

# Westport Public Schools – Replacement of Cooling Towers at Saugatuck Elementary School

## 25-018-RFP-Addendum No. 1

**Original Issue Date: 3/26/2025**

### Changes to Request for Proposal

1.	<b>MODIFY</b>	The town offices will be closed on Friday April 18 <sup>th</sup> , so the submission deadline for proposals has been extended to <b>Monday, April 21, 2025, at 2:00 p.m. EST.</b>  <b>Exhibit 1 – Fee Proposal Form-</b> has been modified to include an acknowledgement of addendum receipt section.
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1.	<b>ADD</b>	None
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1.	<b>DELETE</b>	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  
 Replacement of Cooling Towers @ Saugatuck Elementary School  
 RFP # 25-018

Scope of Work	Fee
Review existing conditions, documentation and operations.	\$
Provide design selection for cooling tower, piping, pumping and accessories.	\$
Provide design and recommendation on cooling tower support structure.	\$
Provide control sequences and changes/upgrade to existing controls compatible with campus standard.	\$
Provide price estimate for the installation.	\$
Provide bid documentation, bid support and participate in contractor walk through	\$
Submit final report including design, specifications and construction documents.	\$
Participate in review meetings with District Personnel and their representatives.	\$
<b>Total Fee</b>	\$
<b>Reimbursable Expenses Not Included in Fees:</b>	\$
Acknowledgement of Addendum Receipt:  Addendum # _____ Date: _____  Addendum # _____ Date: _____  Addendum # _____ Date: _____	
Print Name (Authorized Representative of Company)	Date
Signature (Authorized Representative of Company)	Date