



**Addendum #02**

<b>Client</b>	<b>Cincinnati State Technical and Communication College</b>	<b>Date</b>	<b>3/22/18</b>
<b>Project</b>	<b>Energy Efficiency – Boiler Conversion</b>		

*This addendum provides information to clarify or adjust qualification items which may affect any or all engineering firms. The original documents for the referenced project are amended as noted in this addendum and made part of said documents and shall govern the work covered by the Request for Qualifications.*

To: All Responding firms

The College intends to shortlist three firms for interviews. The Shortlist will be published on 3/29/18. Interviews will be held at the College’s ATLC building, Room 340. Interviews will be scheduled between 8:30 am and Noon on April 2, 2018.

The time slots available for the interview will be assigned by the College.

- Interview 1 will begin at 8:30 am
- Interview 2 will begin at 9:45 am
- Interview 3 will begin at 11:00 am

The format for each interview is as follows:

1. Introductions of Attendees
2. Limit presentation to no more than 30 minutes
3. Allow 15 minutes for questions and answers

Up to three members are allowed from each shortlisted firm, including the Project Manager and Lead Mechanical Engineer. While the College is interested in understanding each firm's experience and technical capabilities, the following questions shall be addressed in detailed during each 30-minute presentation:

1. Describe the firm’s greatest challenge in converting steam systems to hot water?
2. Describe the firm’s approach to controlling the quality of the design and the accuracy of design estimates during the production of an accelerated design?
3. Describe the firm’s experience in phasing the design to extend the operation of existing heating systems leveraging multiple plants.
4. Describe how the firm would phase the design effort to deliver bid documents in 90 days. Identify any associated risks.



The College will provide audio/video equipment. Hookups include HDMI and VGA. Please bring all presentations on a flash drive.

The College reserves the right to cancel all interviews in hold or in part.

**END OF ADDENDUM**