



## **Addendum No. 1**

City of Coquitlam

RFP No. 26-002

### **Commissioning Authority Consulting Services**

Issue Date: January 22, 2026

Total Page Count: 3

Proponents shall note the following amendments to the RFP documents:

#### **ADDITIONS**

- A1) Appendix B - Electrical, has been added to City website to form part of the Appendices and Scope of Work.**
- A2) Appendix C - Mechanical, has been added to City website to form part of the Appendices and Scope of Work.**

#### **QUESTIONS AND CLARIFICATIONS**

Q1. Can you please comment if this project is pursuing LEEDv4 BD+C. If so, can you comment what commissioning credits are being pursued?

**A1. No certification for LEED, please see below for Objectives**

#### **Objectives**

- **Pursue Zero Carbon Building Standard v4 certification to demonstrate carbon neutrality.**
- **Reduce energy use intensity by 25% reduction compared to NECB 2020**
- **Design for 2080 climate projections**
- **Retain 80% of rainwater on site from regional rainfall events**
- **Reduce indoor water use by 20% compared to the US EPA baseline**
- **Reduce outdoor water use by 50% compared to LEED v4/v4.1 baseline.**
- **Reduce embodied carbon by a minimum 20% and comply with LEED v4/4.1**
- **Building Lifecycle impact reduction, Option 4.**
- **Reduce construction waste by at least 75% per LEED v4/4.1.**
- **Comply with LEED v4/4.1 low emitting materials, enhanced indoor air quality,**
- **and IAQ testing credit requirements.**
- **Improve natural landcover conditions to better support the downstream watershed. Vegetate at least 25% of outdoor open space.**

- **Prioritize use of active and sustainable transportation to and from the facility**
- **and follow inclusive and accessible design principles.**

Q2. Can an overall project schedule be provided? We would like to know the anticipated project completion date.

**A2. Project is projected to start March, 2026 with Facilities Take Over September 2029**

Q3. Can you please confirm if we also need to provide fees for optional services which based on the RFP is only Monitoring-based Cx at the moment.

**A3. A separate fee or rate structure should be provided for Monitoring-Based Commissioning (MBCx)**

Q4. Can you please confirm if the CxA is in charge of developing, conducting, and reporting of CAN/ULC-S1001 Integrated Systems Testing of Fire Protection and Life Safety Systems or a separate contractor will be hired for this scope.

**A4. Integrated Systems Testing - CAN/ULC-S1001, is completed by others.**

Q5. Can you please provide a version of mechanical and electrical design drawings in order to help us identify the major systems and gauge the efforts needed to provide commissioning services for this project?

**A5. See Addition 1 and 2 above.**

Q6. e) "energy & Performance Verification" of section 6.4 "Scope of Work" lists items such as "Development of an Energy Verification Plan" and "Documentation of identified performance gaps with required remedial measures to achieve target energy performance" which appear to be a scope of measurement and verification. We are asking if these two items shall be listed under Monitoring-based Cx which is more aligned in purpose and expectations with these two items.

**A6. The items listed under "Energy & Performance Verification" in Section 6.4 form part of the base commissioning Scope or Work. These activities are intended to verify system performance at completion and during initial occupancy, including identifying performance gaps and documenting required corrective actions.**

**Monitoring-Based Commissioning (MBCx) is a separate optional service and applies to ongoing monitoring, analysis, and optimization of building performance over an extended operational period following occupancy.**

**Proponents should therefore include the Energy & Performance Verification tasks within their base fee, and list MBCx separately as an optional service.**

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***End of Addendum No. 1***

Proponents take into account the content of this Addendum in the preparation and submission of the Proposal which will form part of the Contract and should be acknowledged on the Proposal Submission Form.

Upon submitting a Proposal, Proponents are deemed to have received all addenda that are issued and posted on the City's website and considered the information for inclusion in the Proposal Submission.

*Issued by:*

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