
To: **Town Of Carleton Place**
Ross Rankin, Property and Project Manager

Locations: 75 Neelin Drive, Carleton Place, ON - Carleton Place Arena

Date: 2026-06-01

Reference: [100-2608] Carleton Place Arena - Building Automation System

This Addendum forms part of the contract documents and is to be read, interpreted, and coordinated with all other parts. The cost of all contained herein is to be included in the contract sum. The following revisions supersede the information contained in the original drawings and specifications issued for the above-named project to the extent referenced and shall become part thereof. Acknowledge receipt of this Addendum by inserting its number and date on the Tender Form. Failure to do so may subject the Bidder to disqualification.

Clarifications/Modifications/Additions:

In response to bidder's questions:

1. Regarding 'site supervision', does the controls contractor have to be on site during the electrical installation portion or would weekly reports from the electrician with the photos suffice?

Yes, this is acceptable.

2. It was mentioned during the walk through that 3 existing AHU/RTUs would be replaced.
 - a. Which units in particular?

RTUs being replaced under concurrent project are RTU-1, RTU-2, and RTU-3.

- b. Are these original 3 to be removed as it relates to the scope of work with respect to integration and instrumentation or are we still required to provide and install what is specified?

In the context of the present RFP, it should be assumed that replacement RTU equipment has been installed and that they will need to be integrated into the proposed building automation system.

- c. When the new RTUs are added, are they going to have all instrumentation from the supplier or does some of that instrumentation mentioned in the RFQ still fall under this contract?

The replacement RTUs (under separate scope) will be furnished with either BACnet IP or MS/TP capable controller and will already include the desired controls features, so in the context of the present RFP, scope is to integrate the new RTUs via the controller.

d. What communication protocol will the new RTUs have?

BACnet IP or MS/TP.

e. Is integration of the new RTUs into the BAS part of this scope of work or will it be a separate contract?

Confirmed that integration of new RTUs is part of the present RFP scope of work.

3. Is the QEL gas detector capable of Modbus communications or will it need upgrading?

Existing QEL gas detector controller is 'M-CONTROLLER' type that is capable of supporting output via Modbus. BAS contractor is to provide controls connection to existing equipment and provide any intermediary device required for communication with their proposed BAS infrastructure that is provided under this RFP scope.





4. Can you please elaborate on the expectations for Energy Monitoring on drawing ME-9?

- a. Which meters actually exist?

Existing meters: electrical (utility meter at service entrance), natural gas (utility meter at service entrance), and municipal water (utility meter at service entrance).

- b. For those existing, which ones can communicate natively using Modbus or BACNet?

Existing utility meters (refer to list above) do not feature any communication capability. Communication capability to be provided by BAS contractor under this RFP scope. Contractor to coordinate with utility service provider as required and furnish / install / have installed by others all components (intrinsically-safe devices, pulse counter/collector, etc.) as required to integrate utility meter output to provided BAS.

- c. For compressor power, is a single phase OK for power monitoring?

Arena ice refrigeration plant (as a whole) to be integrated into BAS via BACnet connection.

- d. For pump power, which pumps are required to report their power?

Refer to response above.

5. Change Room IAQ Sensor Requirements - The sequence of operations for the change room AHUs references both 'CO' and 'CO₂' interchangeably. The sequence includes references to 'CO Purge' mode and indicates ventilation control

at levels exceeding 1,000 ppm. Based on the stated ppm thresholds, it appears the intended sequence is for CO₂-based demand-controlled ventilation rather than carbon monoxide monitoring. Please confirm whether:

- a. CO₂ sensors only are required with the change rooms, as indicated elsewhere in the documentation; and

Confirmed, CO₂ sensors only within change rooms.

- b. CO sensors are not required in these spaces.

Confirmed, reference to 'CO' sensors is a typo and was intended to read 'CO₂' throughout.

- c. If available, please provide clarification or revised sequence wording to confirm the intended operation.

Clarification to be provided to successful proponent via Issued for Construction document set.

6. Lighting Control Integration Scope Clarification - The project documentation identifies lighting integration as part of the BAS scope and references the WAVELINX WAL-120 wireless area controller. During the site walkthrough, an additional lighting controller associated with Arena 2 was also identified; however, this equipment does not appear to be shown on the drawings. Please confirm:

- a. The total quantity of lighting controllers / systems requiring integration to the BAS;

Confirming that RFP scope includes for integration of a single existing WAVELINX WAL-120 controller that is physically installed at high level above Arena 2.

- b. The intended integration method and level of control/monitoring required; and,

This RFP scope to include for integration of the existing lighting system area controller. BAS contractor to coordinate with lighting system supplier/manufacturer as required and furnish / install / have installed by others all components and infrastructure as required to integrate existing lighting system area controller into provided BAS.

- c. Whether additional supporting documentation can be provided for the installed lighting control system components, including data sheets and network architecture information.

Refer to response above.

- d. Additionally, the referenced WAL-120 documentation indicates supporting network infrastructure (such as PoE switching equipment), which was not

identified during the site visit or within the tender documentation. Please clarify whether this infrastructure currently exists and whether any associated network equipment forms part off the BAS contractor's scope.

Refer to response above.

7. RTU Thermostat / Space Sensor Basis of Design - During the site walkthrough, it was observed that the existing thermostats serving RTU-4 and RTU-5 are installed within the office area, with remote temperature sensors located within the actual served spaces. Please confirm wither this arrangement is intended to remain as the basis of design for the new BAS installation. Specifically, please clarify whether:

- a. Local user-adjustable thermostats are required within the office area;

It is confirmed that local user-adjustable thermostats are not required within the office area and may be removed. Contractor to carry for remediation of wall upon completion of removals.

- b. BAS control via remote space sensors only is acceptable; or

Confirmed, BAS control via remote space sensors only is acceptable.

- c. Combination local interface and remote sensing arrangements are required.

It is confirmed that local interface is not required, control may be entirely via BAS and associated remote sensors within space being controlled.

- d. This clarification is requested partly due to the public nature of several served areas, where exposed thermostats may be susceptible to damage or tampering.

Noted and agreed.

8. Dehumidifier Control Sequence Clarification - The sequence of operations for the dehumidifiers states that the BAS shall provide binary enable/disable control, while the dehumidifier itself shall operate on its internal humidity control logic when enabled. However, the documentation does not clearly define the controlling variable or sequence logic governing the BAS enable/disable command. Please clarify:

- a. The intended BAS enable/disable strategy for the dehumidifiers;

BAS contractor to provide start/stop/status points to arena dehumidification equipment only.

- b. Whether enable/disable operation is intended to be based solely on outdoor air temperature conditions; and

Please refer to response above.

- c. Whether space humidity sensors or arena humidity reference points are required as part of BAS scope.

Confirmed, this contract scope to provide and install reference arena space humidity sensors complete with integration into BAS.

- 9. Ice Plant Shutdown and Transition Coordination - The project scope includes full BAS integration and control of the existing ice refrigeration plant systems. During the site walkthrough, it was indicated that the ice surfaces are intended to remain operational throughout the project duration. Please clarify the Town's anticipated shutdown and transition strategy for the ice plant controls conversion, including:

- a. Anticipated shutdown windows;

Arena 2 cannot be shut down for extended periods of time, the ice is currently in. There are extended opportunities during weekdays to shut down the ice plant to do work, however, this will have to be coordinated with Town representatives.

- b. Expected shutdown durations;

Refer to response above.

- c. Operational limitations during cutover; and

Refer to response above.

- d. Coordination expectations between the Town, refrigeration contractor, and BAS contractor.

The successful vendor is responsible for all refrigeration work. They can work with the currently refrigeration vendor, CIMCO, or they can carry their own. All works must be co-ordinated with the Town's Property and Project Manager.

- e. Additional clarification is requested as portions of the scope, including installation of new well sensors and pressure instrumentation, may require temporary system isolation or interruption of refrigeration operation to complete the work safely and correctly.

The refrigeration plant can be temporarily isolated to complete the work (acceptable downtime on order of hours, not days).

- 10. Existing Slab Sensor Conduit Reuse - The project documentation indicates replacement and integration of rink slab temperature sensors as part of the ice plant controls scope. Please confirm whether existing conduit infrastructure

currently serving the slab sensors exists and, if so, whether it may be reused for installation of the new sensors and associated wiring.

Confirmed, existing conduit infrastructure already in place, to be re-used.

11. BAS Internet Connectivity Requirements - The tender documentation stats that the proposed BAS head-end/control platform shall be provided as a SaaS offering hosted and operated by the proponent and accessed via HTTPS web interface, without reliance on owner-hosted on-premise server infrastructure. Please confirm:

- a. Whether Town will provide an internet connection/network drop suitable for BAS cloud connectivity, or

Confirmed, Town of Carleton Place to provide connection / network drop suitable for BAS cloud connectivity. BAS contractor to carry for coordination with Town of Carleton Place representative for this purpose.

- b. The BAS contractor is expected to provide cellular connectivity and associated data services as part of the project scope.

Cellular connectivity not required.

12. BAS Alarm Notification and Monitoring Scope Clarification - Please clarify whether remote alarming, event notifications, or monitored alarm escalation services are required as part of the project scope. Specifically, please confirm:

- a. Whether the BAS is required to distribute alarms/notifications via email, SMS, or other methods;

BAS alarm/notifications to be distributed via email only.

- b. Whether alarm routing is intended to utilize Town-provided IT/email infrastructure or vendor-hosted services;

Town-provided IT/ e-mail infrastructure to be used. BAS contractor to carry for coordination with Town of Carleton Place representative for this purpose.

- c. Whether third-party monitoring/NOC services are required; and

Confirmed - not required.

- d. Any owner expectations regarding after-hours alarming, critical event escalation, or remote monitoring responsibilities.

Expectations are that all alarms are sent via e-mail only.

13. Please clearly identify which areas / systems where cabling will require conduit. JCI would recommend conduit for any exposed wiring, and plenum rated cabling for any concealed areas such as dropped ceilings.

Agree and confirmed - cabling to be installed in conduit in all exposed/open ceiling areas, with plenum-rated cabling installation in locations with suspended ceiling tile ceiling.

14. Please confirm if BACnet SC is required, as described in specifications. BACnet SC is rarely implemented, and carries recurring costs for annual certificates.

Confirmed - BACnet SC required.

15. Specs and drawings require strap on temperature sensors for tanks. Please confirm if these are meant to be pipe mounted, and if so, are these to be strap-on or pipe mounted with wells.

Confirmed - strap-on temperature sensors to be pipe-mounted on existing pipework with installation location as per manufacturer's written instructions.

16. Specs and drawings indicate that the Arena ice refrigeration plant system is to be an integration. On-site CIMCO rep indicated that this system does not have integration capabilities. Please confirm the design solution for this item.

Refer to response above.

17. Arena ice refrigeration plant system calls for new cold/warm floor slab temperature sensors. Please confirm if conduit is already installed in the flooring and can be re-used. Please confirm if existing sensor can be re-used.

Refer to response above.

18. Arena ice refrigeration system calls for new ice rink infrared sensors. Please confirm if these are to be installed in arena ceiling, and if the purpose is to monitor ice surface temperature.

Confirming that scope of work under this RFP is to include for one (1) infrared ice temperature sensor per area ice pad (total quantity of two (2) ice temperature sensors) to be installed in ceiling at high level above the blue line at the far end of the ice pad (in relation to the ice refrigeration plant). This will allow operation of the refrigeration plant by ice temperature (infrared), slab temperature (existing sensors), and brine return temperature (existing, in a well located in brine return pipework). Infrared ice temperature sensor to be integrated into the proposed BAS.

19. Arena ice refrigeration plant system calls for new pipe pressure transducers. Please confirm if BAS vendor is required to hire mechanical sub contractors in order to weld pressure taps into existing piping.

Confirmed - BAS vendor is to carry for all mechanical and electrical installations of any and all equipment related to ensure intended BAS function as specified.

20. Please confirm which RTUs are being replaced in conjunction with this project. Please confirm timing of replacement, and if the new BAS controls are to be installed on new RTUs only. If RTUs are not replaced before the finalization of the BAS retrofit, are we to return to site to uninstall and re-install new controls on new RTUs? Please confirm if new RTUs will be provided with packaged controls complete with integration, or if full hardwired BAS control will be required.

Refer to response above. For purposes of this RFP response, it should be assumed that subject RTU equipment has been replaced and is ready for integration into new BAS at time of implementation. If this is not the case, and subsequent integration required will be extra to this RFP scope of work.

21. Specification demonstrates the requirement for monitoring building consumption data where available (i.e. electrical demand, natural gas consumption, etc.). Please confirm if any meters are existing on site, and need to be monitored.

Refer to response above.

22. Arena Ice Refrigeration Plant (IRC-1, IRC-2) - The Sequence of Operations indicates BACnet IP integration of the existing ice refrigeration plant, including control and monitoring of compressors, pumps, condenser fan VFD (BACnet MS/TP), and associated sensors. Based on our site visit, two issues stand out:

- a. The existing ice refrigeration plant system is not BACnet-compatible, so integration as specified is not achievable with the equipment currently in place.

BAS contractor to carry for the integration of an upgraded arena ice system refrigeration plant controller (by others) that is capable of BACnet integration by others. Clarification - this RFQ scope is to exclude all sensing / metering as part of the arena ice system refrigeration plant.

- b. You noted during the walkthrough that replacement of the ice rink refrigeration plant controllers is not part of the project, and a refrigeration contractor would need to be engaged for any controller replacement and sensor installation. Could you please clarify the intended scope and control strategy for the Arena Ice Refrigeration Plant?

Refer to response above.

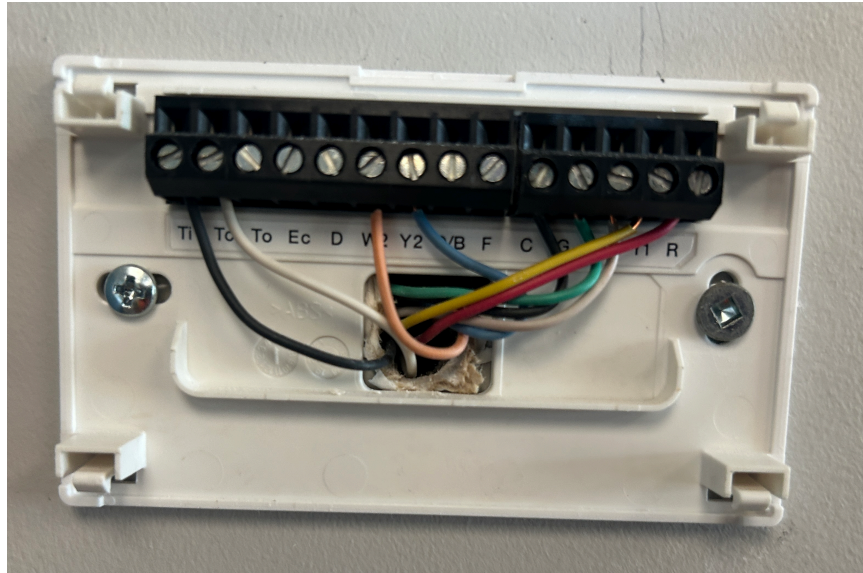
23. Existing RTU Controls (RTU-4, 5, 6) - Can you confirm whether the existing RTUs use:

- a. Proprietary thermostats (4-wire: R, i+, i-, C); or

Please see response directly below.

- b. Conventional thermostats (R, G, Y1, Y2, W1, W2, O, C)?

Please refer to picture for typical wiring of all three rooftop units (RTU-4, RTU-5, RTU-6):



- c. If proprietary, is there an existing Lennox (or other OEM) unit controller in place, and is it BACnet-compatible?

Please see response directly below.

- d. Could you please provide the make and model numbers of the existing RTUs for our review?
- **RTU-1 (Large Community Hall - North): Lennox LGA150SH1J, S/N: 5696K 01553 (to be replaced under separate project)**
 - **RTU-2 (Large Community Hall - South): Lennox LGA150SH1J, S/N: 5696J 01282 (to be replaced under separate project)**
 - **RTU-3 (Small Community Hall): Lennox LGA088SH? S/N: 5699G00847 (to be replaced under separate project)**
 - **RTU-4 (Arena 2 Change Rooms - West): Equipment nameplate to be provided under separate addendum.**
 - **RTU-5 (Arena 2 Change Rooms - East): Equipment nameplate to be provided under separate addendum.**

- **RTU-6 (2nd Floor Offices): Lennox KGB036S4DU3Y, S/N: 5621A07457 w/ BACnet control module.**

24. After-Hours and Weekend Work - The RFP states installation may include evening and weekend work with no premium allowance (Sections 3.1, 3.4, 3.6). To allow for accurate pricing, could you clarify:

- a. Anticipated split between regular hours and after-hours / weekend work expected for this project?

Tender front-end documentation has provided a project implementation schedule that must be met by the successful proponent. In the event that successful proponent falls behind schedule, after-hours and weekend work may be used (without premium allowance) to meet project schedule, however, this will have to be closely coordinated with Town representative to ensure work does not interfere with scheduled facility events.

- b. Typical daily access windows available during the arena's operating season?

Typical daily access is from 6:30AM through 4:30PM.

25. Please provide the model # of the existing QEL gas monitoring controller.

Please refer to response above.

26. Please confirm whether the new RTUs 1,2, & 3 serving the halls will be equipped with BACnet MS/TP.

Please refer to response above.

27. Please also confirm whether the existing-to-remain RTUs (RTU-4, -5, and -6) serving the change rooms have BACnet MS/TP capability?

Please refer to response above.

28. Is the partition sensor existing or will it need to be supplied and installed?

Confirmed - partition sensor to be supplied/installed by BAS contractor.

29. In addition to supply, is the BAS vendor expected to carry for the mechanical installation of the additional sensing equipment, specifically the pressure transducers, the immersion temperature sensors, and the floor slab sensors in the Ice Refrigeration Plant?

Refer to response above.

END OF ADDENDUM