

# EASTERN LOUISIANA MENTAL HEALTH SYSTEM (ELMHS)

## RFP FOR ESPC SERVICES

### ADDENDUM NO. 2

- 1) The deadline for the proposals is extended to 3:00 pm CST July 27, 2018.
- 2) If the selected ESCO completes the Technical Energy Audit but ELMHS decides to not proceed with implementation of the project, will the selected ESCO be compensated for the cost of the Technical Energy Audit?
  - a) Yes, In the event that the selected ESCO performs and delivers an acceptable investment grade energy audit (IGA) and ELMHS/LDH decides not to proceed with the project, then ELMHS/LDH would be responsible for the reimbursement of the cost in preparing the IGA.
- 3) Can ELMHS provide the following information?
  - a) Campus map
    - ATTACHMENT A
  - b) Annual O&M expenditures
    - ATTACHMENT B which includes payments to outside vendors; ELMHS staffing costs are not included.
  - c) Estimate of percentage fluorescent lighting T8 and electronic ballasts
    - Approximately 80%
  - d) Occupied schedules for each building
    - ATTACHMENT C (estimated hours occupied are written on the document)
  - e) Currently budgeted facility upgrades
    - FY 19 Budget has not yet been finalized.
  - f) All available floor plans
    - ATTACHMENT D (direct patient care buildings only)
  - g) Access to mechanical drawings
    - Access to drawings will be provided upon request and on-site only
  - h) Available mechanical equipment Inventories
    - ATTACHMENT E
  - i) List of preferred Mechanical Contractors
    - ELMHS vendors are selected through the competitive bid process by Office of State Procurement.
  - j) List of preferred Electrical Contractors
    - ELMHS vendors are selected through the competitive bid process by Office of State Procurement.
  - k) Description of any recycling program(s)
    - None
  - l) List of all buildings served by central steam plant

- All residential housing and some maintenance shops are heated with electricity either through centralized systems or window units. All others are served by the central steam plant.
- m) Map of steam system distribution lines
    - ATTACHMENT F
  - n) Map of natural gas distribution lines
    - ATTACHMENT F
  - o) Steam plant and cooling tower chemical treatment expenditures and analysis reports
    - ATTACHMENT B (WECHEM, INC.) which includes payments to outside vendors; ELMHS staffing costs are not included.
  - p) Contact information for TAC controls contractor who installed DDC HVAC controls in Center Building
    - Bernhard Brothers (225) 752-0785
  - q) Breakdown on how each building is heated and cooled
    - All patient care buildings and administration/support buildings are heated/cooled by either steam or chilled water. For residential areas and some maintenance shops see s. below.
  - r) The Entergy primary contact information
    - Entergy Business Center - 1-800-766-1648
  - s) List of buildings that are heated with electricity
    - All residential housing and some maintenance shops are heated with electricity either through centralized systems or window units.
- 4) Is there a page limit to the RFP response?
    - a) Per the RFP “There is no intent to limit the content of the proposals, and proposers may include any additional information deemed pertinent. Emphasis should be on simple, straightforward and concise statements of the proposer’s ability to satisfy the requirements of the RFP.”
  - 5) Would financial statements as part of the RFP response remain confidential?
    - a) Per the RFP: “Only information which is in the nature of legitimate trade secrets or non-published financial data shall be deemed proprietary or confidential. Any material within a proposal identified as such must be clearly marked in the proposal and will be handled in accordance with the Louisiana Public Records Act, R.S. 44:1-44 and applicable rules and regulations. Any proposal marked as confidential or proprietary in its entirety shall be rejected without further consideration or recourse.”
  - 6) Section 4.C. of the RFP asks that we provide a cost analysis for accepting any level of environmental liability. Can you please elaborate what you are looking for in the cost analysis?
    - a) The Proposer should provide a general statement of what hazardous materials they anticipate to encounter in the project and which they will be responsible for and which the owner will be responsible for, the cost analysis should reflect this.

The Proposer may choose to provide a statement indicating that the cost analysis will be addressed in the Technical Energy Audit.

- 7) Please provide the run times for all the buildings listed in the RFP
  - a) ATTACHMENT G
- 8) Please provide 24 months allied waste bills
  - a) ATTACHMENT H
- 9) Please provide the annual maintenance and repair expenses for the lighting systems
  - a) ATTACHMENT B (Notoco) which includes payments to outside vendors; ELMHS staffing costs are not included.
- 10) Please provide the annual maintenance and repair expenses for the domestic water systems
  - a) The majority of repairs/maintenance to the water system is performed by ELMHS staff.
- 11) Please provide the annual maintenance and repair expenses for the HVAC Equipment
  - a) ATTACHMENT B (Trane, Watson Mechanical, Bernhard Brothers) which includes payments to outside vendors; ELMHS staffing costs are not included.
- 12) Please provide the latest Master Plan
  - a) FY 19 Budget has not yet been finalized; FY 19 Master Plan will be developed at a later date.
- 13) Please provide a copy of any outside maintenance contracts for your lighting, domestic water and HVAC Equipment
  - a) ELMHS does not have routine maintenance type contracts for water & HVAC equipment. Repair services are procured as needed.
- 14) Since you supply your own water and gas for your facility, how do you allocate usage per building that are listed in the RFP?
  - a) When calculating Cost Per Day, utilities are allocated based on square footage. This is a manual calculation; it is not included in our financial accounting system.