

Westport Public Schools – Evaluation of Building HVAC System and Indoor AHU at Greens Farms Elementary School

25-015-RFP-Addendum No. 1

Original Issue Date: 3/26/2025

Changes to Request for Proposal

1.	MODIFY	<p>The town offices will be closed on Friday April 18th, so the submission deadline for proposals has been extended to Monday, April 21, 2025, at 2:00 p.m. EST.</p> <p>Exhibit 1 – Fee Proposal Form- has been modified to include an acknowledgement of addendum receipt section.</p>
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1.	ADD	None
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1.	DELETE	None
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Proposal Questions

Question #1 The RFP notes that the mandatory site-review meeting will occur at Staples High School on Wednesday, April 2 at 3:15 p.m. to review the projects at Staples High School. Will there be another meeting to review the scope of work for the other schools?

Response **Yes. Due to time constraints, a second pre-bid meeting has been scheduled for April 3, 2025 at 3:00 p.m. and will start at the Greens Farms Elementary School. This meeting will review the IDF rooms associated with RFP 25-009, as well as the scope of work for RFPs 25-015, 25-016, 25-017, and 25-018.**

Attachments

- 1. Revised Exhibit 1 – Fee Proposal Form to include acknowledgement of addendum receipt**
- 2. The AIA B101 Contract as referenced in the RFP**
- 3. The AIA A201 Contract as referenced in the RFP**

EXHIBIT 1 – Fee Proposal Form-Revised

Westport Public Schools

Evaluation Of Building HVAC System And Indoor Air Handling Unit (AHU) With Dehumidifier at Greens Farms Elementary School

RFP # 25-015

Scope of Work	Fee
Review existing conditions, documentation and operations.	\$
Study of existing HVAC system and identify issues and deficiencies	\$
Provide viable solutions to update/replace HVAC system	\$
Alternative options that will provide path to net zero, electrification	\$
Quantify energy and environmental benefits, highlight community benefits	\$
Provide engineering cost estimates for solutions provided in the report	\$
Submit draft report including preliminary solutions and benefits.	\$
Submit final report including solutions evaluated, recommendations, benefits and engineering cost estimates to implement.	\$
Participate in review meetings with District Personnel and their representatives.	\$
Total Fee	\$
Reimbursable Expenses Not Included in Fees:	\$
Acknowledgement of Addendum Receipt: Addendum # _____ Date: _____ Addendum # _____ Date: _____ Addendum # _____ Date: _____	
Print Name (Authorized Representative of Company)	Date
Signature (Authorized Representative of Company)	Date