

REQUEST FOR PROPOSALS #2024-06
CAMPUS WATER BOOSTER STATION - DESIGN SERVICES
ADDENDUM NUMBER TWO
September 6, 2024

On August 29, 2024, the Oregon Institute of Technology (“Oregon Tech”), published Request for Proposals #2024-06 for Campus Water Booster Station - Design Services (“RFP”), which was subsequently amended by Amendment Number One to the RFP, dated September 3, 2024.

Oregon Tech has found that it is in its interest to amend the RFP through the issuance of this Addendum Number Two. Except as expressly amended below, all other terms and conditions of the original RFP and any previous addenda shall remain unchanged.

1. The **SCHEDULE OF EVENTS** is modified as follows (addition in double underline; deletion in ~~striketrough~~):

RFP Issue Date.....	August 29, 2024
Mandatory Pre-Proposal Conference & Tour	September 4, 2024 (1:00 P.M., PT)
Deadline for Protest of Specifications	September 10, 2024 (5:00 P.M., PT) <u>September 24, 2024 (5:00 P.M., PT)</u>
All Clarifying Questions Due	September 10, 2024 (5:00 P.M., PT) <u>September 24, 2024 (5:00 P.M., PT)</u>
Notice of Interest Deadline	September 12, 2024 (5:00 P.M., PT) <u>September 26, 2024 (5:00 P.M., PT)</u>
Closing Date (Proposals Due).....	September 17, 2024 (1:00 P.M., PT) <u>October 1, 2024 (1:00 P.M. PT)</u>
Deadline for Protest of Award	Seven (7) calendar days after date on Notice of Award letter
Anticipated Contract Begin Date	On or around October 7, 2024 <u>October 21, 2024</u>

2. The **TERM OF CONTRACT** is modified as follows (addition in double underline; deletion in ~~strikethrough~~):

The Contract is expected to begin on or about October ~~7~~21, 2024, and extend to ~~October 31, 2024~~ December 31, 2025. Oregon Tech intends to reserve the right upon thirty (30) days' notice to the Contractor to terminate the Contract for its convenience.

3. The **SCOPE OF WORK** is modified as follows (addition in double underline; deletion in ~~strikethrough~~):

Oregon Tech requires the completion of the following design elements and services, and (b) consulting services, listed below in order of priority:

(a) Design Elements and Services:

Booster Pump Station – Desing: Task 1, Priority 1:

1. Review Oregon Fire Code for design compliance.
2. Review current Oregon Tech data including building construction types and area and existing campus water system.
3. Meet with the Klamath County Fire District 1 Fire Marshal (“Fire Marshal”) and Oregon Tech as required to ensure compliance with fire requirements.
4. Meet with City of Klamath Falls (“City”) to ensure compliance with City standards and requirements.
5. Conduct fField survey as required to determine City tank elevations and critical elevations of areas on campus.
6. Prepare hydraulic model of system with required water flows.
7. Complete booster station design to meet all Fire Marshal ~~fire marshal~~, City and campus requirements.
8. Provide design of electrical/data connections to Heat Exchange building.
9. Prepare complete design drawings and specifications.
10. Assist with bidding.
11. Provide construction administration and inspections.
12. Provide commissioning of pump station.
13. Booster pump to be installed, tested, commissioned, and fully operational no later than October 31, 2025.
 - a. A pre-packaged/assembled booster pump station housed inside a climate-controlled building to be required in order to meet general campus water flow and fire suppression requirements. If the successful Proposer believes an alternate solution is more viable, an analysis is to be prepared comparing the university’s initial assumption to the successful Proposer’s ultimate design recommendation, including total initial start-up and on-going operating costs, as well as timeline. This analysis to be issued to the university as a stand-alone report, under attorney-client privilege.

Task 2, Priority 2: Booster Pump and Station – Costing Analysis

Costing analysis for a pre-packaged/assembled booster pump station housed inside a climate-controlled building is believed to be required to meet general campus water flow and fire suppression requirements on campus, which should be included in a cost analysis. Other costs also to be included, but not limited to, are as follows: any additional City water costs, City System Development Charges (SDC) fee(s), and cost of monthly City water use fees. All cost savings by switching over to City water should also be included, such as no filter media needed for existing whole building filters, no point of use filter maintenance and replacement, no chlorination, etc.

The university believes a pre-packaged/assembles booster pump station housed inside a climate-controlled building to be required in order to meet general campus water flow and fire suppressions requirements. If the successful Proposer believes an alternate solution is more viable, a costing analysis is to be prepared comparing the university's initial assumption to the successful Proposer's ultimate design recommendation, including total initial startup and on-going operating costs, as well as timeline.

The analysis will be issued to the university as a stand-alone report, under attorney-client privilege.

(b) Consulting Services

Task 3, Priority 3

To determine if Oregon Tech, exclusively using municipal water provided by the City of Klamath Falls, is capable of maintaining adequate water pressure for fire suppression as prescribed within National Fire Protection Association standards, the International Building Code, the Oregon Fire Code and the Oregon Building Code.

Conduct an evaluation of the university's water system, as connected to the City's municipal water system, for current and future structures, including structures currently under construction, on the Klamath Falls campus. Per the Fire Marhsall, the required water needs for the additional student housing facility currently under construction shall be contemplated as part of this evaluation.

Provide water calculations to determine if the university's City water connection meets or exceeds current flow rates under various use conditions including, but not limited to (a) current capacity of City well, (b) periods of heightened campus demands for water, (c) other factors that may negatively impact flow rate, and (d) any other scenario(s) successful Proposer believes the university should consider as part of a comprehensive water flow evaluation conducted for firefighting flow analysis.

Required water needs to be included as part of the evaluation are listed as follows, but not limited to: (a) domestic use, (b) available firefighting flows (hydrants), and (c) to meet

all fire and life safety system needs (e.g., fire sprinklers, Fire Department Connections (FDCs) and standpipes). Required water needs should also meet National Fire Protection Association (NFPA) standards, the International Building Code, the Oregon Fire Code and the Oregon Building Code.

As an outcome of the evaluation, if it is determined that booster pump(s) are required to meet code and/or standards, the written evaluation report shall contain a realistic estimated time frame for design and installation pump(s) and related infrastructure, and when the booster pump(s) shall be in-service.

A written report shall be issued separately as a stand-alone document, under attorney client privilege.

Task 4, Priority 4: Water Pressure Test by October 31, 2024

Successful Proposer to conduct an on-site, water pressure test, of the university's fire suppression system, to determine if the current state is in compliance with the standards outlined in Task 2, Priority 2.

Successful Proposer to recommend if further testing is required to ensure that the university remains in compliance with those codes/standards outlined in Task 1 and 3, respectively, under all foreseeable conditions.

A written report detailing the results of the water pressure test shall be issued separately as a stand-alone document, under attorney-client privilege.

Task 5, Priority 5: On-Going Water Pressure Testing and Consulting Services as Subject Matter Expert

Successful Proposer to serve as the university's subject matter expert regarding the university's water system for the duration of the contract period, including any contract extensions. As part of these consulting services, the successful Proposer will advise the university regarding on-going water pressure testing of the university's water system, including frequency and duration.

The successful Proposer, as part of these on-going consulting services, will also perform on-going water pressure tests, as advised.

Periodic written reports detailing subject matter expert consulting information and on-going water pressure testing results shall be issued separately as stand-alone documents, under attorney-client privilege.

Task 6, Priority 6: Reduced Pressure (RP) Backflow Prevention – Engineering and Costing Analysis

Engineering and costing analysis for a reduced pressure (RP) backflow prevention device, as required by the City of Klamath Falls, for 100% connection to City water (and/or options available in lieu of an RP).

Additionally, provide a timeline for completion of evaluation and implementation of any recommendation(s).

A written report detailing the results of the RP backflow prevention engineering and costing analysis shall be issued separately as a stand-alone document, under attorney-client privilege.

Task 7, Priority 7: Analysis of University Water System Possibilities and Costs

Successful Proposer will determine the overall costs and prepare a break-even analysis, including development of comprehensive assumptions, for alternatives outlined below, that will reduce and maintain mineral levels and other potential impurities below applicable U.S. Environmental Protection Agency (EPA)/Oregon Health Authority (OHA) limits and within standards established by Oregon and federal Occupational Safety and Health Administration (OSHA) regulations. This analysis will include an assessment of the potential compliance and business risks associated with each approach.

All approach alternatives and respective cost analysis breakdowns will be documented in a report/study presented to the university as a stand-alone report. The successful Proposer should anticipate the need for site visits, identify an estimated number of site visits, and include any costs that may be incurred, necessary to document the existing water system and campus infrastructure.

- Alternative #1: 100% OIT Well Water - Whole Building Point of Entry Filtration
- Alternative #2: 100% OIT Well Water - Point of Origin Filtration
- Non-Viable Alternatives: The successful Proposer will briefly discuss why several alternatives previously discussed are non-viable, such as point of use filtration at all points of use and blending of OIT well water with City water.

The analysis will be issued to the university as a stand-alone report, under attorney-client privilege.

Task 8, Priority 8: University Landscape Irrigation Water Pressure Analysis

Successful Proposer to analyze and develop recommendations for the university's current and future expected landscaping irrigation needs with the goal of cost and use reduction to the extent possible while meeting university community and user needs. Assess potential segregation of the landscape irrigation system using university well sources as opposed to City water sources. Provide costs, calculations, and break-even analysis including development of comprehensive assumptions for such an analysis, while considering the unique needs of a residential campus and the university's water

conservation and sustainability goals. The analysis will define considerations as they may relate to water usage impact on water system pressure.

The analysis will be issued to the university as a stand-alone report, under attorney-client privilege.

Task 9, Priority 9: Water Conservation Strategies for University Sustainability Efforts

Successful Proposer to identify and examine risks associated with the university's current water management strategy to determine if such will remain viable and sustainable for the foreseeable future. Analyze, evaluate and develop various water management strategies with the overall goal of reducing the university's total water use on its Klamath Falls campus. The successful Proposer will also inventory the university's current water conservation and reduction efforts and recommendations and estimated results of additional efforts.

The analysis will be issued to the university as a stand-alone report, including specific examples such as low-flow fixtures, sustainable landscaping, hand-sink timers, pro-active identification of system leaks (e.g. bad sprinkler heads), etc.

The stand-alone report will be issued to the university under attorney-client privilege.

4. **SECTION III, QUESTIONNAIRE FOR PROPOSERS** is modified as follows (addition in double underline; deletion in ~~strikethrough~~):

1. Background Information

Description of past experience in the successful completion of services for domestic water system design and consulting, similar in complexity and size. Experience working with Oregon water management and system issues preferred. Firms should provide evidence of the successful completion of at least three (3) such projects. Please provide name, address, and current telephone numbers of contact person for such projects.

Describe firm's commitment to water conservation and water-related sustainability initiatives. Include examples of projects in which these issues were evaluated by the firm and discuss specific solutions that were recommended to reduce the use of water in a business and residential setting similar to a university campus environment.

Identify specific person(s) who would be responsible for the proposed work and include a brief resume for each. Please list references for each person identified including name, address, and current telephone number of an appropriate reference contact person.

2. Scope of Work

Using the Scope of Work as a guide, outline a work plan addressing each Task separately in priority order, with target dates for beginning and completion of essential steps necessary to meet the deadlines.

Specific to Task 1 Priority 1 - Booster Pump and Station – Design, address the following elements:

- Project Management
- Data Gathering & Review
- Topo & Boundary Survey
- Preliminary Design & Modeling
- Electrical Design & Control Integration
- Final Design
- Bid Assistance
- Construction Assistance

3. Cost Summary

Using the Not to Exceed Cost for Proposed Campus Water Booster Station, attached hereto and incorporated herein as **Exhibit B**, please provide total cost itemizing the hours and costs to provide design and consulting services, including list of expenses that will be billed other than the hourly fee and travel reimbursements. Pricing and fee schedules should be on an hourly rate and sufficiently descriptive to facilitate acceptance of a proposal. List the not-to-exceed (NTE) amount you propose for each Task 1-8 as well as Pricing should outline all estimated expenses, such as travel, lodging, printing and mailing, and miscellaneous expenses, which are separately reimbursable:

Task 1: Project Management	\$ ____.
Task 2: Data Gathering & Review	\$ ____.
Task 3: Topo & Boundary Survey	\$ ____.
Task 4: Preliminary Design & Modeling	\$ ____.
Task 5: Electrical Design & Control Integration	\$ ____.
Task 6: Final Design	\$ ____.
Task 7: Bid Assistance	\$ ____.
Task 8: Construction Assistance	\$ ____.
Reimbursable Expenses	\$ ____.
 PROJECT TOTAL	 \$ ____.

End of Addendum Number Two