



## DIVISION OF FINANCE – PURCHASING DEPARTMENT

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### **ADDENDUM #2**

### **RFP #25-0047**

### **ARCHITECTURAL AND ENGINEERING DESIGN FOR BUILDING AUTOMATION SYSTEM REPLACEMENT AT THE ADULT DETENTION FACILITY**

July 18, 2025

The following is to ensure that vendors have complete information prior to submitting a *Request for Proposal*. Here are some clarifications regarding RFP #25-0047 for Building Automation System Replacement for Adult Detention Facility:

Questions and/or statements of clarification are in **bold** font and answers to specific questions are *italicized*.

**Based on the questions received for the solicitation and the need for respondents to better understand the project scope, Sedgwick County will now hold a pre-bid meeting.**

**This meeting will include a facilities tour, providing an opportunity for potential bidders to observe the site conditions firsthand. There will also be a question and answer period, allowing for clarification on any ambiguities in the bidding documents and addressing concerns regarding the project requirements.**

**Attending the pre-bid meeting is highly recommended, as this is typically the sole opportunity to interact directly with county staff. Architectural firms are encouraged to have their subcontractors present at the meeting to facilitate their understanding of the site conditions as well.**

**Time: August 4, 2025 at 10:00 am CDT.**

**Location: Sedgwick County Adult Detention Facility**

**141 W. Elm**

**Wichita, KS 67203**

**Sedgwick County has also revised the timeline for this solicitation:**

**Distribution of Request for Proposal to interested parties June 23, 2025**

**Questions and clarifications submitted via email by 5:00 pm CDT July 7, 2025**

**Addendum #2 issued by 5:00 pm CDT July 18, 2025**

**Proposal due before 1:45 pm CDT August 12, 2025**

**Evaluation Period August 12, 2025 - August 22, 2025**

**Board of Bids and Contracts Recommendation September 4, 2025**

**Board of County Commission Award September 10, 2025**

- 1. Suppose a controls contractor is involved in a portion of the design documentation based on knowledge of the systems and facility. Would that preclude them from bidding on the construction portion of the project at a later date?**

*No. This RFP will be awarded to an Architectural firm. If the successful firm wants to bring in a control contractor to assist it will not affect their ability to bid on the construction portion.*

- 2. Are existing mechanical and plumbing drawings available in PDF and/or CAD format?**

*PDF and physical copies are available.*

- 3. Aside from being old, are there specific issues with the current control system or vendor that you are using? This will help address the issues in the proposal.**

*Parts are becoming obsolete, and Sedgwick County is looking to modernize with efficiency and climate control.*

- 4. From reading the document, it appears there are specific issues with mechanical equipment regarding the addition of VFDs and preheat coils. Are those to address controllability, energy, and/or misapplication issues from the original design?**

*These upgrades would be for efficiency and controllability.*

- 5. The purchasing department address noted on the website has changed, is the RFP address correct?**

*The RFP address is correct. Sedgwick County Purchasing Office is located at:  
100 N. Broadway, Suite 610  
Wichita, KS. 67202*

- 6. The RFP note submitting by mail but then where to send an electronic version. Can we submit electronically or do you want a hard copy also?**

*You may submit electronically to: [purchasing@sedgwick.gov](mailto:purchasing@sedgwick.gov).*

- 7. The RFP notes multiple county owned buildings. Are there sites in addition to the Adult Detention Facility? Can you clarify?**

*The focus of this RFP is the Adult Detention Facility.*

- 8. The RFP notes price comparison in the evaluation criteria but no pricing is requested. Can you clarify?**

*Component E was listed incorrectly in RFP evaluation criteria. Sedgwick County is requesting a lump sum fee for design services.*

9. Section IV of the RFP states: "It provides specific technical information necessary to aid participating firms in formulating a thorough response." Is the only information currently provided in this RFP, or are there other technical documents? Documents helpful to this RFP would include, but are not limited to, the following:
- a. Retro-commissioning and/or functional performance testing documents  
*N/A*
  - b. HVAC Mechanical design drawings  
*Schedule on site viewing*
  - c. BAS Controls as-built drawings  
*Schedule on site viewing*
  - d. Condition assessment documents  
*N/A*
  - e. Any other relevant reports  
*N/A*
  - f. Screenshots of the current BAS GUI Screen shots can be provided
  - g. Historical trend data from the current BAS  
*N/A*
10. If any current design and as-built drawings exist relating to the current BAS, HVAC, and other systems controlled by the BAS, how accurate and up-to-date are these drawings? Do these drawings provide the brand and other pertinent information that will be shared before the RFP deadline?  
*Drawings can be made available.*
11. Is the system DDC in its entirety or a portion of the system's pneumatic field devices?  
*Entirely DDC.*
12. Are there any integrations between the current BAS and another system? To clarify, are there any required interfaces with other systems (e.g., inmate monitoring, security, lighting control, energy dashboards)?  
*No.*
- a. Is it a requirement of the current and/or replacement BAS to interact with the facility's security and containment monitoring and control systems?  
*No.*
13. Section V contains the following statement: "It is believed the majority of the sensors, valves, actuators, etc. would be reusable and can be rewired to new controllers."
- a. Is there a report or other documentation that provides supporting evidence for this statement?  
*There is no documentation. However, Sedgwick County would prefer to reuse any equipment possible to be as economical as possible.*
  - b. Are electrical raceways for communication, control, and power wiring to be reused?  
*Yes.*
  - c. Are control panel enclosures, subpanels, and panel devices to be reused?  
*As long as they are deemed reliable and efficient.*
  - d. What power is available to each control panel and other applicable areas to power each of the replacement BAS controllers?  
*On certain AHU's.*

- e. Are these shared power trunks or separate circuits?

*On certain AHU's.*

- f. Is there documentation that lists the technical specifications of the devices to be reused in order to ensure compatibility with the replacement BAS controllers? Are there existing VFDs?

*On certain AHU's.*

- g. If yes, is there submittal information on these VFDS?

*NA*

14. Are the current BAS sequences of operation (SOO) documented and available?

*It can be made available.*

15. Section V contains the following statement: "Equipment list to be included but not limited to":

- a. "Add AHU Hot water pre-heat coils and modify mixing boxes on 18 AHU's"

- b. "Add Variable frequency drives (VFD) to Hot water pumps and differential pressure (DP) sensors"

- c. "Add VFD's to cooling tower motors (4)"

- d. "Add VFD's to CHW pumps, DP sensors, primary pumps and bypass pipe on south chiller plant converting to primary-secondary system"

- e. Does the "add" statement represent equipment, devices, etc. to be added within the new BAS scope and engineering completed by the awarded contractor, or were these Adds already completed or a part of a separate RFP?

*Added within the new BAS scope.*

- f. Are mechanical and electrical drawings available to propose the applicable work for this RFP?

*Existing drawings can be made available.*

16. Is the development of a Request for Qualifications (RFQ) by the A&E firm a phase of this scope of work?

*No. The county will issue a RFB or RFP.*

- a. Is/Are there a company(ies) or brand(s) that are preferred and local to the client?

*N/A*

- b. Is the current BAS system being serviced regularly by a local controls contractor?

*When issues arise*

17. Is fire life safety an integrated part of the BAS? If so, do you require that the new controls also be an integrated part of fire life-safety and be UL 864-listed/rated BAS controls, or will these systems be separated?

*Fire alarm shuts down AHU's.*

- a. If these systems are not integrated, do the existing BAS SOOs dictate control over HVAC systems and/or devices involved with fire/life-safety, or is the BAS monitoring only? If yes, which systems and/or devices does the BAS control for these SOOs? What are the roles and SOOs for the following listed in Section V: "Relief/Smoke control fans (51)"

*Controlled by Fire Alarm system. Further investigation may be needed*

- 18. Section V. Scope of Work states the following: “The A&E firm awarded the contract will support Sedgwick County in the development of building commissioning, including bidding and oversight through total BAS project completion.”**  
**a. Requesting clarification: Is this oversight required by the awarded A&E design firm in an engineering role, e.g., assisting the client and the client’s BAS controls contractor in answering design and RFI questions, and NOT oversight in the role of project manager or general contractor?**  
*Awarded A&E firm will assist in design and RFI questions not a role as GC.*
- 19. Are there any specific requirements of the BAS and its role related to the operations of this correctional facility that are unique to this or any other correctional facility environment and not typical of a BAS outside of correctional facility environments? If so, what are they specifically?**  
*No.*
- 20. Will the client be providing remote access to the current and replacement BAS systems via the client’s VPN portal for the duration of the project?**  
*We will work with county IT to provide access.*
- 21. Section VIII lists the requirements of the response; fee is not listed as a requirement, but fee evaluation is listed as a determining factor in selecting the contractor within the evaluation criteria of Section VII C.**  
**a. Is a fee required?**  
*Yes.*  
**b. Is a Scope of Work required?**  
*Yes.*
- 22. Are there any existing IT/networking standards or cybersecurity protocols that must be followed for integration with county systems?**  
*Yes. We have standard protocols.*
- 23. Is there an expectation that the system be open-protocol (e.g., BACnet/IP)? Will proprietary solutions be considered?**  
*Preference will be given to open protocol. Proprietary will be considered.*
- 24. Should the design include scope guidance for the removal of obsolete controllers and wiring, or will this be separately contracted?**  
*The successful A&E firm would provide scope guidance.*
- 25. Are there specific energy efficiency goals or LEED/rebate objectives that the client has earmarked and should guide design decisions?**  
*There are no predetermined goals.*
- 26. Will Sedgwick County assign any internal engineering or IT representatives to assist with coordination and review?**  
*Yes.*
- 27. Are there county-mandated CAD, layer, or documentation standards the design team is expected to use?**  
*No.*

**28. Is there a target construction budget or maximum allowable cost for the replacement project that should inform design decisions?**

*Budget plays an important role in decision making. It is understood that extenuating circumstances can arise.*

**a. Is the awarded A&E firm expected to solicit BAS controls firms to provide budgetary or ROM pricing for the replacement BAS as a part of this scope of work?**

*Yes.*

**29. Are generator start/stop, load shedding, or other emergency systems currently integrated into the BAS design or required to be integrated? If so, what are the limitations surrounding load shedding as a correctional facility?**

*No.*

**30. Is there an expectation for phased implementation due to facility occupancy or operational limitations?**

*Yes. It will have to be phased.*

**31. Will there be milestone deliverables (e.g., 30%, 60%, 90% CD) or review meetings required as part of the design process?**

*No. However, Sedgwick County expects to be part of progress meetings to contribute to design.*

**32. Has the design and construction timeline been determined?**

*No.*

**33. Section II notes “provide utility efficiencies”, what are the expectations for efficiencies?**

*Implement cost effective utility improvements. No predetermined goals have been determined.*

**34. Section III notes “Acquire Architectural and Design Services”**

**a. Does the project need to be Architectural lead?**

*Yes*

**b. Are there any architectural scopes beyond what is needed to complete the mechanical scope? If so, please provide them.**

*Assist with bidding documents for contractors and commissioning.*

**35. Are there any asbestos concerns with the existing architectural and/or mechanical systems? If so, is there an asbestos report? Will the owner be response for any asbestos removal?**

*No.*

**36. Is there a requirement for how often the design firm is expected to be on site for meetings?**

*Yes. This contract is through an A&E firm.*

**37. Are there up to date drawings available that show:**

**a. The current control system?**

*Can be made available.*

**b. The current equipment being controlled?**

*Can be made available.*

**c. Auxiliary equipment used in the current control system?**

*N/A*

**38. Is this RFP meant for Consulting Engineers or Vendors?**

*No, it is intended for an Architectural firm that may subcontract with Engineer or others as needed.*

**39. Is the intent to have a Consulting Engineering firm Design a system and assist the county in an effort to get competitive BAS bids from vendors?**

*It is the intent of this RFP to hire an Architect who may subcontract an Engineer or others as needed.*

**40. Page 4**

- a. There is a sentence that indicates that the awarded firm will "...help the County in development of building commissioning, including bidding and oversight". Is this a mistake in the scope of work or is building/system commissioning to be a part of the RFP response (Page 3-Project Objectives did not list this)?**

*The awarded A&E firm will assist the County with developing bidding documents for the BAS.*

- b. Will existing plans of the facility (namely mechanical/plumbing/electrical plans) be available for reference?**

*Can be made available.*

**41. General**

- a. Has there been a budget developed for this project?**

*Yes*

- b. What is the expectation for project duration/schedule?**

*Hire an A&E firm. Develop timeline based on agreed upon phasing.*

**42. When is this project expected to go to bid for contractors and what is the expected start date for construction?**

*As quickly as we can get through design*

**43. The referenced solicitation states that the awarded A/E firm will support the County in the development of building commissioning, including building and oversight. Does this project's scope and budget include third-party commissioning services, or will that be solicited under a different RFP?**

*The A&E firm will be asked to develop the RFP for commissioning services*

**44. Can you clarify if the services for this scope of work are to be contracted through an on-call architecture firm, or if engineering firms may submit proposals independently?**

*The county prefers to contract direct with an architectural firm?*

Firms interested in submitting a ***Request for Proposal*** must respond with complete information and **deliver on or before 1:45 pm CDT, Tuesday, August 12, 2025**. Late responses will not be accepted and will not receive consideration for final award.

**"PLEASE ACKNOWLEDGE RECEIPT OF THIS ADDENDUM ON THE RFP RESPONSE PAGE."**



Lee Barrier, NIGP-CPP  
Senior Purchasing Agent