

Date of Issue: April 9, 2020

Department of General Services
Energy and Resource Management Office
401 North Street, Room 403 North Office, Harrisburg, PA 17120

Bulletin Number 1

on

Project No. GESA 2019-2 (REBID) – Request for Quotes for a Guaranteed Energy Savings Project at: Department of General Services, Capitol Complex, Harrisburg, Pennsylvania

Quote Submission Deadline: Friday, April 17, 2020

Time of Opening: 2:00 PM

REQUEST FOR INFORMATION

1. Does DGS intend to hire an Energy Consultant for this project? **No, there will not be an energy consultant on this project.**
2. How would a firm who did not previously participate in the initial RFQ process get access to buildings for site surveys, as Section 1.10 notes that there will be no site visits for this project? **Per RFQ section 1.10, Site Visits, there will not be any site visits for this project. If a firm missed the original site visit times, and they are still inclined to participate, they would have to submit their quote without visiting the site.**
3. What would the process be for proposal submission if the Commonwealth is still not "open" for typical business by April 17? **Per the RFQ, " If, due to inclement weather, natural disaster, or any other cause, the DGS office to which proposals are to be submitted is closed on the Quote Submission Deadline, the Quote Submission Deadline shall be automatically extended until the next Commonwealth business day on which the office is open, unless the Offerors are notified otherwise by DGS." As of now, mail is still being delivered to the North Office Building and the submission process remains unchanged and is as stipulated in the RFQ. If necessary, DGS will consider alternate methods of delivery.**
4. Can DGS clarify the specific "...inconsistencies between different parts of the Request for Quotes (RFQ)..." between GESA 2019-2 and GESA 2019-2 (REBID)? **Language in the Scoring Matrix and RFQ and language regarding how energy consultants get paid, contained in the General Conditions, was updated and 2 ECMs were removed.**
5. Please confirm that the included facilities and the Core ECMs (Appendix S) remain unchanged. **The facilities remain the same, however, 2 ECMS were removed from the original RFQ. The removed ECMs were #9 (Window A/C control system) and #10**

(Replace old window A/C units) both for the Finance Building.

6. Please confirm the proposal format and required forms outlined under PART 2 (Information Required from Offerors) remains unchanged. **Confirmed.**
7. Per the revised RFQ it states not to include O & M nor Energy Related Cost Savings, does this apply only to the Cash Flow for the Self-Funded Project because the second Cash Flow requires Energy Related Cost Savings in order to complete it? **Correct, this applies to the Self-Funded Project cash flow.** Can we include O & M savings in the 2nd Cash Flow? **Yes.**
8. Based on the revised RFQ it appears that everyone must use a 3% interest rate for both Cash Flows, correct? **Correct. This is to keep things consistent during the RFQ stage.**
9. Will DGS accept DocuSigned documents for the required documents for this project? **DGS will take scanned, executed signature pages or DocuSigned documents; either will work.**
10. Page 44 of the RFQ reads "No escalation rate for Project cost or maintenance cost" and on page 161 it reads "Maintenance cost escalation 1%". Please clarify which rate we are to use? **Use a 1% escalation rate for maintenance.**
11. As part of the ECM/Cost Submission (Volume II), please confirm that DGS expects to see two (2) program scenarios/models proposed as outlined by the RFQ ECM Chart Template: 1) a "Self-Funded Project" and 2) a "Proposed Project with Energy Related Cost Savings".
 - a. Under the Costs Submission (Vol II) proposal format (Section D Energy Conservation Measures and Costs; D.1.C), it states: "A preliminary assessment of the energy efficiency opportunities available at the Project facility based upon the information provided in this RFQ and a tour of the facility. List the ECMs to be implemented under the Quote with the estimated implementation cost and the energy cost savings, including detailed energy savings calculations, without using Operations & Maintenance costs nor energy related cost savings. All ECM costs shall be listed; if the project has short-falls, the short-falls must be indicated and listed." Regarding the "Self-Funded Project" (1) and the language above, please clarify whether Operation and Maintenance (O&M) type savings can be included within this model or if the Self-Funded project is to be based solely upon energy savings and projected rebate dollars?

Confirmed; please provide at least 2 project scenarios. The Self-Funded project model should be based upon energy savings and projected rebate dollars and may include lighting material savings. Energy Related Cost Savings and Operations & Maintenance savings can be shown in the additional project model. If using Energy Related Cost Savings, please separate them by ECM and do not use one lump sum.

12. Under PART 5: Work Statement of the RFQ, Section 5.3 Project Parameters, A, #16 states "Contingency fund should be two percent (2%) of total project cost". Please clarify whether DGS requires Contingency be included at this time? **Yes.** If so, should Contingency be included under overall Cash Flow? **Yes.**
13. Considering the current COVID-19 crisis and state-wide shutdown, can ESCOs plan to submit electronic versions (in PDF format) of our proposal response via a file-sharing link, and forgo submitting the hard copy versions? Or, are hard copies still required?
At this time, mail is being delivered to the North Office Building and DGS has made plans to pick up the hard copy submissions, therefore, the submission process remains unchanged and is as stipulated in the RFQ. If necessary, DGS will consider alternate methods of delivery which may include electronic submission.



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Please acknowledge receipt of Bulletin by email response to Becky Tomlinson at:
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