

EXHIBIT A

**Questions & Answers**  
**Solicitation No. DCAM-20-NC-RFQ-0002 | Energy Savings Agreement Program**

NO.	QUESTIONS	DGS RESPONSE
01	With the current state of the Government and Workplace due to COVID-19, would the DC Government consider an MOU while a JV Agreement is currently in the approval process?	No, the Department will not consider an MOU while a JV agreement is in the approval process.
02	Due to COVID-19 restrictions in place, will the DC Government consider an extension to the Submission deadline?	Refer to Addendum No. 08, Item No. 1.
03	Does this contract entail consolidated facilities maintenance (CFM) to be provided by the ESP during Phase III?	The ESA will not include consolidated maintenance services. The ESP is only responsible for maintenance of the improvements it installs.
04	Will there be added consideration if ESP is already performing CFM services as a Prime or Teaming Partner on listed facilities?	No, the Department does not and will not give preferential treatment to an offeror performing consolidating maintenance services as a Prime on listed schools. SOQs will be evaluated per the evaluation criteria defined in the RFQ.
05	If ESP replaces existing HVAC equipment currently maintained by CFM provider, who will be responsible for the Preventive Maintenance of the new equipment?	ESP would be responsible for maintenance of ECMs.
06	Will CFM providers be required to perform preventive maintenance on equipment that is out of their original scope if ESP replaces or adds equipment to facilities?	No, they will not.
07	Please provide more detail on the Operation and Maintenance portion of this RFQ.	Additional detail on Operations and Maintenance will be included in the RFP and Energy Savings Agreement. This information is not needed to submit a an SOQ submission to this RFQ.
08	Will the selected contractors be working with the DGS Facilities team on the schools, or will they be performing the facility O&M work as the prime contractor?	The ESP will be expected to perform O&M on assets they install. DGS Facilities has a comprehensive understanding of the District's assets and the building system, so when the ESP is installing/maintaining improvements, the ESP will be expected to coordinate with DGS-Facilities.
09	How will the ESP work with any existing CFM Service Provider. For example, Cardozo is listed in the updated documents and they already have a CFM provider that performs operations and maintenance (O&M). Will ESP work alongside the CFM for O&M or will the ESP contract replace the CFM for the O&M?	The ESP will manage those assets that are part of the ESA. Again, more details of this will be provided in the RFP and ESA. The RFQ is an evaluation of capabilities and experience.
10	How long will ESP be responsible for Operations & Maintenance?	The ESP will be responsible for operations and maintenance of the assets it installs over the entire contract term, which will be defined in the ESA.
11	Will the Top 3 Pre-Qualified Firms be given an RFP on an overall basis or will there be multiple awards distributed among the sites?	The minimum overall score to be deemed pre-qualified is set at 70 points out of 112 points; therefore, offerors who have an overall technical score of 70 points and above will be deemed pre-qualified. Out of those pre-qualified firms, only the top three (3) ESP's will be eligible to receive the RFP and allowed to compete for the award of one (1) ESP. There will <b>not</b> be multiple awards. Refer to Section D.1.1 and A.2.1.
12	What is the current BAS system in each of the schools?	Refer to Addendum No. 09, Item No. 3 for a list of BAS systems in each Facility.
13	When was the last lighting retrofit performed?	This question is not relevant to responding to the RFQ, which is based on capabilities and experience. This would be more relevant to the RFP portion when offerors are actually evaluating the facilities.
14	Are there Special Lighting Fixtures or requirements for the Site/Sites?	Not at this time other than following federal and District of Columbia energy codes. DGS is currently developing lighting guidelines. If the guidelines are finalized in advance of the ESP energy audit phase, DGS will share those guidelines with the ESP.
15	Are the Sub Stations for the Site/Sites owned and maintained by the Utilities Provider, Client or responsibility of the Contractor?	The substations for the site/sites are owned and maintained by the utility provider.
16	Please provide a detailed list of all electrical equipment that needs preventive maintenance and testing by the contractor?	The vendor would perform a comprehensive assessment of buildings and use its expertise to recommend ECMs that the ESP would then be responsible for maintaining over the guarantee period.

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17	Who is the current service provider for the BAS maintenance?	Refer to Addendum No. 09, Item No. 3 for a list of BAS systems in each Facility.
18	Please provide the current BAS manufacturer/model number and version of software.	Insight, version 3.15
19	Please confirm that the Client will provide data lines for access and monitoring of the BAS.	Confirmed. The Client (DGS) will provide data lines for access and monitoring of the BAS.
20	Who is responsible for the costs of the required Seats/access terminals?	Access terminal costs should be accounted for in capital expense projections. The District expects to provide web access for monitoring software.
21	How many BAS points are installed at each facility?	One (1) with remote terminals.
22	Is the BAS web based?	In some locations the BAS is web based, but not at all locations.
23	Does the BAS have the capability to be monitored remotely without having to use a dedicated computer and software?	Some of the schools, though not all, have various level of connectivity through the Enteliweb cloud-based platform. Other schools rely on the native BAS vendor's software or computer. It's possible that a few schools do not have a BAS.
24	Are the schools listed in revised attachment G included in this RFQ?	The updated list of schools are included in Addendum No. 04, Item No. 4.
25	Given the national emergency declaration relative to the coronavirus and the constraint that has placed on normal business operations, is there any consideration for extending the due date for the RFQ response?	Refer to Addendum No. 08, Item No. 1.
26	Section C1.1.1 lists points available for various designations of small, local and disadvantaged business enterprises. Are those points available only if the primary respondent to the RFQ qualifies for one of the designations? If the respondent's team includes firms who will participate as subcontractors and these subcontractors qualify under one or more of these designations, would the proposer's response receive the points? Or, is it required that the relationship between the respondent and the subcontractor or subcontractors be in the form of a joint venture in order to receive these points?	Yes, the Prime will have to be a certified business enterprise designated by DSLBD in order to receive the designated points as described in section C.1. Offerors are encouraged to contact DSLBD at (202) 727-3900 if additional information is required on certification procedures and requirements.
27	Please indicate what impact, if any, the ongoing coronavirus pandemic will have on the current due date? Will an extension be provided? Will the District amend the hardcopy requirement and allow for responses to be submitted electronically?	Refer to Addendum No. 08, Item No. 1.
28	Is double-sided printing allowable for the proposal?	This is not applicable as the SOQ's will be submitted electronically. Refer to Addendum No. 06, Item No. 2 dated April 9, 2020.
29	Section F- Insurance- the professional and pollution liability policies are required to be maintained for ten years post construction; three years is typical. Would three years be acceptable here?	The Office of Risk Management (ORM) agreed to relax the coverage maintenance terms as requested. Refer to Addendum No. 09, Item No. 5.
30	Is the District open to infusing capital into the project if needed?	The Department will provide relevant information during the issuance of the actual RFP for the particular project. The goal of this RFQ is to pre-qualify offerors to participate in the future RFP and compete for the award of one (1) ESP to conduct an IGA of proposed facilities selected by the Department.
31	Do the O&M services need to be included in the cash flow such that there is no year of negative cash flow?	O&M services should be reflected in cash flow projections. There is no requirement that cash flow be positive every year and vendors should use their expertise to determine project feasibility over the project lifecycle.
32	Standard Contract Provisions – Can the District assure that the final contract will include conformed, consistent terms and conditions? Although all three attachments have identical or very similar provisions in some places, in other places the provisions are not identical.	The scope of the project requires that provisions from different technical areas be included in the final contract. The contract template will be included as an attachment to the RFP.
33	Given Spectrum Management's current contract with DGS to provide operations and maintenance (O&M) services at DCPS sites included in this solicitation (e.g. Dunbar High School, Roosevelt High School, etc.), will they be precluded from participating on this solicitation? What is the scope of Spectrum's services and when does their contract with DGS end?	Spectrum Management's current contracts are unrelated to this procurement. For information on current contracts, you can make a Freedom of Information Act (FOIA) request by submitting an email to foia.dgs@dc.gov. Information can also be found on the DGS web page, <a href="https://dgs.dc.gov/">https://dgs.dc.gov/</a> . The Department expressly reserves the sole right to review any project for potential organizational conflict of interest when the nature of the work to be performed under a proposed District would result in an unfair competitive advantage to the contractor or impair the contractor's objectivity contract work.

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34	<p>Section D.6.1.3a – “At a minimum, the Consultant key personnel shall include: Principal; Mechanical, Electrical, and Civil Engineer; Project Manager; Auditor; Commissioning Agent; Financial Officer; and Monitoring &amp; Verification Analyst.”</p> <p>Energy Service Companies (ESCOs) often leverage subcontractor and consulting partners to add key personnel such as those identified in this section to our project team. Many of these partners will not be identified until the RFP phase when additional information regarding the scope of the project(s) will be made available. Will proposers lose points for not identifying these roles and/or partners at this stage?</p>	<p>Offerors are highly encouraged to provide the key personnel requested in the RFP to allow the District to fairly evaluate the qualifications of the proposed key personnel. Failure to provide the required information could potentially result in offerors losing points as outlined in the evaluation criteria set forth in Section D of the RFQ. The purpose of the RFQ is to evaluate the Offeror's team capabilities and experience in order to pre-qualify offerors to participate in the future RFP and compete for award.</p>
35	<p>Attachment G - In addition to the data provided, can the District provide the energy usage/units (kWh, therms, gallons, etc.) associated with the utility cost data provided?</p>	<p>Yes, please refer to Addendum No. 09, Item No. 4 (Attachment H - excel format); and Item No. 2.</p>
36	<p>Section D.4 – “Each Offeror’s SOQ submission will be scored on a scale of 1 to 100 points. In addition, Offerors will be eligible to receive up to 12 preference points as described in Section C.1 of this RFQ for participation by Local, Small or Disadvantaged Business Enterprises. Thus, the maximum total number of points possible is 112.” Please confirm that firms who include CBE subcontracting partners as part of their team in response to this RFQ will NOT be eligible to receive the additional 12 points for CBE participation. Are these CBE points only available to those CBE firms submitting as prime and/or certified joint ventures?</p>	<p>That is correct. Preference points shall be given to Prime or JV CBE firms certified with DSLBD at the time of submission of its proposal as described in section C.1.3.1. Only Joint Ventures acknowledged by DSLBD will receive preference points. Non-CBE firms who are the Prime, and have CBE subcontractors are not eligible receive preference points. Offerors are encouraged to contact DSLBD for further information.</p>
37	<p>11. Section D.6.1.1a – “Of these eight (8) roles, the Offeror shall ensure that a minimum of three (3) Past Performance Evaluation forms (Attachment F) are completed by a former client/owner and submitted on behalf of the Offeror directly to karen.araujo@dc.gov by the due date for SOQs.” Given the current circumstances surrounding the coronavirus pandemic, many former clients/owners are closed and/or on modified business schedules. Would the District be amenable to extending the return due date to ensure former clients/owners have sufficient time to respond?</p>	<p>Refer to Addendum No. 08, Item No. 1.</p>
38	<p>Can DGS provide clarifications between Section B.3.1.1. and Section B.3.6? B.3.1.1. indicates DGS will not commit any funds to the IGA whereas section B.3.6. indicates DGS agrees to pay a fee.</p>	<p>DGS will provide clarification on funds relating to IGA during the RFP process.</p>
39	<p>Can DGS provide specific details on how respondents can be eligible for the 12 points in Section C.1 - Preference for SBE/DBE/VBE if they are not able to qualify as a CBE? If a respondent retains the role of general contractor and lists CBE subcontractor partners on the organization chart, will this suffice as the means to secure the 12 points?</p>	<p>Offerors are encouraged to contact DSLBD at (202) 727-3900 if additional information is required on certification procedures and requirements.</p>
40	<p>On Section D.6.1.2.d – Can DGS provide a definition and example of a joint-governance structure with a large public-sector entities?</p>	<p>Governance structure is the framework through which a team of individuals or entities plans, develops, and oversees a program. It addresses program vision, strategy/priorities, roles and responsibilities, conflict resolution, performance monitoring, etc. to maximize resources and improve outcomes. In a joint governance model, multiple entities could share responsibility for many elements, including policy, strategy and operations. Please describe your experience and expertise in developing, implementing, and overseeing similar complex programs with multiple partners (subcontractors, government entities, existing vendors providing tangential services).</p>
41	<p>There isn't any evaluation criteria for E.4.1.2 General Team Information and Firm(s) Data. It's not outlined in D.6.1. Is it scored? If so, how will it be scored?</p>	<p>No, it is not scored; however, this information is still required. Information that is scored is outlined in section D.6.</p>
42	<p>C.ii. requests an organizational chart and C.iii. requests resumes. However, both of these items are required under D.6.1.3. Key Personnel. Please clarify if this information is required twice or if it can be included solely under D.6.1.3.</p>	<p>Information is required under each applicable evaluation criteria. The Department does not see a section C.i.i or C.i.i that offerors is referring to.</p>
43	<p>Confirm the annual report and financial statements required in paragraph D.6.1.1b are excluded from the 150-page limit and can be provided in an appendix to the SOQ response.</p>	<p>Confirmed, these statements are excluded from the 150 page limit and should be submitted in an appendix to the SOQ response.</p>
44	<p>Is the annual report and financial statements required in paragraph D.6.1.1b be submitted for every partner in the submission?</p>	<p>If the offeror is one entity than that firm will provide its financials. If the offeror is a joint venture, then financials are required from the entity/individual that exercises management control and any entity/individual with an ownership percentage of 25% or greater.</p>

NO.	QUESTIONS	DGS RESPONSE
45	What is the district bench mark for energy conservation measure ROI, 1 year, 3 years, 5 or more years?	It greatly depends on the specific energy or water conservation measure.
46	Will the qualified top three companies be provided with operational costs of both in-house and subcontracted O&M, repair and Capitol improvement work as well as utility costs for the previous three years as part of the evaluated long-term savings?	Utility costs will be provided to ensure better modelling on the part of the chosen respondents. Offerors are to model their estimates for capital improvements, O&M repair expenses.
47	Will the District consider allowing the top three companies to broker utility purchase agreements as part of the overall cost reduction strategy?	ESPs will not be allowed to broker DGS's utility supply agreements.
48	RFQ: page 11, C.1.1.1 says "...preference of more than 12 points or a reduction in price of more than 12 percent." Should "price" be "points?"	No, the language is correct. This is standard language from DSLBD. For this specific RFQ, a CBE can receive no more than 12 points. This RFQ is for pre-qualification purposes. There is no monetary value of this RFQ, therefore, the reduction in price of no more than 12 % is not applicable.
49	Per 6.1.4c: "In addition, the offeror shall include comprehensive templates and completed samples of the following that it shall use throughout this engagement and explain how these will be utilized by the offeror in managing the energy conservation measure portfolio and individual projects: (i) preventative maintenance checklists and schedule for a broad spectrum of ECMs; (ii) measurement & verification reports; (iii) example of key-performance indicators calculation sheet; (iv) sample of M&V report(s); and (v) a sample investment grade audit that identifies energy and/or water-saving improvements similar in nature to those that may be implemented at the properties included in this solicitation." Can you be more specific as to what you are looking for regarding this requirement? Some of these items could be in excess of hundreds of pages. If you want each item in its entirety, would only a digital submission be acceptable?	The evaluation committee will review the sample documents to understand how offerors would approach the project and present information to the District. Electronic submission of sample documents is permissible. Refer to Addendum No. 06, Item No. 2 dated April 9, 2020.
50	In section D.6.1.4c, a sample M&V report and sample IGA are requested amongst other samples. Are 5 copies needed? These documents can have several hundred pages. Can these sample documents be provided on the electronic copy only or 1 hard copy?	No; the five (5) copies are not needed as SOQ's shall be delivered via electronic submission only. Refer to Addendum No. 06, Item No. 2 dated April 9, 2020.
51	In section B.3.3.3 the timeframe is stated as 24-36 months. Does this timeline consider from award of contract to installation or other starting point?	Yes, from contract award to installation.
52	Does this include joint ventures? Can you shed light on what could be considered that would be applicable to joint-governance structures? (Page 17 of the RFQ, Item D.6.1.2d)	For the first question, yes, offerors can form a joint venture and will need to contact DSLBD as indicated in Section C. For the second question, this evaluation criteria refers to the Offeror's experience and expertise in developing, implementing, and overseeing similar complex programs with multiple partners (subcontractors, government entities, existing vendors providing tangential services). If the Offeror is a joint venture and has its own internal joint governance structure, than this structure would be a part of its broader structure for managing the program.
53	There was a question asked on the pre-bid call regarding submitting electronic samples of past IGA's and other reports due to the fact that they are typically hundreds of pages. What is the District's response to that question?	The SOQ's and exhibits are to be submitted electronically only. Refer to Addendum No. 06, Item No. 2 dated April 9, 2020.
54	Will the due date be extended? Our concern is the ability of our customers to return the required reference forms by the due date.	Refer to Addendum No. 08, Item No. 1.