

Date of Issue: April 19, 2023

Department of General Services
Energy and Resource Management Office
401 North Street, Room 403 North Office, Harrisburg, PA 17120

Bulletin Number 6

on

Project No. GESA 2023-1 – Request for Quotes for a Guaranteed Energy Savings
Project at:

Department of General Services, Reading, Scranton and Harrisburg, Pennsylvania

Quote Submission Deadline: Wednesday, May 24, 2023

Time of Opening: 2:00 PM

REQUEST FOR INFORMATION

A SharePoint site has been set up for this project. Please access via this link:

**<https://pagov.sharepoint.com/sites/DGS-GESA-Program/ReadingScranton/> and click
"Request Access"; your request will be approved ASAP.**

1. Could DGS please provide the mechanical and electrical drawings for the (4) buildings included in the project and the plumbing drawings which are only necessary for the Reading State Office building ECMs. **The available drawings are in the SharePoint, linked above. More drawings will be added in the next few days.**
2. Provide a sample utility bill for each site (electric, Nat gas, fuel oil, water, and sewer). **Sample utility bills are in the SharePoint, linked above. Please note that most of the electricity invoices are received via EDI; physical invoices aren't received but the breakdown is accurate. For building 55, only the electricity is specific to that building; the natural gas, water & sewer usage is for the whole annex complex.**

NORTHWEST OFFICE BUILDING:

3. Is chiller trend data such as circular charts or data logs, available that has been digitized? **Circular charts are available, but they are not digitized.**
4. Has a load study been done to determine chiller sizing? **No.**
5. What is the staff count; currently as well as before the pandemic, and if possible, average visitors/day? **Average staff count for January - March of 2023 is 50-75 daily except for Board meetings on Tuesday and Wednesday when that number jumps to 200 per day. There were 5 board meetings in January, February, and March. Pre-Pandemic numbers averaged between 450 -500 staff and 20 visitors daily. Do you expect the current staff operation to stay the same in the future? At this point, it is still uncertain.**

6. Please provide any existing reports for known asbestos containing materials, lead paint and PCBs located within the building. **The asbestos report is in the SharePoint, linked above. There aren't any reports pertaining to lead paint, but it is primarily on the windows and door frames of the NWOB. There aren't any reports on PCBs.**
7. ECM #26 requires chiller replacement. Many of the existing controls in the building are pneumatic. Should new digital controls be included in this ECM, or should new controls be pneumatic? **Digital controls should be included.** Should provisions be included for expansion of the new control system (beyond the chiller)? **No.**
8. ECM #26 requires a chiller replacement. The existing chillers are piped in series and the pumps are constant volume. Should changes to the chilled water pumps and chilled water distribution system be included as part of the ECM? **Yes.**
9. Building Envelope was not included in ECM. Improvements to the building envelope would reduce the cooling load and the required chiller size. Should building envelope be considered? **No**

SCRANTON STATE OFFICE BUILDING:

10. Provide BAS screenshots of all equipment (AHUs, CHW plant, etc.) and zone graphics and of the current schedules. **The screenshots are located on the SharePoint, linked above.**
11. What is the staff count; currently as well as before the pandemic, and if possible, average visitors/day? **The current staff count is between 130-140 people/ day. Pre-pandemic the staff count was between 377- 400 people/day. The current building visitor number is about 160 people.** Do you expect the current staff operation to stay the same in the future? **The current staff operation will remain the same for now.**
12. What is currently controlled by pneumatics? **The pneumatic controls are un operational at this time.**
13. How is the perimeter electric heat controlled? **It is controlled by baseboards that are turned on from the circuit breakers inside the air handler room.**
14. ECM #15 references new VAV controls for humidity control. Are there humidity problems in the building? If so, please describe the issues and when they started. **The known humidity problems occur on the dock and in the basement. The entire dock is wet on humid days and on rare occasions the basement floor will get humidity. These problems have been going on for at least 8 years.**
15. Please provide any existing reports for known asbestos containing materials, lead paint and PCBs located within the building. **There aren't any reports. The asbestos materials were removed, there isn't any lead paint and PCBs are most likely located in the ballasts for the fluorescent light fixtures.**
16. Is the site currently participating in a demand response program? **No; the ability to peak shave is available, however, we are not interested in a demand response program at this time.**

READING STATE OFFICE BUILDING

17. Are AHUs 1, 3, 4, 6, 7, and 8 all currently capable of 100% economization? If not, is it known what the maximum %-OA is? **It is believed that they are capable through the**

settings in Metasys, but it has not been verified. Currently 10% outside air, 90% return air.

18. What is the staff count; currently as well as before the pandemic, and if possible, average visitors/day? **Pre-pandemic, occupancy for staff was approximately 350. Currently, staff occupancy is approximately 170 depending on the day of the week due to teleworking schedules. On average, the number of visitors is approximately 200 per day.** Do you expect the current staff operation to stay the same in the future? **Unknown as it will depend on the Governor's direction on teleworking policies.**
19. Please provide any historical radon reports for the facility. **The radon report is in the SharePoint, linked above.**
20. Please provide the 2008 GESA IGA report for our use in understanding changes to original design. **The report is in the SharePoint, linked above.**
21. Is the site currently participating in a demand response program? **No; the logic is in the Metasys system, and the ability to peak shave is available, however, we are not interested in a demand response program at this time.**
22. Other than thermostats and VAV boxes, are there other equipment controlled by pneumatics? **Yes, pneumatics is encompassed throughout the HVAC system.**
23. Please provide any existing reports for known asbestos containing materials, lead paint and PCBs located within the building. **The asbestos report is in the SharePoint, linked above.**
24. What exactly is the impetus for wanting to replace the existing 208V electrical service with 480V? Are there issues with existing electrical distribution or does DGS expect significant utility savings? **The project to replace chiller #1, which has already been ordered, has a need for higher voltage.**
25. What year was the roof installed and is it still under warranty? **The roof was installed in 2014. It has a manufacturer's warranty that's good for 15 years which started on 08/13/14.**
26. ECM #4 identifies replacing the remaining chiller (assumed to be Chiller #2). Is there a project already in place to replace Chiller #1? Please provide drawings & specifications or other information, if available, of such project. **This project is ongoing, the current chiller is planned to be replaced with a 120-ton Daikin meg chiller. The specifications are on the SharePoint, linked above.**

DGS ANNEX BUILDING 55

27. Please provide any existing reports for known asbestos containing materials, lead paint and PCBs located within the building. **The asbestos report is in the SharePoint, linked above. There are no known reports for lead paint nor PCBs.**
28. What is the staff count; currently as well as before the pandemic, and if possible, average visitors/day? **Currently and pre-pandemic, there are 11 staff in the building with no daily visitors.** Do you expect the current staff operation to stay the same in the future? **No; the staff count will increase, however; the exact number is still unknown.**
29. Areas in the building have mold growth. Should mold remediation be included as part of the project? **No.**
30. ECM #22 Recommends the installation of a natural gas boiler. Currently there is no natural gas line at the building. Should the installation of a new natural gas line be

included in the cost of the project, or will DGS provide the gas service to the building?

The installation of a new natural gas line should be included.

31. ECM #22 asks for cooling upgrades. The existing cooling in the building is provided by window air conditioners. A properly designed cooling system and ventilation system will require the internal loads and occupancy rates. It was mentioned that the space will be renovated to house more maintenance activities. Will a new floor plan showing space usage and expected occupancy be provided? If new equipment is to be installed, please provide information on this if possible. **Use the existing floor plan and assume the existing equipment is operational for the quote.**
32. ECM #23 recommends the installation of a geothermal system. Has bore testing been conducted to determine the viability of a bore field? **No.**
33. ECM #23 will convert to an all-electric heating and cooling system. During the site visit it was noted that the main electrical switch gear and all electrical sub panels are Federal Pacific. Should new electrical switch gear and sub panels be included in the ECM cost? **No.**
34. ECM# 24 eliminated the pneumatic controls. As a stand-alone ECM for comparison purposes should this be based on the existing HVAC equipment in the building? **Yes.**
35. ECM #25 As a stand-alone ECM for comparison purposes, should this be based on the existing HVAC equipment in the building? New equipment will be commissioned therefore retro commissioning will only apply to existing equipment that remains. **Yes, that is correct.**
36. What year was the roof over the office areas and front entry installed? **The roof over the office was 202 and the larger area of the shops was 2017.**



Rebecca Tomlinson, RFQ Coordinator
Energy & Resource Management Office

Please acknowledge receipt of
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