

**The Hebron Public Building Committee
on Behalf of
The Town of Hebron
and
Regional School District 8
and
RHAM High School
and
RHAM Middle School**

EMERGENCY ELECTRICAL GENERATOR PROJECT

ADDENDUM NO. 1

November 8, 2023

Each Respondent must acknowledge receipt of this Addendum by inserting its number within the Fee Proposal submission. Failure to do so may result in the Respondent's disqualification.

This Addendum consists of Nine (9) pages.

A. General Clarifications

- a. **Non-Mandatory Pre-Submission Meeting and Site Tour-Sign-In Sheet**
is attached-1 Page

B. Clarifications and Additions to the RFQ/RFP

- a. **Department of Economic and Community Development-Project Financing Plan & Budget-4 Pages**
- b. **Directions for Submitting Proposal-Page 18-Amend the instructions to comply with the following: It is important that each respondent follow the procedures outline in CGS 10-287(b)(2) and (4) pertaining to the bidding process for design professionals. This dictates that the Public Building Committee must employ a two-step evaluation process. First, they will review the qualifications, experience and related project history and determine those that have met the criteria as set forth in the RFQ and therefore are deemed qualified. Second, only at that point will the Committee open the Fee Proposals from those respondents that have been qualified.**

Each Respondent must therefore separate their RFQ submission from the RFP submission.

Submitted in Envelope #1 shall be the qualifications, experience and related project history that addresses the criteria that was set forth in RFQ.

Submitted in Envelope #2 shall contain only the fee proposal.

Each Respondent must clearly label on the outside of each envelope which one is the RFQ submission and which one is the RFP submission.

- c. **Retention of Outside Third-Party Firm to Conduct Background Checks on All Employees**-All Respondents must include the costs associated with retaining an outside Third-Party Firm to conduct background checks on all personnel that will not only be inside the middle and high schools' buildings, but also on the grounds of the campus. There will no exceptions to this requirement. All personnel will be required to sign in at the High School Main Office. Any personnel that arrive on site in which background checks have not been received will be escorted off the school campus.
- d. **Existing MEPS As-Built Drawings**-Subsequent to the Pre-Submission Meeting and Site Tour, Regional School District 8 was able to find formal electronic versions of the As-Built Drawings. One folder contains ten (10) separate files with a total of twenty-six (26) separate As-Built Drawings. A second folder contains one file with a total of three (3) separate As-Built Drawings. They are separately appended to this Addendum and are for information and reference only and each Respondent is cautioned to not rely on them as being totally reflective as to what is actually in place and installed in the site.

https://drive.google.com/drive/folders/116-vEs74v8SSoFAa9fMjre-HoE72nqCF?usp=drive_link

C. Pre-Submission Meeting and Site Tour-Questions and Answers

- a. **Q-1. Permitting**-Does either the Town of Hebron or Regional School District 8 have someone on staff that can handle the required permitting process especially those related to the both the Federal and State Environmental Requirements?
A-1. No, neither the Town or Regional School District 8 have anyone on staff that can undertake that requirement. The RFQ/RFP indicates that each respondent must include those tasks within their scope of work by utilizing either their own qualified and experienced staff or retaining a qualified and experienced third party.
- b. **Q-2.-Peak Demands**-Can you provide what the Peak Electrical Load Demands were on a monthly basis for the last year for each building?
A-2-Please see the attachment entitled "Regional School District 8-High and Middle School Monthly Peak Demand Readings." 1-Page
- c. **Q-3.-Requirements for Sub-Consultants**-Please clarify if our proposal is only to include that of the Electrical Investigations, Recommendations, Contract Documents, Project Administration and Closeout and that the Town and Regional District 8, will retain other Consultants for the other required engineering disciplines?
A-3.-The RFQ/RFP indicates that the Electrical Engineering firm is to assume the lead on this Project and shall include all of the necessary subconsultants that may be required, including, but not limited to:

Electrical Engineer (Including Data, Technology, Security, and Telecommunications), Civil Engineer, Landscape Architecture, Structural Engineer, Mechanical Engineer (Including Energy and Building, Management Systems), Plumbing Engineer, Fire Protection Engineer and Others (as determined by respondent).

D. Post Pre-Submission Meeting and Site Tour-Questions and Answers

- a. **Q-4-Terms and Conditions-** *Will the terms and conditions of the agreement between the Town and the selected firm be negotiable? The sample agreement document includes terms geared towards contractors (in lieu of designer services), including Owner's Protective Liability coverage and liquidated damages requirements.*
A-4-The terms are not negotiable. However, with respect to the insurance requirements, the Town's Risk Manager at some point will be asked to review them on the basis that the proposed contractual agreement will be with a firm that provides Professional Design Services.
- b. **Q-5-Schedule-** *What is the expected completion date?*
A-5-It is anticipated that the overall duration of the project will be in the range of 30 months.
- c. **Q-6-Budget-** *The RFP document indicates a budget of \$2,000,000, is this based on preliminary pricing or narratives? Is soft (design) cost included within the referenced budget?*
A-6-The budget identified in the RFP/RFQ was based on input from other municipalities, the State, and other sources that have recently undertaken very similar projects. Included in that budget are the soft (design) costs.
- d. **Q-7-Emergency Generator Lead Times-** *The documents indicate an 18-month lead time for the generator, was that based on a specific manufacturer or size.*
A-7-During the compilation of the RFQ/RFP various major emergency electric generator manufacturers were contacted in order to ascertain the lead times for a unit of the approximate capacity that will be required for this project. They all indicated that after shop drawing are approved that it would be around 18 months before the equipment would arrive on site. This duration was not based on any specific manufacturer.
- e. **Q-8-Pre-Purchasing of the Generator(s)-** *Is the Town interested in pre-purchasing the generator (or generators) during the early phases to assist with quicker project/delivery?*
Q-8-This is something that the Town would have to consider at the appropriate time in order to be certain that it would be ultimately in their best interest.

END OF ADDENDUM NO. 1

Submission Date:	Initial Submission: <input checked="checked" type="checkbox"/>	Revision #:
Applicant Name:		
Project Name:		

Acct. Code	USES	DECD PROGRAM #1	DECD PROGRAM #2	OTHER FUNDS:	TOTAL FUNDS
1430	CONSTRUCTION (Attach additional schedules as needed)				
1430.1	GENERAL CONSTRUCTION				
1430.2	LEASEHOLD IMPROVEMENTS				\$ -
1430.3	PERMITS				\$ -
1430.4	DEMOLITION				\$ -
1430.5	ENVIRONMENTAL REMEDIATION				\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
	TOTAL CONSTRUCTION		\$ -	\$ -	\$ -
1435	OTHER WORKING CAPITAL				
1435.1	ACCOUNTS RECEIVABLE				\$ -
1435.2	INVENTORY				\$ -
					\$ -
					\$ -
					\$ -
					\$ -
	TOTAL OTHER WORKING CAPITAL	\$ -	\$ -	\$ -	\$ -
1440	CAPITAL COSTS				
1440.1	MACHINERY & EQUIPMENT				\$ -
1440.2	APPRAISAL (M & E)				\$ -
					\$ -
					\$ -
					\$ -
					\$ -
	TOTAL CAPITAL COSTS	\$ -	\$ -	\$ -	\$ -
1445	RESEARCH & DEVELOPMENT				
1445.1	RESEARCH AND DEVELOPMENT				\$ -
					\$ -
					\$ -
					\$ -
	TOTAL RESEARCH & DEVELOPMENT	\$ -	\$ -	\$ -	\$ -
1450	FURNISHINGS/EQUIPMENT				
1450.1	OFFICE EQUIPMENT				\$ -
1450.2	COMPUTER SOFTWARE				\$ -
1450.3	COMPUTER EQUIPMENT				\$ -
					\$ -
					\$ -
					\$ -
	TOTAL FURNISHINGS/EQUIPMENT	\$ -	\$ -	\$ -	\$ -
1455	CONTINGENCY				
1455.1	CONTINGENCY				\$ -
					\$ -
	TOTAL CONTINGENCY	\$ -	\$ -	\$ -	\$ -
TOTAL PROJECT COST			\$ -	\$ -	
LESS: PROJECT INCOME (if applicable)		\$ -	\$ -	\$ -	\$ -
NET PROJECT COST		\$ -	\$ -	\$ -	\$ -

ADDENDUM NO 1-NOVEMBER 6, 2023

Regional School District #8

High School and Middle School Monthly Peak Demand Readings

Source: Eversource Utility Bills

	High School		Middle School
	KW	KVA	KW
Sep-23	847.8	904.2	180.5
Aug-23	756	819.8	136.2
Jul-23	801.8	864.5	153.8
Jun-23	605.9	655.7	163.2
May-23	427	477.2	173.6
Apr-23	381.2	411.5	187.3
Mar-23	414.1	449.2	171.9
Feb-23	413	448.9	180.6
Jan-23	432.7	469.4	174.3
Dec-22	413.9	457.5	152.5
Nov-22	422.9	460.7	158.8
Oct-22	494.6	529.9	170.7