



# Purchase College

STATE UNIVERSITY OF NEW YORK

735 Anderson Hill Road

Purchase, NY 10577-1402

www.purchase.edu

## Procurement Department

RFQ: SU-082021 Study of Campus-wide Emergency Lighting Systems

Addendum #1 \* September 17, 2021

To: Prospective Bidders

No. of Pages: pages 5

SUNY Purchase hereby issues this Addendum, dated September 17, 2021, for the above referenced RFQ, in order to provide the following clarification:

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**Item 1:**

SUNY Purchase received questions at the pre-bid meeting and via email. Answers with additional clarification is provided on pages 2-5.

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Please be sure to sign THIS ADDENDUM (as acknowledgment that your firm received it) and submit it with your bid package.

Respectfully,

Sheli Taylor

Associate Director, Contracts and Procurement Services

Acknowledgement of ADDENDUM #1

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Typed printed name and title

\_\_\_\_\_  
Company name

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**Addendum #01 – RFQ Bidder's Questions & Answers**

Q1. We are interested in bidding on your project and are requesting a copy of the bid documents. Please inform how we can receive a copy of the bid documents.

**A1. You can find the requested documents at:**

**<https://www.purchase.edu/offices/purchasing/procurement-opportunities/>**

Please note, there is a virtual pre-bid meeting scheduled for Tuesday, August 31st at 1:00 PM.

Q2. With regards to the assigned goals of M-WBE / SDVOB participation, and given the limited nature of this task, do all the goals of 22% and 8% have to be strictly met during to the study phase of the project, or can meeting the goals take place over the course of the complete project including the construction phase?

**A2. Vendors should act in good faith to attempt to meet the assigned goals. If the solicited does not lend allow for the utilize of MWBEs, vendors may request a waiver if their proposal is ultimately chosen. The construction phase of the project will have its own unique goals assigned.**

Q3. Will the selected consultant serve only during the study, or will the selected consultant also serve during the construction phase?

**A3. The study (which is this RFQ) will be used as a basis to develop a larger implementation project that will be administered either through the college or the State Construction Fund. That will require us to go out through the RFQ process again for design services as it's viewed as a separate project.**

Q4. Which lighting codes are to be used on this project, the codes in placed at the time of original building construction, or today's codes?

**A4. Today's codes.**

Q5. How is testing of the emergency systems going to be done?

**A5. Given we are now in the academic school year, and going into the Fall semester, we'll either have to schedule this over a break or holiday weekend. We also have concerns about doing a shutdown once the weather gets colder, and may have to postpone the shutdown until the Spring semester. This will obviously impact the overall project schedule and submission dates.**

Q6. Is there site access allowed before the submissions are due in September?

**A6. Under normal conditions, I'd say yes. Given the Covid-19 environment, we can try and accommodate access if you feel this is critical to your proposal but can't guarantee it as a number of my staff are working remotely. You can send me an e-mail and I'll try and accommodate your request. You'll also**

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**need to fill out some documentation on protocols that need to be followed, prior to arriving on campus.**

Q7. Is there a listing of the buildings and their square footages?

**A7. Yes, here is a listing of the buildings and their square footages:**

- Performing Arts Center = 322,813 gsf.
- Music Building = 136,434 gsf.
- Dance Building = 124,040 gsf.
- Neuberger Museum of Art = 89,035 gsf.
- Natural Science Building = 107,675 gsf.
- Social Science Building = 62,553, gsf.
- Physical Education Building = 116,745 gsf.
- Campus Center North = 47,464 gsf.
- Campus Center South = 31,721 gsf.
- Library = 256,403 gsf.
- Student Services Building = 48,461 gsf.
- Center for Media, Film, & Theater = 55,194 gsf.
- Bookstore = 11,878 gsf.
- Humanities Building = 92,530 gsf.
- Visual Arts Building = 152,987 gsf.
- Administration Building = 25,126 gsf.
- Business Annex = 1,194 gsf.
- Capital Facilities Planning = 2,572 gsf.
- Old Arch. Modular = 894 gsf.
- Human Resources = 3,996 gsf.
- Gate House = 1,958 gsf.
- Main Dining Hall = 31,865 gsf.
- Main Residence Hall = 198,372 gsf.
- Outback = 47,160 gsf.
- Fort Awesome = 96,000 gsf.
- Wayback = 78,588 gsf.
- The Olde Apartments = 109,792 gsf. *(total of 8 buildings)*
- The Commons Apartments = 91,593 gsf. *(total of 4 buildings)*
- Alumni Village Apartments = 112,450 gsf. *(total of 13 buildings)*
- Butler Building/Student Center = 24,000 gsf.
- Mechanical Services = 30,869 gsf.
- Cooling Towers = 3,864 gsf.
- Facilities Auto Shop = 4,590 gsf.
- Heating Plant = 21,357 gsf.
- Facilities Management Building = 18,408 gsf.

Q8. Are we just verifying emergency lighting and exit signs or are we also looking at the connecting wiring and infrastructure?

**A8. This project will just look at the emergency lights and exit signs. If something isn’t working, you should note it and then the College will look at trouble-**

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**shooting the issue internally (for one-offs). Depending upon what the issue is, it may get rolled into the implementation project.**

Q9. Are all of the buildings on emergency power or are the fixtures/exit signs on battery back-up?

**A9. We have a hybrid system currently.**

Q10. Do you have light fixture information (i.e., model numbers, bulb types, etc.) to help us in establishing existing lumen levels?

**A10. We have some of that information, but you should expect to have to do investigative work.**

Q11. Are there electronic or AutoCAD drawings available of the buildings? Are you expecting updated AutoCAD drawings as part of the final submission packages?

**A11. We have many of the original scanned drawings of the buildings (in PDF format), and most of the building's layouts in AutoCAD (basic architectural floor plans). We also have some of the new buildings in AutoCAD, including the MEP drawings.**

Q12. Under RFQ section 3.3 Scope of Services it does not indicate that you require a cost estimate to reflect deficiencies and codes issues to addressed in the final report. Will a cost estimate be required as part of the final deliverable?

**A12. Yes.**

Q13. With many of the buildings be occupied during normal campus hours consider 8am to 8pm. Will black out testing and emergency lighting operation be done 3<sup>rd</sup> shift or overnight?

**A13. As noted in the answer to Question #5 above, we'll need to work with the active academic programs and may decide to do this testing over one of our breaks or in the Spring.**

Q14. Buildings that have battery backed up lighting fixtures are they integral to the fixture or are their inverter systems on campus?

**A14. Integral to the fixture.**

Q15. Please clarify the scope for study. Does the study require the foot candle adequacy or does the scope go beyond, in case additional emergency lights are required?

**A15. The study should determine the adequate foot candles required by current codes, and based on what is measured by you on the site, should help in determining if additional emergency light fixtures or different blubs are needed on a location by location basis.**

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Q16. Does the consultant have to identify and test HM areas and include them as part of this report study?

**A16. No. What we would ask is if you have suspicions about any materials, please let us know. The college will hire a hazmat consultant to survey and areas that might be impacted based on your findings and recommendation (meaning we can have them test old wiring or if the remediation work will mean getting into areas that might be suspect, we’ll have them test it and design remediation).**

Q17. Does the campus have any preferred models or campus standard LED luminaire type to install in the scope areas?

**A17. I’ll check, but if we do, we’ll provide that information to the selected firm.**

Q18. If the firm is short-listed and invited for an interview, will this be virtually conducted?

**A18. Yes, we’ll be conducting the interviews virtually, via Zoom.**

Q19. I would like to confirm that the results & deliverables of this study are: lighting drawings which show as-built locations of existing emergency lighting, and a report which summarizes findings and provides a code review and recommendations for any corrective actions necessary. On page 10 under project documentation, the RFQ states that the consultant shall provide “required outlines/descriptions, plans, specifications, sections, elevations, and details of the existing and proposed design...” This sentence makes it seem like bid documents are being prepared for the project? Specifically, the mentions of specifications and proposed design.

**A19. The RFQ requires the selected firm provide as-built documents of the locations of existing emergency lighting and exit signs, along with a report which summarizes findings, including a code review and recommendations for any corrective actions necessary. On page 10, we were just outlining possible documents that the consultant might provide (for example) in order to express their findings. The intent is not to provide bid-ready documents. That will be part of a follow up implementation project.**