aaid:scds:US:f7a9cf41-f346-374f-b773-60f13daef249>

Q. Scope clarification

A. Proposal to provide design, construction documents suitable for bidding, bid solicitation assistance and contract administration fees.

Construction Documents

- Site visit(s) necessary to identify the exact locations and types of upgrades and replacements.*
- Consult with Owner and trusted Contractors for cost-effective solutions and present options concerning risk vs rewards.*
- Production of construction plans and specifications including details (equipment, materials, quantities, locations, dimensions, general notes, sequencing, etc.)*
- Miscellaneous correspondence, coordination, and admin.*

Bid Solicitation

- Bid preparation meeting with UofL to evaluate the General Condition requirements.*
- Assistance with the drafting of General Conditions Specification through UofL's procurement department.*
- Assistance with the drafting of the Bid Forms through UofL's procurement department.*
- Communication and solicitation with qualified bidders through UofL's procurement department.*
- Attend Pre-bid meeting and site walkthrough with Bidders together.*
- Evaluation of Bids and Bid Tab submission to UofL.*

Construction Administration

- Review contractor supplied material/product submittal for contract documentation compliance.*
- Attend up to preconstruction meeting and weekly construction status meetings.*
- Perform weekly Field Observations and create Field Observation Reports.*
- Verify quantities of repairs being performed are within expected quantities.*
- Address field issues that arise promptly.*

- *Provide punch list and witness commissioning*

Q. Fee breakouts to evaluate bids?

A. Please provide pricing breakouts on your proposals as follows:

Construction Deliverables, an estimated fee of \$_____

Bid Solicitation, an estimated fee of \$_____

Construction Administration, an estimated fee of \$_____

Additional Drawings included below:

Lutz Hall Reflected Ceiling Plans:

<https://acrobat.adobe.com/link/review?uri=urn:aaid:scds:US:8b39059f-558c-37a9-ad26-c14e0807843d>

U of L ESPC Lutz Hall As-Built TCD:

<https://acrobat.adobe.com/link/review?uri=urn:aaid:scds:US:0ef72ab5-6d34-30c2-acf6-ee59992a1e74>