

Statewide Commissioning Services OMB14001COMM

CLARIFICATIONS

- 1) **QUESTION:** In Section II, Scope of Services you reference in Item #2 an existing BAS Master Plan that integrates 40 to 50 buildings. Can you tell me who developed the Master Plan and who is doing the integration or who the various vendors are doing work on the various buildings?

RESPONSE: On the DFM website you will notice the building control system (BAS) specifications and Standard Drawings for control systems. Facility Dynamics Engineering assisted the State with these two endeavors. In regards to a Master Plan, the State does not have a document per se that outlines our plans. We have three current systems listed in the spec that have been approved. These systems utilize central database servers and tie into the State's intranet. Longer term plans regarding operation and maintenance responsibilities for OMB's BAS network are ongoing with State IT officials.

- 2) **QUESTION:** Can we submit our qualification to provide only Commissioning and re-commissioning services?

RESPONSE: The primary services to be performed under this contract are commissioning. The other services listed are in support of commissioning since a large portion of commissioning involves review of BAS. As noted in the RFP, the State has indicated that it has the option (and intends) to award to multiple vendors. As such, firms may submit proposals that only include commissioning services. These proposals will be scored based upon the firm's ability/experience/organization (see evaluation factors) to provide commissioning and re-commissioning services.

- 3) **QUESTION:** Does the State currently have projects planned for this current Commissioning Services contract?

RESPONSE: Yes, but a specific list is not available. These commissioning services are in support of a capital building program (new facilities and renovations/repair projects) that vary from \$20M to \$60M per year. Typical projects that are commissioned under this contract include: new or renovated HVAC systems, HVAC component replacement (boiler/chiller/condenser/cooling towers, etc.), BAS systems, and electrical power (generators/emergency power, UPS, etc.).

- 4) **QUESTION:** The statewide commissioning RFP details a scope of services, as listed above, that are inclusive of items that are typically provided by a design services firm and fall outside the boundaries of typical industry commissioning practices. Is the intent to provide a single source for both commissioning and controls design services? If so, will this effectively eliminate the intrinsic benefits of an independent third party commissioning agent?

RESPONSE: Agreed on the benefits of third party commissioning- that is what this contract provides. The intent of the BAS services in this contract is to provide BAS controls expertise and support, NOT design services as Engineer of Record (EOR) for projects. Other contracts are utilized with MEP firms on a project-by-project basis for HVAC and BAS controls design.

5) **QUESTION:** The selection criteria references experience, expertise and team composition with regard to a specific project. However, the nature of the project(s) type, scope and/or schedules is/are unknown. Understanding that this is a statewide commissioning program and the projects could be varied, is there a list of specific projects that we should reference to provide the most appropriate response?

RESPONSE: The “project” referenced in the selection criteria is the services outlined in the scope. As noted in Question #3, a specific list is not available.

6) **QUESTION:** Trend Analysis - What software and programs does the State of Delaware envision being provided? Are they off-the-shelf applications or proprietary? Can you provide examples?

RESPONSE: The State has not utilized any trend analysis programs to date but intends to do so in the future when its BAS network is more established and mature.

7) **QUESTION:** Will there be separate Professional Engineering firms hired by DFM that will be a support resource (e.g. CAD backgrounds) for the applicant or are all design services intended to be provided by the applicant?

RESPONSE: See Question #4. The intent of the services in this contract is to provide BAS controls expertise and support, not design services as Engineer of Record (EOR) for projects. Other contracts are utilized with MEP firms on a project-by-project basis for HVAC and BAS controls design.

8) **QUESTION:** Will the various BAS vendors provide sequence of operations and other system information for the proprietary systems installed at the different building locations?

RESPONSE: See Questions #4 and #7 above.

9) **QUESTION:** In the Evaluation Requirement, the RFP refers to a “Defined approach firm/team will implement”. Is this for a defined project and SoW? Is so, is there a defined scope available?

RESPONSE: See Question #5 above.

10) **QUESTION:** Under Section F – Insurance - the requested amount of professional liability/errors and omissions/product liability is \$1,000,000/\$3,000,000. Our firm has \$2,000,000/\$2,000,000 for this type of coverage. Will this be acceptable?

RESPONSE: No, the coverages listed are minimums so the \$2,000,000 would not meet the \$3,000,000 aggregate amount.

11) **QUESTION:** We believe the scope of work should contain the following functions.....please confirm this for us:

1. Construct a utility benchmark for 40-50 existing buildings normalized for weather and load profiles.
 - a. Load profile to include occupancy patterns, equipment and process load profiles, lighting load profiles and controls (both interior and exterior) as well as envelope considerations.
 - b. Set an energy savings goal for each building.

2. Commission 40-50 existing facilities to put the facilities HVAC equipment and BAS into “originally as designed” conditions.
3. Standardize your design standards for BAS controls and communication protocol (both intranet and web-based).
4. Design, bid and administer the construction of a Communication Platform which communicates with all facility BAS (both existing and future).
 - a. This may include modifying existing BAS.
5. Use the new standardized BAS designs and new communication platform (and software), to monitor and manage the energy use of your facilities (40-50 buildings) to the extent possible.
 - a. Setup trends, dashboards, alarms, and communications to show compliance with item 3.
 - b. Provide a list of Energy Management Improvements, including costs and financial metrics to improve facility operations to comply with goals set (see item 1b.)
6. Provide re-commissioning services to verify all phases of the project(s) have been completed correctly and energy efficiency measure persistence.

RESPONSE: All of the items mentioned above are possible services to be provided under this contract. The budget available to complete these services can vary year-to-year based upon State funding levels. Please see Questions #3 and #4 regarding scope of this project.

- 12) **QUESTION:** We would also like clarification on whether you would like our proposal response to indicate a lump sum price, an hourly price, a fee schedule, or all of the aforementioned. We will address the multi-year feature of this proposal in the same way.

RESPONSE: Under State Code, “professional services” do not include pricing in the selection process so this information is not needed at this time.