

Commissioning Services for Stratford High School

Stratford RFP No. 2015-027

Addendum # 2

Issued 5-22-2015

Response to RFI:

Q1. Section XIV-B - Is the videotaped training to be conducted by the commissioning authority or by others?

A1. The Commissioning Agent will not conduct the videotaping of the training.

The Commissioning Agent will review the specifications for multiple requirements, for staff training purposes this will include:

- To ensure that equipment training for facilities staff is included, and;
- To verify that O&M manuals (both hard-copies and electronic copies) are provided as a part of the bids

At least 6 months prior to the need for the first videotaped training session, the Commissioning Agent will work with the Owner/Town Engineer and the Owner's Project Manager to develop an RFP for Videotaping Services so that service can be put out for competitive bidding. This task shall be included in the Commissioning Plan described in Section IV of the RFQ/P.

The Commissioning Agent will coordinate the staff training time/dates/duration with the Owner/Town Engineer, the Owner's Project Manager, and the vendors of the equipment. The Commissioning Agent will provide at least two weeks of notice of such training to the Videotaping Services Provider, the Owner/Town Engineer, and the Owner's Project Manager.