2/12/19

**RFP # 20-008 Facility Master Plan**

Addendum No. 1

Opening Date: 2/25/19

Opening Time: 10:00 AM

Notice to Bidders:

A request to submit a proposal on the above was sent earlier to your firm.

Requests for additional information have been submitted to the Racine Unified School District. The following response is being provided to all vendors on our bid list to facilitate with your proposal submittal.

Q1: Does this RFP pertain to CM services or will there be a separate RFP coming out for Construction Management Services in the future? Thank you!

A1: This is just for the plan. We have not made a decision on CM Services yet.

Q2: Will the District use School Dude as referenced in the RFP for Capital Asset Planning, or is the program strictly for deferred maintenance and preventative maintenance?

A2. We will use the data collected for capital asset planning.  A decision to use School Dude for that work has not been made.

Q3. What level of detail on assets are required as part of the input into School Dude? For example, are you looking for an age of an HVAC unit, or are you looking to try to drill down when possible into the age of the motor, coil or other internal parts. Obviously the deeper the detail, the more the costly and time consuming the report will be.

A3. Within the RFP under the Scope of Services on Page 9, 9.f. contains the summary of data being requested.

A complete equipment inventory for each system to be imported into the District’s Dude Solutions maintenance solution. Data must include:

1. Building name
2. System name (classification)
3. Subsystem name (type)
4. Component name (description)
5. Unit of measure
6. Quantity
7. Asset tag number
8. Manufacturer Model
9. Serial Number
10. Date put in service (if available)
11. Condition
12. Remaining useful life
13. Replacement cost
14. Picture/s
15. Notes

Q4. Please clarify that IT and IT infrastructure is not part of this project.

A4. Phase 2: Space and Programming Needs Assessment requires the successful consultant to conduct interviews with designated District representatives to elicit individual perspectives of problems needing solutions and observations of past, current, and expected future operational and facility needs and deficiencies. Understanding the district's technology infrastructure will be important to making recommendations in Phase 2. Review Phase 2.1. a-m. Deliverables could include recommendations associated with technology infrastructure.   Consultant should not assume knowledge of current or future organizational structure.

**You must acknowledge any addendum(s) on the Bidder Information & Certification form A.01. Vendor’s who do not acknowledge the addendum may have their bids rejected.**

Thank you for your interest.



Diane Knoll, Purchasing Supervisor
Purchasing Department