

Questions and Answers  
RFP-14-101  
6/12/14

LEED RFP Questions:

1. Is there a budget or estimate for the Bid #RFP-14-101 - LEED Accredited Professional Consultant project? If so, what is it?

As stated on page 2 of the RFP:

The contract resulting from this RFP will be awarded for up to \$100,000:

Phase 1:

Up to \$50,000 of this amount is available beginning July 1, 2014 and is funded from fiscal year (FY) 2014-15 funds. The first \$50,000 is allocated to fund a feasibility assessment and certification plan.

Phase 2:

Up to an additional \$50,000 may be available beginning July 1, 2015 and would be funded from FY 2015-2016 funds. The second \$50,000 is allocated for optional work to fund the contractor's assistance to implement necessary changes in the Building and submit the application for LEED Silver Certification. Phase 2 funds are contingent on a critical project review meeting to determine if the project will continue, (see "Critical Project Review to Decide Phase 2 Work" immediately below.) Phase 2 funds are also contingent on approval of the Energy Commission's FY 2015-2016 Budget. Funding shall be subject to the appropriation and availability for that purpose in the FY 2015-2016 Governor's Budget. In the event funds are not available, the Energy Commission shall have no further liability with regard to the agreement.

2. I am guessing you are already addressing this question, but please confirm the Energy Star score. The RFP indicates it is estimated at 87, but a score of 63 was communicated during the pre-bid conference. Please confirm the following:

- The correct, current Energy Star score
- Whether the building has an Energy Star Label (i.e. it has been verified by the EPA and awarded the Energy Star Label)
  
- The current Energy Star score is 62. The baseline Energy Star score is 82.
  - The Baseline Score is based on a User Selected Baseline Date; this Baseline Date marks the 12-month period selected as the Property's baseline for comparison.
  - The Current Score is based on the most current date for which there are 12 full months of data.
  
- The building does not currently have an Energy Star Label.

3. Please confirm there are submeters on the district steam and district hot water delivered to the building.

Yes, steam and chilled water meters for overall building usage exist.

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4. Does the contract award of up to \$100,000 include the required ASHRAE Level 1 Building Audit (for EA prerequisite 1), additional optional retrocommissioning activities, and air testing for EQ prerequisite 1 Minimum Outdoor Air Delivery?

Yes, the \$100,000 would include any supplemental assessments needed or required. However, the feasibility study will determine the specific supplemental assessments that will be needed, at which time the CEC may request the contractor to perform the studies. We are only asking you to provide your rates; we did not ask you to indicate how much it is going to cost you to perform any specific task or study. DGS recently verified the minimum outside air performance, but does not have immediate plans to perform an ASHRAE Level 1 audit. If ASHRAE Level 1 audit is required for LEED, we may request that the consultant perform this audit.

5. In the minimum qualifications item A.2 it states that 2 licensed Architects on staff are required. Will a registered architect and a professional engineer on staff meet this requirement?

As stated in the RPF, page 24:

Bidder firm must have two or more licensed architects and two or more Leadership in Energy & Environmental Design Accredited Professionals as partners or employees on their regular payroll.

OR

Two licensed architects who are also Leadership in Energy and Environmental Design Accredited as partners or employees on their regular payroll.

\_\_\_ (Check yes)

6. One of the questions we have, once the "consultant position" is awarded the RFP are they "required" to use the ESCOs on the DGS list or will CEC take the recommendations of the "consultant" and work through/with the "sub-contractors" that have the expertise in each technology, ie, LED manufacturer, Solar, HVAC, etc?

DGS is responsible for all the physical improvements or alterations to the building. DGS will do the work, or use vendors/outside contractors if needed. If DGS does hire vendors/outside contractors, DGS is responsible for the selection process and the Energy Commission and our LEED contractor will not be involved in the process to select the vendors/contractors. If we need our LEED contractor to provide input, such as bid specs, DGS will use that information in its own procurement process.

7. Can you elaborate on the set fee you mentioned for the Staff Training?

Please see the RPF, Tasks 4 & 7 listed page 16 and 20, respectively. The "Cost for training in task 4 & 7 shall not exceed 5% of the total Agreement budget."

8. Just to clarify, how long do you intend your performance period to be?

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Please refer to page 21 for a timeline. The performance period will be the length of time required under LEED. The contract term will be for 3-years. We anticipate the work to be completed within this timeframe. We also anticipate that Phase I will be complete within approximately 6 months, and that Phase II work will be complete by winter of 2015 depending on DGS' ability to perform any required physical alterations to the building.

9. What is the size of building, are there multiple buildings?

There is only one building. Per the RFP, page 6, the "Building is a 180,000 square foot gross, 145,000 square foot heated and air-conditioned office building located at 1516 Ninth Street, Sacramento, California."

10. Where is the central plant located in relation to the building? how many other buildings does it serve?

The Department of General Services Central Plant is located at 625 Q Street Sacramento, CA 95815 (Corner of 7th Street & Q Street, Sacramento) and provides chilled water for cooling, steam for heating, and control air to 23 state-owned buildings in the Capitol area.

See attached information sheet on the Central Plant:

<http://www.documents.dgs.ca.gov/dgs/pio/releases/2008-2009/cup082610.pdf>

11. Are there submeters on the steam and hot water from the central plant?

Yes, steam and chilled water meters for overall building usage exist.

12. For task 2.2 does doing all of the supplemental assessments (like the retro commissioning) need to be included in RFP response?

Yes, we would anticipate that supplemental assessments would be covered under the bid. Please describe your experience in doing the types of supplemental assessments that we mentioned, so that we can rate your technical abilities. As of the writing of this response, DGS letting a solicitation for monitoring-based commissioning work so the LEED contractor will not be required to perform this work.

Also, would the contract amount include expenses related to Green Building Certification Institute fees for LEED project registration and certification?

No, the Energy Commission would pay this fee.

13. How often do you want on-site team meetings?

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The process will dictate the number of meetings required, but the Energy Commission expects regular updates. We anticipate at least monthly on-site meetings; however, some update meetings may lend themselves to web-x or conference call.

14. Do you want turn-key support, including all field work?

We expect the contractor to perform the typical LEED project management necessary to achieve LEED EB: O&M (Ver. 9) certification. However, because the building is owned by the Department of General Services (DGS), the contractor will need to work collaboratively and communicate with both the Energy Commission and DGS. DGS will perform physical retrofits, alterations, and/or construction to the building as necessary to meet LEED requirements. The contractor will also provide staff training, so that the staff can perform future LEED certification without the use of a contractor.