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| **wsu-primary-horz-color-600-10-2017-small**  **Division of Finance and Business Operations** |  | **Procurement & Strategic Sourcing**  **5700 Cass Avenue, Suite 4200**  **Detroit, Michigan 48202**  **(313) 577-3734** |

**April 2, 2025**

**Addendum No. 2**

**RFP Health Science Research Building-**

**Commissioning Services -2025**

**dated March 19, 2025**

**This Addendum must be acknowledged on Schedule D.**

Questions have been raised since the Pre-Proposal meeting held on **March 26, 2025**for the University's RFP for **Health Science Research Building- Commissioning Services -2025** for FP&M**.** A summary of the questions asked, and the University's responses are as follows:

**Question:**

Need to verify the version of LEED that the project is pursuing.

**Answer:**

Addressed in Addendum No. 1

**Question:**

Confirm who will be creating the Owner Project Requirements (OPR).

**Answer:**

Addressed in Addendum No. 1

**Question:**

Construction phase, item “i” in RFP, commission agent relationship with AOR, Commissioning agent comments would not supersede AOR.

**Answer:**

Correct, the commissioning agents’ comments would be for consideration by the AOR when reviewing the submittals, but the final approval is still the responsibility of the AOR.

**Question:**

Construction phase, item “k”, review coordination drawings to verify trades are making a reasonable effort to coordinate their work.  How do you define reasonable?

**Answer:**

Participation by the CxA in system coordination meetings/calls is anticipated within the 16-20 hours of coordination meetings with the Design Assist partners defined. The Owner will rely on the judgement of the CxA regarding their opinion of the effort of the trades to coordinate during those meetings.

**Question:**

Are there any specialty components that require factory/plant inspections?

**Answer:**

For the Exterior Enclosure CxA, the CxA should plan to attend a Performance Mockup Test at the location of the system manufacturer. At this time, any precast panels are architectural in nature and will not warrant inspection at the plant. Quality Control issues will be supplemented through the Architect and Owner’s Representative. For MEP CxA, no plant inspections will be required.

**Question:**

When will the bridge be constructed, it is listed as a separate bid package from the building in the project schedule.

**Answer:**

The bridge will be assembled onsite and hoisted upon completion of the building structure.

**Question:**

Is the roof top screen wall part of the enclosure scope?

**Answer:**

No, elements that do not contribute to the enclosure of the building do not need to be commissioned. Open air elements are not considered part of the enclosure.

**Question:**

How many stand-alone vs. in-place constructability mock-ups are anticipated?

**Answer:**

In addition to the Performance Mockup Test noted in a previous question/response, there will be a building mockup constructed and inspected. The mockup will consist of all exterior enclosure materials and their interface. The number of trips requested during construction is intended to account for in-place construction.

**Question:**

Will the owner hold the contract for the testing agency?  Approximately a dozen tests are required for enhanced commissioning per ASTM E2813-18. It is assumed that the CxA would observe the tests.

**Answer:**

WSU will hold the contract for the testing agency.

**Question:**

There will need to be a lot of overlap between the installation of materials and testing of the materials. (10) construction and (2) acceptance phase site visits are listed in the RFP.

**Answer:**

Based on the conversations at the Pre-Bid Meeting, the trips during Construction and Acceptance will be combined on the revised Schedule C to remove any concern about during which phase the trips occur.

**Question:**

Is observing additional tests due to failure considered an add service covered by the hourly rate?  Example windows.

**Answer:**

Additional services required due to failed tests will be reimbursed based on the hourly rates.

**Question:**

Window systems were not identified in the systems to be commissioned section.

**Answer:**

Window systems are included in Item F.a. Exterior Wall Systems. Exterior Wall Systems will include terracotta rainscreen panels, aluminum curtainwall and storefront, architectural precast panels, and composite and formed metal panels.

**Question:**

ASTM E2947, Standard Guide for Building Enclosure Commissioning, “requires direct and substantive participation in bidding, negotiation, pre-construction, construction administration, and occupancy and operations phases.”    One pre-construction task that did not appear in the RFP was attendance at pre-construction meetings.

**Answer:**

The Exterior Enclosure CxA should plan to attend preconstruction meetings with the Precast, Metal Panel and Curtainwall contractors.

**Question:**

In the Design Phase, the Commissioning Authority (CxA) is required to create and maintain a master issues log and a separate record of outstanding deficiencies. Can the University clarify if there is an expected format and software for these logs, and whether they need to be integrated? Or can this be up to the discretion of the CxA?

**Answer:**

The master issues log format and software is at the discretion of the CxA.

**Question:**

The RFP mentions a master progress summary to track overall progress throughout the entire project. What specific data points and milestones should this summary include for Mechanical, Electrical, Plumbing (MEP) systems, Monitoring-Based Commissioning (MBCx) activities, and Building Enclosure Commissioning (BECx) activities? Or can this be up to the discretion of the CxA?

**Answer:**

The contents and format of the master progress summary are at the discretion of the CxA, to be reviewed and approved by the Owner.

**Question:**

For the Construction Phase, the CxA is required to develop an enhanced system check-in plan. What level of detail and documentation is expected for this plan, and are there any specific requirements for MEP or Building Enclosure equipment check-in that is required by the University?

**Answer:**

Documentation for the check-in plan is at the discretion of the CxA, but shall be sufficient to communicate to the Owner that the materials delivered to the site conform with the Contract Documents. Timing and frequency of material check-ins was addressed in Addendum No. 1.

**Question:**

For Functional Performance Testing (FPT), the CxA is required to "prepare test plans for, assist with execution of, and document tests of commissioned systems overseen by regulatory authorities." Can you identify which tests, if any, will be overseen by regulatory authorities?

**Answer:**

Regulatory authorities are BCC, the State Electrical Inspector and City of Detroit Elevator inspection.

**Question:**

The RFP states that "If the commissioning firm's personnel or subconsultants change for this project, the Owner must review and approve the replacement personnel, in advance." What is the process for the vendor to request this change, and what criteria will the University use to evaluate the proposed replacement personnel?

**Answer:**

If the firm intends to change personnel, the firm shall provide the Owner with an explanation as to why the individual(s) are unable to remain on the project, and provide resumes of equal or greater experience for the potential replacements, for approval by the Owner. Personnel is a major factor in selecting our partners.

**Question:**

In Section III.C, the RFP states that the commissioning process should “establish and document the owner's criteria for system function, performance, and maintainability.” Could the University please clarify whether the CxA is expected to develop the Owner’s Project Requirements (OPR) document, or if the CxA’s role is to review and verify an OPR document provided by the Owner?

**Answer:**

Addressed in Addendum No. 1.

**Question:**

While the RFP does not explicitly mention Factory Acceptance Testing (FAT), it includes requirements for equipment check-in, review of contractor start-up plans, and FPT. To ensure clarity and proper scoping, can the University confirm whether the CxA's responsibilities include any involvement in FAT of MEP or BuildingEnclosure equipment, and if so, what is the expected scope and level of effort for the CxA's participation?

**Answer:**

Addressed in a previous response within this Addendum No. 2.

**Question:**

In addition to the FPT requirements outlined in the RFP, can the University please clarify if Factory Witness Testing is also required for the Switchgear, Paralleling Gear, and Generators if FAT is within the CxA’s scope? If so, please provide details on the specific testing requirements and documentation expected.

**Answer:**

Addressed in a previous response with this Addendum No. 2.

**Question:**

Sections III.D.1.f and III.D.2.c require the CxA to develop an enhanced equipment check-in plan and an enhanced equipment installation plan. Given that the project is pursuing LEED Gold certification, and LEED requires pre-functional checklists, can the University clarify:

* 1. Which party is responsible for generating the pre-functional checklists to ensure LEED requirements are met?
  2. Also, is the CxA expected to directly execute pre-functional installation checks, or will these checks be performed by subcontractors (with the CxA's role being to review a percentage of the installations and verify the subcontractors' completed checklists)?

**Answer:**

The CxA is responsible for generating the pre-functional checklists to ensure LEED requirements are met, and the CxA shall witness and acknowledge the items are completed by the relevant trade contractors, in coordination with the Construction Manager.

**Question:**

In the "MEP MBCxA Detailed Scope," the RFP requires the CxA to create a preliminary commissioning plan that includes the "selection of fault detection and diagnostic (FDD) software." Can the University provide more detail on their expectations for this FDD software, including any specific requirements for data integration, reporting capabilities, or compatibility with existing University systems?

**Answer:**

Addressed in Addendum No. 1.

**Question:**

Under "E. Operations / Warranty Phase," the RFP outlines the implementation of continuous MBCx to track building system performance using real-time data analytics and automated fault detection. Can the University elaborate on their expectations for:

* 1. Trend analysis to optimize building system performance and energy efficiency?
  2. The establishment of clear procedures for automated work order generation and fault resolution?

**Answer:**

The FDD software shall monitor and generate trend logs for all ventilation, heating hot water, chilled water, and lab and lighting control systems shall be included in the trend log analysis. Data analysis shall include review for out of sequence operations, sensor calibration issues, opportunities for further enhanced energy efficiency, and predictive maintenance. The FDD software and MBCxA should be able to utilize the collected data to properly triage the identified faults to prior to presentation to the general contractor during acceptance phase commissioning or prior to presentation to operating staff during the post occupancy phase of commissioning. The MBCx shall work with operating staff to develop the procedures for work order generation and fault resolution. Ideally, though not currently required, the FDD software will have an API to push work orders to WSU’s work order system (currently WebTMA).

**Question:**

The RFP includes requirements for MBCx and fault detection. To ensure clarity in post-acceptance responsibilities, can the University specify the required frequency for the CxA's "regular review of fault detection" reports and activities during the Post-Acceptance Phase?

**Answer:**

The MBCx shall review trend analysis no less frequently than monthly and provide reports on a monthly basis during the Operations/Warranty phase. Access to the FDD shall be provided to the University personnel trained as part of this scope for the duration of the Operations/Warranty Phase.

**Question:**

Regarding trend log analysis, the RFP mentions that the final commissioning report will include "trend log analysis." What specific parameters or systems should be trend logged, for what duration, and what level of analysis is expected from the CxA?

**Answer:**

All ventilation, heating hot water, chilled water, and lab and lighting control systems shall be included in the trend log analysis. Parameters of the successful MBCx firm’s software will be reviewed with the Owner for determination of final settings.

**Question:**

The RFP states that Vendors must use the exact format of Schedule C and not modify it. To ensure accurate proposals, can the University confirm that the format of the provided Schedule C fully aligns with the scope of work detailed in the RFP, or if an updated version of Schedule C will be issued to reflect the RFP's scope?

**Answer:**

An updated Schedule C is included in this Addendum No. 2.

**Question:**

While the RFP outlines commissioning requirements for electrical systems (i.e., Lighting Controls and Emergency Power), it does not specify the level of commissioning required for various electrical components and systems like, normal power distribution, fire alarm, EV chargers, etc. Can the University provide a detailed list of the specific electrical systems and equipment that are to be included in the commissioning scope, and the required level of commissioning activities for each?

**Answer:**

Electrical commissioning shall include medium-voltage cable high performance (installation test and maintenance proof test) and megger tests, primary switch units, transformers, automatic transfer switches, emergency power systems, variable frequency drives and lighting controls.

**Question:**

The RFP specifies cast-iron pipe and fittings for sanitary and vent piping. Are there any specific requirements for the installation, joining methods, and testing (i.e., pressure testing, leak testing) of these piping systems that the CxA needs to verify. Can the University confirm if these items are to be included in the commissioning scope, and the required level of involvement of the CxA for each?

**Answer:**

The CxA shall develop the commissioning plan based on the testing requirements within the specifications provided by the MEP engineers of record, and witness and report on all such tests. There are no specific requirements otherwise.

**Question:**

While the RFP outlines the CxA's responsibility to perform site visits for various activities (e.g., equipment installation, FPT, systems startup), it does not specify the expected number or frequency of these visits. Can the University provide more detail on the anticipated number of site visits required for the MEP CxA throughout the project's duration, or any criteria for determining the frequency and duration of site visits? Or will this be at the discretion of the CxA to ensure all commissioning activities are completed?

**Answer:**

This determination is at the discretion of the CxA as necessary to fulfill all the scope requirements identified. Frequency of planning and jobsite meetings will be determined by the Construction Manager and trade contractors when they are subcontracted, but the CxA shall visit the site as necessary to observe component and system material deliveries, start-ups, and controls integration. The CxA will determine the frequency and timing of commissioning specific project meetings, and if those will be onsite or virtual.

**Question:**

While the RFP outlines the CxA's responsibility to coordinate and participate in project meetings, it does not specify the expected number or frequency of recurring meetings (i.e., pre-construction meetings, construction progress meetings, commissioning coordination meetings) that the CxA is required to attend or host. Can the University provide more detail on the anticipated meeting schedule and the CxA's expected role in these meetings throughout the project's duration?

**Answer:**

Addressed in a previous response with this Addendum No. 2.

**Question:**

During the 10-month warranty phase review, the RFP requires follow-up FPT of primary lab equipment (including a 25% check of terminal laboratory control devices) and primary HVAC equipment (including a 10% check of terminal control devices). To clarify the scope of this testing, is the intent of the "follow-up" testing to be a complete 100% re-testing of all systems and equipment, or is it limited to the percentages specified for terminal devices, with a focus on specific issues or concerns identified during the warranty period?

**Answer:**

During the Operations/Warranty Phase, follow-up shall be limited to the percentages specified, unless there were system Functional Performance Tests that were deferred or were not tested during “off-season” conditions.

**Question:**

The RFP emphasizes Monitoring-Based MEP Systems Commissioning (MBCx), which involves continuous monitoring and analysis of building systems. To confirm the specific deliverables related to this ongoing process, can the University clarify whether a separate, formally titled 'Ongoing Commissioning Plan' document is required as part of the Cx scope, or if the requirements for ongoing commissioning are met through the activities described under the MBCx scope?

**Answer:**

The project is pursuing LEED v4.1 Gold level certification and is also pursuing the fundamental and enhanced commissioning prerequisite and credit, including BECx and MBCx. Please reference the LEED reference guide to confirm the appropriate documentation required for Ongoing vs. Monitoring Based commissioning. The scope of this project is limited to the durations listed in the RFP. Services beyond the one year Operations/Warranty Phase will be procured separately by the University.

**Question:**

The RFP refers to terminal units, including "terminal laboratory control devices" and "terminal control devices" for HVAC equipment. To ensure proper scoping of the commissioning effort, what is the number of terminal units scheduled for the project?

**Answer:**

Refer to Appendix 9 for the Design Development Progress set for MEP which show anticipated locations of air valves, but as of Schematic Design there were in excess of 400 laboratory air valves (various types).

**Question:**

While the RFP focuses on the Health Science Research Building, it provides a narrative on the pedestrian bridge between the School of Medicine and Scott Hall. To ensure the commissioning scope is accurately defined, can the University clarify if the pedestrian bridge connected to the Health Science Research Building includes HVAC/controls systems that are intended to be part of the commissioning scope? If so, can details on those systems and the commissioning requirements be provided?

**Answer:**

The pedestrian bridge is part of the Health Science Research Building and systems will be provided through the Health Sciences Building. Systems and commissioning requirements are the same for the bridge.

**Question:**

Schedule-C alternate pricing has the following comment: “Total Proposed Combined Cost of BE & MEP CxA Services”. What is the expectation of cost savings? MEP and BECx are two very different disciplines that will supply two different final reports. Also, our firm wants to make sure we can support the University the best way possible. Any activities (i.e., design review, submittal review, installation checks, startup support, testing, etc.) of building enclosure will be done by our building enclosure experts and the same goes for MEP. The cost saving would be minimal compared to having the correct system expert on-site supporting this project.

**Answer:**

The determination of any cost savings is at the discretion of the proposing firm. The University does not have any defined expectations.

**Question:**

Reference to a mockup is provided in the scope A.f. and C.d. on Page 8 of the RFP. Please clarify the intent of the mockup and its anticipated location. Will the mockup be used for performance testing and therefore verified and witnessed by the BECxA? Will the mockup be on Wayne State campus or an off-site location?

**Answer:**

Addressed in a previous response with this Addendum No. 2.

**Question:**

Please elaborate on whether it is expected that the BECxA provides 100% verification as stated in C.f. for all envelope related materials delivered to the site. This would appear to exceed the 10 site visits identified in Schedule C.

**Answer:**

Addressed in Addendum No. 1.

**Question:**

Could you clarify if the BECxA is expected to be responsible for testing, or to witness performance testing of the envelope as outlined in item D.b on Page 9 of the RFP? Could you provide some context as to the anticipated number and type of tests that may be specified for this project, including any on the mockup?

**Answer:**

Addressed in Addendum No. 1.

**Question:**

Could you clarify whether the tasks and details provided in item F. Systems to be Commissioned are expected to be performed by the BECxA, specifically including IR Scan of the roofing and blower door testing?

**Answer:**

Addressed in Addendum No. 1.

**Question:**

Could you clarify the intent of the Air Leakage with Blower Door testing and provide a reference standard to assist in developing the scope for this task [unless to be performed by others]?

**Answer:**

The specifications of the Air Leakage test will be determined by the BECxA, with testing performed by others.

The Deadline for project related questions was **March 28, 2025*,*** **12:00 noon**.

**Bids are due by electronic submission on** **April 4, 2025 no later than 2:00 p.m.** The link for bid submission will be posted with the bid details at **http://go.wayne.edu/bids** beginning **March 19, 2025**.

Should you have any questions or concerns about this Addendum or on any other aspects of the Request for Proposal, please send them by email to **Valerie Kreher**, **Senior Buyer**, Email; **rfpteam2@wayne.edu.**

Thank you,

**Valerie Kreher**

**Senior Buyer**

*Attachments:*