



# WILLIAM PATERSON UNIVERSITY

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## **ADDENDUM NO.1**

TO: All Prospective Bidders  
DATE: November 25, 2015  
PROJECT: Professional Design Services – HVAC, Lighting and Solar  
Design at Academic Buildings

This addendum forms a part of the contract bidding documents and responds to all questions submitted to date.

### **Clarifications and Update to the RFP:**

1. Requests to revisit any of the project sites can be requested through [capitalplanning.edu](http://capitalplanning.edu).
2. The University intends to award all the work to single vendor, but reserves the right to eliminate portions of the work and make distinct awards to more than one bidder.

3. In order to provide more detail for the required scope of work related to the solar design, proposals should consider the following:

A. The Programming/Financial Feasibility Phase will include a quantitative cost and benefit analysis that considers the roofs' potentials for generating electricity in terms of peak KW and annual KWH, the costs for constructing the arrays, simple payback and return on investment, and comparison with current and projected commodity and PPA costs. This phase will also identify a basis of design system including PV panels, inverters, and racking systems. Roof loading limitations should be identified in this phase as well to determine if any of the roofs are unable to support full arrays. The

selected firm will need to provide a brief report summarizing the findings and recommendations of this phase.

B. At the conclusion of the Programming/Financial Feasibility Phase, the University will decide either to pursue design, bid, and construction of the solar panels, or obtain the electricity from the rooftop arrays through a power purchase agreement (PPA). The design and bidding scopes for each of these phase vary.

C. If a PPA option is chosen, the selected firm will need to prepare a set of performance specifications, utilizing the Programming/Financial Feasibility report, for 3<sup>rd</sup> parties to provide proposals to the University for a PPA. Part of a 2009 RFP issued by the University to obtain PPA proposals has been provided as a reference document. Also, another line has been included in the Proposal Form for PPA RFP Generation. The Proposal Form has also been updated and posted to the website. **Please use the revised Proposal Form when submitting proposals.**

D. If the Solar Design option is selected, the selected firm will be required to prepare a full set of design drawings and specifications for public bidding and DCA review and approval. The fees for this option should be entered into the “Solar Design/Bidding” line on the revised proposal form.

E. On the revised proposal form, the Solar “Construction Administration” line should reflect the fees incurred from the Design/Bidding line (see D above).