



THE SCHOOL DISTRICT OF
PHILADELPHIA

BOARD OF EDUCATION
Office of Capital Programs
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Addendum No. 4

**Subject: Guaranteed Energy Savings Act (GESA) Contract
Inclusive of Energy Efficient Building Upgrades
GESA-1 PROPOSAL DUE DATE: December 21, 2018**

**Location: Conwell Middle School, Gompers Elementary School, Lincoln High
School**

This Addendum, dated December 13, 2018, shall modify and become part of the Contract Documents. Any items not mentioned herein, or affected by, shall remain strictly in accordance with the original document.

- 1. Would I be able to obtain electric utility interval meter data for the three schools included in the GESA 1 Project RFP? Typically your utility provider could run a report and generate 15 minute interval data listing the kw demand for each interval.**
 - No interval meter data will be provided prior to the IGA phase.**

- 2. Would you allow us to provide an RFP model used by other districts to solicit bids under the new model, or provide an introduction to a purchasing group that has adopted this language for RFP's by school systems like your own?**
 - The SDP initiated the GESA program nearly 18 months ago with significant time and resources invested into a PILOT model of this program. Through this RFP, we intend to expand this approach to more of our facilities. At this time we do not anticipate the need to refine the RFP model. The use of Energy Services Companies through Pennsylvania's GESA model will assist us to capture guaranteed energy savings and leverage these funds to assist in funding critical capital upgrades such as Boilers, HVAC, Temperature Controls, etc.**

- 3. Will an RFP from a nontraditional ESCO be considered as long as we attend the mandatory walk-through??**

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- **Non-traditional ESCO's or non-ESCO vendors may submit a proposal, however they must meet the minimum qualifications stipulated in the RFP.**
4. **May we provide the audited financial statement electronically on the USB or CD rather than a hardcopy in the proposal?**
- **Accepted**
5. **Fuel Oil Cost: Appendix E-Energy Bills includes three years of Cardinal/Allied Oil delivery charges (\$.1743/Gallon) and total usage but does not include a charge for the oil; this cost of oil should be significant (we believe this may come from Petroleum Traders). The RFP states "Base price for oil should be \$3.00 per gallon or the actual market price paid by the Owner over the last 12 months, whichever is less." Please provide guidance. Will you provide the last 12 months of complete oil cost data? Or, based on the RFP guidance, shall we use the total cost (delivery and consumption) of \$3.00 per gallon.**
- **Utilize \$2.2872/Gallon**
6. **Fuel Conversion Gas Rates: Please provide guidance on gas rates to be used for oil to natural gas conversion. For natural gas conversion at Gompers School & Conwell School, should we use the Interruptible Transportation Service Rate from Lincoln High School?**
- **ESCOs shall use the IT Service Rate from Lincoln HS for the gas rate at Gompers and Conwell.**
7. **Lincoln High School Controls: The RFP States "Lincoln HS is slated for a DDC upgrade/enhancement to existing controls and shall be omitted from hardware upgrades on this ECM. Retro-commissioning and re-calibration of systems shall be permitted." Can you provide a list of proposed control measures that are being implemented at Lincoln HS along with the DDC upgrade?**
- **Current work at the Lincoln building is routine trouble shooting and general system maintenance to maintain operability. No upgrades are planned. ESCO's are to assume that system night setback is occurring to 60 DegF.**
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8. **Section E of the RFP, Official Statement (RFP page 25) states that "...the proposal is a firm offer for a minimum of 90 days" which contradicts RFP page 1, Section II (D) which states that "any proposal submitted cannot be withdrawn for 120 days". Please confirm how long the proposal will remain valid.**

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- 120 days

9. The RFP only provides operating hours for high school and elementary school buildings. Should ESCOs assume the operating hours for Conwell Middle School the same as the elementary or high school? If not, can SDP provide typical operating hours for Conwell Middle School?

- Utilize the following operating hours for Faculty, Students, and Cleaning Staff:
Conwell – 6:00AM – 6:00PM Faculty, Students and Cleaning Staff
Gompers – 6:00AM – 3:30PM Faculty and Students / 3:30PM – 6:00PM Cleaning Staff
Lincoln – 6:00AM - 6:00PM Faculty and Students / 3:00PM – 10:30PM Cleaning Staff

10. Page 16 | Section G;3d. indicates the School District Partnership Agreement includes “a goal that Local residents as defined in the Partnership Agreement will perform twenty-five percent (25%) of all hours worked, on a craft-by-craft basis, on such School District projects; and 2 include a goal that apprentices who are Local residents will perform twenty percent (20%) of all apprentices hours worked, on a craft-by-craft basis, on such School District projects”. Relative to this RFP, how is Local defined?

- Per the School District’s Office of Procurement, Local means the residents of Philadelphia and the Greater Delaware Valley.

11. Please provide a copy of the School District Partnership Agreement referenced on Page 16 | Section G;3d for review.

- Refer to Appendix K – Partnership Agreement

12. Please provide details and specifications for the slated DDC upgrade/enhancement to the existing controls at Lincoln High School.

- There are no specifications or details for work at Lincoln High School. Currently the system is undergoing general servicing to maintain operability.

13. Please provide access to Lincoln High School’s controls system or provide controls system screenshots showing systems and equipment operation, including AHUs (Outside Air, Admin, Cafeteria, Gym, Library); unit ventilator; terminal reheat; chiller plant; boiler plant; setpoints for spaces, chilled water, hot water, etc; and schedules.

Addendum No. 4 (cont'd)

- Refer to Appendix L – Lincoln BAS Workstation

14. Please provide details and specifications for the slated LED lighting retrofit at Gompers Elementary School.

- Refer to Appendix M – Gompers Relighting Design Documents

15. What are the typical hours of operation for Gompers Elementary School? (Occupancy and HVAC operation)

- Utilize the following operating hours for Faculty, Students, and Cleaning Staff:
Conwell – 6:00AM – 6:00PM Faculty, Students and Cleaning Staff
Gompers – 6:00AM – 3:30PM Faculty and Students / 3:30PM – 6:00PM Cleaning Staff
Lincoln – 6:00AM - 6:00PM Faculty and Students / 3:00PM – 10:30PM Cleaning Staff

16. Does the School District of Philadelphia have a design specification document? (Primarily for HVAC equipment) If this does exist, would the School District please provide it?

- District standards will be provided prior to the IGA phase.

17. Are we to utilize what was provided for utility data as the baselines for each school, or will additional data be provided? For example 25 consecutive months of electric utility data was provided, but the RFP specifies use of the last 3 years of utility data be used as the baseline.

- No additional data will be furnished please utilize material provided.

18. Page 20 | Section B;9 indicates “the ESCO is encouraged to use a diverse group of local subcontractors and suppliers from any/all of the various M/WBE classifications to meet the overall M/WBE participation goal.” What is the School District’s definition of local subcontractors in this context?

- Per the School District’s Office of Procurement, Local means the residents of Philadelphia and the Greater Delaware Valley.

19. How were the three schools selected for this RFP?

- These buildings were selected as a general sampling of the broader portfolio of buildings the winning respondent will be asked to evaluate.

Addendum No. 4 (cont'd)

20. Page 8 | Section B;2f. "Training programs or facility alterations that reduce energy consumption or operating costs based on future reductions in labor costs or costs for contracted services." How does the School District want respondents to address this opportunity, given that the solicitation specifically states that operating costs should not be considered in our responses?

- Proposers may list operational cost savings for informational purposes. It is not to be included in the Simple Paybacks and Cash Flow model.

21. Is the fuel oil tank located in the old coal room the only fuel oil tank at Gompers Elementary School?

- A 10,000 gallon underground fuel oil tank is located in the school yard behind the building.

22. Please provide fuel oil costs for these schools for the past 12 months or verify that we shall use \$3.00 per gallon for the cost of fuel oil.

- Utilize \$2.2872/Gallon

23. A list of which utility accounts and meters serve each school was provided for electricity, natural gas and fuel oil, but was not provided for water and sewer. Would SDP please provide a list of which water and sewer accounts and meters serve each school?

- Refer to Addendum #3 Accounts are identified Appendix J refer to "Conwell-Gompers-Lincoln Account Key.xlsx".

24. Water and storm water usage and costs were provided for each school. Are there also sewer costs for these three schools that SDP could provide?

- Sewer costs incorporated in water billing.

25. Please provide an actual water, electric, and sewer bill for each account at Lincoln High School?

- Refer to Appendix E – Energy Consumption Data - Lincoln Utility Bills Folder

26. Do any of these three schools hold summer school or summer activities?

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- Conwell – no summer activity
- Gompers – every Sunday 8AM – 12:30 PM (throughout the year)
- Lincoln – Monday – Friday 6:30 AM – 4:00 PM July 9th through August 24th

27. How many meals (breakfasts and lunches) are made at each school every day?

- Conwell – avg. per day/avg. per yr: Breakfast 137/24,934, Lunch 319/58,058
- Gompers – avg. per day/avg. per yr: Breakfast 103/18,128, Lunch 225/39,600
- Lincoln – avg. per day/avg. per yr: Breakfast 470/83,190, Lunch 868/153,636

28. Page 24 of the RFP references providing an example energy performance lease and “letter of intent” – please confirm that this can be deleted since the SDP has already provided a sample contract for use with this project.

- Delete

29. Lincoln High School is slated for a DDC upgrade, when is this scheduled to occur? Is the DDC system still functioning or decommissioned? Is there a functioning frontend communicating with the controllers in the school? Do the DDC controllers work at each UV and AHU?

- Work on the DDC system is currently underway. The DDC system is functioning. The front end is operational and communicating with UV's and AHU's.

30. What is gross area of Conwell MS? Provided FCA report lists 55,600 SF and 70,230 SF.

- 55,600 SqFt

31. What is gross area of each portable at Gompers site?

- Portable 1 - 3,923 Sq.Ft.
- Portable 2 - 1,637 Sq.Ft.
- Portable 3 - 2,283 Sq.Ft.

32. Is electric the only utility provided to the three portables at Gompers ES site?

- Both electric and water.

Addendum No. 4 (cont'd)

- 33. RFP page 7, Item 19 - What is the actual market price paid by SDP for fuel oil over the last 12 months? Should this cost be added to the fuel oil delivery charges provided with the RFP?**
- Utilize \$2.2872/Gallon
- 34. RFP page 7, Item 22 provided hours of use for HS and ES. What hours should be used for the Middle School?**
- Utilize the following operating hours for Faculty, Students, and Cleaning Staff:
Conwell – 6:00AM – 6:00PM Faculty, Students and Cleaning Staff
Gompers – 6:00AM – 3:30PM Faculty and Students / 3:30PM – 6:00PM Cleaning Staff
Lincoln – 6:00AM - 6:00PM Faculty and Students / 3:00PM – 10:30PM Cleaning Staff
- 35. Will utility baseline adjustments be allowed for measures that bring the buildings operation up to current code requirements.**
- For purposes of the RFP, baseline adjustments will not be allowed. Please provide an estimated “savings penalty” for bringing the building up to code requirements, but this does not need to be accounted for in simple payback and financials at this time.
- 36. It was reported at the walkthrough at Lincoln HS that the pool and football training facility are to be excluded from the scope at this time. Do any of the below listed utility accounts serve these referenced buildings and should they be excluded from the baseline consumption?**
- Utilize only the largest consumption for each utility type the remaining readings are for buildings not included in the scope.
- 37. RFP, states “Full fixture replacement to LED technologies.” Does this mean replace all fixtures to include housing or is this a blanket statement that includes retrofitting existing housings or fixture replacement if needed**
- All visible components
- 38. Gompers Elementary school states “The Gompers School is already slated for an LED lighting retrofit, this ECM shall be omitted.” Does this include all interior and exterior lights at this location, thus NO LIGHTING SCOPE whatsoever at this site?**

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- Provide exterior lighting

39. For the remainder of the schools in this scope. Are the sites more represented by Lincoln H.S. or Conwell Middle School or a mix? If a mix how many are older and how many are newer?

- The remaining properties are a mix of various ages with the majority being more represented by the Conwell MS.

40. For older schools (example Conwell Middle School) is the wiring for lighting original? Is there a concern regarding asbestos?

- Wiring is largely original and asbestos is possible. Refer the AHERA reports for additional information.

41. Some of the lighting fixtures at the older schools look to be vintage and possibly decorative. Does the school district require decorative style fixtures to remain?

- All fixtures are to be upgraded to LED

42. During the audit for Lincoln H.S. it was noticed that lights on emergency circuits were on. Are these lights on 24/7 normally?

- No, the emergency lights are not to be energized.

43. Lincoln H.S. has 250w metal halide ceiling wash fixtures as you come in the main entrance. Are these fixtures used?

- Yes, those fixtures are used.

44. During the walk through for Conwell Middle School there were many rusted fixtures. Does the school district require replacement of these? If, so the existing fixtures will be difficult if not impossible to match (especially the surface mounted fixtures with side windows) is uniformity in fixture types needed?

- All existing fixtures are to be replaced and/or retrofit. All visible components are to be replaced. Complete uniformity is not necessary because of the inherent differences to the existing lighting designs in different classrooms.

Addendum No. 4 (cont'd)

45. Conwell Middle School has many missing doors in both the recessed and surface mounted fixtures. Does the school district require replacing missing doors?

- Doors are to be replaced with fixture.

46. Conwell Middle School has many broken lenses in both recessed and surface mounted fixtures. Does the school district require replacing broken lenses? If so, the existing lenses have stiffening ribs that maybe impossible to match. Will a standard flat 12A lens be acceptable? Is uniformity required?

- All lenses are to be replaced. A flat lens is acceptable and should be utilized throughout the facility.

47. Is the auditorium for Lincoln H.S. used as a classroom/lecture hall or just as an auditorium? Should we include the auditorium?

- The auditorium is used as a classroom, lecture hall and auditorium. The auditorium is part of this project.

48. Will the contracts be issued separately for each school or will this be bundled under 1 contract?

- Single contract.

49. Cost of permits are to be included in the proposal?

- Include cost in proposal.

50. On a 4-lamp fixture is it acceptable to double the wattage to 120 watts based on the data on page 7 item 23?

- Yes, this is appropriate.

51. On page 5 - Payment during the IGA/Design phase. Could you clarify whether the ESCO could obtain mobilization payment based on the full project value since construction may be delayed for several months and under the RFP it requires the ESCO pay the consulting engineer as much as 80% of their contract before we start construction?

Addendum No. 4 (cont'd)

- The ESCO may assume that a mobilization payment will be processed upon contract execution.

52. Could you clarify page 8, item 3? Will submission be rejected because the offer did not identify ventilation requirements not being met and identified or will it be rejected if the offer did not address the ventilation code requirements? This also appears on page 14 item no 6.

- The submission is expected to identify ventilation requirements that are not being met. For any upgrades proposed, it is expected that the systems will adhere to code requirements.

53. Will the school district be able to provide the format and questions that will need to be addressed in the interview, scheduled in January, prior to the end of the year?

- The District will make every effort to provide the proposers with this information as it becomes available.

54. Is a bid bond required for this RFP response (referencing RFP Section C.1)?

- Yes, a bid bond is required.

55. Lincoln - The Building Automation and Temperature Control System is scheduled to be upgraded, will the upgrades be complete by the time we start working? If so, what system does the school district plan to use?

- Current work at the Lincoln building is routine trouble shooting and general system maintenance to maintain operability. All work will be completed prior to the IGA phase.

56. Lincoln - Does the district have the database files and programming tool for the existing Honeywell system?

- The District's control vendor has the files and programming tool.

57. All locations - Can we use plenum rated cable in concealed locations (drop ceilings) for the Building Automation and Temperature Control System?

- Conduit is required in concealed and exposed locations.

Addendum No. 4 (cont'd)

58. The lighting system in the Auditorium of Lincoln H.S. is on a Lehigh dimming system. Does the school have the model number for this system?

- **Lehigh Light Dimming System, Model 4896, S/N RND 146**

End of Addendum #4