



179 Cross Street, Suite A
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www.slorta.org

Addendum #1: Summary of Pre-Bid Meeting & Clarifications Commissioning Services for RTA Bus Maintenance Facility

April 22, 2019

The RTA conducted a non-mandatory pre-bid meeting on April 17, 2019 from 2:00pm to 2:45pm in the Upstairs Conference Room at our existing maintenance facility located at 179 Cross Street. A facility tour ensued. The meeting was led by project manager and RTA Executive Director Geoff Straw.

An Agenda was distributed; see Attachment 1 for details. Attachment 2 is a scan of the Sign-In Sheet. The current Potential Bidder's List (that includes firms represented at the pre-bid meeting) is included as Attachment 3.

No written questions were submitted following the pre-bid meeting. The following questions/clarifications were discussed at the pre-bid meeting:

1. **Schedule for RFP:** reviewed milestones for submitting a proposal. Also announced that the RTA Board of Directors may need to meet in special session on June 5th to authorize any resulting agreement for Commissioning Services.
2. **Project scope scaled back:** The Commissioning scope of services has been scaled back. Specifically, the following changes in the RFP are herein incorporated:
 - a. The Bus Wash Building has been removed from the project. In addition, on-site fueling will be eliminated from the project. This changes the language on page 3 of the RFP to now state:

“The Owner is seeking the services of a qualified commissioning provider/firm for a new construction project. The project currently consists of two buildings: a 29,500 gross sf Main Building (includes about 3,000 sf of mezzanines), ~~and a 3,500 gross sf Wash Building. Both buildings are~~ The building is one story, construction type V-B (unprotected steel and masonry) ~~buildings building~~ in San Luis Obispo, California, with a project budget of \$25 million based on the Schematic Design cost estimate. The facility is expected to be comprised of about 13,400 square feet of office space and related

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public transit operations areas, and about 21,400 square feet of vehicle maintenance space, (repair areas, storage, ~~fueling, vehicle washing,~~ etc.). The total developed site area will be about 4.14 acres consisting of fleet and employee parking, landscaping, stormwater retention, driveways, etc.”

b. The Systems to Be Commissioned section on page 10 is herein changed to be:

“The following systems and assemblies will be commissioned:

1. Central building automation system.
2. All equipment of the heating, ventilating and air conditioning systems.
3. Scheduled or occupancy sensor lighting controls, and lighting and lighting control system.
4. Daylight dimming controls.
5. Uninterruptible power supply systems.
6. Irrigation.
7. Domestic hot water system.
8. Process piping, compressed air, and vehicle exhaust systems.
9. ~~Life safety systems (fire alarm, fire protection).~~
10. ~~Electrical.~~
11. ~~Equipment sound control systems and testing.~~
12. ~~Data and communication.~~
13. ~~Paging systems.~~
14. ~~Security system.~~
15. ~~Irrigation.~~
16. ~~Plumbing.~~
17. ~~Building envelope.~~
18. ~~Maintenance equipment systems.~~
19. ~~Process Piping systems.~~
20. ~~Fueling System.~~
21. ~~Vehicle Wash.~~
22. ~~Process instrumentation and controls.”~~

3. **Remove Exhibit 1 from RFP:** The *Exhibit 1: Focused Design Review Scope* document on page 20 has been eliminated from the RFP.

4. **Pertinent documents available on RTA website:** documents related to the project can be downloaded from the www.slorta.org website under the “Agency Reports” section. Potential Bidders are encouraged to review the following:

- a. The *Initial Study / Mitigated Negative Declaration for RTA Bus Maintenance Facility* document found at <http://www.slorta.org/wordpress/wp-content/uploads/RTA-Bus-Maint-Facility-IS-MND-Public-Review-20-Jul-2017-1.pdf>

- b. The related *Appendices for IS-MND for RTA Bus Maintenance Facility* document found at <http://www.slorta.org/wordpress/wp-content/uploads/RTA-Bus-Maint-Facility-IS-MND-Combined-Appendices-Public-Review-20-Jul-2017-1.pdf>
 - c. The *RTA Bus OMF Programming Plan* document can be found at <http://www.slorta.org/wordpress/wp-content/uploads/RTA-Bus-OMF-Programming-Plan.pdf>
5. **Disadvantaged Business Enterprise participation:** The 5.1% participation level identified on page 42 of the RFP is a goal and not a requirement; as presented on page 43, we expect respondents to demonstrate their good faith efforts in including DBE firms on their team. A copy of the 2018-2020 RTA DBE Plan can be found at <http://www.slorta.org/wordpress/wp-content/uploads/RTA-FY-18-20-GOAL-SETTING-METHODOLOGY.pdf>
6. **Clarification on pricing for Construction and Warranty Phase tasks:** The RTA expects bidders to propose a price for each phase (Pre-Design and Design; Construction; and Warranty Period) based on the proposed number of hours by role, each person's rate, and any travel/ancillary costs. The proposed pricing should be in a format similar to that shown below; the source MS Excel spreadsheet will be posted under the "Agency Reports" section of our website along with this Addendum. To be clear, *Exhibit 4: Budget Table* is eliminated from the RFP, and section #11 at the bottom of page 18 of the RFP is herein replaced with the following:

"This project will be set up on a capped (i.e., not-to-exceed) time-and-materials basis. Provide in a separate and sealed envelope (envelope no. 2) both an hourly rate for each team member as well as the number of hours proposed for each task, along with ~~rates and~~ fees for all other costs the Owner could incur from the proposer in this contract (travel, mileage, per diem, communications, etc.). ~~For each phase, provide the percentage level of effort for each of the primary team members.~~

~~For planning purposes, the proposer must also provide a cost "estimate" range for the Construction and Warranty Phase tasks using the form below. Also provide an hourly rate for each team member for work that may exceed the scope. For each phase, provide the percentage level of effort for each primary team member."~~

Cost Proposal for RTA Bus Maintenance Facility Commissioning Services

Firm Name: _____

Task #	Role: Last Name: Hourly Rate:	Principal- in-Charge	Project Manager	Personnel & Hourly Rates				Total Hours	Total Costs
Pre-Design and Design									
1	Develop or review Owner's Project Requirements (per scope)						0	\$0	
2	Design documents reviews of plans, specifications, narratives						0	\$0	
3	Commissioning plan, specifications development and bid meeting						0	\$0	
4	Other						0	\$0	
	Subtotal Hours	0	0	0	0	0	0	\$0	
Construction									
1	Commissioning plan and submittal reviews						0	\$0	
2	Constructions checklists; observation of installation and startup						0	\$0	
3	Functional test writing						0	\$0	
4	Functional test execution and documentation						0	\$0	
5	O&M manual review and training review						0	\$0	
6	Compilation of Commissioning Record						0	\$0	
7	Systems Manual development						0	\$0	
8	Other						0	\$0	
	Subtotal Hours	0	0	0	0	0	0	\$0	
Warranty Period									
1	O&M manual review and training review						0	\$0	
2	O&M manual review and training review						0	\$0	
	Subtotal Hours	0	0	0	0	0	0	\$0	
	Total Hours	0	0	0	0	0	0	\$0	
	Total Personnel Cost	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Additional Expenses:									
	Travel								
	Printing/Copy Costs								
	Phone/Postage/Delivery Costs								
	Personnel								
	Subtotal: Other Expenses							\$0	
	Total Cost							\$0	



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Agenda for Pre-Proposal Meeting, Building Commissioning Services

Wednesday April 17, 2019 @ 2:00 PM

1. Circulate Sign-in Sheet
2. Project Description and Scope of Work
3. Site Walk of Current Operations/Maintenance Facility
4. Schedule for RFP
 - a. Questions due via email tomorrow by 4PM
 - b. Answers emailed/posted by EOB April 22nd
 - c. Public Opening / Announcement of Submittals on May 1st at 4PM
 - d. Interviews week of May 13th
 - e. Change: Notice to Proceed following Board action on July 10th
 - Possible Special Board Meeting on June 5th
5. RFP and Support Documents at www.slorta.org (RTA website) & SLO Builders Exchange
6. Answers to Questions Already Submitted
 - a. Project scaled back! Page 3 will be updated to remove Bus Wash Building and Vehicle Fueling due to budgetary constraints.
 - b. The *Systems to Be Commissioned* section will be revised to more closely align with CalGreen requirements (see backside of page)
 - c. *Exhibit 1: Focused Design Review Scope* will be removed from RFP
 - d. The IS/MND dated 07/20/2017 is under Agency Reports on RTA website; just added *RTA Bus OMF Programming Plan* today
7. Additional Questions

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Revised *Systems to Commissioned* section

The following systems and assemblies will be commissioned:

1. Central building automation system
2. All equipment of the heating, ventilating and air conditioning systems
3. Scheduled or occupancy sensor lighting controls; lighting control system
4. Daylight dimming controls
5. Uninterruptible power supply systems
6. Irrigation
7. Domestic hot water system
8. Process piping, compressed air & vehicle exhaust systems
9. ~~Life safety systems (fire alarm, fire protection)~~
10. Electrical
- ~~11. Equipment sound control systems and testing~~
- ~~12. Data and communication~~
- ~~13. Paging systems~~
- ~~14. Security system~~
- ~~15. Irrigation~~
- ~~16. Plumbing~~
- ~~17. Building envelope~~
- ~~18. Maintenance equipment systems~~
- ~~19. Process Piping systems~~
- ~~20. Fueling System~~
- ~~21. Vehicle Wash~~
- ~~22. Process instrumentation and controls~~

Pre-Bid Meeting Sign-In Sheet

Request for Proposals – Commissioning Services

April 17, 2019 @ 2:00 PM

Name

Company

Email Address

Phone Number

Geoff Straw

RTA

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805-781-4465

Travis McDaniel

BMA Mechanical

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209-217-6498

Kerry Robinson

3C Engineering

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Danny McBRIDE

3C Engineering

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ATTACHMENT 3

Potential Bidder's List for Commissioning RFP

April 2019

SLO Builders Exchange

www.slocbe.com

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