

**September 15, 2016**  
**BOARD OF COUNTY COMMISSIONERS**  
**ORANGE COUNTY, FLORIDA**  
**Y16-812 / ADDENDUM # 1**  
**ORANGE COUNTY CONVENTION CENTER**  
**ARC FLASH ANALYSIS & DEVELOPMENT OF ELECTRICAL SAFETY PROGRAM**  
**PER (NFPA 70E) NATIONAL FIRE PROTECTION ASSOCIATION**

**Bid Opening Date: September 20, 2016**

This addendum is hereby incorporated into the bid documents of the project referenced above. The following items are clarifications, corrections, additions, deletions and/or revisions to and shall take precedence over the original documents. Underlining indicates additions, deletions are indicated by ~~strikethrough~~.

- A. The Bid Opening Date remains as September 20, 2016.
- B. The following are changes to the RFP:

Paragraph 27, **EXPERIENCE OF THE PROJECT TEAM:**

***Electrical Safety Consultant:*** Defined as the Individual who oversees the creation of Standard Operating Procedures and Training Programs for OCCC staff so that industrial electrician perspectives are included in all final program documents. The Safety Consultant shall be a licensed Electrical Contractor (EC) by the State of Florida Department of Business and Professional Licensing with a minimum of ~~10~~ **3** years commercial/ industrial EC experience ~~who currently employs a minimum of 3 electricians~~. It is highly preferred that this individual also hold a Certified Electrical Safety Compliance Professional (CESC) certificate. This role may be a subconsultant.

- C. The following are questions/responses/clarifications:

- 1. Question: Please note that there are additional electrical safety requirements such as 3 year training, annual field audits of qualified workers, and electrical safety program audits as required in the NFPA 70E and we can assist you in all arenas.

**Response: Page 25, paragraph 2 states in the last sentence that “It will also be the responsibility of the Consultant to recommend any improvements to this Scope of Services so that Orange County receives the best program in the most affordable method while complying with all referenced standards.” Additionally, page 28, first bullet under Expected Program Outcomes indicates “Full briefing of the OCCC management and supervisory team throughout the Program regarding**

**electrical hazards and risks which increase the OCCC understanding of its electrical infrastructure, hazards, risks, and safety requirements.” Therefore, the qualified Consultant shall identify items that may not have been specifically stated in this document.**

2. Question: In regards to this proposal, can you clarify on page 12 under section 22. Key Personnel, is the following a misprint? It technically should not apply to this RFP.

## 22. KEY PERSONNEL

The Project Manager and Project Engineer must be two different individuals, both currently employed by the Prime Consultant, and both individuals must be Professional Engineers registered in the State of Florida Department of Business and Professional Regulation. Project Manager must be a certified CxA. The Project Manager must have at least 1 year of Existing Building Retro-Commissioning experience. Project Engineer must hold a B.S. in Electrical Engineering.

Typically this is a mechanical engineer certification, not usually electrical (although we do have some) which would be the PM for this type of scope. Just wanted to double check.

**Response: Yes, the Project Manager must be a certified CxA. The AABC Commissioning Group’s CxA application is acceptable provided that it is in place when the proposal is submitted.**

3. Question: We are curious as to the equipment involved in order to get a clearer understanding of the power system to identify the work necessary etc.

We basically would like to know the amount of electrical equipment involved and the type of equipment (switchboards, panels, transformers, generators, ATS’s etc.) that will need to have an Arc Flash Analysis performed on it.

We typically use the electrical onelines (or a Bill of Material) for that information but I know that the drawings are too massive based on your previous comments so...we were trying to get somewhat of an idea of the equipment involved.

**Response: It is the responsibility of the Consultant to determine which equipment should be included in the scope of this Contract in order to comply with NFPA 70E standards. See page 26, Phase 1, Preliminary Assessment and Recommended Project Plan and Schedule Report – The purpose of this phase is to review the full extent of our electrical infrastructure and determine those system elements which require hazard and risk assessment and those which do not. This shall include a report outlining a recommended Project Plan and Schedule for the**

**overall approach and requirements of an electrical safety program for the OCCC using our existing available data and preliminary site walk-through overview assessments.**

4. Question: With regards to the PROJECT ENGINEER requirements, specifically being a “STATE OF FLORIDA BOARD OF PROFESSIONAL ENGINEERS REGISTERED PROFESSIONAL ENGINEER”, one of the individuals we would like to propose as the Project Engineer currently holds a State of Wisconsin Professional Engineering license and has so for over 20 years. State of Florida Board of Professional Engineers allows individuals in other states to get endorsement/reciprocity in the State of Florida; however the period of time which FBPE has indicated to approve this individual could take up to six weeks which is past the RFP deadline. Would it be possible during the time of submission of the RFP to show documentation that application has been submitted to the State of Florida Board of Professional Engineers for endorsement of the individual along with the other US State’s Professional Engineer proof of registration?

**Response: Licenses and certifications must be in place at time of proposal submittal.**

5. Question: The current specifications seem to have limiting and unique language that we believe will limit very qualified companies and unnecessarily increase pricing to the Orange County Convention Center. Please see below:

**Part 1 Question: Project Manager CxA requirement removal.**

**Response: See question/response #2.**

**Part 2 Question: The “Similar Projects” shall have included the following:**

1. Development and implementation of an electrical hazard and risk assessment and development of a safety program which are both compliant with NFPA 70E in an Active, fully operational, general assembly environment ~~\*\*\* in an airport, arena, convention center, educational facility, hospital, hotel or stadium~~ with a minimum area of 250,000 square feet. **(Request to remove stricken words)**

**Response: The Similar Projects requirements shall remain the same. The proposer shall demonstrate how similarly completed projects were in active environments requiring continuous operation and ongoing customer care and consideration. Also see question/response #10.**

**Part 3 Question: Electrical Safety Consultant: Defined as the Individual who oversees the creation of Standard Operating Procedures and Training**

Programs for OCCC staff so that industrial electrician perspectives are included in all final program documents. \*\*\*\* ~~The Safety Consultant shall be a licensed Electrical Contractor (EC) by the State of Florida Department of Business and Professional Licensing with a minimum of 10 years commercial/industrial EC experience who currently employs a minimum of 3 electricians.~~ It is highly preferred that this individual also hold a Certified Electrical Safety Compliance Professional (CESC P) certificate. This role may be a sub-consultant. **(Request to remove stricken words)**

**Response: See Part B above.**

6. Question: It was brought to in the pre-bid meeting to let you know if we have concerns about the stated budget of \$400k for the project. After seeing all of the equipment and scope of work, I definitely have a concern but without electrical one-line drawings, it will be challenging to know what type of effort will be required and what budget number we are looking at. What can or will be done to address the budget concerns?

**Response: The current budget for the services in this RFP is \$400,000. The selected consultant will have ample opportunity to review the potential budget issues later in the process.**

7. Question: I was able to review the information posted on the link but I was wondering if there is a way we would be able to download the electrical drawings and specifications for this RFP as well?

**Response: One-line drawings or any other documentation will not be supplied. See response to question #3. There are sales drawings available online at the following link:**

**<http://www.occc.net/Planner/OverviewFloorPlans.asp>**

**Once at this page click the "West building features" tab for the west and the "N/S building features" for the North / South Building. The two combined buildings are approximately 7,000,000 square feet. These drawings do not show back of house areas but they do represent all levels and public areas to help the proposer visualize the entire campus.**

8. Question: Can we use the client who hired us for the project as a reference? Because due to nature of our contracts with Military establishment, the end user will not be disclosed, only the client who hired us to perform the project.

**Response: The reference needs to be able to confirm the similar project criteria. Validate that your reference can confirm what you have written prior to submitting your proposal. See paragraph 23 Reference Checks.**

9. Question: When was the last time a study has been performed and by whom?

**Response: This will be the first campus wide study. However, there are pieces of equipment that have received at least partial assessments and labeling as a part of recent construction projects that required them. For the purposes of this contract, the Consultant must evaluate if any prior work is adequate to the overall NFPA 70E compliance requirements.**

10. Question: In regards to Section-26, Similar Projects, we would like the County to consider allowing a fully operational Data Center, Waste Water Treatment Facility, and a Theme Park in the list of acceptable occupancies. These three types of occupancies have critical needs for continuous power operation, and generally have a very complex and robust distribution system. These facilities also have large amounts of power distribution inside buildings and throughout the site. Finally these types of facilities have had strict requirements in NFPA 70E safety requirements. Please verify if these three types of occupancy types will be acceptable.

**Response: OCCC will consider similar projects completed in a fully active and operational Data Center, WWTP Facility, and a Theme Park.**

11. Question: Are you going to post or send a copy of the sign in sheet with RFP participant information?

Response: The sign in sheet from the pre-proposal meeting can be found online at this link:

[http://apps.ocfl.net/orangebids/Bid\\_Addenda.asp?PrinterFriendly=1&Visitor=Guest&OID=158201&OrangeBids=1&Plans=](http://apps.ocfl.net/orangebids/Bid_Addenda.asp?PrinterFriendly=1&Visitor=Guest&OID=158201&OrangeBids=1&Plans=)

- D. All other term and conditions of the RFP remain the same.
- E. The Proposer shall acknowledge receipt of this addendum by completing the applicable section in the solicitation or by completion of the acknowledgement information on the addendum. Either form of acknowledgement must be completed and returned not later than the date and time for receipt of the proposal.

**Receipt acknowledged by:**

\_\_\_\_\_  
**Authorized Signature**

\_\_\_\_\_  
**Date Signed**

\_\_\_\_\_  
**Title**

\_\_\_\_\_  
**Name of Firm**