



**Addendum No. 1
to
Request for Proposals
for
Master Maintenance Agreement**

Chemical Treatment
Washington State University
Pullman, WA

February 23, 2024

Washington State University
Facility Services, Capital

**RFP Addendum No. 1
2/23/2024**

**Master Maintenance Agreement
Chemical Treatment
Washington State University
Pullman, WA**

Proposal Deadline: March 5, 2024, 3:00 pm

1. This Addendum forms a part of the Contract Documents and modifies the original Request for Proposal dated 2/8/2024, and any prior addenda, as noted below.
2. This addendum consists of 4 total pages and the revised Cost Proposal Form.

Item 1:

Addition of an optional site walk opportunity for interested contractors. It is not mandatory but will be the only opportunity for proposers to tour the facilities.

Date and time: Monday, February 26, 2024 at 1:00 pm
Location: Grimes Way Steam Plant (2245 East Grimes Way)

Parking on campus is enforced 24 hours a day, every day. It is proposer's responsibility to obtain parking permits to attend the site visit. Due to the possibility of parking at multiple locations on campus, proposers are advised to consider obtaining Orange Temporary Permits. Go to <http://transportation.wsu.edu/TempFees.html> for more information about parking permits.

Item 2:

Agenda from the Pre-RFP Informational Meeting held February 22, 2024.

Item 3:

Issuance of a revised Cost Proposal Form based upon proposer questions during the Pre-RFP Informational Meeting. All proposers are to use the included revised form for their proposals.

All other requirements of the Request for Proposal remain in force.

END OF ADDENDUM No. 1



RFP Informational Meeting Agenda

Master Maintenance Agreement: Chemical Treatment

Meeting Date: February 22, 2024

Time: 1:00 PM

Location: Zoom meeting via Pullman

1. Introductions
2. Selection Committee:
 - Karrie May, Steam Plant Manager
 - Rex Riggs, Control Shop / Refrigeration Supervisor
 - Tom Moore, Maintenance Mechanics Supervisor
 - Ryan Gehring, Shops Superintendent
 - Jeff Lannigan, Associate Director, Utilities & Energy
3. Scope of Work
 - a. Scope of Work Description & Requirements
 - b. Term
4. Schedule
 - a. Site Walk Opportunity on Monday February 26, at 1:00pm. Group will meet at Grimes Way Steam Plant (2245 East Grimes Way) for a tour and discussion there, after which we will tour the East Campus Chilled Water plant. Parking is the responsibility of the proposers
5. Site
 - a. We encourage a formal request for information related to steam and chilled water production, or other operational metrics.
6. RFP Process
 - a. Point of Contact - rules of engagement
 - b. Last day for questions – currently February 27, 2024
 - c. Proposal Submittal
 - i. What to include – discuss cost form
 - ii. How to submit
 - d. Addenda
7. Master Agreement Contract Specifics
 - a. Contract Structure
 - i. Master
 - ii. Annual Maintenance Order



RFP Informational Meeting Agenda

- iii. Stand Alone Maintenance Orders
 - b. Insurance
- 8. Design Standards & Design Guidelines
- 9. Discussion/Remarks/Concerns/Questions

End of Meeting