



Oregon State University

CORDLEY HALL COMMISSIONING SERVICES

PROJECT NUMBER: 1944-14

RFQ #2020-000305

ADDENDUM NO. FOUR (4)

ISSUE DATE: August 7, 2019

CONTRACT ADMINISTRATOR:

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Construction Contracts Administration

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This Addendum is hereby issued to inform you of the following revisions and or clarifications to the above-referenced RFQ and/or the Contract Documents for the Project, to the extent they have been modified herein. Any conflict or inconsistency between this Addendum and the Solicitation Document or any previous addenda will be resolved in favor of this Addendum. Responses shall conform to this Addendum. Unless specifically changed by this Addendum, all other requirements, terms and conditions of the Solicitation Document and or Contract Documents, and any previous addenda, remain unchanged and can be modified only in writing by OSU. The following changes are hereby made:

MODIFICATIONS:

Item 1 Included with this Addendum is a revised Section 9.0 EVALUATION CRITERIA with mark-ups clarifying criteria Items 1 and 3.

END OF ADDENDUM NO. FOUR (4)

9.0 REVISED EVALUATION CRITERIA

The following questions constitute the evaluation criteria for the selection committee to score responses. Respond to each criterion in numerical order. For ease in scoring the responses, provide tabs keyed to each of the following criteria numbers. Indicate in writing the following information about your firm's ability and desire to perform this work.

1. Key Personnel (30 Points)

Identify key personnel who would be assigned to this project including any sub-consultants. Include proposed key personnel's certifications, responsibilities on previous commissioning projects, and specific responsibilities for this project. Describe their recent (past five years) experience and the key personnel's specific role in commissioning of similar projects. Provide contact information (including email) for each identified key-person. ~~Identify your firm's role in each of these projects~~

2. Firm Background and Experience (25 Points)

Provide a brief description of your firm. Include your firm's organizational chart (not the "project's organizational chart). List the projects your firm is currently contracted for, the key personnel for those projects, and the stage the projects are in terms of completion.

3. Sample Plan (20 Points)

Provide an example of a commissioning plan, inspection/observation report for equipment testing, and an owner training plan that your firm has utilized on previous projects. These samples will not count towards the page limit.

4. Team Approach (15 Points)

Provide a narrative on your project approach for this type of project. Provide information about your firm/team interest in this project and why you are a great fit for the project.

5. Workforce Diversity Plan (10 Points)

Provide a description and identification of Minority Business Enterprise (MBE), Women Business Enterprise (WBE) or Emerging Small Business (ESB) certifications, if applicable for your firm and a description of your firm's nondiscrimination practices. Provide any historical information on MBE, WBE or ESB Joint Ventures, subcontracting or mentoring plan, and utilization history for projects completed within the past three (3) years.

Provide a narrative description of your current workforce diversity program/plan, and the plan for obtaining subcontracting and consulting diversity for this project. Include a description of the outreach program or plan, including a schedule of events and specific steps that will be taken to maximize broad based and inclusive participation and the plan to provide mentoring, technical or other business development services to subcontractors needing or requesting such services.

The successful respondent must perform the work and the contract with respect to diversity according to the means and methods described in its workforce plan described in the response, unless changes are requested and approved in writing in advance by OSU or are required by applicable laws, ordinances, codes, regulations, rules or standards.