

Westport Public Schools – Evaluation of Building HVAC System at Kings Highway ES

25-017-RFP-Addendum No. 1

Original Issue Date: 3/26/2025

Changes to Request for Proposal

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| 1. | MODIFY | The town offices will be closed on Friday April 18 th , so the submission deadline for proposals has been extended to Monday, April 21, 2025, at 2:00 p.m. EST. Exhibit 1 – Fee Proposal Form - has been modified to include an acknowledgement of addendum receipt section. |
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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 @ Kings Highway Elementary School
 RFP # 25-017

| 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 |