

# RFP Question and Answer List

## State of Ohio Standard Forms and Documents

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Project Name Energy Conservation Project-  
DRC: Chillicothe Corrections Institution Project Number DRC-15N001  
Project Location Chillicothe, Ross County

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Date posted: 1/6/2016  
Date revised: 3/10/2016

Below are the questions that have been received to date for the RFP of the above-referenced project:

1. If you would like to participate in the pre-proposal meeting, the company and employee names of all those to be included must be sent to the RFP Q&A email by January 11, 2016, in accordance with Part 2 Section 2.4 of the RFP.
  - A. Send company information & all attendee's names to [CCI.questions@ofcc.ohio.gov](mailto:CCI.questions@ofcc.ohio.gov).
2. Questions
  - I. If possible, please provide any maps or drawings in advance of the scheduled walkthrough visits during the week of January 18th. The following are listed in order of importance.
    - Campus map with building labels
    - Fire escape plans for each building and each room (important for lighting surveys, as these are typically more up to date than construction drawings)
    - HVAC equipment list
  - II. If possible please provide drawings of each building on campus, including:
    - Site utilities (steam, natural gas, water, electric, sewer, etc.)
    - Building mechanical drawings
    - Building plumbing drawings
    - Building electrical/lighting drawings
    - Power house mechanical, electrical and plumbing drawings
    - Exterior/fence electrical/lighting drawings
    - Modifications since initial construction
    - Any other drawings if available
  - III. If possible, please provide the following information:
    - Boiler plant daily records: monthly summary with daily information is sufficient
    - Sample utility bills for electricity, natural gas and sewer from within the past six months
    - List of building square footages
  - IV. Is there a walkthrough day designated for water savings?
    - A. We are gathering all available plans/ drawings and plan to provide the files electronically during the pre-proposal meeting January 13, 2016.  
~~We are working with the institution to gather the remaining requests.~~  
The remaining requests have been added as attachments to the RFP.  
There will not be a walkthrough designated for water savings, the institution does not pay water or sewage charges.
3. Is it appropriate for non- ESCO companies to have representatives attend the pre- proposal meeting on 1/13/2016.
  - A. The pre-proposal meeting is open to all interested parties.

4. Will there be live video streaming for the pre-proposal meeting to be held on Wednesday January 13, 2016?

A. There will not be any video streaming available.

5. I. Can the details of the new electric supply contract that goes into effect 12/16 be provided?

- a. Is this contract for generation only?
- b. Does this contract by-pass AEP’s transmission and distribution charges?
- c. Which electric accounts does the new contract cover?

II. Can you provide one full copy of each electric and natural gas account for one month?

III. Page 5 section 2.3 of the DRC – 15N001 states the following

“The Offeror should attempt to maximize energy savings and financial benefit through energy conservation measures and water conservation at the Site. Savings for energy conservation measures may be claimed over a period not to exceed the useful life of the equipment that is installed or modified. Savings for O&M measures may be claimed for a maximum of five years, and shall not be amortized over the term of the contract. Measures that create verifiable operational and maintenance (O&M) savings, Investigate the cause of poor water quality that reduces the serviceable life of the plumbing fixtures and investigate any water quality issues before any water savings measures are implemented.”

**Question(s):** Given that the response table exhibits only provide for a 10 year term

- a. How can we claim savings for energy conservation measures over a period not to exceed the useful life of the equipment? Many equipment items life is well beyond 10 years and the tables provided only include 10 years.
- b. When will the O&M data be provided? Labor, equipment repair costs, materials, purchased services, etc... listed by year with descriptions and values?
- c. Will capital cost savings be incorporated into the savings justification for this project to provide for realistic payback for non-energy savings items like poor serviceable plumbing conditions and poor water quality issues since water expenses were not provided?
- d. Will planned capital cost plans be provided?

**A. Answers**

I. The new electric supply contract is for generation only, there will be no impact to AEP transmission and distribution charges, or any other non-generation charges. The contract applies to the following accounts:

Utility Company	Service Address	Service ID	Account #
AEP Ohio	15802 State Route 104 Scioto Twp.	Main <sup>[1]</sup>	106-410-249-0-5
AEP Ohio	15802 State Route 104	Perimeter	104-134-918-0-3
AEP Ohio	15800 State Route 104 Scioto Twp.	Rear Gate	106-576-411-1-3
AEP Ohio	15433 State Route 104 Scioto Twp.	Garage/ Maintenance Bldg.	100-376-411-1-4
AEP Ohio	15802 State Route 104	Range	109-261-101-0-6
AEP Ohio	15435 State Route 104 Scioto Twp.	Hammack Hall	103-476-411-1-9

II. ~~Utility bill copies for the remaining accounts are being collected.~~

Attachment 16a has been updated to include one bill for each electric and natural gas account.

<sup>[1]</sup> The additional high mast fixtures the institution is installing will be added to this account.

- III.
  - a. Addendum ~~to be~~ provided for clarification.
  - b. We are working to collect O&M data, internal labor costs will not be included and cannot count toward cost savings. ~~We plan to have this information available by Monday January 25, 2016. The institution is still working to collect the data, it will be made available as soon as possible via addendum.~~  
O&M costs have been provided via Addendum No. 3, as Attachment 16i- Operation & Maintenance Data.
  - c & d. Capital avoidance is not acceptable for cost savings.

6. How to sign-up for walkthrough days? Are pictures allowed?

- A. The procedure for the pre-proposal meeting will be used for the walkthrough days as well. Names of all attendees to participate in the walkthroughs for all three days must be sent to [CCI.questions@ofcc.ohio.gov](mailto:CCI.questions@ofcc.ohio.gov) before the end of business Friday 1/15/2016. Please include in the email a list of people for each day separately.

Cell phones will be allowed for the purposes of taking photos of specific equipment or conditions within the institution. Only one phone per group is allowed. With the list of people to attend each day include who will be bringing in a cell phone, as well as the make and serial number of the phone to be used. The photos taken will be reviewed prior to exiting the institution. Be mindful when taking pictures as no inmates can be included in photos.

7. Since we could not attend yesterday's Pre-Proposal meeting, we want to know if our company may still be considered for this business opportunity and being able to participate starting with next week's walkthroughs.

- A. Pre-proposal attendance is not required to participate in the walkthroughs. However, see above for requirements to attend.

8. Will the Water and Wastewater Treatment Plant be considered as part of the scope? Will you allow ECM improvements to be considered for these two plants?

- A. Cost savings with utilities (electricity or natural gas) and/ or operations & maintenance can be included in a proposal, unless otherwise noted. If these options are available at the water and wastewater treatment plants the ECM improvements can be considered.

Additional clarification:

Water & sewer savings- no

Electric & gas savings- yes

9. Questions

- I. Is there boiler stack test data available showing O<sub>2</sub>% and temperature at various operating loads for all boilers?
- II. Are there powerhouse logs available showing daily readings of steam generation, gas use, exhaust temperatures, makeup water use, etc.?
- III. Can the boiler chart recorders be made available?
- IV. Is there any asbestos at the facility? If yes, does the cost of the ECM need to include asbestos abatement?
- V. In an effort to meet the expected 10 year term, will the evaluation team accept a steam elimination concept that reuses some radiators and steam piping? If so, are these reused radiators and steam piping a liability to the ESCO for the 10 year term?

A. **Answers**

- I. We are gathering all available boiler operation data for the past 6 months. ~~We plan to provide this information as soon as possible via Addendum.~~  
The operation data has been added to the RFP via Addendum No. 1 and Attachment 16i- Engineer's Daily Logs.

II. The powerhouse logs for fuel use have already been added to the RFP as Attachment 16d. Additional boiler details will be provided in the boiler reports mentioned above. Generator run time reports for January through ~~November~~ December 2015 ~~will be added to the RFP via Addendum when all requested reports are available~~ have been added to the RFP as Attachment 16e via Addendum No. 1. Generator fuel & testing reports have also been added to the RFP as Attachment 16f via Addendum No. 1. These are the available generator reports.

III. Refer to point I.

IV. The institution has been asked if there is any asbestos at the facility. ~~If there is any known asbestos the information will be shared.~~ Please refer to the General Conditions section 6.11.6 Work Stoppage Due to Hazardous Materials for more information.

CCI underwent a major asbestos abatement project in the past and is currently under contract with Ohio Penal Industries to abate any and all asbestos remaining in the facility.

V. Many of the radiators are at the end of their life and cannot be reused. The piping would require a redesign to work for a hot water system.

10. Will the pre-proposal meeting sign-in sheet be made available?

A. The pre-proposal meeting minutes and sign-in sheet has been posted to the OFCC website with the other project files under "Meeting Minutes" (by the Q&A link).

11. Questions

I. What is the chemical cost for steam?

II. How many showerheads are there per building?

III. What is the flow rate per showerhead? GPM?

IV. What is the spend on replacement parts for segregation units for the Acorn/Metcraft pneumatic sink manifolds?

V. Section 12 Financial Requirements of the RFP state an Offeror must provide audited financial statements for the past 3 most recently completed fiscal years. Since this can be voluminous, is it acceptable to put the financial information on a CD and submit it as part of the response?

VI. Can additional walk-thru dates be established to permit more time to thoroughly audit the correctional facility?

A. **Answers**

I. ~~We are working with the institution regarding this request.~~

Approximately \$23,608.20 is spent annually on chemicals for the boilers in the power plant.

II. The count of showerheads is not known.

III. Flow rate per showerhead is not known, however per the RFP no water savings are applicable to this project.

IV. Operation and maintenance costs are already being collected per question (5).

V. This is acceptable.

VI. We are discussing scheduling an additional walkthrough day with the institution.

An additional walkthrough date will be provided on Thursday, February 18, 2016, 9:00 am – 3:00 pm (meet in lobby). The same institution rules as the original walkthrough dates apply. To attend this meeting and ensure the desired areas are seen, please provide the following by Tuesday, February 16<sup>th</sup> at 12:00 noon to the Q&A email ([CCI.questions@ofcc.ohio.gov](mailto:CCI.questions@ofcc.ohio.gov)):

Company name

Names of everyone to attend

All areas/ buildings desired to be seen

(This additional date has been added to the RFP, Part 1.)

12. Can we get a four year (on cycle) of chemical analysis of well water for all three wells and one year of chemical analysis of boiler feed make up water?

A. ~~We are working with the institution regarding this request.~~

Attachment 16k- Well Water Chemical Analysis Reports, has been added to the RFP. This is the available data for the well water. Water evaporated is reported in Attachment 16i- Engineer's Daily Logs.

13. Questions

I. Has the OFCC discussed with ODRC headquarters any potential capital improvements that would or could affect the development of this project? For example; During the Marion Correctional project it was decided after proposals were submitted and a selection was made that the State would be replacing all steam kitchen equipment. Had we been provided that information during our development our proposal would have been significantly different. Therefore, can you please share with us any and all capital improvements that are slated for this institution that may affect each item from Attachment 2? Site Information: List of possible ECM's identified by owner. For instance, it was mentioned during the walk-through that the facility had plans to replace the condensate receiver tanks and the de-aerator. Can you confirm?

II. Given interest rates for State of Ohio credit would be somewhere around 2.0 or less. Along with the Marion project just receiving the low rate of 1.97%. Developing the project with a 4.25% APR is extremely high. This dramatically effects the amount of scope we can include and ultimately depicts a false display of the potential overall project. A rate of around 2.25% may be a closer representation of the project that would actually be delivered. Would you consider this more representative rate?

III. Is it the understanding that if there are other requests for site visits; ALL firms will be notified and afforded the same opportunity to visit the site?

IV. In the Q&A document question #8. A. states scope and savings can be realized at the treatment plants. However, in the pre-bid meeting it was stated several times these plants were NOT included in the project, please clarify.

V. During our electrical/lighting tour the head electrician, Kenny Tipton told us they would be supplying all companies with the lighting counts so everyone was quoting the same quantities? We will also need burn hours.

A. **Answers**

I. The condensate receiver tank and de-aerator are being replaced.

The institution assessment and master planning were used to develop the RFP. However, additional capital plans have been added via Addendum No. 2.

Two additional proposed plans have been added via Addendum No. 3.

II. In order to provide a level basis of comparison, all offerors are asked to scope a project financed at 4.25%. With current market conditions, it is possible that the actual interest rate will be lower. At their option, offerors may provide with their proposal an alternate scope of work that would be affordable at a different interest rate.

- III. Any additional walk through dates ~~will be~~ have been shared with everyone via Addendum No. 2.
- IV. As stated above and previously, the water and waste water treatment plants can be included in the scope. However, no water savings (gallons of water saved) are allowed. Please refer to question (8) for more details.
- V. A general lighting assessment was completed by the institution. The assessment has been added to the RFP as Attachment 16j- Lighting Assessment. There is also information available in the RFP Attachment 02- Site Information, any other information must be estimated by the Offeror.

#### 14. Questions

- I. What steam pressures are the buildings operating at?
- II. How much condensate return do they estimate they are getting back to the plant?
- III. Do they meter their makeup water separately, if so what is their usage?
- IV. How much money are they spending on chemicals?
- V. When was maintenance on radiator traps last performed?
- VI. How many stationary engineers do they employ, and what is an approximate salary?
- VII. Can the stationary engineer be in charge of trap maintenance if we only run the large boilers for 6 months out of the year?

#### A. Answers

- I. ~~We are working with the institution regarding this question.~~  
Steam pressure leaves the power plant is ~100 pounds (refer to Attachment 16i- Engineer's Daily Logs for details). Pressure is reduced between 10-18 pounds at various buildings.
- II. ~~We are working with the institution regarding this question.~~  
The institution estimates approximately 55-60% of the condensate returns to the plant. Refer to Attachment 16h- Water Softener Daily Logs & Attachment 16i- Engineer's Daily Logs for details.
- III. ~~We are working with the institution regarding this question.~~  
Refer to Attachment 16h- Water Softener Daily Logs & Attachment 16i- Engineer's Daily Logs.
- IV. ~~This information will be included in the O&M data being collected.~~  
See question 11 point I.
- V. ~~We are working with the institution regarding this question.~~  
Routine preventative maintenance on radiator traps is not scheduled, maintenance is completed as needed on an on-going basis.
- VI. ~~We are working with the institution regarding this question.~~  
There are six (6) stationary engineers assigned to the power plant and one power plant manager. The stationary engineers start at \$18.16 per hour.
- VII. ~~We are working with the institution regarding this question.~~  
This is a labor relations issue which would need to be negotiated between union leadership and management. The question cannot be answered at this time.

15. Are there requirements for lighting ECM proposals?
- A. Ensure that if any LEDs operating with ballasts are included in the proposal, the ECM must include replacement of the affected ballasts.
16. If available, please provide the lighting count information in Attachment 16j - Lighting Assessment by building.
- A. Light fixture counts per building are not available. Total fixture counts, and break outs per building, can be verified during final engineering by the selected Offeror. Proposals can include unit costs & unit savings per fixture, with proposed totals based on provided information.
17. I am currently subscribed to receive your OFCC “New RFQ and Updated RFP and Q&A Posted to OFCC Website” emails. There have been several projects that have appeared that include elements my company would be interested in preparing a bid for. However, in almost every instance, the projects we may be interested in are embedded in larger more comprehensive construction proposals.

Would it be possible to place a bid on specific sections of the RFQ or RFP, or do we have to bid on the entire request? Additionally, if we have to bid on the entire request, is there a way we could be introduced to general contractors that could use our services as a sub-contractor on these projects?

- A. Proposals can only be accepted for the whole project. Potential sub-contractors are welcome to try joining an ESCO team that is bidding on the entire project. To find potential companies to partner with please refer to the project Meeting Minutes included on the OFCC website, the file includes attendance sign-in sheets for the pre-proposal meeting and walkthroughs.
- 18.
- I. Can you please share the name of the company that recently installed the new roof at CCI Power Plant and other flat roof buildings? This is in order to get in contact with them to understand exactly their specs considering a potential use of Solar Water Heaters as an ECM.
- II. Can you please confirm the amount of hot water in gallons per day produced at CCI Power Plant? We have it in around 50,000 gal/day, but would be great if it can be confirmed.
- A. ~~We are working with the institution regarding this request.~~
- I. For roof requirements, please contact the roof designer Tom Converse of RDI at (614) 538-8780.
- II. The power plant produces between 95,200 and 100,000 gallons per day.

19. Based on the following statement: “The institution plans, but has not received approval, to replace lighting in the inmate housing units with energy efficient security light fixtures (vandal resistant). If this is a possible option, the proposal should include a separate option to provide the security fixtures in the housing units.”

Question:

In order to effectively propose a separate pricing option for security fixtures in the housing units, a complete count of cells with the number of fixtures in each will be required. Can this information be provided?

- A. This information was covered during the additional walkthrough day on 2/18/2016. Refer to Attachment 16m- Electrician’s Notes for specific counts, with dormitory unit counts separated between cells and hall & office areas.

Also, refer to question 13 V and 16 above.

20. Can you please clarify if each respondent is to provide a comprehensive service agreement for the entire correctional facility or just for the ECMs that are installed as part of the performance contract?
- A. The minimum requirement is a service agreement for the proposed ECMs, however it is acceptable to propose a more comprehensive service agreement if the Offeror wishes.
21. In reference to the CMMS system, can you please confirm if an "Owned" system that involves the purchase of servers and software that will be contained within the walls of the prison be preferred, or is the preference a web-based system that can be used from any workstation within the facility?
- A. ~~We are working with the institution regarding this request.~~  
The preference is a web-based system.
22. Can you please confirm if equipment installation is permitted outside the secure areas in order to reduce installation/maintenance cost (i.e. solar panels / solar water heaters)?
- A. Installing equipment outside of the institution fence is potentially permissible subject to the following:
    - o The work must be completed and equipment installed on state property
    - o Any work involving excavation would be subject to Ohio Historical Preservation Office approval
    - o CCI review and approval on a case by case basis