

**Towns of Barrington and Bristol  
Energy Efficiency Services for Town-Owned Buildings  
Solicitation #838**

**Addendum #3:  
2/10/2016 Walk-Through Information and Q&A**

I. Building Information

1. Barrington

- a. Public Safety, 100 Federal Road: was originally constructed in 2000 and is home to both the fire department and the police department for Barrington. The building contains four high bay garage spaces that are used to store the fire trucks (the apparatus room), the police department and office spaces, and a basement that contains the mechanical equipment and server for the building. Due to the nature of the fire and police departments, the building is always occupied. Staff indicate that although the building's maximum capacity is 300 people, only an average of 20 people are in the building at any given time.
- b. Public Works Offices/Garage, 84 Upland Road: was originally constructed in the 1950's with two garage additions that were completed in the 1970's. The front portion of the building contains approximately 5 offices, a reception area, a conference room, and some storage areas. The majority of the building contains high bay garage areas where vehicle maintenance and storage are conducted. The general hours of operation are Monday through Friday from 7am to 4pm.

2. Bristol

- a. Public Works Building, 111 Mount Hope Avenue: is a single story building with approximately 15,810 total gross square feet. The original building was constructed by the Works Progress Administration (WPA) in the mid-1930s. The original portion of the building is constructed of wet stone masonry exterior walls. The back garage and maintenance bays were added in the 1970's and are constructed with concrete masonry unit (CMU) block. The building occupancy rate varies throughout the day with the total DPW staff of 35. The building is open from 7:00 AM to 4:30 PM Monday through Friday and from 7:00 AM to 12:30 PM on Saturday. During winter storms or other emergencies, the building may be occupied 24 hours per day for the length of the emergency or storm.
- b. Town Hall, 10 Court Street: Bristol Town Hall is a single story brick/concrete block building with a flat roof with approximately 9,100 total gross square feet. It was constructed in the 1930s as an automobile dealership/garage and was rehabilitated into the Town Hall in 1969. The exterior walls are brick and CMU block. The hours of operation are from

8:30 AM to 4:00 PM Monday through Friday with a staff of 20. Evening meetings average 2 per week.

## II. Revised Timeline

The revised schedule (subject to change) is as follows:

- RFQ announced 1/25/16
- Mandatory Contractor Meeting and Walk-Through 2/10/16
- End of question period 2/19/16
  - *All responses will be posted on the statewide procurement site, <http://eprocurement.cityofnewport.com> by 4:30 pm 2/25/16*
- Bids due 10 a.m. on 3/4/16
- Selected Interviews 3/10/2016
- Contractor Selected Target: 3/15/16
- Final Cost and Savings Estimates for RIIB Application TBD

## III. Q&A

1. Question – Describe how the Towns will review the bids given that they are looking for a more holistic approach and some vendors may have different methods and suggestions.  
ANSWER – The RFP includes the selection criteria that will be used to review the proposals. A scoring sheet has been developed to help ensure scoring is consistent and objective across all applications.
2. Question – Should the holistic approach description be limited to existing buildings or should it apply to new/future buildings also?  
ANSWER – Whether to discuss potential building upgrades or other future initiatives in their response will be up to the respondents.
3. Question – Barrington provides information for all the buildings listed in the RFQ while Bristol provides information for only 2 buildings. How will this work?  
ANSWER – To ease the level of effort required to respond to the RFQ, each town has limited the number of scoping studies requested to the 2 buildings identified in the RFP. It is the Towns' intention, however, to work with the selected vendor(s) to expand the scope so that all Town-owned facilities may be considered over time.
4. Will any documentation be made available during the bid process?  
ANSWER: No. Review of documentation is beyond the scope of this RFQ. Bidders' may want to consider including a description of the documentation they

might want to review and how they would use that information in their response.

5. Should renewables be included?

ANSWER: Discussion of renewables and any other measures the bidder feels appropriate may be included in their response. A description of the criteria the bidder might use to judge whether each is worth pursuing is also welcome. In addition, Bristol and Barrington are in the process of developing a joint solar RFP.

6. Will the submitted proposals be made public?

ANSWER: Yes, all submitted bids are considered public information.

7. Does Bristol have a specific energy reduction goal?

ANSWER: Not at this time.

8. Questions and information related to the Barrington Public Safety Building:

a. Bidder's responses should include but not necessarily be limited to: addressing moisture-related issues, airflow, air balancing, retro-commissioning, and appropriate design.

b. Does the building have water leaks?

ANSWER: The water issues are caused by condensation on the pipes.

c. Do the VAV boxes have reheats:

ANSWER: Yes, the VAV boxes do have reheats.

d. Are the existing controls pneumatic or DDC?

ANSWER: The existing controls are DDC.

e. For what is the air compressor used:

ANSWER: The air compressor is used for building exhaust, tire inflation, and tools.

9. Questions and information related to the Barrington Public Works Building:

a. Bidder's responses should include but not necessarily be limited to: the heating system, open-space heating, controls, insulation and weatherization.

b. Is the oldest boiler in service? Is it scheduled for replacement?

ANSWER: Bidders might consider discussing their approach to addressing service life, replacement, or other equipment considerations in their narrative.

c. What is the heating source for the fin tube piping in the thawing truck bay?

ANSWER: The existing oil-fired furnace supplies heat to that area.

10. Questions and information related to the Bristol Public Works Building:

a. Bidder's responses should include but not necessarily be limited to: the heating system, open-space HVAC, controls, insulation and weatherization.

b. How is the heating in the office areas?

ANSWER: Some building occupants in the front offices report being hot in the summer and cold in the winter.

c. Is there any equipment in the salt sheds?

ANSWER: There is no equipment in the open salt storage shed. The building contains overhead lighting for night operations. The closed building adjacent to the salt storage shed is an equipment and materials storage building also with overhead lighting.

11. Questions and information related to the Bristol Town Hall:

a. Bidders are requested to focus on the new portion of the building.

Responses should include but not necessarily be limited to: air flow in the records room, open-space functionality.

b. Is the water damage current?

ANSWER: It is from an old roof leak that has been corrected.

c. Is the records room supplied with any fresh air?

ANSWER: There is no outside air source for the records room.

d. Information on the rooftop units will be provided:

ANSWER: The existing Trane 17.5 ton RTU Model# YCD210C3HABA is rated for 284,000 btu/hr of heat through hot water coils fed by the gas-fired boilers located in the below-grade boiler room. There is 30 inch plenum from ceiling tile to roof deck.