



SANTA MONICA - MALIBU UNIFIED SCHOOL DISTRICT

**Commissioning (Cx) Services – Malibu Middle & High School  
Campus Plan Phase 1 New High School Project  
RFQ/P  
Questions & Answers  
October 7, 2021**

1. Which primary type of HVAC systems is preferred by the district and should be considered in the fee proposal:
  - a. Single Zone Package Rooftop HVAC Units
  - b. In Variable Refrigerant Flow (VFR) Heat Pump System, in-room fan coils.
  - c. Central VAV with reheat.

**ANSWER: THE PRIMARY SYSTEM IS RADIANT FLOOR HEATING/COOLING WITH VAV IN SOME SPECIALTY SPACES.**

2. The scope includes design review at 50% CD phase. 2016 Title 24 requires a Mandatory Design Review Kickoff Meeting and review at 90-100% CD and completion/signoff of the NRCC-CXR-E to verify Title 24 Compliance. Is this excluded from the scope?

**ANSWER: NO, TITLE 24 REQUIREMENTS ARE NOT EXCLUDED FROM THE SCOPE. PROPOSING FIRMS MUST COMPLY WITH TITLE 24 MANDATORY REQUIREMENTS AND ALSO INCLUDE DESIGN REVIEW AT 50% CD PHASE.**

3. Building Commissioning Association Membership is a requirement of the RFQ/P. We understand you are looking for a firm with significant building commissioning experience and technical and management expertise. We are members of the ACG (AABC Commissioning Group), a comparable-sized international nonprofit organization. The ACG membership is only open to 3<sup>rd</sup> Party Independent Companies, where BCA is open membership to anyone. ACG is recognized by the US Department of Energy Better Building Organization and Accredited by ANSI-ISO/IEC 17024 (see the website at “commissioning.org”). We are also approved in all US Government Commissioning Specs. All ACG Cx Providers must pass extensive testing and have significant commissioning experience to be certified. Allowing only BCA membership excludes many qualified commissioning companies. Please consider approving the ACG members to propose on the SMMUSD RFQ.

**ANSWER: ACCEPTABLE. THE PURPOSE IS TO HELP DEMONSTRATE SIGNIFICANT EXPERTISE IN THE FIELD.**

4. Section II Scope of Services, Construction Phase #6. With price being a consideration for award, can you provide a number of meetings that all proposing CxA's can include?

**ANSWER: PLAN AND CONDUCT A MINIMUM OF 6 COMMISSIONING MEETINGS AND DISTRIBUTE MEETING MINUTES TO ALL ATTENDEES, OWNER, AND ARCHITECT OF RECORD.**

5. Section II Scope of Services, Construction Phase #13. With price being a consideration for award, can you provide a number of site visits that all proposing CxA's can include?

**ANSWER: PERFORM A MINIMUM OF 12 FIELD VISITS TO OBSERVE COMPONENT AND SYSTEM INSTALLATIONS. ATTEND SELECTED PLANNING AND JOB-SITE MEETINGS TO OBTAIN INFORMATION ON CONSTRUCTION PROGRESS. REVIEW CONSTRUCTION MEETING MINUTES FOR REVISIONS/SUBSTITUTIONS RELATING TO THE COMMISSIONING PROCESS. ASSIST IN RESOLVING ANY DISCREPANCIES.**

6. Section II Scope of Services, Construction Phase #25 Systems to be Commissioned. #17 – Vertical Transportation is normally covered by the State Elevator Inspector. Please confirm we are to include this system in our proposal.

**ANSWER: PROPOSING FIRMS ARE TO EXCLUDE VERTICAL TRANSPORTATION FROM THEIR PROPOSALS AS THIS SCOPE IS COVERED BY THE STATE ELEVATOR INSPECTOR.**

7. We are currently working on the Phase 1 New High School Building Project providing various sustainability consulting (CHPS, energy modeling, daylight modeling) services. Since we are not providing design services, we do not believe this would be a conflict of interest, but please confirm?

**ANSWER: AGREED**

8. We are a current member, in good standing, with the AABC Commissioning Group, but not the Building Commissioning Association listed under minimum qualifications in the RFQ/P. Will this be acceptable?

**ANSWER: ACCEPTABLE. THE PURPOSE IS TO HELP DEMONSTRATE SIGNIFICANT EXPERTISE IN THE FIELD.**

9. Would you consider extending the electronic submission deadline?

**ANSWER: NO, THE ELECTRONIC SUBMISSION DEADLINE WILL NOT BE EXTENDED.**

10. Minimum qualifications state providing at least five commissioning projects for California K-12 districts. If we have 3 completed, 1 in progress, and other relevant experience, would this be acceptable?

**ANSWER: NO, IT WOULD NOT BE ACCEPTABLE. THE PROPOSING FIRM SHALL DEMONSTRATE SATISFACTORY EXPERIENCE IN SUCCESSFULLY COMPLETING AT LEAST FIVE COMMISSIONING SERVICES DURING THE PAST 5 YEARS FOR CALIFORNIA K-12 DISTRICTS.**

11. For atypical systems to be commissioned (such as Life Safety), is it sufficient to collect the contractor's reports and include them with our final report and witness their testing, or is more required?

**ANSWER: SCOPE OF WORK REQUESTS FIRE ALARM, EGRESS PRESSURIZATION, AND FIRE PROTECTION. EXPECTATION WOULD BE TO SPOT CHECK EGRESS PRESSURIZATION AND FIRE LIFE SAFETY DEVICES, INCLUDING FIRE DAMPERS AND OTHER ITEMS ASSOCIATED WITH MECHANICAL SYSTEMS.**

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