

Date of Issue: December 7, 2018

DEPARTMENT OF GENERAL SERVICES  
ENERGY AND RESOURCE MANAGEMENT OFFICE  
401 NORTH STREET HARRISBURG, PENNSYLVANIA

BULLETIN NO. 4  
on

Project No. GESA 2018-2 – REQUEST FOR QUOTES FOR A GUARANTEED ENERGY SAVINGS PROJECT AT: DEPT. OF CONSERVATION AND NATURAL RESOURCES, STATE PARKS, CENTRAL REGION, PENNSYLVANIA Department of General Services, Energy & Resource Management, 401 North Street, Room 403, Harrisburg, Pennsylvania, 17120.

**QUOTE SUBMISSION DEADLINE: THURSDAY, JANUARY 17, 2019**  
**TIME OF OPENING: 2:00 PM**

**RFQ CHANGES**

1. In Appendix G, "Evaluation Committee Scoring Matrix for Technical Submission", please replace the second to last line under the "Construction – Key Subcontractor Qualification Forms" section with: "Each Entity's Workman's Compensation Rating for 2015, 2016, 2017." **Please replace Appendix G with the amended version attached to the end of this bulletin.**



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Rebecca Tomlinson, RFQ Coordinator  
Energy & Resource Management Office

PLEASE ACKNOWLEDGE RECEIPT OF BULLETIN BY EMAIL RESPONSE TO BECKY TOMLINSON AT: [retomlinso@pa.gov](mailto:retomlinso@pa.gov)

## APPENDIX G

### Evaluation Committee Scoring Matrix for Technical Submission

RFQ Section	Description	Points
<b>2-5.1</b>	<b>Project Management Team Overview</b>	<b>32</b>
A	Organizational chart clearly depicts hierarchy and reporting structure of Team members with specific individuals and their assigned roles.	4
B	Offeror described the assignment of responsibilities for major tasks and the interrelationship and management structure of overall Team, including history or working relationship between Offeror and selected Subcontractors on GESA projects.	4
C1	Offeror described assignment of responsibilities for various Project tasks for this Project to specific individuals.	4
C2	Reasonableness of percentage of time key personnel are assigned to this Project.	4
C3	Offeror described ability to manage construction, repairs, regular service and emergencies effectively.	16
<b>2-5.2A</b>	<b>Work Plan</b>	<b>88</b>
1	Offeror demonstrated thorough understanding of the design process.	4
2	Offeror identified potential design issues.	8
3	Offeror described how the Team will manage and minimize DGS' risk.	8
4	Offeror identified early construction packages, long lead items and phases of construction.	8
5	Offeror demonstrated understanding of critical material and equipment and why they are critical, timing/lead times for acquisition and how they will be managed.	8
6	Offeror demonstrated understanding of construction challenges and proposed solutions.	12
7	Offeror thoroughly described a construction plan, including site operations, logistics, lay down area, including a detailed discussion on how the Offeror will accomplish the work within a fully occupied environment.	12
8	Offeror discussed Project Safety Plan, Management and Monitoring.	8
9	Offeror discussed an effective QA/QC plan.	8
10	Offeror demonstrated understanding of the close out process for training of personnel, manuals, Occupancy Permits, commissioning and final closeout.	12
<b>2-5.3A</b>	<b>RFQ Project Schedule</b>	<b>72</b>
1	Narrative clearly identifies and discusses critical aspects of the schedule, associated risks, and the process to ensure achievement of critical milestone dates.	28

2	CPM sets forth a logical progression of critical path, including at least the Notice of Selection, duration and submission of the Investment Grade Audit, execution of GESA Contract, permit submission and approval dates (including but not limited to L&I, DEP Title V, and Hartford Insurance), durations of on-site work, scheduling of start-up and testing of equipment, commissioning and training of personnel.	36
3	CPM integrates and coordinates construction with local utilities, subcontractors, equipment suppliers and Funding Agency facility personnel.	8
<b>2-5.4</b>	<b>Qualification Forms</b>	<b>208</b>
<b>2-5.4.A-1</b>	<b>GESA Contractor Qualification Form</b>	<b>100</b>
**	Entity's experience with GESA projects.	28
a	Management Team Individual Qualifications (6 person limit).	24
b	Entity's financial ability to provide guarantee.	28
c	Entity's Resource Availability	8
d	Entity's Statement of Readiness and Commitment of Resources per the RFQ Project Schedule.	8
e	Entity's Notification of Default or Debarment.	4
<b>2-5.4.A-2</b>	<b>Design – Consultant Qualification Form</b>	<b>48</b>
a	Entity's experience with GESA projects.	24
b	Individual Qualifications (4 person limit)	16
c	Entity's Statement of Readiness and Commitment of Resources per the RFQ Project Schedule.	4
d	Entity's Notification of Default or Debarment.	4
<b>2-5.4.A-3a</b>	<b>Construction – Key Subcontractor Qualification Forms</b>	<b>60</b>
1	Entity's experience with GESA projects.	24
2	Superintendent Qualifications (4 person limit).	24
3	Entity's Statement of Readiness and Commitment of Resources per the RFQ Project Schedule.	4
4	Each Entity's Workman's Compensation Rating for 2015, 2016 and 2017.	4
5	Entity's Notification of Default or Debarment.	4
	<b>Total</b>	<b>400</b>