

First Set of Questions:

- Can you elaborate on the relationship between the WELL certification scope and the Zero Net Energy Analysis scope and whether there is an intention to coordinate and manage these efforts together?

These are two separate functions and analysis – no coordination is required, however, links and efficiencies can be made in the proposal if feasible.

- Is there any possibility of bidding on the two scopes separately?

Unfortunately, we will not be accepting separate proposals

- Does SCPPA or LADWP have an estimated budget range for this project?

This contract is mainly for a ZNE study and spot Subject Matter Expert work on WELL certification for a single building. LADWP and LACI have existing resources for installation and we will be mostly seeking integration and completion of initiated work and studies. We anticipated a contract amount between \$30-50K.

- Initial WELL certification is anticipated to take 10-12 months from project kickoff until certification. This RFP states the project is to be completed by February 28, 2019. It is likely not possible to obtain certification by that end date. Would SCPPA and LADWP consider a later completion date?

A later completion date is not required. WELL Certification is already underway; the current building management firm will need technical assistance with submitting items.

- The RFP states that the WELL scope includes Recertification. This happens in 3-year cycles from the time of initial certification. Is the intention for the proposer to bid on a full, three (3) year recertification cycle? Should proposers include additional recertification cycles in the bid?

The recertification deliverable is to provide a strategic plan and schedule to maintain long term certification, not to have the selected vendor conduct the recertification in 3 years.

2nd Questions

SCPPA / La Kretz Innovation Center WELL / ZNE Services RFP DNV GL / Healthy Buildings Proposal Team Questions 07.30.2018

Addressed to: bcope@scppa.org Questions/Clarifications

Scope of Work

1. Does the proposal team need to include the cost for data collection in the form of utility bills, energy and water meter set up, existing drawings and existing specifications for the campus assessed in our

bid?

LADWP and the Facility Manager already has this data.

2. On page 2 of the RFP, a definition for ZNE is listed as 'A Zero Net Energy or Net Zero building is a facility with the total amount of energy used by the building on an annual basis that is *roughly* equal to the amount of renewable energy created on the site'. Can the definition for Zero Net Energy that is expected for this analysis be clarified any further at this time?

A general definition was provided to allow the selected vendor to determine the best approach for ZNE. For the RFP we are looking for a firm or vendor that has the best qualifications. The goal is to seek Subject Matter Expert to conduct an initial study on ZNE feasibility.

3. To provide an accurate fee for the following scope of work; 'Assist, as necessary, LADWP and LACI to install devices and/or implement measures to reduce energy consumption at the Campus' can this requirement be clarified further? For example, is there a minimum number of devices/measures installed or implemented to provide this assistance on?

LADWP and LACI will pay for installation of devices. The services requested will assist LADWP and LACI to select the best devices to install to become ZNE. If technical assistance is needed to install these devices, the selected vendor should be prepared to train LACI and LADWP staff.

4. Does this scope of work include the consultant being involved in the measurement and verification period for the campus?

It does not

5. On page 3 of the RFP, it is stated that the consultant will 'meet weekly with designated LADWP and LACI staff'. Will these meetings be required to be in person or will conference call suffice?

In person is preferred but conference call will suffice from time to time.

6. As per the RFP section III-WELL Certification of the La Kretz Innovation Campus – WELL certification is desired no later than February 28, 2019. This timeline leaves only 2 months for documentation, once feasibility analysis is complete on the front-end, and assuming a smooth certification process with GBCI of 3 months at the back end. Is there a commitment to completing any upgrades or items suggested during the feasibility analysis in order to comply with all preconditions in WELLv2?

WELL certification is underway by the facility manager, selected Vendor will provide subject matter expert services on specific requirements.

7. Documentation for WELL certification includes a number of Letters of Authorization (LOAs) from the architect, MEP, and contractor on the project. Is there a way to facilitate gathering these from the original design team?

LADWP and LACI will facilitate these meetings

Fees

8. Are billing titles required per labor rates?
9. Can SCPPA provide a target budget range to help consultants to better scope a project that fits within expectations?

Titles are preferred but not required.

This is contract is mainly for a ZNE study and spot Subject Matter Expert work on WELL certification for a single building. LADWP and LACI have existing resources for installation and we will be mostly seeking integration and completion of initiated work and studies. We anticipated a contract amount between \$30-50K.

Proposal Submission

10. Are Resumes to be included in the 10-page limit?
- As you see fit to determine your company's qualifications. Please do not submit more than 10 pages
11. Are References to be included in the 10-page limit? If not, is there a required number of references per respondent
- References are always a good idea – but no required number. Please do not submit more than 10 pages.
12. Will SCPPA share evaluation method/criteria with proposers?
- Bryan can you shed light on this question?

Question group 3

REQUEST FOR INFORMATION (RFI)

WELL Services

1. We've heard this project is already registered in WELL online. a. Is there an incumbent WELL consultant?

There is a WELL advisor on the project

- b. Is LACI/La Kretz looking to hire a new consultant?

The selected vendor will work along with the facility manager to provide spot services on certain items required for WELL certification

2. What is the target WELL certification level LACI is looking to achieve?

Target is gold

ZNE Services

1. Is at 1-3 year of non-interrupted energy information readily available? If so, can it be shared during this proposal phase?

Yes the information is available and will be shared with selected vendor

2. What energy efficiency and demand response strategies have already been implemented?

Detailed Energy Efficiency implemented strategies will be discussed with selected vendor.

3. During a free informational/walking tour, one of our representatives noted that there was a plan to implement an additional 300kW roof-mounted solar array. Has structural load analysis been performed to implement this measure? If not, does the proposing consultant need to factor this into the cost?

No – a structural load analysis does not need to be considered in final cost. The selected vendor is not required to install major enhancements/improvements to the building. We are looking for an initial ZNE study with recommendations for next steps. 300kW is not a verified estimate.

4. Does the LACI already have budget or a funding source available for the potential projects? Or will the awarded consultant also be responsible for identifying supplemental financing options?

LADWP and LACI have funds and resources to implement ZNE strategies. However, if the selected vendor can identify additional funding opportunities for LACI and LADWP to pursue, this will assist with the proposals.

Please note: LADWP rebates cannot be applied to the building, as this is an LADWP owned building.

5. Does LACI find it acceptable to price the final task “**Assist, as necessary, LADWP and LACI to install devices and/or implement measures to reduce energy consumption at the Campus**” as a separate Not-to-Exceed PO/CWA contract structure? Or does this need to be included in a non-separated line item in the base proposed price? This task is difficult to price out without first having performed the ZNE study at the facility.

Separate structure is acceptable and preferred.

Question set 4

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- For the WELL Scope:
 - Is the current project WELL registration under WELL v1 or the WELL v2 pilot?

Registered under WELL v1 Q2 2017

- Is the La Kretz Campus targeting a particular level of WELL certification (silver, gold, platinum)?

Gold

- Does the targeted WELL project boundary end at the building exterior or does it extend out to the entire 3.2 acre Campus?

The WELL project boundary covers only the 30,000 sq feet of office space

- For the ZNE scope:
 - Will the requested weekly meetings with LADWP & LACI staff only begin after issuance of the ZNE Analysis Report?

Weekly meeting are anticipated for the development of the ZNE Analysis Report

- Is an ongoing plan to maintain ZNE status for the campus throughout its life-cycle expected as part of the *Zero Net Energy Analysis* deliverable?

It is not anticipated but an analysis and long term strategy to maintain ZNE may be included.

- General Emails:
 - Will these two scopes only be considered as a single offering to one selected firm?

Yes – we will not divide the award

- Will these two scopes be considered separately to one single firm?

We request only one firm for the two scopes

- Can one scope be priced at fixed fee and another as time and materials?

If you so desire

- If we would like to be considered for both of separate scopes, should we present our RFP response in a particular format?

Please submit both scopes together in under 10 pages

Question set 5

- Has the LACI and/or SCPPA developed an initial WELL scorecard or if there has been any analysis to date to determine their desired WELL certification level

WELL certification is underway by the facility manager; selected Vendor will provide subject matter expert services on specific requirements. Gold is desired under v1